

Fiscal Year 2024–25 Budget Development Manual



COUNTY *of* **VENTURA**

Table of Contents

Section I. County Budget Guidelines	4
A. Ventura County Mission, Values And Guiding Principles	4
B. Ventura County Budget Principles, Policies And Guidelines	4
C. County Budget Process As Legal Compliance	8
Section II. County Budget Process	9
A. Purpose Of The County Budget	9
B. A Successful Budget	9
C. Purpose Of The Budget Development Manual	9
D. Budget Information Letters (BILs)	10
E. Budget Increment Descriptions	10
F. Budget Process Responsibilities	11
Section III. Calendars And Submittal Dates	13
Section IV. Budget Development	14
A. Introduction	14
B. Base Budget	14
C. Narratives	20
D. Accomplishments And Objectives	21
E. Future Impacts	22
F. Performance Measures	22
G. Grants, Subventions And Subsidies	22
Section V. Salaries And Employee Benefits	24
A. Object 1101 - Regular Salaries	25
B. Object 1102 - Extra Help And Intermittent	26
C. Object 1105 - Overtime	27
D. Object 1106 - Supplemental Pay	27
E. Object 1107 - Termination Pay And Vacation Buyback	27
F. Object 1108 - Call-Back Staffing	27
G. Object 1121 - Retirement Contribution For Regular Employees	28
H. Object 1122 - OASDI/FICA; Object 1123 Medicare	29

Section V. Salaries And Employee Benefits (Continued)	
I. Object 1124 - Retirement Contribution For Extra Help	30
J. Object 1125 - In Lieu Contributions	30
K. Object 1128 - Management Retiree Health Benefit	31
L. Object 1129 - Supplemental Retirement Plan	32
M. Object 1130 - Supplemental Retirement Plan (SRP 457)	32
N. Object 1141 - Group Insurance	33
O. Object 1142 - Management Life Insurance	34
P. Object 1143 - Unemployment Insurance	34
Q. Object 1144 - Long Term Disability	35
R. Object 1165 - Workers Compensation	36
S. Object 1171 - 401(K) Plan	37
T. Benefits Included In The 2000 Objects	38
Section VI. Rates And Charges / Budgeting For ISF	39
A. Introduction Rates And Charges	39
B. Budgeting For ISF Equipment	39
C. County Executive Office	40
D. Employee Health Services	40
E. Treasurer-Tax Collector's Interest Earnings Rate	41
F. General Services Agency	42
G. Information Technology Services Department	67
H. Estimated Charges For Certain ISFs & Other Rates/Charges	72
General Services Agency ISF	72
Information Technology Svcs Dept ISF	81
CEO Liability Insurance	87
PWA Lease Payment Schedule	91
Department Of Airports Rental Charges	94
Debt Service And Other Lease Payments	95
Rent Expense	96
Alcohol And Drug Testing Rates	97
Cost Allocation Plan Charges	98
Cost Allocation Plan Revenue	102
Depreciation Expense	103
CEO - Opt Out Contribution	105
HCA - Employee Health Services	110
Section VII. Reference	111

SECTION I. COUNTY BUDGET GUIDELINES

A. Ventura County Mission, Values and Guiding Principles

On October 17, 2023, the Board of Supervisors updated the County's Strategic Plan. The Plan is intended to be a blueprint to guide the development of each agency's strategic plan and work plans. This will allow every agency to assess and determine how their own work, services and mission can support the County's Strategic Priorities and Goals. The statements are reproduced here to reaffirm the importance of these principles in guiding the planning and defining the purpose of the County's budget development process.

1. Mission:

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

2. Values:

Build and foster public trust through:

- Ethical behavior
- Transparency and accountability
- Equitable treatment and respect of all constituents
- Excellence in service delivery

3. Guiding Principles:

We focus on serving our residents and business communities by:

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

B. Ventura County Budget Principles, Policies and Guidelines

In keeping with the strategic goal of fiscal responsibility and maintaining a transparent and balanced budget while funding essential services, the following principles, policies, and guidelines reaffirm and continue the County's sound financial management practices. The budget is a resource-allocation policy document. As such, particular attention should be focused on policy issues, such as tax policy, funding priorities and "macro" problems as described in the budget document.

Opportunities should be provided for public input at the beginning of the budgeting process, as well as during the governing body's public review and budget adoption. In an effort to encourage public involvement, these principles, policies and guidelines were developed to provide sufficient information to help frame the policy development and review process.

1. Structurally Balanced Budget for All Funds

The County will not budget appropriations and other financing uses in excess of estimated revenues and other financing sources expected to be received in the same year that would reduce fund balances below acceptable levels. This “pay as you go” approach mandates that any increase in expenditures, decreases in revenues or combination of the two that would result in a budget imbalance would require cost cutting and/or revenue enhancement, rather than using fund balances to support ongoing operations. Balancing the bottom line with effective service and program efficiencies will ensure that the County provides public services in a financially responsible manner.

- a. At the start of the County’s annual budget process the County Executive Office will establish the necessary budget guidelines needed to produce balanced budgets.
- b. Any year-end operating surpluses should revert to fund balance for use: first, maintaining policy-set fund balance levels; second, funding one-time expenditures, including capital improvement projects.
- c. Departments may not receive credit for budget reductions by shifting programs or net cost to other departments.
- d. Budget reductions should first be considered and determined on the basis of program priorities and their relative merit to other programs within an agency/department and fund. In support of this principle, the County Executive Office will focus its attention on departmental program impacts. Offsetting revenue estimates must be considered on a case-by-case basis.
- e. Increased net cost for future inflationary costs, including negotiated employee salary and benefit increases, must be funded through projected ongoing revenues or offset by net cost reductions in departments’ budgets.
- f. State or federal funding reductions for specific programs/services must be offset by corresponding cuts in same County budgets and programs or offset by net cost decreases in alternate programs. Reduction of discretionary funding by the State or federal government must be offset by specific net cost departmental budget cuts.
- g. The use of performance measures and benchmarking is an important tool for evaluating whether programs are being managed efficiently and effectively. Preparation of performance measures/benchmarks for all programs by departments for the annual Preliminary Budget is required.
- h. Departments must annually review all significant mandates and discuss their impact(s) on departmental programs presented in the Preliminary Budget. Wherever possible, departments should reduce or eliminate any County subsidy for unfunded State and federal mandates.
- i. If General Fund grants and subventions for specific non-mandated programs do not recover full costs, department budgets must so specify. Differences should be covered from their existing budgets.
- j. Sunset clauses will be established on any new County regulations to assure periodic review of their necessity and relevance.
- k. Appropriation of unanticipated revenue for governmental funds requires prior Board of Supervisors approval.

- l. All unrestricted surplus trust/agency funds will be transferred to the General Fund as available financing. When possible, departments shall maximize the use of restricted funds while adhering to all laws, rules and regulations governing the use of these funds.
- m. The resources of the Debt Service Funds are legally designated for, and restricted to, payment of long-term debt. The County's current reserving policy shall be maintained (see Debt Policy).

2. Inflation and Growth

If normal revenue inflation and/or growth do not keep up with expenditure/expense inflation, the departments will be required to decrease expenditures/expenses and/or seek new revenue sources.

3. Contingencies and Fund Balances

a. Contingencies and Fund Balances

- i. The recommended minimum adopted level of General Fund Contingency will be \$2 million.
- ii. General Fund amounts assigned for litigation and audit disallowances will be recommended to the County Executive Officer by County Counsel and the Auditor-Controller, respectively.
- iii. The recommended minimum level for the General Fund Unassigned Fund Balance is 10% of total appropriations. These designated funds should be replenished through the budget process.
- iv. If unforeseen circumstances occur which cause fund balances to drop below their targeted levels, then the County Executive Office will present the Board with various options for curing any such deficiencies, including appropriation reductions and/or new revenue sources in the current or future years.

b. Debt Service Reserve Funds

Reserve levels are established as prescribed by the bond covenants adopted at the time of issuance of debt.

4. Enterprise Funds

- a. Enterprise Funds are established to provide services primarily outside the County government and are operated on full cost-recovery basis through charges for services.
- b. All rates and fees used for Enterprise Fund billing purposes will be reviewed by the Auditor-Controller's Office and approved by the Board as part of the budget process. If agencies/departments have to recalculate their rates and fees to reflect any significant Board-adopted budget actions, they shall be resubmitted for approval.

5. Internal Service Funds

- a. Internal Service Funds are established to provide services primarily within County Government and are operated on a full cost recovery basis through charges for services.
- b. All rates and fees used for Internal Service Funds will be reviewed by the Auditor-Controller's Office and approved by the Board as part of the budget process. If

agencies/departments have to recalculate their rates and fees to reflect any significant Board-adopted budget actions, they shall be resubmitted for approval.

- c. The County will maintain appropriate reserves in the General Liability, Workers Compensation, and Medical Insurance Funds (and other funds as appropriate) to meet statutory requirements and actuarial projected needs.

6. Long-Range Planning

For decision-making purposes, the County will maintain a long-range fiscal perspective through the use of an annual operating budget and a three-year to five-year budget forecast with revenue and expenditure projections to be presented to the Board by the County Executive Office.

7. Capital Improvements and Acquisitions

The County Executive Office shall prepare an updated Five-Year Capital Improvement Plan each budget cycle. Projects will be reviewed in keeping with the goals of funding priority projects and protecting county assets.

8. Debt Policy

Debt is utilized by the County of Ventura to provide general or specific benefits to its citizens. Debt proposals must be closely coordinated with the County's capital and operating budget process and must take into account the impact of the proposed debt issue on the County's credit rating and total debt burden. Repayment of the borrowed funds is of paramount concern to the County and, therefore, the proper structuring and continued management of County debt is critical. For these reasons and to assure that debt is utilized only when it is in the best overall interest of the County, a formalized debt utilization review and coordination function is established and outlined in the County's Debt Utilization Policy.

9. Generally Accepted Accounting Principles

The County will always conduct the County's financial affairs and maintain records in accordance with Generally Accepted Accounting Principles as established by the Government Accounting Standards Board, Financial Accounting Standards Board, State Controller's Accounting and Auditing Manual, and federal and State requirements.

10. Budget Monitoring and Adjustments

- a. Departments are responsible for monitoring budgets on a monthly basis to ensure year-end compliance with each budget unit's appropriations and adjusted net cost amount.
- b. Departments must immediately notify CEO of projected adjusted budget net cost overruns and develop corrective action plans to achieve a year-end balanced budget.
- c. The CEO will initiate quarterly budget monitoring processes, including projection submissions by departments, and will prepare summary reports for the Board of Supervisors as appropriate.
- d. The CEO will identify and recommend resolution to projected net cost overruns in departments' adjusted budgets. Necessary budget adjustments will be recommended to the Board by the CEO as soon as possible.

- e. Any new net cost programs or expanded services must be offset by new revenue or net cost reductions in existing programs.

11. Annual Rate and Fee Adoption

Each fiscal year, consolidated departmental public rate and fee recommendations on a full cost recovery basis will be presented to the Board of Supervisors for adoption as soon as possible prior to the Budget Hearings.

C. County Budget Process as Legal Compliance

The County budget process is also the method used to respond to a set of required legal actions and compliance with the State of California Government Code §29000 through §30200, also referred to as the County Budget Act. These sections govern the filing of budget requests and preparation of the recommended and adopted budgets. The recommended budget is commonly referred to as the "Preliminary Budget" in Ventura County. Specific responsibilities are charged to the Board of Supervisors, the County Executive Officer, the Auditor-Controller, and officials in charge of budget units.

A summary of the sections relevant to the filing of estimates is:

1. §29040. Charges officials responsible for budget units with submitting itemized estimates of financing sources, financing uses and any other matter required by the Board to the County Executive Officer or Auditor as the Board directs.
2. §29042. Charges the County Executive Officer or Auditor, as designated by the Board, with responsibility for prescribing the form of worksheets to be used in filing budget requests.
3. §29043. Charges the Auditor with responsibility for estimating bonded debt service requirements.
4. §29044. Charges the Auditor with responsibility for recommending and supporting with data any necessary revisions to estimates of financing sources and filing such recommendations and data with the County Executive Officer.
5. §29045. Provides for redesignating responsibility for filing budget requests in event of failure of responsible official to do so.
6. §29061. Charges the County Executive Officer or Auditor, as designated by the Board, to review the budget requests and prepare a recommended budget.
7. §29083. Charges the County Executive Officer or Auditor to revise the recommended budget to reflect actions of the Board in developing the adopted budget.

The entire budget process is governed by code. Those sections that are applicable to department responsibilities in attending hearings and providing additional documentation at later points in the process will be covered by Budget Information Letters (BILs) or other memo(s) at later dates as necessary.

SECTION II. COUNTY BUDGET PROCESS

A. Purpose of the County Budget

County agencies/departments are assigned a major planning responsibility in providing needed and desired public services. The budget is a financial plan to carry out this responsibility. It is both a policy-making and a legal instrument. Consequently, administrators must identify their program objectives and corresponding financing estimates through the budget. In order to do this effectively, a thorough understanding of the County budget process is essential.

The County budget is the translation into dollar amounts of the personnel, supplies, equipment and facilities needed to accomplish the functions of government during a fiscal year. The budget is a road map the County uses to meet public demands and program needs based on the financial constraints placed upon it. It must, therefore, be developed within the limits of the financial resources available to the County.

Thus, the department budget should be an accurate financial plan for measuring and achieving certain goals for which the department is responsible. The process of preparing the annual budget provides an excellent opportunity for departments to review and evaluate individual programs, functions and performance measures. In addition, departmental budgets should provide the County Board of Supervisors with program information, evaluation data and projections needed to make funding decisions within available resources.

B. A Successful Budget

A successful budget contains the following elements:

- It reflects the policies of the organization's top decision-makers.
- It is timely.
- It is accurate.
- It has sufficient back-up detail.
- It is user-friendly for both decision-makers and interested others.

Throughout the County's budget process these elements should be kept in mind and followed to the extent possible by process participants. These elements provide everyone with a broad evaluation standard for determining a "successful" budget process.

C. Purpose of the Budget Development Manual

The primary purpose of the Budget Development Manual is to establish procedures and guidelines to standardize the preparation and submittal of all the basic and supplemental information which represent a department's budget. The Manual is a guide to be used throughout the County's budget cycle. Such common use by all County departments will bring greater simplicity, consistency and efficiency to budget preparation.

The Manual also identifies a number of different key roles for specific County departments during the annual budget process. For example, the Information Technology Services Department and General Services Agency review applicable service requests from departments, as well as prepare centralized service Internal Service Fund rates. The County Executive Office is designated to review department budget estimates and develop recommendations for Board of Supervisors consideration. The Auditor-Controller's Office is responsible for preparation of the

Adopted Budget document in the format prescribed by the State. These various roles are defined through a combination of legal State Government Code sections, other State guidelines and local administrative directives.

D. Budget Information Letters (BILs)

Additional budget guidelines during the FY 2024-25 budget process may be distributed by the County Executive Office (CEO) to departments through numbered "Budget Information Letters" (BILs) which should be considered addenda to the Budget Development Manual.

E. Budget Development

The budget process involves the development of Department Request component as well as a Preliminary Budget component which reflects the County Executive Officer's recommendation to the Board of Supervisors.

1. Base Budget

The Base reflects the projected full cost of the current year's program levels, but could include reductions if/as necessitated by the level of available funding, particularly in the General Fund, where the Base is often referred to as the Target.

The Base incorporates negotiated and estimated salaries and benefits, (incorporating vacancy funding levels and based upon current staffing levels); mid-year Board-approved appropriations and revenue changes; inflation adjustments; and elimination of one-time, non-recurring expenditures and revenues.

a. General Fund (Targets)

The CEO will be preparing a General Fund FY 2024-25 Forecast (current operating levels expressed in next fiscal year's dollars). Based upon the CEO's assessment of the overall FY 2024-25 General Fund status, the CEO will issue to agencies/departments a Net Cost Target for each General Fund Agency. These Targets may reflect service level reductions if available funding cannot support forecasted requirements.

General Fund departments must submit Base Requests at Net Cost levels equaling their Targets. The CEO will be recommending Preliminary Budgets at the assigned Target Net Cost levels unless a *bona fide* need to depart from the Target Net Cost can be clearly and convincingly demonstrated. Agencies/departments will have the opportunity to meet with the CEO to discuss the Targets.

Individual narratives in the Preliminary Budget book must include information on the potential public program service level impacts from final adoption of Target Net Cost budgets.

b. Non-General Fund

The Non-General Funds will be responsible for submitting Base requests from zero, as opposed to entering variances to a set of figures initially provided by the CEO. Department requests should reflect: negotiated and estimated salaries and benefits, utilizing the CEO provided Salaries and Benefit Forecast; mid-year Board-approved appropriations and revenue changes; and inflation adjustments; and elimination of one-time, non-recurring expenditures and revenues. Requests are to be developed within the limitations of available financing.

F. Budget Process Responsibilities

1. Department Responsibilities

All departments will be responsible for data input and preparation of required budget information as specified in this Budget Development Manual and any subsequent BILs by the specified due dates. Departments will be notified by the CEO regarding any of the submitted materials that do not meet the specified guidelines as well as any changes, updates or additional information required.

BUDGET REQUEST COMPONENT CHECKLIST			
	Applies to	Organization Level	Method of Submittal
<input type="checkbox"/> Base Request dollars and justification text	All funds	Unit Level	Sherpa Budget Form
<input type="checkbox"/> Division Description narrative	All funds	Division Level	Sherpa
<input type="checkbox"/> Unit Program Description narrative	All funds	Unit Level	Sherpa Budget Forms
<input type="checkbox"/> Department's Unit Program Discussion narrative			
<input type="checkbox"/> Unit Current Fiscal Year Accomplishments narrative			
<input type="checkbox"/> Unit Next Fiscal Year Objectives narrative			
<input type="checkbox"/> Unit Future Impacts narrative			
<input type="checkbox"/> Unit Performance Measures: developed in conjunction with CEO Analyst			
<input type="checkbox"/> Grant Information Worksheet	All funds	Division Level	Sherpa Budget Forms
<i>NOTE: Use of this checklist does not substitute for reading this <u>Manual</u>. The full Instructions in the body of the <u>Manual</u> supersede the abbreviated notations listed here</i>			
DUE DATE: All Fund Budget Requests – Friday, April 5, 2024			

2. CEO Responsibilities

- a. For the General Fund, the CEO will develop a Net Cost Target for each General Fund Agency/Department, based upon an assessment of the overall FY 2024-25 General Fund status. Section IV of this Manual details the Target development process.
- b. The CEO will receive and review all departmental budget materials submitted to ensure compliance with specified guidelines. The CEO will notify departments regarding required changes, updates or additional information required.
- c. For Non-General Fund, the CEO will provide a salary and benefit forecast similar to that prepared for the General Fund departments. Each Non-General Fund budget is to be developed within the limitation of the fund's available financing.
- d. The CEO will coordinate departmental program revenue review with the Auditor-Controller. Funding and reduction recommendations for Board of Supervisors consideration are also developed by the CEO, if necessary.
- e. The CEO will compile the preliminary budget and record revisions to reflect the actions of the Board at the public hearing.

3. Auditor-Controller Responsibilities

Auditor-Controller may review revenue estimates and inform the CEO as to departmental program revenue issues needing resolution. As necessary, Auditor-Controller and CEO may meet with each other and departments to resolve revenue issues. The Auditor-Controller is responsible for filing a copy of the adopted budget in the format prescribed by the State with the offices of the Clerk of the Board and the State Controller.

SECTION III. SUBMITTAL DATES

In order for the budget process to proceed as smoothly and efficiently as possible, your department's cooperation is essential. Established budget submittal dates as well as future deadlines should be strictly followed. In addition, it is critical that department data input and related materials be thoroughly and accurately completed in a timely manner. This will minimize most changes and/or corrections.

FY 2024-25 Budget Process Calendar (subject to revision)

Date	Item
Tuesday, February 27	Second Quarter AP06 Budget Status Report to the Board.
Mid February- Mid March	Department Head budget meetings with CEO to discuss Budget targets and issues.
Friday, April 5	General Fund and Non-General Fund Requested Budgets due from Departments. Includes required data and narrative input and related materials.
Friday, May 31	<u>FY 2024-25 Preliminary Budget Book</u> available.
Tuesday, June 4	CEO Preliminary Budget recommendations presentation to Board of Supervisors.
Monday, June 17	Budget Hearings*

*Note: State law requires completion of Budget Hearings within 14 days after they begin.

SECTION IV. BUDGET DEVELOPMENT

A. INTRODUCTION

Agencies/departments will have the opportunity to review the targets before they are finalized and are encouraged to discuss them with their assigned CEO Analyst.

Program Budgeting and Performance Measures

The CEO will continue to work with departments to develop and refine performance measures for all budgeted programs. Departments should review and refine performance measures for all budgeted programs. Departments should review performance measures identified during the last budget cycle to determine whether these are still the best metrics for their programs. If performance measures need to be revised, please discuss with your assigned CEO Analyst.

B. BASE BUDGET

1. General Fund

The CEO's FY 2024-25 Forecast for each General Fund Agency is a starting point for developing Net Cost Targets. The Forecast is an estimate of current service levels in next year's dollars, while incorporating adjustments annualizing partial year activities as well as adjustments for one-time or non-recurring financial activity. If sufficient financing is identified, the forecast may become the Agency's Net Cost Base Budget. If General Fund forecasted financing is not sufficient to cover forecasted appropriations it will be necessary to make adjustments to the General Fund Agencies' Net Cost Targets, thus creating each Agency's Net Cost Base Budget.

a. Salaries and Benefits (1000 Accounts)

i. SBFS Accounts

Sherpa Salaries and Benefits Forecasting System (SBFS) forecasts expenditures relating to position allocations. SBFS accounts are:

1101	Regular Salaries
1106	Supplemental Payments
1121	Retirement Contribution
1122	OASDI Contribution
1123	FICA-Medicare
1124	Safe Harbor
1125	In-Lieu Contribution
1130	457 Supplemental Retirement Plan
1141	Group Insurance
1142	Life Insurance/Department Heads & Management
1143	State Unemployment Insurance
1144	Management Disability Insurance
1165	Workers' Compensation Insurance
1171	401K Plan

Staffing levels reflected in SBFS are those in place as of the end of Pay Period 24-01 (January 6, 2024) SBFS salaries and benefits projections

include known negotiated changes approved by the Board. Estimates for budget purposes may be included in the SBFS projections for unions/management which are either currently in negotiations with the County, or whose terms may expire prior to June 30 or during next fiscal year.

All salaries and associated benefits for filled positions will be projected at estimated full cost for the new year.

All vacant positions are calculated at the bottom step utilizing a Vacancy Funding Level. The Vacancy Funding Level will be determined by the CEO.

ii. Regular Position Staffing Changes

For FY 2024-25 all Base Budget staffing changes must be made centrally to the SBFS system by the CEO. Staffing allocation changes through Pay Period 24-01 (January 6, 2024), have been included in the projection.

Position additions and changes that are approved through administrative or Board action from Pay Period 24-02 through the end of the Budget process will be entered into SBFS by CEO staff during the budget process. Any resulting dollar transfers associated with such staffing changes need to be coordinated with the department's CEO Analyst.

Any staffing adjustments to be made in the new budget year (e.g., transfers between budget units) must be coordinated through your CEO Analyst.

iii. Non-SBFS Accounts

Non-SBFS accounts relate to Salaries and Benefits expenses that are not projected based strictly upon position allocations. These expenditures may vary greatly among budgets depending on the agency's/department's operations. See Section V of this Manual for specific information on other Non-SBFS Accounts. The main Non-SBFS accounts used for budget purposes are:

- 1102 Extra Help
- 1105 Overtime
- 1107 Terminations/Buydowns*
- 1108 Call-Back Staffing
- 1128 Retiree Health Payment 1099
- 1129 Supplemental Retirement Plan Part D and Replacement Benefit Plan

*For the General Fund, Account 1107, Terminations and Buydowns, is budgeted centrally in the Special Accounts and Contributions budget unit. Therefore, General Fund departments should not budget any amounts in Account 1107. Only Non-General Fund departments need to budget for Account 1107.

b. Services and Supplies (2000 Accounts)

i. ISF Accounts/Leases

In most cases, the FY 2024-25 General Fund Targets reflect the estimated annual costs for the accounts shown on the charts in Section VII of this Manual. These accounts are displayed below.

2032	Voice/Data ISF
2033	Radio Communications ISF
2071	General Insurance Allocation ISF
2114	Facilities/Materials Square Foot Allocation ISF
2164	Mail Center ISF
2165	Purchasing Charges ISF
2167	Copy Machine Charges ISF
2201	HCA – Employee Health Services
2202	Information Technology ISF
2203	County Geographical Information Systems Expense ISF
2206	Special Services ISF
2210	Medical ISF – Opt Out Contribution
2241	Building Leases and Rentals Non-County Owned
2242	Building Leases and Rentals County Owned
2243	Ground Facility Lease and Rent
2244	Storage Charges ISF
2248	Internal Lease Recovery Expense
2249	Long Term Lease Other Rent
2263	Installations Electrical Equipment ISF
2301	Gas and Diesel Fuel ISF
2302	Transportation Charges ISF
2303	Motorpool ISF
2305	Transportation Charges ISF Non-Uniform Guidance
3316	Lease Principal
3456	Interest on Lease
9732	Internal Lease Recovery Revenue

ISF annual estimates usually represent a combination of certain fixed costs (e.g., depreciation and indirect costs) and usage (e.g. mileage charges) based on equipment assignment and/or usage as specified under each of the ISF account subheadings presented in Section VI of this Manual. Carefully review ISF descriptions in order to adjust for the costs of components not included in the charts.

If adjustments are to be made to any of the annual estimate amounts, please discuss first with the applicable ISF manager. If you receive concurrence regarding your proposed change with the ISF manager, discuss with your CEO Analyst during the Target development process.

For specifics about ITSD and GSA rates and estimated charges, refer to information provided with the annual estimates in Section VI of this Manual. Base Requests are not to include new ISF service levels. Requests for additional ISF service levels need to be submitted separately to your CEO Analyst.

For the few other 2000 ISF accounts (not included in the above listing), in most cases, no inflation factor has been applied to the current year adopted budget amount.

ii. Non-ISF Accounts

For the following accounts, mainly associated with MOA or Management Resolution benefits, no inflation factor has been added to FY 2024-25 adopted budget amount: 2022 (Uniform Allowance), and 2141 (Textbook and Tuition).

For any other 2000 accounts, in most cases, no inflation factor has been applied to the current year adopted budget amount.

Components of Other Professional and Specialized Services (account 2199) must be explained/defined in the Justify Column and/or Justification Tab of the department's Base Request budget form in Sherpa as applicable. Explanations must be provided for any of these accounts currently being used, as well as for first-time use of any other of these accounts. Additionally, significant variances from the prior year adopted Budget in any other 2000 accounts must be explained.

c. Other Charges (3000 Accounts)

Debt Service charges per the chart included in Section VI of this Manual are included in the Forecast. Any other 3000 amounts will be developed by the CEO (with review and input from applicable departments).

d. Fixed Assets (4000 Accounts) and Other Financing Uses (5000 Accounts)

There may be amounts for fixed asset replacement included by the CEO in the Target budgets (with review and input from applicable departments).

e. Revenue (8000 and 9000 Accounts)

The final Forecast and Target amounts are determined by the CEO. For initial Forecast development, no inflation factor has been applied to Adopted Budget Revenue Account amounts. Upon review and input from departments, CEO Analysts will adjust as necessary.

f. Department Variances from Net Cost Targets

In order for the CEO to track potential use of available General Fund resources during Budget Target development and throughout the budget process, it is imperative that any potential adjustments to CEO targets that change the net cost be discussed with the assigned CEO Analyst.

Any net cost increases that are added to the Base Request Budget will not be recommended in the Preliminary Budget unless the CEO Analyst has concurred with the change(s).

Adjustments generally acceptable for the Preliminary Budget are adjustments between expenditure accounts and/or adjustments between revenue accounts. However, any significant adjustment, including allocation of service level reductions assigned by the CEO, must be explained in the Justify column and/or the Justification Tab of the Base Request budget form in Sherpa (e-mail additional information to CEO Analyst and Auditor-Controller Accountant, if necessary).

2. Non-General Funds

Non-General Fund agencies/departments will not be issued any formal equivalent to General Fund targets. Non-General Fund agencies/departments are required to submit budget requests with appropriations levels which can be covered within available financing.

Any significant changes from the FY 2023-24 Adopted Budget or to estimated charges in Section VI of this Manual must be explained in the Justify column or on the Justification Tab of the Base Request budget form in Sherpa (e-mail additional information to CEO Analyst and Auditor-Controller Accountant, if necessary).

a. Salaries and Benefits (1000 Accounts)

i. SBFS Accounts

Sherpa Salaries and Benefits Forecasting System (SBFS) forecasts expenditures relating to position allocations. SBFS accounts are:

1101	Regular Salaries
1106	Supplemental Payments
1121	Retirement Contribution
1122	OASDI Contribution
1123	FICA-Medicare
1124	Safe Harbor
1125	In Lieu Contributions
1130	457 Supplemental Retirement Plan
1141	Group Insurance
1142	Life Insurance/Department Heads & Management
1143	State Unemployment Insurance
1144	Management Disability Insurance
1165	Workers' Compensation Insurance
1171	401K Plan

Staffing levels reflected in SBFS reflect those in place as of the end of Pay Period 24-01 (ending January 6, 2024). As necessary, a few vacant positions may display at zero FTE's due to depletion of all available hours by filled and other vacant positions within that budget unit and classification.

SBFS salaries and benefits projections include known negotiated changes or other adjustments that the Board has approved. Estimates for budget purposes may be included in the SBFS projections for unions/management

which are either currently in negotiations with the County, or whose terms may expire prior to June 30.

Depending on the timing of the Salaries and Benefits projection, additional adjustments may be made by the CEO at the Preliminary Budget stage. Estimates for budget purposes may be included in the SBFS projections for unions/management which are either currently in negotiations with the County, or whose terms expire prior to June 30.

All salaries and associated benefits for filled positions will be projected at estimated full cost for the new year.

All vacant positions will be calculated at the bottom step utilizing a vacancy funding level determined by the CEO.

ii. Regular Position Staffing Changes

For FY 2024-25, all Base Budget staffing changes must be made centrally to the SBFS system by the CEO. Staffing allocation changes through Pay Period 24-01 (ending January 6, 2024), have been included in the projection.

Position additions and changes that are approved through administrative or Board action from Pay Period 24-02 through the end of the Budget process will be entered into SBFS by CEO staff during the budget process. Any dollar transfer between budget level orgs or other dollar adjustments associated with such staffing changes needs to be coordinated with the department's CEO Analyst.

Any staffing adjustments to be made in the new budget year (e.g., transfers between budget units) must be coordinated through your CEO Analyst. If necessary, department org projections can be rerun by the CEO to take into account major staffing adjustments.

iii. Non-SBFS Accounts

Non-SBFS accounts relate to Salaries and Benefits expenses that are not projected based strictly upon position allocations. These expenditures may vary greatly among budgets depending on the agency's/ department's operations. The main Non-SBFS Accounts used for budget purposes are:

- 1102 Extra Help
- 1105 Overtime
- 1107 Terminations/Buydowns
- 1108 Call-Back Staffing
- 1128 Retiree Health Payment 1099
- 1129 Supplemental Retirement Plan Part D and Replacement Benefit Plan

As a reminder, Non-General Funds will need to budget appropriately for Account 1107 (Terminations and Buydowns). See Section V of this Manual for more information on budgeting for these accounts.

b. **All Other Expenditure Accounts and All Revenue Accounts**

Amounts should be developed by the Non-General Fund departments who may wish to use the General Fund assumptions as a guideline. Justification is to be entered into the Sherpa system for any significant changes from the current year Adopted Budget or to any of the estimated charges included in Section VI of this Manual.

Explanations are required for all components of Other Professional and Specialized Services (account 2199). For any other expenditure or revenue account where there is a significant amount change from the current year Adopted Budget amount must be explained/defined on the Justification tab and/or in the Justify Column of the budget org's Base Request budget form in Sherpa.

C. NARRATIVES

Departments are responsible for all their text input and accuracy. CEO staff will not edit for departments. Text length for each type of narrative is limited to the space available in the budget system for that narrative.

1. Division Description

Budget Unit Description text for each Division will need to be entered into Sherpa. Departments should closely review this narrative to avoid duplicating text included under the Program Description narratives. Any budget units with a mission statement or equivalent are encouraged to incorporate it into the Budget Unit Description, if not already present.

2. Unit - Program Description Narrative

The Program Description Narrative from the prior year is not carried forward in the system. Agencies/departments will need to update the description for each of their budgeted programs as part of developing their Requested Budgets. At the end of the narrative indicate whether the program is mandated and, if so, whether or not a service level is specified.

3. Unit - Department's Program Discussion

The agency/department is responsible to write its comments for each program to appear in the Preliminary Budget book under the heading "Department's Program Discussion". The CEO Analyst has a separate area to provide comments under the heading "County Executive Office Comments". CEO Analysts will not be editing agency/department budget discussion comments.

To complete the Budget Request, the Department's Program Discussion should take into consideration all known major elements related to the Target (for General Fund) and Base Request (for Non-General Fund) level of operations. It should focus on major budget

changes from the current year Adopted Budget and discuss program service level impacts from these changes. Major appropriations, revenue and staffing changes should be addressed.

The template below is provided as a guideline for agency/department comments. Do not list basic parameters, e.g., salary and benefit adjustments, application of inflation factors, changes in ISF charges, in your summary.

“The FY 2024-25 Preliminary Budget reflects no operational or revenue changes from the prior year Adopted Budget (if the budget includes an increase or reduction from the prior year Adopted Budget, briefly describe). Ongoing mid-year adjustments include: (describe net cost and FTE adjustment and purpose; include any permanent increases or reductions approved mid-year at the end of this paragraph). Other than mid-year changes, revenue adjustments to the prior year Adopted Budget reflect the following: an increase (decrease) of (dollars) due to (explain). Staffing changes include (list amount of full-time equivalent position allocations grouped by Classification Title).”

For Non-General Funds only: “Financing is available within the fund to cover the net cost”. If there is a negative net cost, provide an explanation.

D. ACCOMPLISHMENTS AND OBJECTIVES

Departments are responsible for preparing descriptions of their current year accomplishments and out-year objectives by program.

1. FY 2023-24 Accomplishments

Instructions: Use this section to list, in numbered format, i.e., 1), 2), etc., program accomplishments and improvements made or in progress during the current fiscal year. Avoid listing in this section workload indicator information, such as how many of a certain type of case handled.

The narrative should include the impact of the accomplishment or improvement as well as specific cost saving, revenue enhancement or other efficiency information whenever possible. One source of information for determining FY 2023-24 Accomplishments is the list of departmental Objectives included in the FY 2023-24 Preliminary Budget book.

Examples:

- 1) Revised Records Retention Program and process.
- 2) Implemented the Disaster Service Worker Training Program for all employees.
- 3) Revised and implemented the New Employee Orientation Handbook.

2. FY 2024-25 Objectives

Instructions: Use this section to list, in numbered format, e.g., 1), 2), etc., planned program achievements and improvements for the new budget year.

FY 2024-25 Objectives should take into consideration all known elements related to the Target (for General Fund) and Base Request (for Non-General Fund) level of operations. Any major revisions to the Objectives listing which would need to be made due to

significant service level changes from the Requested Stage to the Preliminary Stage should be coordinated with the assigned CEO Analyst.

Avoid listing workload indicator information, such as how many of a certain type of case handled.

Each item should include the expected impact of the Major Planned Achievement or Improvement as well as the anticipated fiscal year when the achievement or improvement will be completed. Include cost saving, revenue enhancement, or other efficiency information whenever possible.

Examples:

- 1) Test, train, and implement upgrade.
- 2) Develop and deliver training programs that help employees and managers accomplish the goals of the County of Ventura Service Excellence plan.
- 3) Prepare for successful State Merit System Audit.

E. FUTURE IMPACTS

Instructions: Use this section to list, in numbered format, e.g., 1), 2), etc., major legislative, financial, societal, or other policy issues which could have significant potential impact on your agency or department during the next three fiscal years. Include estimated future dollar impact, if possible.

Examples:

- 1) Keeping pace with technological advancements in mapping and database management.
- 2) Current proposals to restructure state and federal reimbursement for health care and the potential that reimbursements will not keep pace with rising costs.

F. PERFORMANCE MEASURES

Performance measurement is the ongoing monitoring and reporting of program accomplishments. Performance measures address the type of program activities conducted (process), the direct products and services delivered by a program (outputs), and the results of those products and services (outcomes). Performance measures are an important component of long term strategic planning and decision making and should be linked to all budgeted programs.

Departments/Agencies are required to update performance measures and targets identified in the 2023-24 budget process. Departments/Agencies should review these performance measures to determine whether they are still the best metrics for their programs. If performance measures need to be revised, please discuss with your assigned CEO Analyst.

G. GRANTS, SUBVENTIONS AND SUBSIDIES

The policy for Approval of Grants, Subventions and Subsidies is outlined in Chapter II-5 of the Administrative Policy Manual. All references to grants in this Section also include subventions and subsidies.

Authorization for grant application has been incorporated into the Preliminary Budget process. A recommendation will be included in the CEO's Preliminary Budget Board letter to approve applications for grants that are listed on Attachment B to the letter. Inclusion of the specific grants on the attachment will eliminate the need to file a separate Board letter for approval of each respective grant application.

To facilitate the preparation of the Grant Information, this information will need to be loaded in the Sherpa Budget System. See Section VII of this Manual for more information.

SECTION V. SALARIES AND EMPLOYEE BENEFITS

The information presented in this Section is based on information available as of January 2024. Any substantive changes to this information made after that date will be communicated to the affected departments.

FY 2024-25 Forecast Using Salary and Benefit Forecasting System (SBFS)

The salaries and benefits forecast is calculated against the payroll database of the base pay period 24-01, ending January 6, 2024. The parameters included in this Section have generally been used in the development of the information factored into the Sherpa Salary and Benefit Forecasting System (SBFS) projection for FY 2024-25. The forecast may also include other assumptions to better reflect costs for budgeting purposes.

Extra Help, Overtime, Call Back Staffing, and In-Lieu Contributions are calculated from a multi-year weighted average. Budgeting for Account 1107-Termination Pay and Vacation Buydowns, Account 1128-Management Retiree Health Benefit, and Account 1129-Supplemental Retirement Plan Part D and Replacement Benefit Plan are explained later in this Section. All other 1000 Object Salaries and Benefits for Regular employees, Fixed-Term employees, Limited Benefit employees and Optimum Census Staffing employees are projected by SBFS.

SBFS projects based on Pay Period. Merit increases and associated benefit adjustments, as well as any cost of living increases effective anytime during that pay period are normally factored into the forecast effective the first of the month following the effective date.

For FY 2024-25, the system projects all filled positions as of their status at pay period 24-01. Vacant positions are funded at a percentage of full cost, depending on how many days the position has remained vacant. Positions that have remained vacant for 0-500 days are budgeted at 10% of full cost, and positions vacant for more than 500 days are budgeted at 0%.

A. Object 1101 – Regular Salaries

Regular Salaries include gross salaries for all Full-Time, Part-Term, Per-Diem Pool, and Optimum Census Staffing (HCA only) employees. Gross pay for Extra Help and Intermittent employees is not included in the 1101 Object.

The following lists MOAs/Management Resolution status. There are no known changes or scheduled adjustments as of this writing. Departments will be notified via Budget Information Letters (BILs) of any material changes affecting Regular Salaries.

Fiscal Year 2024-25 General Salary Increases

Union	MOA Expiration	Effective Date	GSI
Criminal Justice Attorneys Assoc (CJAAVC)	10/20/2026	11/10/2024	4.00%
		11/9/2025	3.50%
CA Nurses Assoc (CNA)	4/24/28	4/14/2024	4.00%
		4/13/2025	3.50%
		4/12/2026	3.50%
		4/11/2027	3.50%
International Union of Operating Engineers (IUOE)	1/9/2026	1/21/2024	4.00%
		1/19/2025	3.50%
Management Resolution (MGMT)	N/A	12/22/2024	3.50%
Service Employees International Union (SEIU)	12/18/2025	12/22/2024	3.50%
Specialized Peace Officers Assoc (SPOAVC)	7/27/2024	N/A	Pending Negotiations
Union of American Physicians and Dentists (UAPD)	6/30/2024	N/A	Pending Negotiations
Deputy Sheriffs' Assoc (VCDSA)	7/27/2024	N/A	Pending Negotiations
Professional Firefighters' Assoc (VCPFA)	7/31/2024	N/A	Pending Negotiations
Professional Peace Officers Assoc (VCPPOA - Patrol)	10/31/2026	11/10/2024	4.00%
		11/9/2025	3.50%
Professional Peace Officers Assoc (VCPPOA - Probation)	6/30/2024	N/A	Pending Negotiations
Sheriff's Correctional Officers Assoc (VCSCOA)	7/27/2024	N/A	Pending Negotiations
Ventura Employees' Assoc (VEA)	12/12/2025	12/22/2024	3.50%

B. Object 1102 – Extra Help and Intermittent (Information on Fixed-Term, Limited Benefit and HCA-OCS, budgeted in Object 1101, also provided.)

The table below is provided as a reference for budgeting Extra Help, Intermittent, Fixed-Term, Limited Benefit and HCA-OCS. As noted in the discussion of Object 1101, salary costs for Fixed-Term, Limited Benefit and OCS employees are budgeted in Object 1101. Fixed-Term employees are treated as Regular County employees for purpose of the SBFS Projection.

**REFERENCE TABLE
EXTRA HELP / INTERMITTENT / FIXED-TERM / LIMITED BENEFIT / OCS**

	EXTRA HELP	INTERMITTENT	FIXED-TERM	PER-DIEM POOL	HCA-OPTIMUM CENSUS STAFFING (OCS)
OBJECT	1102	1102	1101	1101	1101
REASONS FOR APPOINTING	To cover peak workloads, emergency workloads of limited duration, vacation relief, and situations involving fluctuating staff. (PRR Sec.230)	To cover temporary and fluctuating work on day-to-day basis (PRR Sec. 234)	To fill position for a project of limited term not to exceed three years (PRR Sec.232)	To provide specialized Health Care and Information Systems which tend to be part time or intermittent, are otherwise permanent.	To provide specified HCA staffing (SEIU classes only) where workload fluctuates due to changes in patient census. Replaces extra help, intermittent, and per diem workers in SEIU bargaining units at HCA. (SEIU MOA Art.36-A)
LIMITATIONS	May not be employed more than 720 hours in fiscal year, unless an extension is granted by the Human Resources Director (PRR Sec.1103-A)	May not be employed for more than 1664 hours in fiscal year, unless an extension is granted by the Human Resources Director (PRR Sec.1103-B)	Expires at the end of the term designated at time of appointment, normally 1-3 years (PRR Sec.1109)	Per-Diem Pool employees shall not be guaranteed any specific number of hours and may be sent home during a shift if there is not sufficient work. (SEIU MOA Art.37-C)	Maximum of 40% of employees filling each SEIU-represented class at HCA may be OCS employees; no OCS employees may fill regular classified position for more than 10 days. (SEIU MOA Art.36-B)
MERIT INCREASES	Not eligible	Eligible	Eligible	None. The salary for each classification is a flat rate.	Not eligible
SALARY AND BENEFITS	Appropriate step of Salary Range, Safe Harbor, Medicare, Unemployment Insurance, Worker's Comp, Specified Hospital Employees Eligible for Shift Differential	Appropriate step of Salary Range, Safe Harbor, Medicare, Unemployment Insurance, Worker's Comp, Specified Hospital Employees Eligible for Shift Differential	Treated as Regular County Employee	Safe Harbor (less than 64 hrs/pp); Retirement-no County pickup (once 64 hrs/pp or more), Benefits limited to SEIU MOA Art.37-C.	Minimum of Salary Range; VCHCP (no flexible credit allowance): Safe Harbor (less than 64 hrs/pp); Retirement-no County pickup (once 64 hrs/pp or more), shift differential for classifications listed on Supplemental Pay Table in this Section of the Manual.

C. Object 1105 – Overtime

Overtime is paid in accordance with the various MOAs. It is subject to OASDI (Object 1122), Medicare (Object 1123), Unemployment Insurance (Object 1143) and Worker's Compensation (Object 1165).

D. Object 1106 – Supplemental Pay

Supplemental Pay is in accordance with negotiated MOAs and the Management Resolution. Supplemental Pay codes are in Section VII of this Manual. Supplemental Pay is subject to Retirement (Object 1121), Unemployment Insurance (Object 1143), Worker's Compensation (Object 1165), and Medicare (Object 1123). It is also subject to OASDI (Object 1122) for all employees, except Safety and part-time employees (less than 64 hours).

E. Object 1107 – Termination Pay and Vacation Buyback

This Object is used for Termination Pay, Vacation Buyback, and Retirement costs associated with Vacation Buyback. Appropriations for these costs for General Fund organizations are budgeted in the General Fund's Special Accounts and Contributions organization (1050) by the County Executive Office. Non-General Fund organizations should budget the appropriate amount directly using Object 1107. As a reminder, General Fund departments that receive reimbursement for these costs need to budget the offsetting revenue.

F. Object 1108 – Call-Back Staffing

This Object is used for payment of hours worked on call-back from standby. It is also used for employees eligible to accumulate comp time at time and a half who choose to cash-in those hours. Such cashed-in hours are paid at the straight time rate. For budget purposes, you may continue to use Object 1106 (for payment of call-back from standby) and Object 1105 (for cashed-in comp bank time), unless these costs are substantial. Call-back staffing is subject to Unemployment Insurance (Object 1143), Medicare (Object 1123) and Worker's Compensation (Object 1165). It is also subject to OASDI (Object 1122) for all employees, except Safety. Retirement (Object 1121) is charged against certain call-back staffing payments.

G. Object 1121 – Retirement Contribution For Regular Employees

- **Object 1121 – Retirement Contribution:** This is the County Retirement contribution for qualifying full-time and part-time employees.

Retirement (Object 1121) is charged against the following: all Regular Salaries (Object 1101); Supplemental Pay (Object 1106); Vacation Buyback (Object 1107), County Flexible Credit Allowance (Object 1141), and certain Services and Supplies benefits (Uniform Allowance, Safety Shoes, Automobile Allowance).

The state wide Public Employee Pension Reform Act (PEPRA) is effective for all employees hired on or after January 1, 2013. PEPRA requires that employees pay for one-half of the “Normal” cost for their retirement benefit. Under PEPRA, only base salary (object 1101) is to be used to calculate the Retirement Contribution. For budget purposes, the PEPRA rates are blended into the rates of other members to develop composite rates for General and Safety members.

FY 2024-25 composite rates for budgeting Retirement costs (Account 1121) are noted below. Actual contributions will vary depending on employment status and tier of the individual employee.

TYPE OF MEMBER	RETIREMENT RATE FOR BUDGET (object 1121)	
	Effective PP 23-14	Effective PP 24-14
General Members	14.53%	14.64%
Safety Members	31.00%	32.43%

H. Object 1122 – OASDI/FICA; Object 1123 – Medicare

OASDI (Object 1122) and Medicare (Object 1123) are calculated as a percentage of Regular Salaries (Object 1101); associated Overtime (Object 1105); Supplemental Pay (Object 1106), Termination Pay/Vacation Buyback (Object 1107), Call-Back Staffing (Object 1108), Flexible Credit Allowance (1141) and certain Services and Supplies benefits (see Part S of this Section), for regular full-time and part-time employees (less than 64 hours). Specifics for employee groups are shown below.

For Extra Help and Intermittent, Medicare only (Object 1123) is calculated as a percentage of Extra Help and Intermittent (Object 1102), any associated Overtime (Object 1105), Supplemental Pay (Object 1106); OASDI is not applicable to Extra Help Intermittent and Permanent part-time (less than 64 hours) pay. For new hires, Objects 1122 and 1123 charges start immediately at the date of hire.

Rates and salary maximums for Calendar Year 2024 (effective pp 24-01) are as follows:

- (1) For all non-Safety Regular Full-time (64 hours or more), Fixed-Term, Limited Benefit and OCS employees, the County contribution is as follows:

Object	Description	Rate
1122	OASDI	6.20% on the first \$168,600 of salary earned
1123	Medicare	1.45%* on salary earned

- (2) For Regular Safety employees hired on or after April 1, 1986, the following County contribution rate should be applied to Regular Salaries (Object 1101) and associated Overtime (Object 1105):

Object	Description	Rate
1123	Medicare	1.45%* on salary earned

- (3) For Regular Safety and non-Safety employees hired before April 1, 1986, the County contribution is as follows:

Object	Description	Rate
1123	Medicare	Exempt from withholding

- (4) For all Extra Help, Intermittent and Permanent part-time employees working less than 64 hours bi-weekly, the following County contribution rate should be applied to Regular Salaries (Object 1101), and Extra Help and Intermittent (Object 1102) as applicable:

Object	Description	Rate
1123	Medicare	1.45%* on salary earned

* There is an additional 0.9% withheld from the **employee** on salary over \$200,000; does not impact employer withholding

I. Object 1124 – Retirement Contribution for Extra Help, Intermittent, Permanent Part-Time, and OCS Part-Time Employees working less than 64 hours bi-weekly (Safe Harbor)

The County cost for the Retirement Plan for Extra Help, Intermittent, Permanent part-time, and OCS part-time employees working less than 64 hours biweekly (Safe Harbor – Object Account 1124) is calculated as a percentage of Regular Salaries (Object Account 1101 and Object Account 1102, as applicable) and Supplemental Pay (Object Account 1106), as follows:

Object	Description	Rate
1124	Defined Benefit Plan	5.36% on the salary earned.
1124	Defined Benefit Contribution for SRP 457 Plan participants*	4.41% on the salary earned.

Note: Safe Harbor does not apply to Extra Help, Intermittent, and OCS employees who are currently receiving County retirement benefits through the Ventura County Employees' Retirement Association.

**To equitably allocate the cost of amortizing the existing accrued liability and administrative expenses of the SRP DB plan while also generating sufficient contributions to maintain a reasonable degree of stability in future costs of the DB plan on December 6, 2022 the Board of Supervisors approved the establishment of a contribution requirement for the DB plan be applied to active employees with coverage under the SRP 457 DC plan.*

J. Object 1125 – In Lieu Contributions (VCDSA only)

For VCDSA, both the Sheriff's Department and the District Attorney's Office use this Object. According to Article 7, Sec. 708A of the VCDSA MOA:

The County shall make a bi-weekly contribution to the VCDSA Retiree Medical Reimbursement Trust in an amount equal to the cost of one and one-half percent (1.5%) of salary, including "roll-ups", for all classifications within the VCDSA representation units. These contributions shall be utilized to pay all or a portion of health insurance premiums for eligible future retirees and dependents.

"Salary" will be defined exclusively as regular wages, overtime, holiday pay, annual leave redemption and supplemental pay, excluding items not impacted by "salary" increases (such as P.O.S.T. certification pay, bilingual pay, patrol bonus, motorcycle bonus). "Roll-ups" will be defined exclusively as County paid 1) retirement contributions (not including pension obligation bond debt service), 2) Medicare Premiums, 3) unemployment insurance premiums, 4) worker's compensation premium, 5) 401(k) contributions, and 6) the In-Lieu Contributions specified in this Section.

K. Object 1128 – Retiree Health Payment 1099

This object is used for the Management Retiree Health Benefit. Per the Management, Confidential Clerical and Other Unrepresented Employees Resolution, Article 5, Section 504, non-probationary employees covered by the resolution who retire after July 1, 1999 under the Ventura County retirement plan shall receive monthly payments. The payment amount is equal to the monthly equivalent of the active employee rate for the Ventura County Health Care Plan. All retirees hired or promoted into a classification covered under this resolution before July 3, 2005 are eligible for this benefit. Eligibility to receive this benefit is based on the retiree's longevity as an employee: For every five (5) years of service completed with the County of Ventura the retiree is entitled to one year of health benefit. The benefit shall not extend beyond five years from the date of active retirement.

Benefit payments will be processed monthly by County Executive Office and checks issued by the Auditor-Controller. The payment will be charged directly against the department from which eligible employees retire. Appropriations for these costs for General Fund budget units are budgeted in the General Fund's Special Accounts and Contributions budget by the County Executive Office. As is done for Object Account 1107 (Vacation Buydown and Termination Pay), the offsetting appropriations will be transferred from Special Accounts and Contributions, on an ongoing basis, to the applicable General Fund budget to offset the expenditure. Non-General Fund budget units will need to budget for the appropriate amount directly against Object Account 1128. Non-General Funds should budget \$1,445.55 per month per eligible retiree for the entire fiscal year. If there is any change midyear, budget adjustments will be considered if necessary.

The monthly payment amount through December 31, 2024 is \$1,445.55. Effective January 1, 2025 the monthly payment amount is subject to change with the adoption of the Plan Year 2025 premium rate for the Ventura County Health Care Plan.

L. Object 1129 – Supplemental Retirement Plan Part D and Replacement Benefit Plan

This object is used for the retirement contribution for the Elected Department Head (EDH) benefit. The EDH benefit was implemented in April 2001 to provide a supplemental retirement benefit for the five elected department heads. The annual County contribution to fund the benefit is allocated and charged to the budgets of the elected department heads vested with the benefit.

<i>Retirement Contribution for Elected Department Benefit</i>				<i>Detail of FY 2024-25 Contribution</i>	
Department	Unit	FY 2023-24	FY 2024-25	Active	Retired
Assessor	1612	(\$70,609)	(\$62,605)	(62,605)	0
Auditor-Controller *	1510	(\$15,054)	(\$3,415)	0	(\$3,415)
County Clerk/Recorder **	1901	\$46,996	\$32,502	0	\$32,502
District Attorney *	2102	\$43,113	\$26,776	0	\$26,776
Treasurer-Tax Collector **	1701	\$28,806	\$20,406	0	\$20,406
Grand Total		\$33,252	\$13,664	(\$62,605)	\$76,269

* The budgets of the Auditor-Controller and District Attorney are charged with one EDH retirement contribution to fund the benefit of the retired Elected Department Heads.

** The budgets of the County Clerk/Recorder and the Treasurer-Tax Collector are charged with two EDH retirement contributions to fund the benefit of the retired Elected Department Heads.

M. Object 1130 – Supplemental Retirement Plan (SRP 457) Contributions

The County converted plan types effective April 18, 2021, for those employees in the Extra Help, Intermittent, and Permanent Part-time classifications and OCS part-time employees working less than 64 hours biweekly.

Former Safe Harbor employees (hired on or before 4/17/21) who did not opt out of the conversion contribute 3% and the County contributes 4.50%. Employees who qualify for the SRP 457, hired on or after 4/18/21, contribute 4.5% and the County contributes 3%.

SRP 457 Contributions	Employee	Employer
Hired on or before 4/17/2021	3.00%	4.50%
Hired on or after 4/18/2021	4.50%	3.00%

N. Object 1141 – Group Insurance (Flexible Credit Allowance)

The Flexible Credit Allowance is applied towards health benefits for Regular employees working 40 or more hours biweekly. At the employee's discretion, any allowances remaining following health plan enrollment selections may be allocated to the employee's Health Care or Dependent Care Flexible Spending Accounts or paid to the employee as cash back included on the employee's pay advice.

For newly eligible employees, the Flexible Credit Allowance begins in the first pay period after the enrollment is received and processed. Flexible Credit allowances are subject to Memorandum of Agreement changes.

	MOA Expiration	Effective Date	Full Time			Part Time			Opt Out Cash Allowance
			EE Only	EE + 1	EE + 2	EE Only	EE + 1	EE + 2	
Tiered Rates									
International Union of Operating Engineers (IUOE)	1/9/2026	12/10/2023	\$502	\$730	\$905	\$351	\$511	\$634	\$147
		12/8/2024	\$509	\$779	\$983	\$356	\$545	\$688	\$150
Management Resolution (MGMT)	N/A	12/10/2023	\$502	\$730	\$905	\$351	\$511	\$634	\$147
		12/8/2024	\$509	\$779	\$983	\$356	\$545	\$688	\$150
Service Employees International Union (SEIU)	12/18/2025	12/10/2023	\$502	\$730	\$905	\$351	\$511	\$634	\$147
		12/8/2024	\$509	\$779	\$983	\$356	\$545	\$688	\$150
Specialized Peace Officers Assoc (SPOAVC)	7/27/2024	12/10/2023	\$497	\$622	\$737	\$348	\$435	\$516	\$145
Union of American Physicians and Dentists (UAPD)	6/30/2024	2/19/2023	\$497	\$678	\$825	\$348	\$475	\$578	\$145
		12/10/2023	\$502	\$730	\$905	\$351	\$511	\$634	\$147
Sheriff's Correctional Officers Assoc (VCSCOA)	7/27/2024	12/10/2023	\$507	\$632	\$747	\$355	\$442	\$523	\$135
Professional Peace Officers Assoc (VCPPOA - Patrol)	10/31/2026	12/10/2023	\$502	\$730	\$905	\$351	\$511	\$634	\$145
		12/8/2024	\$509	\$779	\$983	\$356	\$545	\$688	\$145
		12/7/2025	\$519	\$835	\$1,073	\$363	\$585	\$751	\$145
Criminal Justice Attorneys Assoc (CJAAVC)	10/20/2026	12/10/2023	\$502	\$730	\$905	\$351	\$511	\$634	\$206
		12/8/2024	\$509	\$779	\$983	\$356	\$545	\$688	\$209
		12/7/2025	\$519	\$835	\$1,073	\$363	\$585	\$750	\$213

	MOA Expiration	Effective Date	Full Time	Part Time	Opt Out Cash Allowance
			Composite	Composite	
CA Nurses Assoc (CNA)	4/24/2028	12/10/2023	\$667	\$467	\$292.41
		12/8/2024	\$702	\$491	\$303.43
		12/7/2025	\$737	\$518	\$315.42
		12/6/2026	\$772	\$543	\$327.16
Deputy Sheriffs' Assoc (VCDSA)	7/27/2024	12/11/2022	\$582	\$429	\$229.94
Professional Firefighters' Assoc (VCPFA)	7/31/2024	12/11/2022	\$532		\$179.94
Professional Peace Officers Assoc (VCPPOA - Probation)	6/30/2024	12/10/2023	\$607	\$425	\$225.00
Employees' Assoc (VEA)	12/12/2025	12/10/2023	\$667	\$467	\$292.41
		12/8/2024	\$702	\$491	\$303.43

O. Object 1142 – Life Insurance for Department Heads and Management

There have been no changes in the eligibility or coverage amount from the prior year. The benefit is \$50,000 for all eligible employees under the age of 70 years; Age 70 through 74 years is 65% of benefit (\$32,500) and 75 years or over is 50% of benefit (\$25,000).

For all Management, UAPD, Confidential Clerical, Other Unrepresented, CJAAVC, SEIU, VEA, IUOE, SPOAVC, VCPPOA Patrol Unit and Probation Unit employees and VCERA, the cost is \$1.55 per bi-week for 26 bi-weeks for a total of \$40.30 annually. The current insured rates are guaranteed through December 31, 2024.

Management Life premium rates and plan benefits are subject to change pursuant to Memorandum of Agreement negotiations, contract negotiations, and upon contract renewal.

For new hires, Management Life Insurance charges begin at the first pay period that includes the date of hire.

P. Object 1143 – State Unemployment Insurance

Effective June 23, 2024 (pay period 24-14), the Unemployment Insurance rate is 0.00% of Regular Salaries (Object Account 1101), Extra Help (Object Account 1102), Overtime (Object Account 1105), Supplemental Pay (Object Account 1106), and Call Back Staffing (Object Account 1108). For new hires, Unemployment charges start immediately at the date of hire.

Unemployment Insurance Rate will be suspended for Fiscal Year 2024-25.

Q. Object 1144 – Management Disability Insurance

The current insured rates are guaranteed through December 31, 2024. The Long Term Disability (LTD) premium rates are subject to change upon contract renewal. LTD rates are calculated per \$100 of Regular Salaries (Object Account 1101).

Representation	Rate*
Class 1	
Management, UAPD, Confidential Clerical, and Unrepresented Others	\$0.667
Class 2	
CJAAVC	\$0.690
UAPD (Union of Physicians and Dentists)	\$0.690
VEA (Professional Engineers)	\$0.690
Class 3	
SEIU, Local 721 (Eligible Nursing Care Coordinators and Clinical Coordinators only)	\$0.375
CNA	\$0.375
VCSCOA (Sheriff's Service Technicians)	\$0.375
Class 4	
IUOE	\$0.375
Class 5	
VEA (Appraisers Only)	\$0.375

For new hires, LTD charges start immediately after the first day of active work.

Note: In addition to the LTD Premium costs, on a quarterly basis, departments will be charged the applicable FICA Employer portion plus the associated 3% MetLife admin fee, for the LTD Benefit that is paid out to their employees.

* Long Term Disability coverage and rates are subject to Memorandum of Agreement changes.

R. Object 1165 – Workers’ Compensation Insurance

Workers’ Compensation rates are based on multi-year loss experience by class. These rates are applied to each \$100 of gross salary.

Effective June 223, 2024 (pay period 24-14), Worker’s Compensation rates will be as listed in the following chart.

Workers Comp Employee Classes	Class No.	Rate/\$100
Fire	7706	13.41
Sheriff	7720	11.88
Clerical	8810	1.86
Hospital	8830	1.43
Non-Manual	9410	1.72
Manual	9420	7.73

For Fiscal Year 2024-25 Worker’s Compensation five-year average experience factor percentages (comprised of 30% exposure and 70% experience for the preceding five years) will be applied to the gross calculation of employee mix in a given department. Department experience factors are listed in the tables below. Department experience factors are the same for all General Fund and Non-General Fund budgets within a Department, unless otherwise indicated.

COUNTY DEPARTMENT	EXP. FACTOR	COUNTY DEPARTMENT	EXP. FACTOR
Agricultural Commissioner	69.60%	Grand Jury	37.39%
Air Pollution Control District (APCD)	38.89%	Harbor Department	44.99%
Airports	193.33%	Health Care Agency	111.44%
Animal Regulation	91.14%	Human Services Agency	131.38%
Area Agency on Aging	57.98%	Information Technology Services	37.09%
Assessor	38.53%	LAFCO	38.24%
Auditor-Controller	78.28%	Law Library	37.39%
Board of Supervisors	248.35%	Medical Examiner’s Office	813.35%
Civil Service Commission	37.39%	Probation Agency	88.57%
County Clerk and Recorder	100.06%	Public Defender	68.94%
County Counsel	44.24%	Public Works Agency	136.22%
County Executive Office	49.43%	Resource Management Agency	76.99%
Department of Child Support Services	282.56%	Retirement	97.28%
District Attorney	64.93%	Sheriff	102.86%
Fire Protection District	98.03%	Treasurer-Tax Collector	45.26%
General Services Agency	56.01%	Ventura County Library	86.34%

S. Object 1171 – 401K Plan

Costs for the 401(k) Plan apply to Management classifications in accordance with Article 19, Section 1901 of the current Management Resolution. The Agreements with CJAAVC, SEIU, VEA, CNA, VCSCOA, SPOAVC, IUOE, VCDSA, and VCPPOA also include provisions for employees represented by those unions to participate in the County’s 401(k) Plan. The matching formulas are listed below. The Agreement with VCPFA provides for employee participation in the 401(k) program; however, County match is only applicable to the Auxiliary Unit.

For CJAAVC and Management, 401(k) earnings are the total of Regular Salaries (Account 1101) and Supplemental Pay (1106). For all others, 401(k) earnings are based on Regular Salaries (Account 1101) only.

For the listed percentage of 401(k) earnings contributed by an employee to the 401(k) Plan, the County will provide the match indicated for eligible employees who elect to participate in the program.

Employee Contribution	County Match									
	MGMT	SEIU	VEA	CNA	VCSCOA	SPOAVC	VCPPOA	VCPFA	IUOE*	VCDSA
	UAPD CJAAVC							Auxiliary Unit only		
1.0%-1.49%	1.00%	1.00%	1.00%	N/A	N/A	1.00%	1.00%	N/A	0.75%	1.00%
1.5%-1.99%	1.00%	1.00%	1.00%	1.50%	N/A	1.50%	1.00%	1.50%	0.75%	1.00%
2.0%-2.49%	1.50%	1.50%	1.50%	2.00%	N/A	2.00%	2.00%	1.50%	0.75%	2.00%
2.5%-2.99%	1.50%	1.50%	1.50%	2.00%	2.50%	2.50%	2.00%	1.50%	0.75%	2.00%
3.0%-3.99%	1.75%	1.75%	1.75%	2.00%	2.50%	2.50%	2.50%	1.50%	0.75%	2.50%
4.0%-4.99%	2.00%	2.00%	2.00%	2.00%	2.50%	2.50%	2.50%	1.50%	0.75%	2.50%
5.0%-5.99%	2.50%	2.50%	2.50%	2.00%	2.50%	2.50%	2.50%	1.50%	0.75%	2.50%
6.0%-100%	3.00%	3.00%	3.00%	2.00%	2.50%	2.50%	2.50%	1.50%	0.75%	2.50%

The County match indicated above for eligible employees who elect to participate in the program is subject to Memorandum of Agreement changes.

* Pursuant to Section 6.06-C of their bargaining agreement, eligible IUOE-represented employees receive a 1% employer contribution to the 401(k) Plan, whether they make employee contributions or not. This 1% contribution is in addition to any County match received as a result of making employee contributions. In addition to the automatic 1% contribution, the County will also make a \$32.00 bi-weekly contribution to your 401(k). This contribution is in lieu of County contributions previously made to the Union’s Insurance Trust Subsidy.

** Effective February 9, 2024 (pay period 2024-3) and annually thereafter in the third pay period of subsequent years, the County will make a non-elective contribution equal to two percent (2%) of annualized compensation to the 401k account of employees who are on the active payroll as of December 31st of the calendar year immediately preceding the payment date, possess a minimum of 5 years of continuous County service as of December 31st, is a member of a County retirement plan without a cost-of living adjustment; and is scheduled to receive a regular (not final) paycheck for the pay period in which the non-elective contribution is to be made (i.e., third pay period).

T. Benefits Included in the 2000 Objects

Employee benefits to be budgeted in the 2000 Objects include the following. Consult the applicable MOA/Management Resolution for guidance in determining amounts to be budgeted.

Object 2022 – Uniform Allowance*
Object 2131 – Membership and Dues
Object 2199 – Management Physicals
Object 2291 – Private Vehicle Mileage
Object 2291 – Automobile Allowance*
Object 2272 – Training - ISF
Object 2273 – Education Conference and Seminars (for Textbook and Tuition)
*Retirement and Medicare apply for all classifications receiving these benefits. OASDI applies for those non-Safety classifications receiving these benefits.

SECTION VI. RATES AND CHARGES / BUDGETING FOR ISF EQUIPMENT

A. Introduction – Rates and Charges

This Section provides information on "Rates and Charges" for the FY 2024-25 budget process, other than for Salaries and Benefits presented in Section V. Details on Information Technology Services Department (ITSD) and General Services Agency (GSA) ISF rates are included. Also included are ITSD and GSA charts of "FY 2024-25 Internal Service Funds Estimated Charges" to help in facilitating the budgeting of ISF charges. CEO Liability and General Insurance charges; rent payments to Department of Airports; CEO Finance Division's Debt Service schedule; Human Resources Division's Alcohol and Drug Testing Rates and Estimated Charges; Public Works Agency (PWA) Building Leases and Rentals; Cost Allocation Plan Revenue Allocations to General Fund Central Service Departments; Cost Allocation Plan Charges (for Non-General funds) and Depreciation Charges information (for proprietary Non-General funds) prepared by the Auditor-Controller; and the Treasurer-Tax Collector's estimated interest earnings rate are also included in this Section.

B. Budgeting for ISF Equipment

Fixed asset (\$5,000 or more) replacements are usually funded by the ISF and require ISF and CEO approval and no departmental budgeting. Fixed asset initial acquisitions, including those related to additional positions, should be separately requested and clearly delineated in the departmental budget request. This does not apply to fixed asset initial acquisitions pertaining to a new service offered by an ISF where the purchase is funded by the ISF. ISF fixed assets and non-fixed asset items otherwise funded should be budgeted by user Departments in Account 5111 Transfers Out.

Vehicle Justification Form: A "Vehicle Justification Form" must be used for all requests for additional department assigned vehicles except Sheriff's motorcycles. The form must be sent to the Fleet Operations Manager who will review the request and then send it to the department's assigned CEO Analyst for further review and approval.

C. County Executive Office

Liability and General Insurance

Budgeting Account Number: Liability and General Insurance Allocation-ISF – Account 2071

Contact Person: Everett Berry, 654-5126

SERVICES PROVIDED: Risk Management – Liability and Insurance provides liability claims processing and litigation management, legal defense through outside private law firms and County Counsel, risk identification and measurement, insurance requirements, procurement and monitoring, risk transfer and hospital malpractice liability.

GENERAL INFORMATION: Risk Management's mission is to minimize the adverse effects of accidental loss on the organization. The County of Ventura is primarily self-insured and funded for General Liability and Automobile Liability. Funding is based on yearly outside actuarial analysis utilizing data on paid and incurred losses from previous years. Premiums are allocated to County agencies/departments using a formula that incorporates historical losses and staffing levels. Insurance policy coverage premiums for those exposures that are not self-insured are allocated first to the agency/department for which the insurance coverage pertains, such as Airport Liability, Aircraft, Fire Department Equipment, Harbor Liability, Library Books, Hospital Liability and Malpractice, and Parks & Recreation. Any property insurance coverage, such as Fire, Earthquake and Flood, that are not specific to an agency/department are allocated based on square feet occupied by the agency/department for all properties covered.

Employee Benefit ISF (Medical Opt Out Contribution)

Budgeting Account Number: Employee Benefit -ISF – Account 2210

Contact Person: Michelle Giron, 654-2621

General Information: The Board of Supervisors on September 26, 2023 approved the change in the source and formula for the funds used to offset carrier premiums for participants in County-sponsored (or union-sponsored, as applicable) medical plans under the new Medical Opt-Out Fee structure, such that, as a component of the rate structure, departments will be charged an amount equal to the lowest applicable Flex Credit Allowance less the opt-out allowance, as determined for each employee group, encompassing any forthcoming negotiated adjustments to the Flex Credit Allowance and Opt-Out Allowance.

D. Employee Health Services

Object Number: Employee Health Services – Object 2201

Contact Person: Evelyn Tan, Fiscal Manager - Hospitals, 805-677-5206

Services Provided: Employee Health Services provides pre-employment physicals, fitness-for-duty evaluations, audiology testing, tuberculosis testing, first aid, and vaccinations. In addition, Employee Health Services provides basic outpatient care to employees and administers medical maintenance examinations, basic physical and medically necessary laboratory tests.

General Information: Employee Health Services are allocated to departments based on approximately 50% of bill charges.

E. Treasurer-Tax Collector's Interest Earnings Rate

For FY 2024-25, use an interest earnings rate of 3.50% when estimating interest earnings on cash available within your fund. (The rate recommended by the Treasurer-Tax Collector for the FY 2023-24 Budget process was 3.00%).

F. General Services Agency

1. GSA FACILITIES & MATERIALS SQUARE FOOTAGE CHARGE

Budget Account: F&M Square Footage Allocation - ISF - Account 2114
Contact: Account/Billing -Yolanda Ruiz, 654-2427

SERVICES PROVIDED: This charge represents the cost of all non-discretionary base services to tenant agency/departments allocated on the basis of square footage space occupied. Estimated annual charges are indicated on charts included in this manual. The estimated annual charges for FY 24-25 include the actual costs of services provided by GSA. Services included in the Square Footage allocation charge are (a) housekeeping and grounds, (b) facilities maintenance and utilities, and (c) special services, including security. The charge will vary by facility and/or tenant in a facility depending on space occupied and services delivered to the building. Monthly square footage billings will provide breakdowns of the square footage charge by facility, service type, and budget unit. Services beyond basic service levels can be provided on a time and materials basis. Please speak with the appropriate contact person to inquire about additional services. Discretionary charges should be budgeted as instructed below.

Billing questions should be directed to the Account/Billing contact person listed in each service type section. GSA billing detail and invoices can be located in the Service Now System at <https://countyofventura.service-now.com/>. For assistance with accessing billing data and invoices in Service Now, please contact Jennifer Cadoff, 477-7229.

A. GSA Utilities (Unit 4705)

Budget Account: Square Footage Allocation – ISF – Account 2114
Utility Service Fee/Non-GSA Utility Customers (Utilities-ISF) Account
2311, 2056, 2313, 2314
Contact: Mike Duncan, 658-4372

SERVICES PROVIDED: The Utilities division is responsible for greenhouse gas emissions reduction at GSA-maintained facilities. This unit also monitors and pays utility bills for electricity, gas, and water at most County facilities.

GSA manages ENGIE, a utility payment and management program for the County. GSA Utility Customers pay a flat monthly utility rate for the fiscal year that is inclusive of ENGIE fees. Non-GSA utility customer accounts are subject to actual vendor utility costs and the pass-through fees in the GSA Comprehensive Rate Sheet under Unit 4705. A monthly pass-through charge will be assessed to each Non-GSA utility customer account to recover operational expenses related to quality assurance and energy audits. A semiannual pass-through charge will be assessed to each Non-GSA utility customer account. This will be allocated based on the percentage of expenses paid for each account during the evaluation period and the increased Cost Allocation Plan charges assessed to GSA.

B. GSA Facilities Maintenance (Unit 4703)

Budget Account: Square Footage Allocation – ISF – Account 2114
Other Maintenance – ISF – Account 2116
Contact: Principal Engineer, 654-3883
Maintenance Dispatch, 654-3878

SERVICES PROVIDED: Facilities Maintenance performs corrective maintenance repairs and an extensive preventive maintenance and inspection program for GSA-maintained facilities and equipment.

GENERAL INFORMATION: Basic service level includes activities, processes and workflows required to keep facilities and their supporting infrastructure in proper operating condition through planned preventive and predictive maintenance; and corrective (repair) maintenance to prevent failure and/or degradation, and to meet their intended function during their life cycle. The service level is intended to restore an asset's physical condition and/or operation to a specified, original standard, prevent further deterioration, replace or substitute a component of a system at the end of the component's "useful life" (not necessarily extending the "useful life" of the entire system), serve as an immediate but temporary repair, or assess ongoing maintenance requirements. This differs from capital renewal, which increases an asset's useful function or service capacity, perform a required extension of "useful life," enhance the quality of services, reduce future operating costs, or upgrade essential parts of the asset.

Examples of routine repairs and services covered through the Facilities/Materials Square Footage Allocation charge include fire/life/safety systems, HVAC systems, locksmith service, roof maintenance, ceiling, glass, carpet and tile replacement, signage, lamp replacement, painting, plumbing, electrical repairs, and security door hardware.

Maintenance requests should be reported to Maintenance Dispatch as soon as possible to maintain a safe working environment.

DISCRETIONARY/TIME AND MATERIALS: If a department's request is outside the scope of the basic service level received as part of the GSA Square Footage Allocation Charge, then it is considered discretionary. Discretionary work will be charged on a time and materials basis. A written estimate of the scope and cost of the discretionary work will be presented to the department prior to the work being initiated. Examples of discretionary services include, but are not limited to, electrical wiring for new equipment, elective painting, construction work, duplicating existing keys, rekeying locks, creating department-specific informational signs for building interiors, and installing new plumbing fixtures at new locations for non-square-footage tenants. Major projects require CEO approval.

C. GSA Housekeeping (Unit 4721) and Grounds (Unit 4723)

Budget Account: Square Footage Allocation – ISF – Account 2114
 Other Household Expense (Rubbish) – Account 2056
 Housekeeping Grounds – ISF – Account 2058

Contact: Dave Barley, 654-3721
 Maintenance Dispatch, 654-3878

SERVICES PROVIDED: Housekeeping and Grounds provides custodial, pest control, solid waste management, landscaping services, and grounds maintenance for the Government Center Complex and other facilities in outlying areas through use of in-house staff and in combination with contracted services.

GENERAL INFORMATION: The basic housekeeping service level includes emptying trash receptacles and recycling bins from central collection points, stocking and sanitizing restrooms, cleaning kitchens and break rooms, stocking associated paper supplies, cleaning tables and counters, vacuuming, dusting, carpet cleaning, interior and exterior office window cleaning, spot-cleaning walls, carpets and office doors, routine pest and insect control, and trash-hauling services. The annual estimate of these charges has been included in the Budget Development Manual and the frequency of these services is listed below. Computer equipment cleaning services are not provided. Requests for spot cleaning spills should be reported to Maintenance Dispatch as soon as possible in order to maintain a safe and clean working environment. Chair cleaning is not part of the basic service but will be performed on a time and materials basis and will be performed as scheduling allows. Common area upkeep charges are shared by all tenants in a building based on the square footage occupied by each tenant. Housekeeping also performs contract administration for those outlying facilities with contracted services.

Individual departments in a multi-tenant building or groups of departments may not reduce the basic service level, although they may opt to request an increase in service with a corresponding increase in charges to the requesting department. Permanent increases in service levels require CEO approval. In no case will a service be allowed to decrease below acceptable health and safety standards. Listed below are the housekeeping tasks and frequencies provided in the basic service.

Housekeeping Service Levels/Frequencies	
Trash collection	Daily
Recycling (where available)	Twice weekly
Restrooms, cleaned and stocked	Daily
Kitchen/break rooms, cleaned and stocked	Daily
Clean Counters and Conference tables	Daily
Vacuum	Twice weekly
Dusting	Once weekly
Carpet cleaning	Twice yearly
Mop restroom floors	Daily
Mop non-restroom, non-carpeted floors	Weekly
Spot clean tile/ceramic floor	As needed
Strip and wax flooring	Twice yearly
Window cleaning – interior office	Once yearly

Housekeeping Service Levels/Frequencies	
Window cleaning – exterior	Once yearly
Spot clean (carpet, walls, doors)	Upon request
Indoor pest and insect control	As needed
Trash hauling	As needed
RAP (Recycle) boxes	Upon request

Available Grounds service includes turf maintenance, irrigation system maintenance, monitoring and repairs, weed abatement for fire suppression, seasonal planting and upkeep, tree replacement, shrub and tree trimming, exterior pest and insect control, and sidewalk, walkway, courtyard/atrium and parking lot cleaning and sweeping. Frequency of service depends on the acreage and type of plantings at a particular site. Services may be performed by in-house staff or contracted vendors and may require additional Time and Materials charges.

All housekeeping/grounds work will be charged on a time and materials basis for those departments not part of the GSA square footage-based service.

DISCRETIONARY/TIME AND MATERIALS: If a departmental request is outside the scope of the basic service level received as part of the GSA Square Footage Allocation Charge, it is considered discretionary. Discretionary work will be charged on a time and materials basis. A written estimate of the scope and cost of the discretionary work will be presented to the department for approval prior to the work being initiated. Examples of discretionary services are the performance of any of the standard tasks with a service level greater than the basic level, requests for services not normally performed, and requests for service or landscape changes where existing conditions are otherwise adequate and safe. Requests that require a turn-around time of less than 48 hours may incur a surcharge.

One trash receptacle is provided per workstation. Blue bins are provided upon request and/or emptied by custodial personnel. Recycle (RAP) boxes are provided for employees to collect recyclable materials at their workstations. Delivery or pick up can be arranged by contacting GSA Maintenance Dispatch at 654-3878. Training and education regarding sustainable practices and recycling is available at no cost upon request.

D. GSA Special Services (Unit 4661)

Budget Account: Square Footage Allocation – ISF – Account 2114
Special Services – ISF – Account 2206

Contact: Dave Barley, 654-3721
Security, 654-3816
Special Events, 477-7187
Conference Room and Audio-Visual Reservations, 477-7187
Access Card Adds, Deletes, and Changes, 477-1554 or
IDBADGE@ventura.org or SB.Guard@ventura.org

SERVICES PROVIDED: Special Services performs facility security and management for the protection of County staff, visitors and assets, deterrence of crime and disruption of business operations and liaisons with law enforcement for employee and public safety. Special Services manages or administers the following: security guard services contract, 24-hour electronic

monitoring of alarms, coordination of security systems, surveillance, building access systems and security information, I.D. badges, permit parking, enforcement of parking regulations, fire drills, tour escorts, conference room reservations, audio/visual equipment requests, special events, and vending machines.

GENERAL INFORMATION: Core security hours for buildings with on-site security guards are Monday through Friday, 7:00 a.m. to 5:30 p.m. County-sponsored public use will not be authorized on weekends, holidays, or outside of the core security hours, unless security services are purchased by the department sponsoring the discretionary activity.

DISCRETIONARY SECURITY SERVICES: Basic security service is provided through the F&M Square Footage Allocation charge for guard services provided during core hours. Services beyond the basic service level are considered discretionary and will be charged directly to the recipient at an hourly rate. Security service fees for approved non-County-sponsored special events will be charged directly to the user at an hourly rate for the number of security officers required. Permanent increases in service levels require CEO approval.

MONITORING: Special Services Division also provides panic alarm and facility intrusion alarm monitoring services from the Security Control Center (SCC) located at the Government Center on a fee-for-service basis.

ROOM RESERVATIONS: There is no charge to County departments for the use/reservation of GSA-managed conference rooms. Each room has been assigned a "Standard" setup. The standard setup is free. All other room configurations are chargeable at the "Custom" room setup rate. This rate includes the custom setup and the room returned to its standardized setup upon completion. Customers will also be charged for rooms reserved and not used unless notice is received three (3) hours in advance.

AUDIO/VISUAL EQUIPMENT: A rental fee is charged for the use of audio/visual equipment for both County and Non-County users. Internet access is available in all conference rooms at no cost. Outdoor or other non-secured venues require that a GSA audio/visual operator remain at the event for the duration.

Miscellaneous:

OTHER SPECIALIZED SECURITY SERVICES: Special Services also offers a variety of specialized security services, including confidential minor theft investigations, site risk assessments, and the development and annual update of evacuation plans. Please call for pricing information.

EMERGENCY PREPAREDNESS: These services are available to assist departments in preparing for various disasters, evacuations, and emergency situations. For assistance, please call 650-4079.

OUTDOOR FUNCTIONS: A Special Use Permit is required for outdoor functions. The charges for these activities vary depending on the size of the group and equipment requirements. There is no cost to County departments for the permit. Contact GSA Special Services to obtain a permit and for equipment rental information and pricing.

SPECIAL EVENTS & FILM PERMITS: A Special Use Permit is required to host an event or film in a common area of a County building or on the grounds. There is no cost to County departments for the permit. Contact GSA Special Services to obtain a permit and for equipment rental information and pricing. The charges for these activities vary depending on the size of the group and equipment requirements.

2. GSA PROJECTS GROUP (Unit 4741)

Budget Account: Facilities Projects – ISF – Account 2115
Interiors Maintenance – ISF – Account 2116
Contact: Charles Wilson, Facility Project Manager, 645-1356

FACILITIES PROJECT MANAGEMENT: GSA Projects Group has responsibility for project management of significant facility repairs, infrastructure replacement and upgrade, and remodeling of County facilities in support of GSA capital renewal and other GSA and client budget programs. Example projects include mechanical & HVAC, power distribution & lighting, plumbing, roofing, interior remodeling, paving, painting, carpet & flooring, system & free-standing furniture, signage, card-access, cameras, window treatment, etc. Project Management services are offered to all County agencies on a discretionary basis for their budgeted facilities and interior tenant improvement remodeling projects.

GSA Projects Group can provide project budget estimates for major projects as well as addressing client requirements for design work, furniture procurement, installation, and interiors remodeling. Many facility projects require the services of architects and/or engineers for design and permitting, and to assist the client with determination of appropriate scope, feasibility, and budget estimate.

GSA Projects Group contracting procedures include Blanket Delivery Orders (BDO), Specific Delivery Orders (DO), and Job Order Contract Work Orders (JOC WO). Notices to Proceed are issued for JOC WOs and DOs. A GAE document in VCFMS is used to encumber these fixed-price contracts directly against the client funding indicated on the NTP. JOC and DO billings occur automatically in VCFMS and are not detailed in the GSA Service Now billing. These billings draw down against the GAE encumbrance and can be monitored in real time in VCFMS to demonstrate their facilities-related budget execution plan. GSA Projects Group also maintains extensive standing BDO contracts with local vendors and consultants for smaller project efforts, which bill on basis of Time & Materials (T&M) actual costs to the client at the time of vendor invoicing, with the billing detail made available in the GSA Service Now billing.

Projects managed by GSA Projects Group are charged a GSA Project fee based on a fixed percentage for each project. In instances where a Project Manager expends time, but a project is not completed (e.g., development of scope, planning or design effort commenced with subsequent client cancellation), project management fees will be charged on an hourly basis.

INTERIORS & SYSTEMS FURNITURE: The Interiors function of GSA Projects Group provides project management for the modular system furniture program and related Interiors installations. This includes procurement and installation for office workgroup moves, workstation additions and minor repairs or adjustments to existing modular furniture components. Typical Interiors effort includes furniture design, procurement of desks, chairs, tables, file/storage cabinets, bookcases, task lights and system furniture installations. Moving services and packing assistance are available upon request. Small jobs are managed as internal work orders and are completed with both GSA and vendor labor. Work orders are billed to the client on a time and materials basis.

Larger interiors projects are performed by outside vendors and contracted for as described in the Projects section above.

As approved by the Board in 2017, the total Furniture Project PM fee will be capped on Furniture Projects that exceed \$500,000 in project value. In FY 24-25, the maximum Furniture Project fee charged to customers will be \$54,500. Furniture projects that are valued at \$100,000 or greater should be coded to a 4000-level object.

3. GSA PROCUREMENT SERVICES (Unit 4621)

Budget Account: Purchasing – ISF – Account 2165
Convenience Copier Program – ISF – Account 2167
Contact: Cliff Chroust, Chief Procurement Officer, 654-3718
Julie Miller, Assistant Procurement Officer, 654-3756

SERVICES PROVIDED: Procurement Services purchases and obtains goods and services for the County by performing the following: process purchase requisitions; issue Purchase Orders (POs) and PO Change Orders; issue and evaluate bids, proposals, and quotations; assist with bid specifications; draft contracts; manage surplus sales and auctions; provide purchasing training; verify licenses and insurance coverage; manages vendor registration and assists with vendor performance issues. Procurement also manages the Convenience Copier, Amazon Business, and Procurement Credit Card programs and assists with compliance of the Living Wage Program, Prevailing Wage project registration with the California Department of Industrial Relations, and County Green Procurement policies.

GENERAL INFORMATION: Beginning in fiscal year 19-20, Procurement adopted a rate model centered on a percent of expenditure and per document cost, which better approximates work completed on behalf of our customer departments. The revised fee utilizes expenditures from procurement documents, the total number of procurement documents, and is then stabilized using a rolling 4-year average including the calculated fee.

Below are some of the services provided by Procurement:

COMPETITIVE SOLICITATIONS (RFP/ITB/RFI/RFQ): These services include consultation and development of requirements with the requesting department, preparation of proposal documents, proposal evaluation, vendor negotiation and procurement award. Procurement added an electronic solicitation system – Ventura County Vendor Information Portal (VCVIP).

MASTER AGREEMENTS (MA): Procurement Services establishes Master Agreements when a vendor's products or services are used Countywide and/or when a contract is awarded to a specific vendor. MAs are used to obtain goods or services at a fixed price, or under fixed terms and conditions.

RAPID ACQUISITION PROGRAM (RAP): RAP provides a faster, more streamlined ordering process for orders up to \$10,000. Agencies and departments must be enrolled in the program and their staff that use the program must undergo the necessary training.

PROCUREMENT CARD PROGRAM: This program provides a more efficient method for departments to make small dollar purchases. GSA administers the issuance of cards, training, and account maintenance. This program includes access for all departments to Amazon Business Prime -- this enterprise service provides no cost shipping, online quoting, catalog management, purchasing reporting, and user management services, without the entertainment services included in a private account.

CONVENIENCE COPIER PROGRAM: This program administers the placement and rental of copiers and multi-functional machines and includes all supplies and equipment maintenance. Program costs are recovered through per-copy charges based on actual copy machine volume. Estimated annual charges for departments are indicated in the FY 2024-25 General Services Agency ISF Estimated Charges under object 2167.

CONTRACT MANAGEMENT SYSTEM: This program is available to all agencies to manage contracts in a countywide database. The system is segmented to provide agency specific access to a contract database tracking a variety of data points surrounding contracts.

4. GSA RECORDS CENTER (Unit 4641)

Budget Account: Storage Charges – ISF – Account 2244
Contact Person: Joshua Gannon, Records Center Supervisor, 662-6863|
joshua.gannon@ventura.org

General Inquiries, 650-4015|
GSA.Records@ventura.org

SERVICES PROVIDED: The GSA Records Center provides secure records storage and file plan administration to meet state and county retention policy standards and compliance. Records are coded to automate proper retention schedules and destruction reporting.

GENERAL INFORMATION: The Records Center minimizes office space devoted to inactive records/documents through its records management program and also supports records imaging programs. For additional program information and account setup please contact the person(s) listed above or view program highlights at <https://www.ventura.org/general-services-agency/records-warehouse/>

RECORDS STORAGE CENTER: Located at the Government Center Service Building, secure transfer and delivery is scheduled via an on-line portal along with a barcode tracking system at <http://entgsaprdweb01.ent.co.ventura.ca.us/oneilOrder/>.

5. GSA DOCUMENT MANAGEMENT SERVICES (Unit 4641)

Budget Account: Graphics Charge – ISF – Account 2166

Contact: Gary Howard, Business Services Manager, 654-3738
gary.howard@ventura.org

Charlotte Cubitt-Serrano, Management Assistant, 654-2775
charlotte.cubitt-serrano@ventura.org

Matthew Kreiger, Creative Services Supervisor, 654-3703
matthew.kreiger@ventura.org

John Wong, Graphic Supervisor, 654-3743
johnny.wong@ventura.org

Esme Squires, Document Automation, 654-3704
esme.squires@ventura.org

Joshua Gannon, AIM, Scan, and Records Center Supervisor, 662-6863
joshua.gannon@ventura.org

SERVICES PROVIDED: At GSA Document Management Services, we consult, design, print, mail, scan, and automate workflows and data with the goal of successfully sharing and improving the unique and far-reaching work of the County of Ventura. As a business, we leverage county-wide volume and technology to provide on-time, high-quality and cost-effective services.

CREATIVE SERVICES: Our graphic designers are creative professionals committed to advancing the mission of the County of Ventura and its agencies through innovative communications solutions. Our experienced team creates coordinated print and electronic campaigns offering brand consistency with a balance of content, images, and color to help agencies communicate. Services range from print output of flyers, posters, banners, postcards, mail pieces and more; to art direction producing event graphics, annual reports, newsletters, web graphics, e-mail templates, digital flip books, and video editing.

GRAPHICS: Full-service printing and mailing products of any size, from business cards to billboards. Print production output from both digital on-demand printers and offset color presses, along with binding and finishing services. A complete line of paper and envelope stock is available. Letter fulfillment services include folding, inserting, tabbing, and inkjet address application.

VCPRINT: The County's online print portal makes it easy to order print-on-demand documents. Upload documents and track delivery and billing status in real-time.

PRINT-TO-MAIL AUTOMATION: The GSA Print-to-Mail (P2M) program produces secure and fast delivery of citizen correspondence by hosting document templates with scheduled data transmissions to output USPS presorted mail P2M benefits county customers by automating their variable-data communications. By leveraging county mail volume along with address data quality filters, County customers obtain the lowest possible discounted postage while improving their internal workflows.

BUSINESS PROCESS AUTOMATION: GSA expertise and consulting create not only documents, but also business workflow solutions. Transform paper-based routines into automated digital solutions with e-form design, data capture, and reporting. Our solutions convert and develop paperless workflows, with managed document content providing version control, security, and workload visibility.

SCAN SERVICES: Many documents exist only in paper format, making them difficult and cumbersome to file, share, and archive. The GSA Scan Center digitizes paper into documents and data with high-speed scanners, software, and skilled operators. Distributed scan software and web-based indexing services can also be installed on-site.

AIM – (AUTOMATED INVOICE MANAGEMENT): Digital mailroom services automate Accounts Payable data entry and invoice routing, creating staff efficiencies, capturing discount term savings, and integrating data with VCFMS.

DOCUSHARE: Our document content management platform provides secure document publishing enabling workgroups to share and archive digital content. Docushare can also be connected to web-services and print systems to deliver an end-to-end document lifecycle solution. With document management practices in place, county staff can securely navigate, browse, and find content more effectively, with consistent and quality content and business records.

GENERAL INFORMATION: Services provided by GSA Business Support will be charged directly to the requesting department and will be billed monthly. GSA leverages the entire County's estimated annual production volume to pass along the lowest rates possible.

For high volume quotes, offset printing, and any other specialty print service, please contact John Wong at 654-3743 or vcprint@ventura.org.

6. GSA INVENTORY MANAGEMENT & DISTRIBUTION SERVICES (Unit 4643)

Budget Account: Stores – ISF – Account 2168
Contact: Steve Nelles, Business Support Manager, 654-2104
James Dorman, Warehouse Supervisor, 645-3749
Warehouse Services/Sales, 654-3763

SERVICES PROVIDED: GSA Inventory Management and Distribution Services provides safe and secure receiving and distribution of goods and materials. Services include central warehousing and inventory management, supply chain integrations, asset tracking, secure dock receiving with package tracking, and surplus property pick-up and sales.

GENERAL INFORMATION: Business Support Services reduces the departmental cost of administering a material handling program with its central warehousing services. Centralized receiving offers improved safety and security for County staff.

INVENTORY MANAGEMENT: The GSA Flowtrac platform provides secure inventory, asset, and warehouse services. Customers have campus access to critical hardware and supplies, with reporting on inventory, usage trends, and data-driven metrics to keep operations and supply chains running smoothly. Inventory Management costs are calculated annually as a platform fee.

GSA operates both an on-premises warehouse and can support multiple off-site warehouses or sub-locations within a single application. Services may include:

- Package and shipment tracking and confirmation.
- Vendor purchasing coordination.
- Managed stock reorder levels with product min and max settings.
- SKU generator to link part numbers for competitive and flexible purchasing options.
- Inventory and cost metric reporting.
- Barcode and mobile device capture to record receiving and manifest data.
- Accounts Payable integrations.

- Data conversion services for ServiceNow applications.
- Loss Prevention
- Scheduled cycle counting and inventory reporting.

SURPLUS WAREHOUSE: The surplus property warehouse is located at the Government Center Service Building. To view surplus that is available for reuse go to <https://www.ventura.org/general-services-agency/surplus-sales/> for more information. Surplus items selected may be picked up by appointment or departments can request a delivery of an item/s to their location. Warehouse services labor fees may apply for large pick-ups requiring two or more staff, or for project surplus coordination and for the return of surplus delivered and rejected by the department. To arrange for the inspection of surplus property and/or to inquire about special surplus pick-up arrangements, call the Surplus Warehouse at 645-1311 or visit the Surplus website page at: <https://www.ventura.org/general-services-agency/surplus-property> for further information

WAREHOUSE SERVICES: Material handling and package receipt of County goods are provided by our centralized Dock Services. All expedited carrier packages are scanned and tracked to point of delivery via our SCLogic application. Please reference tracking numbers (FedEx/UPS) for details. Dock services will assess a per box or item fee for items received. An hourly rate will apply for the delivery of pallets or oversized items in addition to a receiving fee. A delivery fee may apply for items transported to off-site locations. Closed crate and open pallet storage of department-owned goods is provided and can include Inventory Management services as needed.

CENTRAL STORES: Common use County publications and forms (PAOF), record boxes, envelopes, and other County specialty items can be ordered by the warehouse team for distribution. Order via the web at <http://docushare/docushare/dsweb/HomePage>. Enter your employee ID and network password to place orders. In addition, you can request materials and service by e-mailing GSAStore.Surplus@ventura.org Please include your budget unit and brown mail number to help expedite order requests.

7. GSA MAIL SERVICES (Unit 4645)

Budget Account: Mail & Courier Charges – ISF – Account 2164
 Contact Person: Steve Nelles, GSA Business Support Manager 654-2104
 Ali Esquivel, Mail & Courier Supervisor 654-3818
 Charlotte Cubitt-Serrano, Service Information 654-2775

SERVICES PROVIDED: The GSA Mail Center provides a centralized facility to distribute county USPS mail, package shipments, and brown mail. GSA leverages county-wide volume and maintains United States Postal Service (USPS) certification to utilize postage permits, business reply mail, and address processing services to maximize postal automation and postage discounts. Services include sorting incoming USPS Mail, packages, and internal Brown Mail with distribution through a courier network.

GENERAL MAIL INFORMATION: Mail Services include business reply mail processing, certified mail, and USPS Presort First-Class and Marketing mail delivery. Current USPS postage rates are based on class, weight and customer conformance with USPS mail and package standards. Handling charges include metering, sealing and delivery to USPS. The Mail Center utilizes

certified postal software and includes bar coding, tagging and USPS submission to qualify for maximum density and discounts. Most outgoing County mail is metered at a discount rate.

Full automation is accomplished by utilizing the GSA Print-to-Mail program. Integrated presort and address correction data tools are available for business applications and website integrations. For current information please visit our website at <https://www.ventura.org/general-services-agency/mail-and-courier-services/>

Postage rates are based on 1st class metered mail weighing 1 oz., unless otherwise noted. Postage rates shown reflect rates approved by the USPS as of January 2024 and are subject to change. Contact the GSA Mail Center at 654-2425 to review how to prepare automation compatible mail to achieve maximum postage discounts.

SHIPPING SERVICES: GSA has leveraged countywide volume and negotiated freight discounts from carriers such as FedEx, UPS, and USPS for the best shipping rates and options. For assistance in sending packages, county staff can utilize on-line packaging and rate shopping software. Please contact us for setup and training.

The use of a paper based “air bills” utilizing the county’s account number is discouraged since it incurs additional surcharges, fees, and research to make payment. If so, departments will be notified and charged a \$29 administrative fee for unauthorized usage.

Shipping software in the Mail Center and at the HOA Media Center allows for competitive rate shopping and is designed to limit common surcharges such as address correction, delivery area and additional handling fees.

COURIER SERVICES: Courier Services provide scheduled pick-up and delivery service for internal Brown Mail along with mail and parcel distribution from USPS, Fed-Ex, UPS, and other parcel and shipping companies. Mail is sorted and batched centrally within the Mail Center by Brown Mail locations assigned to countywide courier routes. Each courier route stop is assessed an annual maintenance/setup fee along with a delivery charge per stop. GSA Business Support offers expanded tracking options for internal brown mail and external shipments. Package tracking and on-line shipment requests are available with an account at: <https://ventura.sclntra.com>

8. GSA TRANSPORTATION - ISF (Unit 4571)

Budget Account: Gas/Fuel Charges – ISF – Account 2301
Transportation Charges – ISF – Account 2302
Motor Pool – ISF – Account 2303
Direct Charge Vehicle Work Orders – Account 2304
Transportation Charges ISF Non Uniform Guidance - 2305
Contact: Christopher Melton, 672-2041

SERVICES PROVIDED: GSA Fleet Operations provides central ownership and administrative control for the County fleet, regardless of the fund, for the following: specification/contract writing; purchasing; maintenance; asset management; preventative maintenance; auto body repair and paint; up-fit; parts store and warehouse; licensing; contract inspections; regulatory smog checks; towing; telematics and Motor Pool hardware installation and software monitoring, and repairing

assets; replacement of automobiles, trucks, vans, vessels and other vehicles and equipment (including farm equipment); fueling; fuel management; and maintaining all fuel sites. Motorcycles are not included at this time for maintenance, but Fleet Operations, through its up-fit shop, installs emergency equipment and radios. Fleet Operations will be responsible for mounting and installation of **all** equipment onto Fleet assets.

GENERAL INFORMATION: Departments will be charged fixed costs, variable rates, and pass-through costs.

Fixed costs: Fixed costs include a monthly Agency and County overhead charge, a monthly fixed replacement rate, and a monthly fixed inflationary surcharge assessed on the monthly fixed replacement rate. The fixed replacement rate includes 100% of the vehicle acquisition cost and costs to prepare the vehicle for placement into service, including communication equipment installation, divided by the estimated useful life of the vehicle (useful life to be determined by GSA Fleet) and interest expense if the vehicle is internally financed. A fixed inflationary surcharge will be assessed to cover the increased costs of the future replacement vehicle due to the inflationary cost increase over time. The inflationary surcharge will be based on the prior year's U.S. Bureau of Labor Statistics Consumer Price Index Table of New Vehicles in Los Angeles and will be evaluated annually during the rate development period. When these vehicles are retired and sold at auction, the proceeds will be held by GSA Fleet for the department to which the vehicle was assigned and used to offset/reduce the cost of future vehicle acquisition for that department. GSA Fleet uses a replacement policy based on various data streams to create a point rating for each vehicle (Points Report). Historically, County vehicles were retired from service and replaced based on a set schedule utilizing only time and/or miles as the criteria to dictate replacement. Factors now taken into consideration are: Vehicle Age, Vehicle Mileage or Engine Hours (depending on vehicle type), Severity of Service, Reliability, and Total Maintenance and Repair Costs. This will result in the possible early replacement or an extension to the life cycle of a vehicle. GSA Fleet will be working with departments to evaluate the vehicle Points totals for their assigned vehicles and schedule replacement dates based on the Points Report. GSA Fleet will recover 100% of acquisition and upfit costs for all Fleet assigned vehicles. If a requested replacement vehicle costs more than the amount recovered, the requesting Agency shall supply the cost difference to Fleet Services.

Variable rate: The variable rate is billed based on miles driven each month. This rate includes the operational costs and departmental indirect costs. These rates are calculated annually based on accumulated costs and total number of miles driven by that vehicle class.

Pass-through costs: Pass-through costs include the monthly cost for telematics charges, when so equipped. Additionally, departments will be directly charged for all fuel usage.

BDM estimates for Object 2302 reflect the fixed rate, variable mileage rate and telematics charges, when so equipped, based on vehicles currently assigned to the Department, including any anticipated FY 24-25 vehicle replacements. Fuel will be billed to Object 2301 at the actual fuel cost per gallon plus a per-gallon surcharge to recover operational expenses related to administrative costs of inventory and ordering, fuel storage, mandated monitoring, compliance, and fuel site maintenance and dispensing. BDM estimates for Object 2303 reflect estimates for Motor Pool use based on FY 22-23 Motor Pool activity. Direct charge vehicle work orders will be billed to Object 2304 and BDM estimates will not be provided for direct charge vehicle work orders. Agencies will need to budget their own estimates related to repairs of their direct charge vehicles/equipment in Object 2304. Interest Expense for internally financed vehicles and the Inflationary Surcharge will be billed to object 2305.

Vehicle damage costs are not covered by Transportation annual rates. Costs for damages from accidents and vandalism are reimbursed by the Liability and General Insurance Fund. Annual losses are included in the Risk Management calculation of general insurance premiums. Departments with damaged vehicles resulting from operator abuse will be directly charged. Discretionary vehicle modification (including painting and body work) will be charged to the department requesting the work.

At the end of its useful life, an asset will be evaluated for replacement. If the asset is to be replaced and if a department wants to replace it with another asset that is determined to be an upgrade that generates a premium cost to GSA Fleet, the department will be billed for that premium cost up front when the vehicle is assigned to the department.

When service “loaners” are provided, a fuel surcharge will be added to the variable rate based on current price per gallon. Loaners are only available for non-direct-charge vehicles. Central Motor Pool should be used if a temporary replacement is needed for a direct-charge vehicle.

Central Motor Pool: Motor Pool vehicles can be reserved online at the Motor Pool Reservation link found on the GSA Fleet Operations web page. This website will allow you to make a reservation, view the status of your reservation request(s) and provide the ability to cancel or make changes to your reservation request(s). Reservations may be cancelled on-line prior to the beginning of a reservation at no charge. There will be a flat \$33 “no show” fee for reservations that are initiated but the user does not pick up the reserved vehicle. The minimum usage charge per trip is \$10.

Car Wash: Fleet Operations operates the car wash locations at the Saticoy yard and at the Government Center. Direct charge (DC) vehicles, Heavy Equipment, Special Districts, and non-County vehicles will be charged for their use of the car wash.

DEPARTMENT GUIDELINES FOR REQUESTING ADDITIONAL DEPARTMENT ASSIGNED VEHICLES: All requests for additional department assigned automobiles, trucks, vans, vessels and other vehicles and equipment (including farm equipment), except Sheriff’s motorcycles, must include a *Vehicle Justification Form* and must be sent to the Fleet Deputy Director who will review the request and then send it to the department’s assigned CEO Analyst. The department will be responsible for filling out the *Vehicle Justification Form*. In addition, the requesting department must ensure that Fleet has sufficient appropriations for the purchase. If sufficient appropriations are not available, the customer must go to the Board on behalf of GSA to increase appropriations for the acquisition.

Additional assets will require that all capital costs be paid in full, up front upon assignment of the vehicle to the department. In addition, a monthly fixed replacement rate and inflationary surcharge will be incurred by the department in order to fund the subsequent vehicle replacement. The CEO analyst will coordinate the necessary review of these funding outlays and requirements with the GSA Fleet Deputy Director and will forward the signed approved *Vehicle Justification Form* to GSA Fleet Services, Location Code #5030.

Requests for assets identified as grant-funded on the *Vehicle Justification Form* will be treated as one-time requests. Grant-funded assets are not charged a fixed replacement rate nor inflationary surcharge per month and consequently not scheduled for replacement but will have a lifecycle assigned to them for final disposition. Thus, departments must make a request each time they wish to purchase or replace a grant-funded asset. If a department wishes to request an additional, **ongoing** department assigned asset, it should not be identified as grant-funded in the *Vehicle*

Justification Form and should follow the guidelines above. All new grant-funded and new direct charge assets will be charged a monthly overhead, monthly telematics costs when so equipped, and fuel costs. In addition, maintenance and repair costs for grant assets will be directly charged to the assigned department.

Estimated Budget Amounts for Commonly Requested Vehicles	
Vehicle Type	“Est.” Monthly Rental Rate
Compact sedan	\$395.00
Compact Sedan - EV	\$417.00
Mid-size sedan	\$447.00
SUV, Police package (class 75)	\$1,458.00
Mini-Van, 7 Passenger	\$469.00
Mini-Van PHEV, 7 Passenger	\$604.00
Full-size van, Cargo	\$469.00
Full-size van, Cargo EV	\$885.00
Full-size van, 12/15 Passenger	\$555.00
Mid-size Pickup truck	\$397.00
½ Ton pickup truck	\$510.00

9. GSA HEAVY EQUIPMENT – ISF (Unit 4551)

Budget Account: Heavy Equipment - ISF - Account 2233
 Contact: Christopher Melton, 672-2041

SERVICES PROVIDED: GSA Heavy Equipment Operations provides central ownership and administrative control for the County Heavy Equipment fleet regardless of fund for the following: Specification/contract writing, purchasing (to include replacement of heavy construction and maintenance equipment and contract inspections of additional equipment), asset management, repair, preventative maintenance, body work and painting, licensing, DOT compliance, and regulatory compliance. Services include the maintenance and repair of heavy construction equipment and vehicles over one ton in size. In conjunction with GSA Fleet Operations, GSA Heavy Equipment Operations also provides electronic equipment and repair of accessories in assets including telematics hardware installation and software monitoring. These services also include in-field repair services and maintenance to minimize transport fees and downtime to customer departments. GSA Fleet Operations will be responsible for mounting and installation of all equipment onto Fleet assets.

GENERAL INFORMATION: Departments will be charged a monthly agency overhead charge, a monthly fixed replacement rate, and a variable rate (charged by total number of either miles driven, or hourly or fixed monthly activity). The fixed rate includes 100% of the vehicle acquisition cost and costs to prepare the vehicle for placement in service, including communication equipment installation, divided by the estimated useful life of the vehicle; and interest expense if the vehicle is internally financed. The variable mileage rate includes the prior year’s operational costs, maintenance costs and departmental indirect costs. These rates are calculated annually,

and costs are allocated to vehicle classes on a ratio of historical class operating costs. Mileage will be the primary allocation base when possible. Alternatively, variable costs will be based on an hourly or fixed monthly activity as reported by PWA Fiscal. These charges will be billed to Object 2233.

Fuel and Telematics will no longer be included in the variable rate. PWA will be charged by GSA Transportation ISF for the direct consumption of fuel to the PWA department to which the vehicles or equipment are assigned. Fuel will be charged at the actual fuel cost per gallon plus a per-gallon surcharge to recover operational expenses related to administrative costs of inventory and ordering, fuel storage, mandated monitoring, compliance, and fuel site maintenance and dispensing. Fuel will be billed to Object 2301. Telematics will be a monthly fixed charge if the vehicle is so equipped. Telematics will be charged to Object 2302.

NON-GENERAL-FUND DEPARTMENT GUIDELINES FOR REQUESTING ADDITIONAL HEAVY EQUIPMENT:

All PWA Roads and PWA Watershed Protection District requests for additional vehicles must be sent to the Fleet Deputy Director, who will review the request and then send it to the department's assigned CEO Analyst. The department will be responsible for filling out the *Vehicle Justification Form*. This form can be found on the GSA Fleet web page at <http://myvcweb/index.php/fleet-services> under GSA Fleet Forms. The CEO analyst will coordinate the necessary review of these requested vehicle requirements with the Fleet Deputy Director, and will forward the signed approved *Vehicle Justification Form* to GSA Fleet Services, Location Code #5030. Additionally, PWA should contact GSA Fleet Services for price information for items being requested and budget the appropriate amount in Account 5111 of the applicable budget unit.

NOTE REGARDING REPLACEMENT CONTRIBUTION FOR HEAVY EQUIPMENT: PWA may also be required to budget an amount in Account 5111 of the Roads' or the Watershed Protection District's budget to provide any funding required for equipment replacement above the original purchase.

General Services Agency
Fiscal Year 2024-25
Comprehensive Rate Sheet

Unit	Department	Object	Rate Type	BDM Rate FY23-24	BDM Rate FY24-25
4601	Administration	2116	DSET (Hourly Labor Rate)	\$ 119.08	\$ 104.16
4601	Administration	2116	Staff Services Manager	\$ -	\$ 102.78
#N/A					
4621	Purchasing	2165	Purchasing Technician (Hourly Labor Rate)	\$ 97.42	\$ 86.72
4621	Purchasing	2165	Principal/Senior Buyer (Hourly Labor Rate)	\$ 126.21	\$ 109.64
4621	Purchasing	2167	Per copy or printed page charge - Black & White	\$ 0.035	\$ 0.040
4621	Purchasing	2167	Per copy or printed page charge – Color (limited availability)	\$ 0.105	\$ 0.110
#N/A					
4641	Document Management	2166	Black and White, 8.5 x 11	\$ 0.06	\$ 0.06
4641	Document Management	2166	Color, 8.5 x 11 (4-color digital press)- Tier Pricing Discounts Available	\$ 0.33	\$ 0.33
4641	Document Management	2166	Creative Services and Project Management (Hourly Rate)	\$ 106.08	\$ 111.28
4641	Document Management	2166	Graphic Design (Hourly Rate)	\$ 0.00	\$ 88.17
4641	Document Management	2166	Print to Mail Document Creation and USPS Processing	\$ 0.10	\$ 0.10
4641	Document Management	2166	Print to Mail Template Hosting	\$ 225.00	\$ 225.00
4641	Document Management	2166	Docushare Management Annual Fee	\$ 5,200.00	\$ 5,200.00
4641	Document Management	2166	Docushare Department Level Management	\$ 2,600.00	\$ 2,600.00
4641	Document Management	2166	Docushare Seat Licenses - CPX Workflow	\$ 343.00	\$ 343.00
4641	Document Management	2166	Docushare Seat Licenses - CAL's Write/Scan	\$ 114.00	\$ 114.00
4641	Document Management	2166	Docushare Seat Licenses - Read Only	\$ 57.00	\$ 57.00
4641	Document Management	2166	SQL RepGen Database Hosting	\$ 5,000.00	\$ 5,000.00
4641	Document Management	2166	eForm Annual Template Hosting Fee	\$ 1,000.00	\$ 1,000.00
4641	Document Management	2166	eForm Annual Workflow Hosting Fee	\$ 5,250.00	\$ 5,250.00
4641	Document Management	2166	Psigen AP Hosting Fee - Team Management	\$ 1,685.00	\$ 1,685.00
4641	Document Management	2166	Psigen Fusion License Fee	\$ 346.00	\$ 346.00
4641	Document Management	2166	AIM AP Index Fee	\$ 2.78	\$ 3.06
4641	Document Management	2166	AIM Docushare License Fee	\$ 110.00	\$ 110.00
4641	Document Management	2166	Promotional and Custom Print Products	\$ 0.00	25% of product
4641	Document Management	2244	Storage of Size A Container Monthly	\$ 0.48	\$ 0.58
4641	Document Management	2244	Storage of Size B Container Monthly	\$ 0.96	\$ 1.15
4641	Document Management	2244	Receive NEW Records Box	\$ 3.25	\$ 3.25
4641	Document Management	2244	Refile of Container	\$ 2.75	\$ 2.75
4641	Document Management	2244	Refile of Filefolder	\$ 3.25	\$ 3.25
4641	Document Management	2244	Filefolders Moved To New Box	\$ 3.00	\$ 3.00
4641	Document Management	2244	Permanent withdrawal of Container	\$ 4.00	\$ 4.00
4641	Document Management	2244	Permanent withdrawal of Filefolder	\$ 4.00	\$ 4.00
4641	Document Management	2244	Rush Box Pull	\$ 4.50	\$ 4.50
4641	Document Management	2244	Rush Filefolder Pull	\$ 6.00	\$ 6.00

General Services Agency
Fiscal Year 2024-25
Comprehensive Rate Sheet

Unit	Department	Object	Rate Type	BDM Rate FY23-24	BDM Rate FY24-25
4641	Document Management	2244	Delivery of Container or File	\$ 2.50	\$ 2.50
4641	Document Management	2244	Pickup of Container or File	\$ 2.50	\$ 2.50
4641	Document Management	2244	Receive of a Container/File	\$ 2.50	\$ 2.50
4641	Document Management	2244	Standard Pull of Filefolder	\$ 3.50	\$ 3.50
4641	Document Management	2244	Standard Pull of Container	\$ 3.50	\$ 3.50
4641	Document Management	2244	Rush Service (Hourly Labor Rate)	\$ 82.04	\$ 70.95
4641	Document Management	2244	Shred of Container	\$ 4.00	\$ 4.00
4641	Document Management	2244	Active File Destruction	\$ 1.00	\$ 1.00
4641	Document Management	2244	Re-Boxing of Container	\$ 6.00	\$ 6.00
4641	Document Management	2244	Data Entry at the Filefolder Level	\$ 3.00	\$ 3.00
4641	Document Management	2244	Special Handling/Secure Fee	\$ 5.50	\$ 5.50
4641	Document Management	2244	Labor Fee for Special Service Requests (Hourly Labor Rate)	\$ 82.04	\$ 70.95
4643	Warehouse/Distribution	2168	Restocking Fee/Obsolete Disposal (SSC)	\$ 7.50	\$ 7.50
4643	Warehouse/Distribution	2168	Charge per Requisition (CS)	\$ 15.00	\$ 15.00
4643	Warehouse/Distribution	2168	Cubic Feet of Document/Supplies Storage	\$ 0.78	\$ 0.82
4643	Warehouse/Distribution	2168	Square Feet of Document/Supplies Storage	\$ 1.17	\$ 1.22
4643	Warehouse/Distribution	2168	Incoming Expedited BOX Receipt/Delivery/Tracking (UPS/FEDEX/WWE)	\$ 6.84	\$ 5.00
4643	Warehouse/Distribution	2168	Incoming Expedited ENVELOPE Receipt/Delivery/Tracking (UPS/FEDEX/WWE)	\$ 3.00	\$ 2.50
4643	Warehouse/Distribution	2168	Warehouse Services Hourly Labor Rate	\$ 139.23	\$ 124.76
4643	Warehouse/Distribution	2168	Pallet Storage	\$ 75.68	\$ 79.46
4643	Warehouse/Distribution	2168	Crate Storage	\$ 52.39	\$ 55.01
4643	Warehouse/Distribution	2168	Pallet Received/Delivered or Dock Staging Services	\$ 68.56	\$ -
4643	Warehouse/Distribution	2168	Special Pickup/Delivery I (Low Volume/Small)	\$ 7.41	\$ 7.41
4643	Warehouse/Distribution	2168	Forklift Certifications (SSC) Hourly Labor Rate	\$ 171.94	\$ -
4643	Warehouse/Distribution	2168	Form/envelope ordering set up fee	\$ 28.35	\$ -
4643	Warehouse/Distribution	2168	Surplus Vehicle Sales	\$ 600.00	\$ 700.00
4643	Warehouse/Distribution	2168	Warehouse and Surplus Project Coordination (Hourly Labor Rate)	\$ 139.23	\$ 124.76
4643	Warehouse/Distribution	2168	Surplus Recycling Fee - Special Handling (Hourly Labor Rate)	\$ 139.23	\$ 124.76
4643	Warehouse/Distribution	2168	Surplus Pickup (Hourly Labor Rate)	\$ 139.23	\$ 124.76
4645	Mail Center	2164	Mail Handling Fee	\$ 0.17	\$ 0.17
4645	Mail Center	2164	If letter mail is not receiving automation compatible discounted postage please contact the GSA mail center to obtain an address/packaging best practice review.		
4645	Mail Center	2164	If flat mail is not receiving automation compatible discounted postage please contact the GSA mail center to obtain an address/packaging best practice review.		
4645	Mail Center	2164	First Class Parcel/Package - HANDLING FEE	\$ 0.17	\$ 0.17
4645	Mail Center	2164	U.S. Mail Certified Services w/Return Receipt for First Class Letter	\$ 0.46	\$ 0.46

General Services Agency
Fiscal Year 2024-25
Comprehensive Rate Sheet

Unit	Department	Object	Rate Type	BDM Rate FY23-24	BDM Rate FY24-25
4645	Mail Center	2164	Expedited packages, UPS, FedEx, OnTrac, USPS Express, WWE-Government Discounted Ex	20% of postage	20% of postage
4645	Mail Center	2164	Mail Center Administrative Fee	\$ 29.00	\$ 47.11
4645	Mail Center	2164	Special Pickup/Delivery II (Mid Volume/Large)	\$ -	\$ -
4645	Mail Center	2164	Special Pickup/Delivery I (Low Volume/Small)	\$ 7.41	\$ 7.41
4645	Mail Center	2164	Brown Mail Assignment/Sub-sort to Master Sort Bin	\$ -	\$ -
4645	Mail Center	2164	Low Volume	\$ 1,217.00	\$ 1,266.00
4645	Mail Center	2164	Mid-Volume	\$ -	\$ -
4645	Mail Center	2164	High Volume	\$ 3,817.00	\$ 3,970.00
4645	Mail Center	2164	Unlimited Volume	\$ -	\$ -
4645	Mail Center	2164	Brown Mail Annual Fee - Master Brown Mail	\$ -	\$ -
4645	Mail Center	2164	Courier - 1x per day	\$ 13.00	\$ 13.00
4645	Mail Center	2164	Courier - 2x per day	\$ -	\$ -
4645	Mail Center	2164	Courier - 3x per day	\$ -	\$ -
4645	Mail Center	2164	Courier Services (hourly rate Special Delivery/Labor)	\$ 96.43	\$ 95.70
4645	Mail Center	2164	Courier Dispatch and Contract Management (Hourly Labor Rate)	\$ 108.42	\$ 94.21
4645	Mail Center	2164	Mail Center Project Management (Hourly Labor Rate)	\$ 171.94	\$ 130.95
4645	Mail Center	2164	Standard Courier Pickup or Delivery	\$ 10.00	\$ -
4645	Mail Center	2164	Unscheduled Delivery (Service fee dependent on distance and service required)	Per Quote	Per Quote
4645	Mail Center	2164	Post Office Pick Up	Per Quote	Per Quote
4645	Mail Center	2164	Outgoing Package Prep or Fulfillment Services	Per Quote	Per Quote
4645	Mail Center	2164	USPS Certified Letter (Tracking Fee)	\$ 1.00	\$ 1.00
4645	Mail Center	2164	Box/Envelope Tracking (SCLoGic Request)	\$ 1.00	\$ 1.00
4645	Mail Center	2164	Incoming Expedited BOX Receipt/Delivery/Tracking (UPS/FEDEX/WWE)	\$ 6.84	\$ 5.00
4645	Mail Center	2164	Incoming Expedited ENVELOPE Receipt/Delivery/Tracking (UPS/FEDEX/WWE)	\$ 3.00	\$ 2.50
#N/A					
4661	Special Services	2206	Security Services		
4661	Special Services	2206	Security Guard Regular Rate	\$ 79.90	\$ 80.16
4661	Special Services	2206	Security Guard Premium Rate (less than 48 hours notice)	\$ 119.85	\$ 120.23
4661	Special Services	2206	Metasys System Alarm Monitoring	\$ 39.00	\$ 40.00
4661	Special Services	2206	Temperature Alarm Monitoring	\$ 38.00	\$ 39.00
4661	Special Services	2206	Panic Alarm Monitoring	\$ 22.00	\$ 23.00
4661	Special Services	2206	Interactive Door Control	\$ 178.00	\$ 184.00
4661	Special Services	2206	After-Hours Dispatching	\$ 348.00	\$ 359.00
4661	Special Services	2206	Dispatch Activity	\$ 9.00	\$ 9.00
4661	Special Services	2206	Camera Monitoring	\$ 51.09	\$ 78.67
4661	Special Services	2206	Camera Maintenance (HSA)	\$ 39.00	\$ -
4661	Special Services	2206	Fire/Life/Safety Remote Monitoring	\$ 82.00	\$ 85.00

General Services Agency
Fiscal Year 2024-25
Comprehensive Rate Sheet

Unit	Department	Object	Rate Type	BDM Rate FY23-24	BDM Rate FY24-25
4661	Special Services	2206	Intrusion Alarm Remote Monitoring	\$ 82.00	\$ 85.00
4661	Special Services	2206	On-Site Alarm Response	\$ 329.00	\$ 339.00
4661	Special Services	2206	Elevator Dispatch	\$ 59.00	\$ 61.00
4661	Special Services	2206	Card Reader	\$ 59.03	\$ 66.49
4661	Special Services	2206	Badge Services		
4661	Special Services	2206	ID Badges	\$ 62.01	\$ 66.13
4661	Special Services	2206	Background Checks	\$ 45.00	\$ 45.00
4661	Special Services	2206	Lamination, photo, and clip for provided card	\$ 18.00	\$ 19.00
4661	Special Services	2206	Reprinting due to customer error	\$ 30.00	\$ 31.00
4661	Special Services	2206	Extra photograph (on plastic card)	\$ 6.00	\$ 7.00
4661	Special Services	2206	Renewal/Visitor (Badge only-does not include access card)	\$ 5.00	\$ 5.00
4661	Special Services	2206	Blank card (No access)	\$ 5.00	\$ 5.00
4661	Special Services	2206	Employee ID photo extraction	\$ 10.00	\$ 10.00
4661	Special Services	2206	Retail Supplies	Cost plus 13%	Cost plus 13%
4661	Special Services	2206	Evacuation Maps (Planning and/or Drawing)	Per Quote	Per Quote
4661	Special Services	2206	Security Operations Manager (Hourly Labor Rate)	\$ 127.14	\$ 106.59
4661	Special Services	2206	Event Services		
4661	Special Services	2206	TV Monitor on Cart	\$ 34.00	\$ 35.00
4661	Special Services	2206	Skype for Business	\$ 27.00	\$ 28.00
4661	Special Services	2206	Webinar & PolyComm	\$ 89.00	\$ 92.00
4661	Special Services	2206	Laptop computer	\$ 51.00	\$ 53.00
4661	Special Services	2206	Computer Presentation (Computer and Monitor)	\$ 28.00	\$ 29.00
4661	Special Services	2206	Digital Recorder	\$ 28.00	\$ 29.00
4661	Special Services	2206	Microphone	\$ 17.00	\$ 18.00
4661	Special Services	2206	Large Digital Frame (no laptop required)	\$ 28.00	\$ 29.00
4661	Special Services	2206	Electronic Display Board Weekly Rate	\$ 45.00	\$ 46.00
4661	Special Services	2206	Projectors (Overhead, 35mm & 16mm)	\$ 28.00	\$ 29.00
4661	Special Services	2206	Projector (Portable)	\$ 28.00	\$ 29.00
4661	Special Services	2206	Portable Lectern	\$ 28.00	\$ 29.00
4661	Special Services	2206	Portable PA System	\$ 28.00	\$ 29.00
4661	Special Services	2206	Poster Display (Information Towers) Weekly Rate	\$ 11.00	\$ 11.00
4661	Special Services	2206	Easel	\$ 9.00	\$ 9.00
4661	Special Services	2206	Easel with Flip Chart	\$ 28.00	\$ 29.00
4661	Special Services	2206	Backdrop/display (includes delivery)	\$ 187.00	\$ 193.00
4661	Special Services	2206	On-Site A-V operator Per Hour (Unit 4601 Blended Digital Systems Electronic Technician	\$ 119.08	\$ 104.16
4661	Special Services	2206	Custom Event Set Up Per Hour (Unit 4601 Blended Digital Systems Electronic Technician	\$ 119.08	\$ 104.16
4661	Special Services	2206	Custom Room Set Up Per Hour (Unit 4601 Blended Digital Systems Electronic Technician	\$ 119.08	\$ 104.16

General Services Agency
Fiscal Year 2024-25
Comprehensive Rate Sheet

Unit	Department	Object	Rate Type	BDM Rate FY23-24	BDM Rate FY24-25
4661	Special Services	2206	Equipment Delivery/Pickup	\$ 58.00	\$ 60.00
4661	Special Services	2206	Site Inspection Fee (Cleaning)	\$ 29.00	\$ 30.00
4661	Special Services	2206	Easy Pop Up Tent Setup	\$ 58.00	\$ 60.00
4661	Special Services	2206	Trade Show Quality Floor Display Weekly Rate	\$ 23.00	\$ 24.00
4661	Special Services	2206	Trade Show Display Transport, Setup and Removal	\$ 61.00	\$ 52.08
4661	Special Services	2206	Room Utilities Lighting/Air Cooling (after hours 0-4 hours)	\$ 338.00	\$ 349.00
4661	Special Services	2206	Room Utilities Lighting/Air Cooling (after hours4+ hours hours)	\$ 702.00	\$ 724.00
4661	Special Services	2206	Last Minute Cancellation Fee	\$ 29.00	\$ 29.00
4661	Special Services	2206	Equipment Rental Fees (stages, canopies, etc.)	Per Quote	Per Quote
4661	Special Services	2206	ROOM RESERVATIONS		
4661	Special Services	2206	HOA Atlantic Conf Room		
4661	Special Services	2206	HOA Atlantic Conf Room 1-3 hours	\$ 97.00	\$ 100.00
4661	Special Services	2206	HOA Atlantic Conf Room 3-5 hours	\$ 148.00	\$ 153.00
4661	Special Services	2206	HOA Atlantic Conf Room >5 hours	\$ 293.00	\$ 302.00
4661	Special Services	2206	HOA Caribbean Conf Room		
4661	Special Services	2206	HOA Caribbean Conf Room 1-3 hours	\$ 71.00	\$ 73.00
4661	Special Services	2206	HOA Caribbean Conf Room 3-5 hours	\$ 93.00	\$ 96.00
4661	Special Services	2206	HOA Caribbean Conf Room >5 hours	\$ 152.00	\$ 157.00
4661	Special Services	2206	HOA LPAR		
4661	Special Services	2206	HOA LPAR 1-3 hours	\$ 97.00	\$ 100.00
4661	Special Services	2206	HOA LPAR 3-5 hours	\$ 196.00	\$ 202.00
4661	Special Services	2206	HOA LPAR >5 hours	\$ 392.00	\$ 404.00
4661	Special Services	2206	HOA MCR (Mediterranean Conf Room)		
4661	Special Services	2206	HOA MCR (Mediterranean Conf Room) 1-3 hours	\$ 71.00	\$ 73.00
4661	Special Services	2206	HOA MCR (Mediterranean Conf Room) 3-5 hours	\$ 93.00	\$ 96.00
4661	Special Services	2206	HOA MCR (Mediterranean Conf Room) >5 hours	\$ 152.00	\$ 157.00
4661	Special Services	2206	HOA MPR		
4661	Special Services	2206	HOA MPR 1-3 hours	\$ 97.00	\$ 100.00
4661	Special Services	2206	HOA MPR 3-5 hours	\$ 196.00	\$ 202.00
4661	Special Services	2206	HOA MPR >5 hours	\$ 392.00	\$ 404.00
4661	Special Services	2206	HOJ Pac Conf Room		
4661	Special Services	2206	HOJ Pac Conf Room 1-3 hours	\$ 97.00	\$ 100.00
4661	Special Services	2206	HOJ Pac Conf Room3-5 hours	\$ 148.00	\$ 153.00
4661	Special Services	2206	HOJ Pac Conf Room>5 hours	\$ 293.00	\$ 302.00
4661	Special Services	2206	Serv Bldg Training Room		
4661	Special Services	2206	Serv Bldg Training Room 1-3 hours	\$ 97.00	\$ 100.00
4661	Special Services	2206	Serv Bldg Training Room 3-5 hours	\$ 148.00	\$ 153.00

General Services Agency
Fiscal Year 2024-25
Comprehensive Rate Sheet

Unit	Department	Object	Rate Type	BDM Rate FY23-24	BDM Rate FY24-25
4661	Special Services	2206	Serv Bldg Training Room >5 hours	\$ 293.00	\$ 302.00
			#N/A	#N/A	#N/A
4703	Maintenance	2116	Maintenance Engineer Support (Hourly Labor Rate)	\$ 119.91	\$ 125.63
4703	Maintenance	2116	Building Equipment Utility Worker (Hourly Labor Rate)	\$ 80.40	\$ 83.83
4703	Maintenance	2116	Trades (Hourly Labor Rate)	\$ 114.17	\$ 117.56
4703	Maintenance	2116	Facility Operation Spec (Hourly Labor Rate)	\$ 132.74	\$ 120.24
4703	Maintenance	2116	Maintenance Mark Up	10.9%	10.9%
			#N/A	#N/A	#N/A
4705	Utilities		Utility Manager Labor Rate (Hourly Labor Rate)	\$ 157.13	\$ 155.52
4705	Utilities	2056, 2311, 2313, 2314	Non-GSA Customer Engie Setup or Closure (Accountant Rates @15m)	\$ 45.94	\$ 31.52
4705	Utilities	2056, 2311, 2313, 2314	Non-GSA Customer Engie Account Set Up (Non-GSA Customer)	\$ 18.00	\$ 18.00
4705	Utilities	2056, 2311, 2313, 2314	Non-GSA Customer Engie Monthly Account Mgt.	\$ 3.41	\$ 3.41
4705	Utilities	2056, 2311, 2313, 2314	Non-GSA Customer CAP Cost Recovery (See BDM)	% Varies	% Varies
4705	Utilities	2056, 2311, 2313, 2314	Non-GSA Customer GSA Fee	\$ 3.92	\$ 3.67
			#N/A	#N/A	#N/A
4721	Housekeeping	2058	Housekeeping (T&M Rate) (Hourly Labor Rate)	\$ 63.21	\$ 65.42
			#N/A	#N/A	#N/A
4723	Grounds	2058	Grounds Maintenance Worker (Hourly Labor Rate)	\$ 100.30	\$ 111.71
4721/4723	Housekeeping/Grounds	2056/2058	Housekeeping/Grounds (Markup)	26.0%	24.6%
			#N/A	#N/A	#N/A
4741	Facilities Projects	2116	Project Manager (Hourly Labor Rate)	\$ 146.53	\$ 143.46
4741	Facilities Projects	2116	Interiors Management & Design(Hourly Labor Rate)	\$ 107.24	\$ 110.93
4741	Facilities Projects	2116	Interiors Labor (Hourly Labor Rate)	\$ 104.45	\$ 90.42
4741	Facilities Projects	2115/4000	Project PM Fee (% of Project Value)	10.9%	10.9%
4741	Facilities Projects	2115/4000	Furniture PM Fee CAP per project that exceeds \$500,000	\$ 54,500	\$ 54,500
			#N/A	#N/A	#N/A
4571	Transportation	2302	Class 50 Mileage Rate	\$ 0.09	\$ 0.10
4571	Transportation	2302	Class 51 Mileage Rate	\$ 0.32	\$ 0.33
4571	Transportation	2302	Class 52 Mileage Rate	\$ 0.29	\$ 0.31
4571	Transportation	2302	Class 53 Mileage Rate	\$ 0.32	\$ 0.33
4571	Transportation	2302	Class 54 Mileage Rate	\$ 0.28	\$ 0.31
4571	Transportation	2302	Class 55 Mileage Rate	\$ 0.51	\$ 0.53

General Services Agency
Fiscal Year 2024-25
Comprehensive Rate Sheet

Unit	Department	Object	Rate Type	BDM Rate FY23-24	BDM Rate FY24-25
4571	Transportation	2302	Class 56 Mileage Rate	\$ 0.30	\$ 0.36
4571	Transportation	2302	Class 57 Mileage Rate	\$ 0.36	\$ 0.42
4571	Transportation	2302	Class 58 Mileage Rate	\$ 0.25	\$ 0.25
4571	Transportation	2302	Class 60 Mileage Rate	\$ 1.70	\$ 2.09
4571	Transportation	2302	Class 62 Mileage Rate	\$ 0.23	\$ 0.25
4571	Transportation	2302	Class 65 Mileage Rate	\$ 0.29	\$ 0.31
4571	Transportation	2302	Class 67 Mileage Rate	\$ 0.23	\$ 0.25
4571	Transportation	2302	Class 68 Mileage Rate	\$ 0.45	\$ 0.45
4571	Transportation	2302	Class 69 Mileage Rate	\$ 0.18	\$ 0.19
4571	Transportation	2302	Class 70 Mileage Rate	\$ 0.58	\$ 0.56
4571	Transportation	2302	Class 71 Mileage Rate	\$ 0.29	\$ 0.30
4571	Transportation	2302	Class 72 Mileage Rate	\$ 4.62	\$ 6.74
4571	Transportation	2302	Class 73 Mileage Rate	\$ 0.32	\$ 0.36
4571	Transportation	2302	Class 74 Mileage Rate	\$ 0.17	\$ 0.19
4571	Transportation	2302	Class 75 Mileage Rate	\$ 0.40	\$ 0.40
4571	Transportation	2302	Class 76 Mileage Rate	\$ 0.19	\$ 0.21
4571	Transportation	2302	Class 77 Mileage Rate	\$ 1.74	\$ 2.47
4571	Transportation	2302	Class 61Fixed/Variable rate	\$ 259.08	\$ 270.65
4571	Transportation	2302	Class 63Fixed/Variable rate	\$ 161.22	\$ 125.03
4571	Transportation	2304	Auto Mechanic I/II (Hourly Labor Rate)	\$ 148.85	\$ 156.24
4571	Transportation	2304	Auto Service Worker (Hourly Labor Rate)	\$ 118.77	\$ 110.15
4571	Transportation	2304	Body/Paint Mechanic (Hourly Labor Rate)	\$ 146.18	\$ 157.17
4571	Transportation	2304	Auto Systems Tech III (Hourly Labor Rate)	\$ 152.32	\$ 155.08
4571	Transportation	2303	Class 50x Fixed Motorpool Hourly Rate	\$ 4.28	\$ 3.70
4571	Transportation	2303	Class 51x Fixed Motorpool Hourly Rate	\$ 4.28	\$ 3.70
4571	Transportation	2303	Class 52x Fixed Motorpool Hourly Rate	\$ 4.28	\$ 3.70
4571	Transportation	2303	Class 53x Fixed Motorpool Hourly Rate	\$ 4.28	\$ 3.70
4571	Transportation	2303	Class 54x Fixed Motorpool Hourly Rate	\$ 4.28	\$ 3.70
4571	Transportation	2303	Class 65x Fixed Motorpool Hourly Rate	\$ 4.28	\$ 3.70
4571	Transportation	2303	Class 67x Fixed Motorpool Hourly Rate	\$ 4.28	\$ 3.70
4571	Transportation	2303	Class 76x Fixed Motorpool Hourly Rate	\$ 4.28	\$ 3.70
4571	Transportation	2303	Class 50v Variable Motorpool Mileage Rate	\$ 0.09	\$ 0.10
4571	Transportation	2303	Class 51v Variable Motorpool Mileage Rate	\$ 0.32	\$ 0.33
4571	Transportation	2303	Class 52v Variable Motorpool Mileage Rate	\$ 0.29	\$ 0.31
4571	Transportation	2303	Class 53v Variable Motorpool Mileage Rate	\$ 0.32	\$ 0.33
4571	Transportation	2303	Class 54v Variable Motorpool Mileage Rate	\$ 0.28	\$ 0.31
4571	Transportation	2303	Class 65v Variable Motorpool Mileage Rate	\$ 0.29	\$ 0.31

General Services Agency
Fiscal Year 2024-25
Comprehensive Rate Sheet

Unit	Department	Object	Rate Type	BDM Rate FY23-24	BDM Rate FY24-25
4571	Transportation	2303	Class 67v Variable Motorpool Mileage Rate	\$ 0.23	\$ 0.25
4571	Transportation	2303	Class 76v Variable Motorpool Mileage Rate	\$ 0.19	\$ 0.21
4571	Transportation	2303	Class 50 Fuel Motorpool Fuel Estimate per Mile	\$ 0.06	\$ 0.04
4571	Transportation	2303	Class 51 Fuel Motorpool Fuel Estimate per Mile	\$ 0.15	\$ 0.14
4571	Transportation	2303	Class 52 Fuel Motorpool Fuel Estimate per Mile	\$ 0.28	\$ 0.24
4571	Transportation	2303	Class 54 Fuel Motorpool Fuel Estimate per Mile	\$ 0.30	\$ 0.27
4571	Transportation	2303	Class 65 Fuel Motorpool Fuel Estimate per Mile	\$ 0.28	\$ 0.24
4571	Transportation	2303	Class 67 Fuel Motorpool Fuel Estimate per Mile	\$ 0.27	\$ 0.24
4571	Transportation	2303	Class 76 Fuel Motorpool Fuel Estimate per Mile	\$ 0.08	\$ 0.07
4571	Transportation	2302	Overhead Rate per month per Vehicle	\$ 144.00	\$ 155.00
4571	Transportation	2302	Overhead Rate per month per Trailer	\$ 50.00	\$ 54.00
4571	Transportation	2302	Overhead Rate per month per Misc. Eq.	\$ 86.00	\$ 93.00
4571	Transportation	2301	County Fuel Markup per gallon	\$ 0.32	\$ 0.35
4571	Transportation	2301	Voyager Fuel Markup per gallon	\$ 0.20	\$ 0.20
4571	Transportation	2304	Parts Markup % of vendor part cost	34%	32%
4571	Transportation	2304	Sublet Mark up % of vendor cost	28%	29%
4571	Transportation	2302	Telematics Parts Mark up % of vendor cost	34%	37%
4571	Transportation	2302	Loaner Surcharge per mile for fuel recovery	\$ 0.38	\$ 0.34
4571	Transportation	2302	Per car wash	\$ 20.15	\$ 21.69
4571	Transportation	2303	Motor Pool Minimum Fee	\$ 10.00	\$ 10.00
4571	Transportation	2303	Motor Pool No Show Fee CMP RMP Cancel reservation after start time	\$ 39.00	\$ 33.00
4571	Transportation	2303	Motor Pool Return vehicle with less than a 1/2 tank of gas	\$ 50.00	\$ 50.00
4571	Transportation	2305	Inflation Factor per CPI New vehicles in Los Angeles-Long Beach-Anaheim, CA	8.20%	1.18%
4551	Heavy Equipment	2233	HE Mileage Rate Class-1	\$ 0.66	\$ 0.95
4551	Heavy Equipment	2233	HE Mileage Rate Class-2	\$ 1.64	\$ 0.24
4551	Heavy Equipment	2233	HE Mileage Rate Class-3	\$ 1.58	\$ 1.28
4551	Heavy Equipment	2233	HE Mileage Rate Class-4	\$ 4.16	\$ 2.81
4551	Heavy Equipment	2233	HE Mileage Rate Class-5	\$ 1.86	\$ 1.64
4551	Heavy Equipment	2233	HE Mileage Rate Class-6	\$ 0.67	\$ 0.68
4551	Heavy Equipment	2233	HE Mileage Rate Class-7	\$ 6.30	\$ 3.64
4551	Heavy Equipment	2233	HE Mileage Rate Class-8	\$ 198.36	\$ 94.29
4551	Heavy Equipment	2233	HE Mileage Rate Class-9	\$ 38.61	\$ 14.13
4551	Heavy Equipment	2233	HE Mileage Rate Class-10	\$ 19.36	\$ 17.94
4551	Heavy Equipment	2233	HE Mileage Rate Class-12	\$ 11.40	\$ 10.39
4551	Heavy Equipment	2233	HE Mileage Rate Class-13	\$ 50.86	\$ 48.25
4551	Heavy Equipment	2233	HE Mileage Rate Class-15	\$ 37.58	\$ 40.90

General Services Agency
Fiscal Year 2024-25
Comprehensive Rate Sheet

Unit	Department	Object	Rate Type	BDM Rate FY23-24	BDM Rate FY24-25
4551	Heavy Equipment	2233	HE Mileage Rate Class-16	\$ 12.97	\$ 15.66
4551	Heavy Equipment	2233	HE Mileage Rate Class-17	\$ 108.20	\$ 81.86
4551	Heavy Equipment	2233	HE Mileage Rate Class-18	\$ 35.13	\$ 20.50
4551	Heavy Equipment	2233	HE Mileage Rate Class-19	\$ 23.35	\$ 39.52
4551	Heavy Equipment	2233	HE Mileage Rate Class-21	\$ 3.91	\$ 4.69
4551	Heavy Equipment	2233	HE Mileage Rate Class-69	\$ -	\$ 0.19
4551	Heavy Equipment	2233	HE Mileage Rate Class-4801	\$ 3.92	\$ 1.86
4551	Heavy Equipment	2233	HE Mileage Rate Class-4803	\$ 111.59	\$ 178.17
4551	Heavy Equipment	2233	HE Mileage Rate Class-4804	\$ 369.97	\$ 70.33
4551	Heavy Equipment	2233	HE Mileage Rate Class-4805	\$ 132.83	\$ 52.12
4551	Heavy Equipment	2233	HE Mileage Rate Class-4806	\$ 13.82	\$ 9.33
4551	Heavy Equipment	2233	HE Mileage Rate Class-4807	\$ 168.15	\$ 175.38
4551	Heavy Equipment	2233	HE Mileage Rate Class-4808	\$ 94.58	\$ 77.06
4551	Heavy Equipment	2233	HE Mileage Rate Class-4809	\$ 97.94	\$ 55.09
4551	Heavy Equipment	2233	HE Mileage Rate Class-4810	\$ 615.08	\$ 1,157.62
4551	Heavy Equipment	2233	HE Mileage Rate Class-4811	\$ 127.90	\$ 249.38
4551	Heavy Equipment	2233	HE Mileage Rate Class-4812	\$ 12.76	\$ 78.30
4551	Heavy Equipment	2233	HE Mileage Rate Class-4813	\$ 25.10	\$ 94.96
4551	Heavy Equipment	2233	HE Mileage Rate Class-4814	\$ 30.40	\$ 47.18
4551	Heavy Equipment	2233	HE Mileage Rate Class-4816	\$ 3.78	\$ 3.97
4551	Heavy Equipment	2233	HE Mileage Rate Class-4818	\$ 218.93	\$ 323.57
4551	Heavy Equipment	2233	HE Mileage Rate Class-4819	\$ 854.74	\$ 1,501.27
4551	Heavy Equipment	2233	HE Mileage Rate Class-4820	\$ 415.79	\$ 363.52
4551	Heavy Equipment	2233	HE Vehicles/All Trucks-Monthly Overhead Rate	\$ 173.00	\$ 208.00
4551	Heavy Equipment	2233	HE Trailers (Class 16)-Monthly Overhead Rate	\$ 61.00	\$ 73.00
4551	Heavy Equipment	2233	HE Heavy Construction EQ-Monthly Overhead Rate	\$ 173.00	\$ 208.00
4551	Heavy Equipment	2233	HE Misc. EQ-Monthly Overhead Rate	\$ 104.00	\$ 125.00
4551	Heavy Equipment	2304	Heavy Equipment Mechanic II (Hourly Labor Rate)	\$ 124.72	\$ 139.35
4551	Heavy Equipment	2304	Heavy Equipment Service Worker (Hourly Labor Rate)	\$ 113.35	\$ 116.80

G. Information Technology Services Department

1. Network Services Fund (I510) – Voice and Data Services

Object Number: Voice Data ISF – Object 2032

Contact Person: Brian Palmer, Deputy CIO - Network Services, 805-654-3398

Services Provided: Network Services provides stable, cost-effective connectivity to agencies and departments. Network Services is a multidisciplinary division with expertise in voice and data networks, wide area networking, local area networking, microwave and public safety wireless solutions, telephone expense management, unified fax, IVR and contact center technologies.

Key Security Services include network intrusion and detection, security awareness training, firewall monitoring and enabling, security vulnerability assessments, security policy compliance, data access methodologies, security policies, remote access to the County's network, internet email filtering, and internet usage reporting. Cybersecurity is specific to the Office of the Chief Information Security Officer which provides overall cybersecurity governance for the County of Ventura. This includes information technology security policy development, security awareness training, security and compliance reviews, vulnerability and risk assessments, and disaster recovery management.

General Information: Voice and Data Network Access rates include normal maintenance and support for the voice and data network.

Time and material rates apply after normal business hours (8:00 AM to 5:00 PM).

2. Network Services Fund (I510) – Radio Communications

Object Number: Radio Communications ISF – Object 2033

Contact Person: Brian Palmer, Deputy CIO - Network Services, 805-654-3398

Services Provided: Network Services provides stable, cost-effective connectivity to agencies and departments. Network Services is a multidisciplinary division with expertise in voice and data networks, wide area networking, local area networking, microwave and public safety wireless solutions, telephone expense management, unified fax, IVR and contact center technologies.

General Information: All Radio Communications rates include normal system maintenance and support.

Time and material rates apply after normal business hours (8:00 AM to 5:00 PM).

3. Information Systems Fund (I500) – Information Technology Services

Object Number: Information Technology ISF – Object 2202

Contact Person:

Mike Kerr – Deputy CIO - Public Safety Services, 805-654-3108

Matt Hunter – Deputy CIO - Application and Enterprise Services, 805-650-4024

Joe Bergquist – Deputy CIO - Technical Services, 805-477-7077

Services Provided: Application Services offers a full range of life-cycle development services from requirements gathering and definition through the delivery and deployment of solutions. Software development professionals bring years of experience in developing applications to meet both the business and technical requirements of a project.

Working in conjunction with the subject-matter experts from County agencies and departments, Enterprise Services provides management and technical support for enterprise systems, including the Property Tax Assessment and Collection System, Financial Management System, Human Resources and Payroll System, and Enterprise Content Management.

Public Safety Services provides technology resources and services in support of the Ventura County Fire Protection District, Ventura County Sheriff's Office, Ventura County Probation Agency, Ventura County District Attorney's Office, Ventura County Public Defender's Office, and the County of Ventura Superior Court of California.

Technical Services provides reliable infrastructure support to a wide variety of County technology platforms and business applications. IT Service Desk personnel are available 24 hours a day to monitor systems, provide first level triage support, and dispatch support technicians as required. The County Data Center provides reliable power, environmental and security controls, and monitoring of hundreds of servers, telecommunications, and security devices that are vital to County services. Trained technicians monitor hardware and software services, data storage requirements, database health and stability, and evaluate and apply security patching and product maintenance/upgrades as necessary. Additionally, Technical Services contributes to end user productivity through support of workstations and other end user devices, as well as office productivity tools.

General Information: All Information Technology Services rates include normal system maintenance and support.

Time and material rates apply after normal business hours (8:00 AM to 5:00 PM).

Time and material rates will apply to custom application design and development.

To maintain the quality service that the County has come to expect of the Information Systems fund, please note that rates will be increasing for Database Administration, Mobile Device Management, Office 365, Print Services, Server Back-up Services, Unix/Linux Server Support, and Web Application Hosting.

4. Information Systems Fund (I500) – Geographic Information System Services

Object Number: Geographic Information Systems ISF – Object 2203

Contact Person:

Raja Bamrungpong, Assistant CIO – Geographic Information System Services, 805-654-7647

Services Provided: Geographic Information System (GIS) Services provides County agencies and departments with up-to-date digital maps of parcels, street centerlines, addresses, aerial imagery and hundreds of other data layers, along with the mapping tools needed to display and analyze this data. The GIS data is accessible on a desktop PC or on the Intranet/Internet via the County Portal.

General Information: All Geographic Information System (GIS) rates include normal system maintenance and support.

Time and material rates apply after normal business hours (8:00 AM to 5:00 PM).

To maintain quality service that the County has come to expect of the Geographic Information Systems fund, please note that allocations will be increasing for Geographic Information System (GIS) services.

The Geographic Information System (GIS) allocation percentages were determined by the County GIS Oversight Committee.

Service Rates

Description	FY 2023-24	FY 2024-25	Rate Basis
Voice Network	30.88	30.23	Based on number of devices accessing the voice network.
Data Network	16.24	14.85	Based on number of devices accessing the data network.
Radio Repeaters		15.26	Based upon number of radios. No longer a tiered rate.
RPT1	108.38		Number of radios per tier
RPT2	216.76		Number of radios per tier
RPT3	693.62		Number of radios per tier
RPT4	928.96		Number of radios per tier
Security Services	16.13	15.26	Based on number of devices accessing the data network.
Regional Radio System			
Full Access	N/A	19.96	Based on number of registered radios
Regional Access	N/A	146.17	Based on number of registered radios
Off Network Phone / Fax Support	4.89	4.99	Based on the number of Off-Network Phones, Faxes, and Modems.
Vault	136.27	17.92	Based on total number of Vault access.
Ceragon Network	698.31	433.42	Based on access to Ceragon Microwave.
Microwave Express	138.76	171.69	Based on access to Ubiquity Microwave.
Cybersecurity - CISO	2.62	4.09	Based on total E1 & E3 licences
Server Backup Services	0.14	0.14	Based on number of GB per server. Changed from # of Servers
Desktop Support Services	102.99	110.73	Based on number of Devices.
Database Administration	174.69	153.60	
Office 365			
E-1 License	17.24	\$ 20.56	Based on number of O365 E1 licenses.
E-3 License	24.77	\$ 29.38	Based on number of O365 E3 licenses.
Housing - IT Services Data Center	0.38	0.05	Based on the number of Watts (power rating for each piece of
Unix Server Support Services	661.22	1,192.62	Based on number of Unix/Linux Servers.
Storage Area Network	0.04	0.08	Based on the number of GB.
Service Desk - IT Services	9.21		Changed to an allocation based upon prior year usage.
Website Hosting	N/A	646.60	Based upon number of Websites Hosted
Windows Server Support	36.10	123.64	Based on the number of Servers supported.
Mobile Device Management	6.47	6.19	Based on number of Maas360 licenses.
Web Application Hosting	260.74	1,030.84	Based on number of Web Applications hosted by ITS.
VMware Servers	-	17.71	Based upon Memory Utilized. No longer a tiered rate.
Small	42.43		
Medium	93.99		
Large	175.33		
Extra Large	297.64		
Print Services	15.47	19.03	Based on number of printers.

Labor Rates		
Classification	FY 23-24 Hourly Rate	FY 24-25 Hourly Rate
Applications Architect/Supervisor	\$ 104.75	\$ 111.70
Chief Information Security Officer	\$ -	\$ 154.86
Chief ITSD Telecommunications	\$ 123.27	\$ 135.80
Data Communications Specialist	\$ 104.08	\$ 116.11
Data Systems Architect	\$ 108.32	\$ 119.14
Data Systems Manager	\$ 131.24	\$ 142.86
Desktop Support Analyst I	\$ 62.37	\$ 71.80
Desktop Support Analyst II	\$ 77.52	\$ 90.51
HSA - Manager Information Technology	\$ -	\$ 157.25
Information Systems Analyst	\$ 86.82	\$ 92.36
Information Systems Programmer Analyst	\$ 77.35	\$ 80.37
Information Systems Security Architect	\$ 109.61	\$ 113.29
Information Systems Support Analyst II	\$ 94.39	\$ 117.88
Manager-Application Development	\$ 132.78	\$ 146.43
Manager-ITSD Project	\$ 121.33	\$ 137.61
Office Systems Support Analyst II	\$ 103.85	\$ 112.67
PeopleSoft Architect	\$ 97.79	\$ 91.02
Principal Application Architect/Supervisor	\$ 111.07	\$ 132.05
Principal Information Systems Support Analyst	\$ 101.02	\$ 126.43
Principal Network Systems Analyst	\$ 109.13	\$ 124.08
Principal Office Systems Support Analyst	\$ 116.11	\$ 126.75
Senior Computer Operator	\$ 61.48	\$ 67.85
Senior Program Administrator	\$ 83.03	\$ 101.54
Service Desk Technician	\$ 50.49	\$ 56.56
Telecommunication Network Analyst III	\$ 101.17	\$ 109.59
Telecommunications Network Installer III	\$ -	\$ 77.92
Telecommunications Network Specialist III	\$ 84.23	\$ 88.32
Telecommunications Network Supervisor	\$ 82.98	\$ 72.59
Stand-by-Rate	.25 Hourly Rate	.25 Hourly Rate
Overtime	1.5 Hourly Rate	1.5 Hourly Rate

Service	FY 2023-24	FY 2024-25
Enterprise Applications		
Property Tax Application (Legacy System)	\$ 568,853	\$ 521,056
Property Tax Application	\$ 3,446,687	\$ 5,867,248
VCFMS Application	\$ 1,270,895	\$ 1,362,394
VCHRP Application	\$ 2,377,925	\$ 2,575,052
VCIJIS Application	\$ 1,049,505	\$ 967,457
VCIJIS 2.0 Application	\$ 1,532,790	\$ 1,534,961

General Services Agency ISF Estimates

Fund	Dept	Division	Budget Unit - Name	2114	2164	2165	2167	2206	2244	2301	2302	2303	2305	Total
				Facilities ISF	Mail Center	Purchasing	Copy Machine	Special Serv	Storage	Gas/Diesel Fuel	Transportation	Motorpool	Transport-Non Uniform Gdnc	
G001	BOS	1000	1001 - BOS District 1	31,870	8,108	214	3,734	1,074				62		45,062
G001	BOS	1000	1002 - BOS District 2	5,997	5,799	425	2,349							14,570
G001	BOS	1000	1003 - BOS District 3	8,010	5,019	265	1,330	798						15,422
G001	BOS	1000	1004 - BOS District 4	1,280	4,990	373	998							7,641
G001	BOS	1000	1005 - BOS District 5	23,286	7,221	194	690	1,074						32,465
G001	CEO	1010	1011 - CEO Community Development	17,334	13	1,047			1,383			405		20,182
G001	CEO	1010	1012 - CEO Budget and Finance	49,275	12	1,440	269		1,958			255		53,209
G001	CEO	1010	1013 - CEO County Government	24,804	8,390	1,181		798	322			756		36,251
G001	CEO	1010	1014 - CEO Department Administration	259,728	8,833	2,235	21,022	7,487	1,196			20		300,521
G001	CEO	1010	1015 - Clerk of the Board of Supervisors	56,152	11,210	1,869	6,168	4,878	16,629			321		97,227
G001	CEO	1010	1016 - CEO Human Resources	144,672	35,653	6,060	15,208	276	8,237			310		210,416
G001	CEO	1010	1017 - CEO HR Health Care Agency	115,387		1,279	7,986	4,142	3,640					132,434
G001	CEO	1010	1018 - Supplemental Retirement Plan	2,988		1,157								4,145
G001	CEO	1010	1019 - Industrial Relations	19,397		749			818			374		21,338
G001	CEO	1010	1020 - Disability Management			453								453
G001	CEO	1010	1021 - CEO Sustainability	29,760	2,974	5,015	1,606					745		40,100
G001	CEO	1010	1022 - CEO HR Probation			67								67
G001	CEO	1010	1023 - CEO HR Fire Protection District			24								24
G001	CEO	1010	1024 - CEO HR Information Technology Services			13								13
G001	CEO	1010	1025 - CEO HR Human Services Agency			14								14
G001	CEO	1030	1034 - CEO Other Grants			860								860
G001	CEO	1050	1050 - Special Accounts and Contributions	1,025,159		4,583		7,879						1,037,621
G001	CEO	1060	1060 - Capital Projects			261								261
G001	CEO	1110	1113 - Facilities	2,157,434										2,157,434
G001	AUD	1500	1510 - Administration	510,586	93,894	2,233	10,054	3,375						620,142
G001	AUD	1500	1520 - Property Tax		67							55		122
G001	AUD	1500	1530 - General Accounting			258	620							878
G001	AUD	1500	1540 - Financial Management and Reporting			1,219						174		1,393
G001	AUD	1500	1550 - Internal Audit			334						17		351
G001	AUD	1500	1560 - Business Technology			4,768								4,768
G001	PTS	1590	1591 - PTACS Administration			8,422								8,422
G001	PTS	1590	1592 - PTACS Assessor			935								935
G001	ASR	1600	1612 - Proposition 13	574,754	85,242	4,604	35,370	3,192	1,328	1,737		6,982		713,209

General Services Agency ISF Estimates

Fund	Dept	Division	Budget Unit - Name	2114	2164	2165	2167	2206	2244	2301	2302	2303	2305	Total
				Facilities ISF	Mail Center	Purchasing	Copy Machine	Special Serv	Storage	Gas/Diesel Fuel	Transportation	Motorpool	Transport-Non Uniform Gdnc	
G001	ASR	1600	1613 - Proposition 8 Decline Value									946		946
G001	ASR	1600	1614 - Restricted Non Prop 13									621		621
G001	ASR	1600	1615 - Personal Property									7,128		7,128
G001	ASR	1600	1617 - Changed Assessments		3,151							1,653		4,804
G001	TTC	1700	1701 - Administration	35,024	11	278	1,272	1,596						38,181
G001	TTC	1700	1702 - Tax Collection Division	129,330	318,897	1,883	137	11,024				78		461,349
G001	TTC	1700	1703 - Treasury Division	55,465	280	1,298	844	6,608	580					65,075
G001	CSL	1800	1801 - Administration	255,355	8,618	2,959	6,643	1,074	1,915			311		276,875
G001	CSC	1850	1850 - Civil Service Commission	6,474	4,819	460								11,753
G001	CCR	1900	1901 - Clerk and Recorder	198,333	46,972	5,992	11,158	5,706				989		269,150
G001	CCR	1920	1921 - Elections	369,740	42,918	6,636	24,524	6,719		1,399	3,124	40,832	44	495,936
G001	GRJ	2000	2001 - Civil Grand Jury	116,650	4,865	322	1,879	4,020						127,736
G001	DAO	2100	2101 - Special Prosecutions Division		7,185	2,652	30,508			24,946	115,236		659	181,186
G001	DAO	2100	2102 - Administration		55,172	1,091	1,975		61,909					120,147
G001	DAO	2100	2103 - Criminal Prosecutions Division	1,482,222	37,072	20,736	127,198	37,493		94,754	380,640	1,515	2,334	2,183,964
G001	DAO	2100	2104 - 2011 Public Safety Realignment		35									35
G001	PDO	2200	2201 - Administration	357,806	24,003	1,701	31,790	552	73,247			135		489,234
G001	PDO	2200	2202 - Criminal Defense Representation			3,663				10,548	65,482		388	80,081
G001	PDO	2200	2203 - Non Criminal Defense Representation			56				607	5,093		31	5,787
G001	SHF	2500	2501 - Administration		3,159	3,569	3,008			10,554	46,598		391	67,279
G001	SHF	2500	2503 - Support Services	480,629	21,052	17,983	21,191	10,372	10,610	50,947	203,026		1,612	817,422
G001	SHF	2500	2504 - Sheriff IT Services		59	571				3,588	15,592		126	19,936
G001	SHF	2500	2505 - Office of Emergency Services		2,253	2,962				3,273	5,571			14,059
G001	SHF	2500	2506 - EOC Emergency Logistics		32	20,680				548		1,911		23,171
G001	SHF	2500	2507 - Records	66,332	4,063	1,608	8,435	798						81,236
G001	SHF	2500	2521 - East County Patrol	857,735	5,644	7,063	28,586	25,532		910,219	1,558,442		10,829	3,404,050
G001	SHF	2500	2523 - Central County Patrol	219,642	59	2,523	8,447	14,362		418,992	746,425		5,435	1,415,885
G001	SHF	2500	2525 - West County Special Enforcement Unit	20,496		717	2,270			32,781	113,951		975	171,190
G001	SHF	2500	2527 - West County Patrol	635,191	2,069	16,774	14,688	18,021		544,644	1,111,674	1,617	7,865	2,352,543
G001	SHF	2500	2529 - Major Crime Investigations	722,692	527	15,676	11,416			286,704	743,251		4,964	1,785,230
G001	SHF	2500	2541 - Technical Services		14	7,010		6,383	1,021	9,103	38,974		299	62,804
G001	SHF	2500	2543 - Forensic Services	3,263	6,609	22,267	9,059	20,967	14,889	7,303	8,165		66	92,588
G001	SHF	2500	2545 - Aviation Unit	89,976	12,178	35,166	1,363			34,779	189,125		1,183	363,770

General Services Agency ISF Estimates

Fund	Dept	Division	Budget Unit - Name	2114	2164	2165	2167	2206	2244	2301	2302	2303	2305	Total
				Facilities ISF	Mail Center	Purchasing	Copy Machine	Special Serv	Storage	Gas/Diesel Fuel	Transportation	Motorpool	Transport-Non Uniform Gdnc	
G001	SHF	2500	2548 - Crime Analysis		59	2,112		1,596						3,767
G001	SHF	2550	2551 - Detention Administration		5,536	48,521	5,107	798		25,091	52,431		600	138,084
G001	SHF	2550	2553 - Main Jail	4,327,259	17,534	7,556	54,479	23,710		20,959	64,689	2,693	380	4,519,259
G001	SHF	2550	2555 - Court Services	134,614	27,478	2,482	19,510	4,140		127,928	336,260	232	2,180	654,824
G001	SHF	2550	2557 - East County Jail	133,732		21		1,596		4,353	12,367		47	152,116
G001	SHF	2550	2559 - Electronic Monitoring			1,308				624	8,054		58	10,044
G001	SHF	2550	2561 - Todd Road Jail	5,169,127	200	9,496	34,655	15,958		50,848	154,687		848	5,435,819
G001	VCP	2600	2610 - Administrative Services	192,309	41,057	3,999	8,122	12,486		17,857	69,910		544	346,284
G001	VCP	2600	2621 - Juvenile Facility Operations Administration	945,443	4,800	7,741	14,945	14,362		1,252	986			989,529
G001	VCP	2600	2622 - Juvenile Facility Housing	2,241,146		4,540	3,647			3,521	58,589		437	2,311,880
G001	VCP	2600	2623 - Intake and Community Confinement	49,054		1,000	5,112			3,127	17,981		101	76,375
G001	VCP	2600	2624 - Youth Offender Block Grant	484,024		1,369								485,393
G001	VCP	2600	2631 - Juvenile Court Services	44,882		324	10,299	1,596		396	6,302		64	63,863
G001	VCP	2600	2632 - Juvenile Field Services	240,888	10,130	5,072	7,173	7,181		16,508	71,264		644	358,860
G001	VCP	2600	2633 - Placement Unit	10,961		605				2,199	14,315		94	28,174
G001	VCP	2600	2634 - Juvenile Justice Crime Prevention Act Prog	27,259	16	4,500	408			544	5,969		31	38,727
G001	VCP	2600	2651 - Adult Court Services	122,380	117	799		2,394		1,492	13,864		100	141,146
G001	VCP	2600	2652 - Public Safety Realignment	177,406		1,377		3,590		7,878	53,990		467	244,708
G001	VCP	2600	2653 - Adult Field Services	239,958	7,169	3,965	14,956	18,351		10,543	82,840		605	378,387
G001	VCP	2600	2680 - Alternative Custody Programs	165,450	5,266	1,620	68	1,995		12,940	23,236		145	210,720
G001	VCP	2600	2691 - Professional Standards and Training	192,621	5	3,088	3,015			259	21,868		174	221,030
G001	VCP	2600	2692 - Organizational Support Services	13,619	10	213		798		396	5,731		31	20,798
G001	AGR	2800	2810 - Pesticide Use Enforcement		58	430				16,386	78,391		339	95,604
G001	AGR	2800	2820 - Pest Management		1,376	186				42,821	119,861		533	164,777
G001	AGR	2800	2830 - Inspection Services		138	71				8,583	39,396		195	48,383
G001	AGR	2800	2831 - Weights and Measures	67,029	12,986	625	889			12,764	37,705		286	132,284
G001	AGR	2800	2840 - Pest Exclusion Quarantine		2,447	115				18,085	80,138		389	101,174
G001	AGR	2800	2850 - Administration	83,669	6,247	841	27,353							118,110
G001	ANM	2860	2861 - Administration		69,920	1,650	31,649	17,553		6,614	25,835		150	153,371
G001	ANM	2860	2862 - Licensing			394								394
G001	ANM	2860	2863 - Shelter Operations	640,722		7,280	15,278			15,674	66,896		184	746,034
G001	ANM	2860	2864 - Veterinary Services			3,394	4,649							8,043
G001	ANM	2860	2865 - Field Services			1,670				48,287	198,793		1,041	249,791

General Services Agency ISF Estimates

Fund	Dept	Division	Budget Unit - Name	2114	2164	2165	2167	2206	2244	2301	2302	2303	2305	Total
				Facilities ISF	Mail Center	Purchasing	Copy Machine	Special Serv	Storage	Gas/Diesel Fuel	Transportation	Motorpool	Transport-Non Uniform Gdnc	
G001	MEO	2880	2880 - Medical Examiners Office	80,242	117	4,137	6,124			19,737	57,889	303	198	168,747
G001	RMA	2900	2901 - RMA Administration	110,763	19,760	3,338	30,584	798	848	80				166,171
G001	RMA	2900	2905 - Environmental Impact Reports			18								18
G001	RMA	2900	2907 - Accela Program			74								74
G001	RMA	2910	2911 - Permitting	222,617	7,341	1,811	8,563		10,668			2,102		253,102
G001	RMA	2910	2913 - Plans and Ordinances			698						304		1,002
G001	RMA	2910	2915 - Grants and Special Programs		520	742						968		2,230
G001	RMA	2910	2917 - General Plan			772						78		850
G001	RMA	2920	2921 - Inspections	157,163	110	1,108	5,620	2,208		29,438	107,677		476	303,800
G001	RMA	2920	2923 - Plan Check			1,108								1,108
G001	RMA	2920	2925 - Permit Processing			315			13,205					13,520
G001	RMA	2930	2931 - Hazardous Materials	4,695	81	1,199		3,989		10,756	70,114		411	91,245
G001	RMA	2930	2933 - Community Services	305,583	24,021	3,064	12,633	1,074	8,568	23,517	149,663		652	528,775
G001	RMA	2930	2935 - Mandated Non Revenue Administration Support			45								45
G001	RMA	2930	2937 - Vector Control Program			762	553	798		27,121	77,505		371	107,110
G001	RMA	2930	2939 - Technical Services			708				5,979	45,443		287	52,417
G001	RMA	2950	2953 - RMA Building and Zoning Enforcement	24,448	21,168	770				3,871	45,201		256	95,714
G001	HCA	3090	3091 - Emergency Medical Services	118,608	117	4,816	5,555			21,216	65,518		317	216,147
G001	HCA	3090	3093 - Emergency Preparedness	62,559		3,517				2,032	1,733		14	69,855
G001	HCA	3090	3095 - Homeland Security			57								57
G001	HCA	3100	3101 - HIV/AIDS Programs		74	2,534			925	1,532	12,283	112	74	17,534
G001	HCA	3100	3103 - Public Health Administration	740,136	20,379	10,662	39,066	798	2,913			258		814,212
G001	HCA	3100	3105 - Health Education and First Five		129	8,244	11,757			4,675	22,483	8,878	91	56,257
G001	HCA	3100	3107 - Field Nursing AFLP and Cal Learn		808	3,000			245	16,666	109,533	50,279	451	180,982
G001	HCA	3100	3109 - Clinics, Tb, Cd, and Iz		5,411	13,889	37,125	798	773	8,995	33,050	35,549	138	135,728
G001	HCA	3100	3111 - Lab and Vital Records		2	13,008	13,327							26,337
G001	HCA	3100	3113 - Epidemiology and Lab Capacity Enhancing Detection Expansion			9,413	3,796	1,596	98	8,207	16,288	37,037	39	76,474
G001	HCA	3120	3120 - HCA Women Infants and Children	19,094	6,733	3,141	2,903			160	304	317		32,652
G001	HCA	3140	3141 - California Childrens Services		19,847	3,772	20,426		23			120		44,188
G001	HCA	3140	3143 - Child Health Disability Prevention Program		469	842	7,994			724	3,422	1,788	22	15,261
G001	HCA	3140	3145 - Childhood Lead Poisoning Prevention		134	790								924
G001	HCA	3200	3201 - MHL Administration	566,702	65,612	10,375	36,670	20,836	860	3,312	19,475	818	92	724,752
G001	HCA	3200	3203 - MHL Adult Services	956,557	4,800	13,780	603		30	6,587	26,359		71	1,008,787

General Services Agency ISF Estimates

Fund	Dept	Division	Budget Unit - Name	2114	2164	2165	2167	2206	2244	2301	2302	2303	2305	Total
				Facilities ISF	Mail Center	Purchasing	Copy Machine	Special Serv	Storage	Gas/Diesel Fuel	Transportation	Motorpool	Transport-Non Uniform Gdnc	
G001	HCA	3200	3205 - MHL Youth Family Program Services	205,506	30,638	15,676	27,784			4,725	52,629		222	337,180
G001	HCA	3200	3207 - MHL Quality Assurance Services	41,397	117	1,853	9,337		2,196					54,900
G001	HCA	3200	3209 - MHL Managed Care Services			3,267								3,267
G001	HCA	3200	3213 - MHL Juvenile Justice Program			1,025								1,025
G001	HCA	3220	3221 - SUS Supportive Services	17,738		539								18,277
G001	HCA	3220	3223 - SUS Prevention Services	40,559		4,833	3,439							48,831
G001	HCA	3220	3225 - SUS Nonresidential Services	205,219	14,634	3,541	12,192			2,516	17,148	221	111	255,582
G001	HCA	3220	3227 - SUS Residential Services			66								66
G001	HCA	3220	3231 - SUS Narctc Treatment Prov Srvc			197								197
G001	HCA	3220	3233 - SUS Administration	61,099		1,592			434					63,125
G001	HCA	3240	3241 - SUS DUI Program Services	176,265	9,600	3,089	18,220							207,174
G001	HCA	3240	3243 - SUS DUI Administration			1,122			165					1,287
G001	HSA	3410	3411 - Administration	3,642,538	863,392	50,059	303,249	322,032	201,648	89,832	508,137	1,291	2,351	5,984,529
G001	HSA	3410	3412 - Adult and Family Services			1,159						57,101		58,260
G001	HSA	3410	3413 - Children and Family Services			10,705				57		58,346		69,108
G001	HSA	3410	3414 - Community Services Department		36,288	953						3,175		40,416
G001	HSA	3410	3415 - Employment and Support Services			1,509						5,548		7,057
G001	HSA	3410	3416 - Adult and Family Homeless Services			483						3,981		4,464
G001	HSA	3430	3431 - RAIN Transitional Living Center	222,788	1	2,080				7,179	40,338		234	272,620
G001	HSA	3440	3441 - Public Administrator and Public Guardian	4,310	6,339	999	7,833	1,104	3,640	9,337	31,117	3,323	218	68,220
G001	AAA	3500	3501 - Older Americans Programs	180,240	15,885	28,543	10,744	3,192	1,413	5,183	12,039	39,917	34	297,190
G001	AAA	3500	3503 - AAA - MSSP	38,785		1,155	1,232					1,552		42,724
G001	AAA	3500	3509 - AAA CAL AIM			300								300
G001	VCL	3600	3600 - Ventura County Library Administration			27								27
G001	FRM	3700	3700 - Farm Advisor	94,504	5,802	15	541			9,701	34,093		302	144,958
G001	PWA	4000	4001 - Public Works General Fund Special Projects		629	21								650
G001	PWA	4000	4004 - Public Works General Fund Real Estate Leasing			2								2
G001	PWA	4000	4007 - Public Works General Fund Development Services			4								4
G001	PWA	4040	4040 - Public Works Integrated Waste Managemer	47,457	14,741	2,362				584	8,119	146	38	73,447
G001	GSA	4500	4501 - Capital Renewal			2,677								2,677
Total General Fund				35,211,352	2,297,389	647,573	1,352,979	693,527	448,334	3,249,074	8,640,277	384,649	55,338	52,980,492
S030	CEO	1250	1251 - Homeless Housing Assistance and Prevention Program			60								60
I300	CEO	1300	1300 - CEO Risk Administration	33,246		1,804		798						35,848

General Services Agency ISF Estimates

Fund	Dept	Division	Budget Unit - Name	2114	2164	2165	2167	2206	2244	2301	2302	2303	2305	Total
				Facilities ISF	Mail Center	Purchasing	Copy Machine	Special Serv	Storage	Gas/Diesel Fuel	Transportation	Motorpool	Transport-Non Uniform Gdnc	
I300	CEO	1310	1310 - CEO Workers Compensation			11,703								11,703
I320	CEO	1320	1320 - CEO Liability Insurance		13	13,088								13,101
I400	CEO	1400	1401 - Transportation			205								205
I400	CEO	1400	1402 - Deferred Compensation	7,873	13,771	1,326								22,970
I410	CEO	1410	1410 - Personnel Unemployment Insurance Benefit			58								58
I420	CEO	1420	1421 - Administration	38,439	16,037	436			343					55,255
I420	CEO	1420	1422 - Employee Assistance Program		4,853	378	798							6,029
I420	CEO	1420	1423 - Wellness	6,474	556	1,450								8,480
I420	CEO	1420	1424 - Work and Family	3,106		189								3,295
C030	VCJ	2020	2021 - VCIJIS Administration			43								43
C030	VCJ	2020	2022 - VCIJIS Central Integration			781								781
S050	CSS	2250	2251 - Program Operations	140,389	59,247	5,782	17,487	9,575		1,018	3,576		32	237,106
S050	CSS	2250	2253 - DCSS Call Center			931								931
S040	SHF	2570	2570 - Sheriff Inmate Welfare		2,867	4,929	2,943			733	7,857		55	19,384
S040	SHF	2580	2580 - Sheriff Inmate Commissary		5,771	7,459				2,150	1,857			17,237
C020	TRJ	2595	2595 - TRJ Health and Programming Unit			106								106
S600	FPD	2700	2701 - Fiscal and Admin		29,359	44,679	63,494	7,979	2,678					148,189
S600	FPD	2700	2711 - Prevention			2,243								2,243
S600	FPD	2700	2721 - Operations and Support Services	3,304,011		126,887				142,826		27		3,573,751
S600	FPD	2700	2731 - Fire Capital Projects			2,091								2,091
S100	ANM	2870	2870 - Spay and Neuter Program			81								81
S120	HCA	3260	3261 - MHS CSS Youth and Family Service	73,078	4,800	863	570	11,395		456	10,120		22	101,304
S120	HCA	3260	3263 - MHS Prevention and Early Intervention	150,544		7,086				2,332	6,935	184	26	167,107
S120	HCA	3260	3265 - MHS Workforce Education and Training			1,624								1,624
S120	HCA	3260	3267 - MHS CFTN			1,493								1,493
S120	HCA	3260	3269 - MHS Innovation Plan	3,517		389	2,996							6,902
S120	HCA	3260	3271 - MHS Administration	21,090		1,989	6,916							29,995
S120	HCA	3260	3273 - MHS CSS Adult Services	618,351	26,545	24,776	77,799			67,306	337,942	5,707	1,424	1,159,850
E500	HCA	3300	3301 - VCMC Hospital	2,417,189	349,067	643,732	742,004	12,244	11,159	64,211	143,849	115,852	621	4,499,928
E500	HCA	3300	3361 - VCMC Inpatient Psychiatric Unit			14,732	16,544			1,522	9,004	6,767	36	48,605
E500	HCA	3300	3371 - Santa Paula Hospital		29,484	59,497			133					89,114
E510	HCA	3390	3390 - Ventura County Health Care Plan	244,881	115,824	9,115	13,246	8,777	2,667			535		395,045
S110	HSA	3450	3451 - Workforce Investment Board Administration		80	3,427	26,097		4,289					33,893

General Services Agency ISF Estimates

Fund	Dept	Division	Budget Unit - Name	2114	2164	2165	2167	2206	2244	2301	2302	2303	2305	Total
				Facilities ISF	Mail Center	Purchasing	Copy Machine	Special Serv	Storage	Gas/Diesel Fuel	Transportation	Motorpool	Transport-Non Uniform Gdnc	
S110	HSA	3450	3452 - Workforce Investment Act Program Operation		3,024	712			13,506					17,242
S800	HSA	3460	3461 - IHSS Public Authority	11,616	12,458	499						1,364		25,937
S090	HSA	3470	3471 - Domestic Violence			854								854
S060	VCL	3610	3611 - Library Branches	214,845	77,486	11,090	5,593			3,785	5,430			318,229
S060	VCL	3610	3613 - Library Administration		6,126	1,057	2,684	4,308		3,728	14,280		85	32,268
S060	VCL	3610	3615 - Library Collection Development and Processing			733								733
S060	VCL	3610	3617 - Library Technology			4,527								4,527
S060	VCL	3610	3619 - Library Children Programming			318								318
S060	VCL	3610	3621 - Library Adult Programming			6								6
S060	VCL	3610	3623 - Library Adult Literacy Read Program			207								207
S060	VCL	3610	3625 - Library Facilities			1,565								1,565
S010	PWA	4080	4081 - Road Fund General			1,828								1,828
S010	PWA	4080	4082 - Road Fund Operations and Maintenance			29,344				617,421	27,447			674,212
S010	PWA	4080	4083 - Road Fund Infrastructure			369								369
S130	PWA	4090	4091 - Unincorporated Stormwater Zone 1			40								40
S130	PWA	4090	4092 - Unincorporated Stormwater Zone 2			223								223
S130	PWA	4090	4095 - Unincorporated Stormwater Countywide			2,405								2,405
S520	PWA	4110	4110 - CSA 4 Oak Park			2,042								2,042
S530	PWA	4120	4120 - CSA 14 Unincorporated Street Lighting			412								412
S540	PWA	4130	4130 - CSA 29 North Coast Operations and Maintenance			1,565								1,565
S550	PWA	4140	4140 - CSA 30 Nyeland Acres Operations and Maintenance			521								521
S570	PWA	4150	4150 - CSA 34 El Rio Operations and Maintenance			316								316
S700	PWA	4200	4200 - Watershed Protection District Administration		7,933	1,043								8,976
S710	PWA	4210	4211 - WPD Zone 1 General			767								767
S710	PWA	4210	4213 - WPD Zone 1 Operations and Maintenance			1,097				47,326				48,423
S710	PWA	4210	4214 - WPD Zone 1 Infrastructure			599								599
S720	PWA	4220	4221 - WPD Zone 2 General		92	1,759								1,851
S720	PWA	4220	4222 - WPD Zone 2 NPDES		120	1,404								1,524
S720	PWA	4220	4223 - WPD Zone 2 Operations and Maintenance			19,078				119	493			19,690
S720	PWA	4220	4224 - WPD Zone 2 Infrastructure			281								281
S730	PWA	4230	4231 - WPD Zone 3 General			632					164			796
S730	PWA	4230	4232 - WPD Zone 3 NPDES			15								15
S730	PWA	4230	4233 - WPD Zone 3 Operations and Maintenance			17,509				7,911	329			25,749

General Services Agency ISF Estimates

Fund	Dept	Division	Budget Unit - Name	2114	2164	2165	2167	2206	2244	2301	2302	2303	2305	Total
				Facilities ISF	Mail Center	Purchasing	Copy Machine	Special Serv	Storage	Gas/Diesel Fuel	Transportation	Motorpool	Transport-Non Uniform Gdnc	
S730	PWA	4230	4234 - WPD Zone 3 Infrastructure			43								43
S740	PWA	4240	4241 - WPD Zone 4 General			33				417,141	21,191			438,365
S740	PWA	4240	4243 - WPD Zone 4 Operations and Maintenance			131								131
E100	PWA	4300	4300 - Waterworks District 1 Moorpark Water	49,949	73,150	19,052					329			142,480
E100	PWA	4305	4305 - Waterworks District 1 Moorpark Sanitation	96,017	38,009	14,897				447	2,809		9	152,188
E110	PWA	4320	4320 - Waterworks District 16 Piru Sanitation	6,445	980	1,667								9,092
E120	PWA	4330	4330 - Waterworks District 17 Bell Canyon Water		6,121	1,355								7,476
E130	PWA	4340	4340 - Waterworks District 19 Somis Water		9,637	7,488					164			17,289
E141	PWA	4360	4360 - Waterworks District 38 Lake Sherwood		6,306	1,530								7,836
E150	PWA	4370	4370 - Camarillo Airport Sanitation		1,224	369								1,593
I100	PWA	4400	4411 - Central Services ISF	232,940	22,803	4,148	24,927	9,575	6,472	1,075	8,480	204	36	310,660
I100	PWA	4400	4412 - Real Estate ISF	28,029	30	200						229		28,488
I100	PWA	4400	4421 - Engineering ISF	74,577	157	1,271	10,331	468	3,784	3,849	16,503	1,011	74	112,025
I100	PWA	4400	4422 - Development Services ISF	51,884		439			720	4,164	13,235		74	70,516
I100	PWA	4400	4423 - Survey Engineering	101,230	16	2,225	2,093	798		5,526	19,526	50	68	131,532
I100	PWA	4400	4431 - Watershed Protection General ISF	367,005	4,399	3,295	11,410		5,075	46,198	184,850	1,157	915	624,304
I100	PWA	4400	4432 - Watershed Protection Operations and Maint	301,655		4,697	1,602			4,975	469			313,398
I100	PWA	4400	4441 - Transportation General ISF	168,741	5,076	1,476	7,270			25,617	79,945	2,600	333	291,058
I100	PWA	4400	4442 - Transportation Operations and Maintenance	312,202	3,197	3,303	7,320	10,372		1,916	8,860	1,528	34	348,732
I110	PWA	4450	4451 - Water and Sanitation Operations ISF	76,989	5,470	4,411	4,846			178,240	648,610		3,223	921,789
C010	PWA	4460	4460 - Santa Rosa Road Assessment District		2,205									2,205
I200	GSA	4550	4551 - GSA Heavy Equipment	136,060	16	7,987				14,937	1,381			160,381
I210	GSA	4570	4571 - Fleet Operations	524,777	7,425	76,356	3,237	14,470	23					626,288
I220	GSA	4600	4601 - GSA Administration	237,661	9,903	2,452	7,420	1,554	2,385	3,813	7,655	311		273,154
I220	GSA	4620	4621 - Purchasing	76,237	12,745							468		89,450
I220	GSA	4640	4641 - Document Management	238,673	19,792	10,467	4,245	3,989						277,166
I220	GSA	4640	4643 - Warehouse and Distribution Services	109,273	573	2,302	1,749	3,484		7,667	26,164		89	151,301
I220	GSA	4640	4645 - Mail Center	17,343	63	10,561	53	2,540		31,592	62,611		252	125,015
I220	GSA	4660	4661 - Special Services	48,226	7,943	14,744	8,846	4,770				133		84,662
I230	GSA	4700	4701 - Facilities and Maintenance Administration	16,883	7,185	690								24,758
I230	GSA	4700	4703 - Maintenance	296,697	7,173	43,726	3,566	57,710		106,692	370,768	557	1,733	888,622
I230	GSA	4700	4705 - Utilities	2,142		9,757								11,899
I230	GSA	4720	4721 - Housekeeping	99,965	11	17,899		3,989		1,304	13,599		69	136,836

General Services Agency ISF Estimates

Fund	Dept	Division	Budget Unit - Name	2114	2164	2165	2167	2206	2244	2301	2302	2303	2305	Total
				Facilities ISF	Mail Center	Purchasing	Copy Machine	Special Serv	Storage	Gas/Diesel Fuel	Transportation	Motorpool	Transport-Non Uniform Gdnc	
I230	GSA	4720	4723 - Grounds	38,455		7,911	2,271	3,192		14,729	36,303	368	211	103,440
I230	GSA	4740	4741 - Facilities Projects	45,862	7,100	73,298	2,194	798		10,643	45,688	50	196	185,829
E400	GSA	4760	4761 - Parks Operations	36,005	1,158	8,211	4,835			94,875	290,347	50	993	436,474
E400	GSA	4760	4763 - Parks Grants and Capital Projects			4,835								4,835
E410	GSA	4770	4770 - Oak View School Preservation and Maintenance District			1,217								1,217
S400	GSA	4780	4780 - Nyeland Acres Community Center CFD	18,657		47								18,704
I500	ITS	4800	4801 - ITSD Administrative and Fiscal Services	103,050	295	4,978	804	10,451	189			425		120,192
I500	ITS	4800	4802 - ITSD Technical Services	362,052	14,469	26,010	837	1,596				2,131		407,095
I500	ITS	4800	4803 - ITSD Application Services			10,221	4,024							14,245
I500	ITS	4800	4804 - ITSD Enterprise Services		19	16,147						65		16,231
I500	ITS	4800	4805 - ITSD Geographic Information Services			1,177								1,177
I500	ITS	4800	4806 - ITSD Health Care Agency Services			375								375
I500	ITS	4800	4807 - ITSD Public Safety Services			876								876
I510	ITS	4850	4851 - ITSD Network Services	180,820	931	37,254	822		35	56,789	158,500	586	870	436,607
E300	AIR	5000	5001 - Oxnard Airport Administration			479								479
E300	AIR	5000	5003 - Oxnard Airport Operations			730				6,312	12,689		42	19,773
E300	AIR	5000	5005 - Oxnard Airport Maintenance			4,068				16,447	26,623		121	47,259
E300	AIR	5020	5021 - Camarillo Airport Administration		7,808	3,014	8,365			2,137	7,593		70	28,987
E300	AIR	5020	5023 - Camarillo Airport Operations			383				11,162	14,221		74	25,840
E300	AIR	5020	5026 - Camarillo Airport Maintenance	430		7,841		798		19,966	34,162		215	63,412
E300	AIR	5020	5027 - Business Park Improvements			7								7
E300	AIR	5040	5041 - Airports Capital Projects			73								73
E200	HAR	5100	5101 - Harbor Administration		5,227	3,016	2,950			281	4,083		39	15,596
E200	HAR	5100	5103 - Marketing Program			1,363								1,363
E200	HAR	5100	5105 - Harbor Safety			3,316				13,106	13,457		68	29,947
E200	HAR	5100	5107 - Beaches			1,139				855	13,128		96	15,218
E200	HAR	5100	5109 - Harbor Concessions			9,450								9,450
E200	HAR	5100	5111 - Harbor Maintenance			7,507				23,314	48,912		236	79,969
E200	HAR	5100	5113 - Harbor Fisherman'S Wharf			121								121
E200	HAR	5100	5115 - State Improvement Areas			19								19
E200	HAR	5150	5150 - Harbor Capital Projects Division			395								395
Total Non-General Fund				11,745,580	1,054,129	1,604,698	1,105,188	185,630	53,458	2,088,613	2,762,138	142,359	12,441	20,754,234
Total Countywide				46,956,932	3,351,518	2,252,271	2,458,167	879,157	501,792	5,337,687	11,402,415	527,008	67,779	73,734,726

Information Technology Services Dept ISF Estimates

Fund	Dept	Division	Budget Unit - Name	2032 Voice Data	2033 Radio Comm	2202 Info Tech	2203 GIS	Total
G001	BOS	1000	1001 - BOS District 1	10,109		12,986	4,167	27,262
G001	BOS	1000	1002 - BOS District 2	14,258		14,813	4,167	33,238
G001	BOS	1000	1003 - BOS District 3	6,420	2,060	11,357	4,167	24,004
G001	BOS	1000	1004 - BOS District 4	13,294	2,060	12,929	4,167	32,450
G001	BOS	1000	1005 - BOS District 5	11,708		12,763	4,167	28,638
G001	CEO	1010	1011 - CEO Community Development	12,087		35,853		47,940
G001	CEO	1010	1012 - CEO Budget and Finance	10,153		26,712		36,865
G001	CEO	1010	1013 - CEO County Government	11,219		359,068		370,287
G001	CEO	1010	1014 - CEO Department Administration	30,500		108,018	138,902	277,420
G001	CEO	1010	1015 - Clerk of the Board of Supervisors	17,222		534,736		551,958
G001	CEO	1010	1016 - CEO Human Resources	26,148		1,364,916		1,391,064
G001	CEO	1010	1017 - CEO HR Health Care Agency	32,296		79,544		111,840
G001	CEO	1010	1018 - Supplemental Retirement Plan	1,125		21,572		22,697
G001	CEO	1010	1019 - Industrial Relations	5,543		35,496		41,039
G001	CEO	1010	1020 - Disability Management	5,145		15,948		21,093
G001	CEO	1010	1021 - CEO Sustainability	4,877		32,409		37,286
G001	CEO	1010	1024 - CEO HR Information Technology Services	147		22,787		22,934
G001	CEO	1010	1025 - CEO HR Human Services Agency	982		7,051		8,033
G001	CEO	1050	1050 - Special Accounts and Contributions	23,826		27,408		51,234
G001	CEO	1060	1060 - Capital Projects	723				723
G001	AUD	1500	1510 - Administration	11,514		11,525		23,039
G001	AUD	1500	1520 - Property Tax	3,883		41,638	1,806	47,327
G001	AUD	1500	1530 - General Accounting	11,939		3,182,366		3,194,305
G001	AUD	1500	1540 - Financial Management and Reporting	13,419		10,046		23,465
G001	AUD	1500	1550 - Internal Audit	3,528		7,273		10,801
G001	AUD	1500	1560 - Business Technology	48,057		1,722,891		1,770,948
G001	AUD	1500	1570 - Financial Planning	393		2,820		3,213
G001	PTS	1595	1596 - PTACS Administration Operations	1,208		37,828		39,036
G001	PTS	1595	1597 - PTACS Assessor Operations			1,433,624		1,433,624
G001	PTS	1595	1598 - PTACS Auditor-Controller Operations			977,340		977,340
G001	PTS	1595	1599 - PTACS Tax Collector Operations			977,340		977,340
G001	ASR	1600	1612 - Proposition 13	133,987		424,213	118,066	676,266
G001	TTC	1700	1701 - Administration	6,280		18,360		24,640
G001	TTC	1700	1702 - Tax Collection Division	38,297		126,540	1,806	166,643
G001	TTC	1700	1703 - Treasury Division	9,200		25,914		35,114
G001	CSL	1800	1801 - Administration	66,429		146,770	1,806	215,005
G001	CSC	1850	1850 - Civil Service Commission	774		9,370		10,144
G001	CCR	1900	1901 - Clerk and Recorder	72,184	3,340	239,255	10,834	325,613
G001	CCR	1920	1921 - Elections	68,074	2,060	712,008	30,836	812,978
G001	GRJ	2000	2001 - Civil Grand Jury	18,557		13,264		31,821

Information Technology Services Dept ISF Estimates

Fund	Dept	Division	Budget Unit - Name	2032	2033	2202	2203	Total
				Voice Data	Radio Comm	Info Tech	GIS	
G001	DAO	2100	2101 - Special Prosecutions Division	41,809		25,703		67,512
G001	DAO	2100	2102 - Administration	18,645		9,265		27,910
G001	DAO	2100	2103 - Criminal Prosecutions Division	395,809	237,119	911,201	1,806	1,545,935
G001	DAO	2100	2104 - 2011 Public Safety Realignment	1,779		1,878		3,657
G001	PDO	2200	2201 - Administration	152,182	5,201	1,018,967	1,806	1,178,156
G001	PDO	2200	2202 - Criminal Defense Representation			1,290		1,290
G001	SHF	2500	2501 - Administration	45,713				45,713
G001	SHF	2500	2503 - Support Services	337,883	2,060	159,781		499,724
G001	SHF	2500	2504 - Sheriff IT Services	238,074	1,877	3,199,497		3,439,448
G001	SHF	2500	2505 - Office of Emergency Services	7,631				7,631
G001	SHF	2500	2506 - EOC Emergency Logistics	4,336				4,336
G001	SHF	2500	2507 - Records	11,103		137,853		148,956
G001	SHF	2500	2521 - East County Patrol	234,066	683,438	237,427	41,671	1,196,602
G001	SHF	2500	2523 - Central County Patrol	99,831	6,933	1,085	13,890	121,739
G001	SHF	2500	2525 - West County Special Enforcement Unit	3,349				3,349
G001	SHF	2500	2527 - West County Patrol	335,933	4,045,468	80,695	13,890	4,475,986
G001	SHF	2500	2529 - Major Crime Investigations	155,987	6,061	1,430		163,478
G001	SHF	2500	2541 - Technical Services	49,995				49,995
G001	SHF	2500	2543 - Forensic Services	64,801		169,048		233,849
G001	SHF	2500	2545 - Aviation Unit	12,602	215			12,817
G001	SHF	2500	2548 - Crime Analysis			71		71
G001	SHF	2550	2551 - Detention Administration	35,993		3,607		39,600
G001	SHF	2550	2553 - Main Jail	156,847	73,321	175,516		405,684
G001	SHF	2550	2555 - Court Services	50,256		31,075		81,331
G001	SHF	2550	2557 - East County Jail	2,540				2,540
G001	SHF	2550	2559 - Electronic Monitoring	1,595				1,595
G001	SHF	2550	2561 - Todd Road Jail	150,505	74,090	58,495		283,090
G001	VCP	2600	2610 - Administrative Services	156,219	331,333	1,118,162		1,605,714
G001	VCP	2600	2621 - Juvenile Facility Operations Administration	115,105	1,831	15,582		132,518
G001	VCP	2600	2622 - Juvenile Facility Housing	52,674		42,379		95,053
G001	VCP	2600	2623 - Intake and Community Confinement	7,322		6,503		13,825
G001	VCP	2600	2624 - Youth Offender Block Grant	3,333		3,530		6,863
G001	VCP	2600	2631 - Juvenile Court Services	11,371		6,291		17,662
G001	VCP	2600	2632 - Juvenile Field Services	108,279		10,120		118,399
G001	VCP	2600	2633 - Placement Unit	4,181	1,831	3,383		9,395
G001	VCP	2600	2634 - Juvenile Justice Crime Prevention Act Programs	7,718		2,472		10,190
G001	VCP	2600	2651 - Adult Court Services	26,203		21,870		48,073
G001	VCP	2600	2652 - Public Safety Realignment	18,964		17,722		36,686
G001	VCP	2600	2653 - Adult Field Services	81,827	7,032	20,640		109,499
G001	VCP	2600	2680 - Alternative Custody Programs	13,987	5,492	2,249		21,728

Information Technology Services Dept ISF Estimates

Fund	Dept	Division	Budget Unit - Name	2032	2033	2202	2203	Total
				Voice Data	Radio Comm	Info Tech	GIS	
G001	VCP	2600	2691 - Professional Standards and Training	13,871		9,071		22,942
G001	VCP	2600	2692 - Organizational Support Services	2,647		15,055		17,702
G001	AGR	2800	2810 - Pesticide Use Enforcement			5,865		5,865
G001	AGR	2800	2820 - Pest Management	736				736
G001	AGR	2800	2830 - Inspection Services	373				373
G001	AGR	2800	2831 - Weights and Measures	2,102		22,093		24,195
G001	AGR	2800	2840 - Pest Exclusion Quarantine	5,149				5,149
G001	AGR	2800	2850 - Administration	53,400	5,201	145,667	1,806	206,074
G001	ANM	2860	2861 - Administration	54,175		130,706	1,806	186,687
G001	ANM	2860	2862 - Licensing	98		1,631		1,729
G001	ANM	2860	2863 - Shelter Operations	20,181	2,060	73,371		95,612
G001	ANM	2860	2864 - Veterinary Services	980		5,783		6,763
G001	ANM	2860	2865 - Field Services	13,254	5,492	20,644		39,390
G001	MEO	2880	2880 - Medical Examiners Office	22,338		64,170		86,508
G001	RMA	2900	2901 - RMA Administration	31,225		68,233	41,671	141,129
G001	RMA	2900	2907 - Accela Program	46,613		20,457		67,070
G001	RMA	2910	2911 - Permitting	17,668		16,872		34,540
G001	RMA	2910	2913 - Plans and Ordinances	4,562		3,560		8,122
G001	RMA	2910	2915 - Grants and Special Programs	8,079		6,467		14,546
G001	RMA	2920	2921 - Inspections	13,861	9,412	5,584		28,857
G001	RMA	2920	2923 - Plan Check	2,772		3,598		6,370
G001	RMA	2920	2925 - Permit Processing	7,585		3,460		11,045
G001	RMA	2930	2931 - Hazardous Materials	13,161		8,097		21,258
G001	RMA	2930	2933 - Community Services	29,721		11,419		41,140
G001	RMA	2930	2935 - Mandated Non Revenue Administration Support	3,295		5,427		8,722
G001	RMA	2930	2937 - Vector Control Program	4,207		4,928		9,135
G001	RMA	2930	2939 - Technical Services	5,270		5,206		10,476
G001	RMA	2950	2951 - RMA Weights and Measures	27				27
G001	RMA	2950	2953 - RMA Building and Zoning Enforcement	9,038		9,665		18,703
G001	HCA	3090	3091 - Emergency Medical Services	26,347		16,872		43,219
G001	HCA	3090	3093 - Emergency Preparedness	9,947		1,919		11,866
G001	HCA	3100	3101 - HIV/AIDS Programs	5,287		34,355		39,642
G001	HCA	3100	3103 - Public Health Administration	328,914	5,201	106,368		440,483
G001	HCA	3100	3105 - Health Education and First Five	19,632		37,417		57,049
G001	HCA	3100	3107 - Field Nursing AFLP and Cal Learn	15,244		50,200		65,444
G001	HCA	3100	3109 - Clinics, Tb, Cd, and Iz	41,363		34,221		75,584
G001	HCA	3100	3111 - Lab and Vital Records	13,848		143		13,991
G001	HCA	3100	3113 - Epidemiology and Lab Capacity Enhancing Detect	44,072	6,181	100,872	166,682	317,807
G001	HCA	3120	3120 - HCA Women Infants and Children	44,900	2,060	14,879		61,839
G001	HCA	3140	3141 - California Childrens Services	28,096	10,302	184,623		223,021

Information Technology Services Dept ISF Estimates

Fund	Dept	Division	Budget Unit - Name	2032 Voice Data	2033 Radio Comm	2202 Info Tech	2203 GIS	Total
G001	HCA	3140	3143 - Child Health Disability Prevention Program	8,594		4,374		12,968
G001	HCA	3140	3145 - Childhood Lead Poisoning Prevention	562		1,737		2,299
G001	HCA	3200	3201 - MHL Administration	694,414	18,414	416,414	13,890	1,143,132
G001	HCA	3200	3203 - MHL Adult Services	8,494	2,060			10,554
G001	HCA	3200	3205 - MHL Youth Family Program Services	121,487		357		121,844
G001	HCA	3200	3207 - MHL Quality Assurance Services	6,975		1,110		8,085
G001	HCA	3200	3213 - MHL Juvenile Justice Program	3,374				3,374
G001	HCA	3220	3221 - SUS Supportive Services	22				22
G001	HCA	3220	3223 - SUS Prevention Services	5,637				5,637
G001	HCA	3220	3225 - SUS Nonresidential Services	43,487		71		43,558
G001	HCA	3220	3233 - SUS Administration	11,540		932		12,472
G001	HCA	3240	3241 - SUS DUI Program Services	37,805				37,805
G001	HCA	3240	3243 - SUS DUI Administration	2,968				2,968
G001	HSA	3410	3411 - Administration	2,295,492	43,669	5,329,739	90,286	7,759,186
G001	HSA	3430	3431 - RAIN Transitional Living Center	22,435	2,060	7,235		31,730
G001	HSA	3440	3441 - Public Administrator and Public Guardian	13,482		10,345		23,827
G001	AAA	3500	3501 - Older Americans Programs	61,280		141,709	1,806	204,795
G001	AAA	3500	3503 - AAA - MSSP	7,576		274		7,850
G001	VCL	3600	3600 - Ventura County Library Administration	373			1,806	2,179
G001	FRM	3700	3700 - Farm Advisor	17,245		522		17,767
G001	PWA	4040	4040 - Public Works Integrated Waste Management Divis	11,426		20,315	10,418	42,159
Total General Fund				8,300,658	5,604,934	27,535,570	728,125	42,169,287
I300	CEO	1300	1300 - CEO Risk Administration	13,760		18,091		31,851
I400	CEO	1400	1402 - Deferred Compensation	2,697		24,182		26,879
I420	CEO	1420	1421 - Administration	10,177		16,593		26,770
I420	CEO	1420	1422 - Employee Assistance Program	7,927	2,060	67,524		77,511
I420	CEO	1420	1423 - Wellness	1,566		171,426		172,992
I420	CEO	1420	1424 - Work and Family	763		11,327		12,090
C030	VCJ	2020	2021 - VCIJIS Administration			1,536,046		1,536,046
C030	VCJ	2020	2022 - VCIJIS Central Integration			16,055		16,055
S050	CSS	2250	2251 - Program Operations	214,350	5,201	37,614	1,806	258,971
S050	CSS	2250	2253 - DCSS Call Center	23,943		26,607		50,550
S040	SHF	2570	2570 - Sheriff Inmate Welfare	7,782				7,782
S040	SHF	2580	2580 - Sheriff Inmate Commissary	2,987	509			3,496
S600	FPD	2700	2701 - Fiscal and Admin	45,232		3,651,914		3,697,146
S600	FPD	2700	2721 - Operations and Support Services	819,716	1,715,650	663	69,451	2,605,480
S120	HCA	3260	3261 - MHS CSS Youth and Family Service	2,609				2,609
S120	HCA	3260	3263 - MHS Prevention and Early Intervention	5,844				5,844
S120	HCA	3260	3267 - MHS CFTN	731				731
S120	HCA	3260	3269 - MHS Innovation Plan	750				750

Information Technology Services Dept ISF Estimates

Fund	Dept	Division	Budget Unit - Name	2032 Voice Data	2033 Radio Comm	2202 Info Tech	2203 GIS	Total
S120	HCA	3260	3271 - MHS Administration	11,653		283		11,936
S120	HCA	3260	3273 - MHS CSS Adult Services	168,401		71		168,472
E500	HCA	3300	3301 - VCMC Hospital	4,069,699	91,458	3,567,267	208,353	7,936,777
E500	HCA	3300	3361 - VCMC Inpatient Psychiatric Unit	18,061		71		18,132
E500	HCA	3300	3371 - Santa Paula Hospital	149,900				149,900
E510	HCA	3390	3390 - Ventura County Health Care Plan	96,660		61,784		158,444
S110	HSA	3450	3451 - Workforce Investment Board Administration	65,263		28,762		94,025
S110	HSA	3450	3452 - Workforce Investment Act Program Operation	863				863
S800	HSA	3460	3461 - IHSS Public Authority	12,001		5,518		17,519
S060	VCL	3610	3611 - Library Branches	62,133		1,202		63,335
S060	VCL	3610	3613 - Library Administration	5,579		34,205		39,784
S060	VCL	3610	3615 - Library Collection Development and Processing	2,949				2,949
S060	VCL	3610	3617 - Library Technology	30,586		23,506		54,092
S060	VCL	3610	3619 - Library Children Programming	1,086				1,086
S060	VCL	3610	3623 - Library Adult Literacy Read Program	1,518				1,518
S060	VCL	3610	3625 - Library Facilities	3				3
S540	PWA	4130	4130 - CSA 29 North Coast Operations and Maintenance	729				729
S550	PWA	4140	4140 - CSA 30 Nyeland Acres Operations and Maintenance	654				654
S700	PWA	4200	4200 - Watershed Protection District Administration			18,611		18,611
S710	PWA	4210	4211 - WPD Zone 1 General	1,250	215			1,465
S730	PWA	4230	4231 - WPD Zone 3 General	1,284				1,284
E100	PWA	4300	4300 - Waterworks District 1 Moorpark Water	3,123	857			3,980
E100	PWA	4305	4305 - Waterworks District 1 Moorpark Sanitation	10,471				10,471
E110	PWA	4320	4320 - Waterworks District 16 Piru Sanitation	361				361
E120	PWA	4330	4330 - Waterworks District 17 Bell Canyon Water	1,154				1,154
E130	PWA	4340	4340 - Waterworks District 19 Somis Water	5,544				5,544
E150	PWA	4370	4370 - Camarillo Airport Sanitation	654				654
I100	PWA	4400	4411 - Central Services ISF	62,763	1,472	833,341		897,576
I100	PWA	4400	4412 - Real Estate ISF	7,160		11,283	4,584	23,027
I100	PWA	4400	4421 - Engineering ISF	15,505	1,831	42,859	4,584	64,779
I100	PWA	4400	4422 - Development Services ISF	9,906		14,815	43,337	68,058
I100	PWA	4400	4423 - Survey Engineering	18,853		21,568		40,421
I100	PWA	4400	4431 - Watershed Protection General ISF	126,624	5,126	346,659	177,655	656,064
I100	PWA	4400	4432 - Watershed Protection Operations and Maintenance	45,310	12,754	100,828		158,892
I100	PWA	4400	4441 - Transportation General ISF	53,353	4,211	142,683	88,203	288,450
I100	PWA	4400	4442 - Transportation Operations and Maintenance ISF	35,946	12,754	79,487	27,780	155,967
I110	PWA	4450	4451 - Water and Sanitation Operations ISF	81,021	13,172	221,117	4,584	319,894
I200	GSA	4550	4551 - GSA Heavy Equipment	3,076	5,201	2,393		10,670
I210	GSA	4570	4571 - Fleet Operations	52,571	1,831	13,956		68,358
I220	GSA	4600	4601 - GSA Administration	94,581		60,858		155,439

Information Technology Services Dept ISF Estimates

Fund	Dept	Division	Budget Unit - Name	2032 Voice Data	2033 Radio Comm	2202 Info Tech	2203 GIS	Total
I220	GSA	4620	4621 - Purchasing	15,269		7,942		23,211
I220	GSA	4640	4641 - Document Management	16,712		42,658		59,370
I220	GSA	4640	4643 - Warehouse and Distribution Services	22,597		3,188		25,785
I220	GSA	4640	4645 - Mail Center	3,702		5,387		9,089
I220	GSA	4660	4661 - Special Services	100,662	2,286	18,568		121,516
I230	GSA	4700	4701 - Facilities and Maintenance Administration	21,650		2,686	1,806	26,142
I230	GSA	4700	4703 - Maintenance	116,247	5,922	22,127		144,296
I230	GSA	4700	4705 - Utilities	7,709		355		8,064
I230	GSA	4720	4721 - Housekeeping	7,652		10,173		17,825
I230	GSA	4720	4723 - Grounds	6,877		1,880		8,757
I230	GSA	4740	4741 - Facilities Projects	17,545		4,307		21,852
E400	GSA	4760	4761 - Parks Operations	11,160	4,211	19,434		34,805
E300	AIR	5000	5003 - Oxnard Airport Operations	3,920	6,271			10,191
E300	AIR	5000	5005 - Oxnard Airport Maintenance	1,440				1,440
E300	AIR	5020	5021 - Camarillo Airport Administration	45,703		88,298	1,806	135,807
E300	AIR	5020	5023 - Camarillo Airport Operations	9,064	915			9,979
E300	AIR	5020	5025 - Camarillo Airport Maintenance & Improvements	2				2
E300	AIR	5020	5026 - Camarillo Airport Maintenance	1,454	915			2,369
E200	HAR	5100	5101 - Harbor Administration	20,586	9,412	59,441		89,439
E200	HAR	5100	5105 - Harbor Safety	2,825			1,806	4,631
E200	HAR	5100	5109 - Harbor Concessions	953				953
E200	HAR	5100	5111 - Harbor Maintenance	8,149				8,149
Total Non-General Fund				6,930,960	1,904,234	11,497,613	635,755	20,968,562
Total Countywide				15,231,618	7,509,168	39,033,183	1,363,880	63,137,849

Liability Estimates

Fund	Dept	Division	Budget Unit Description	Account	Amount
G001	BOS	1000	1001 - BOS District 1	2071 - Liability ISF	49,413
G001	BOS	1000	1002 - BOS District 2	2071 - Liability ISF	47,578
G001	BOS	1000	1003 - BOS District 3	2071 - Liability ISF	47,580
G001	BOS	1000	1004 - BOS District 4	2071 - Liability ISF	47,580
G001	BOS	1000	1005 - BOS District 5	2071 - Liability ISF	48,898
G001	CEO	1010	1011 - CEO Community Development	2071 - Liability ISF	9,638
G001	CEO	1010	1012 - CEO Budget and Finance	2071 - Liability ISF	16,330
G001	CEO	1010	1013 - CEO County Government	2071 - Liability ISF	11,997
G001	CEO	1010	1014 - CEO Department Administration	2071 - Liability ISF	91,019
G001	CEO	1010	1015 - Clerk of the Board of Supervisors	2071 - Liability ISF	14,532
G001	CEO	1010	1016 - CEO Human Resources	2071 - Liability ISF	40,604
G001	CEO	1010	1017 - CEO HR Health Care Agency	2071 - Liability ISF	39,402
G001	CEO	1010	1018 - Supplemental Retirement Plan	2071 - Liability ISF	1,135
G001	CEO	1010	1019 - Industrial Relations	2071 - Liability ISF	6,895
G001	CEO	1010	1020 - Disability Management	2071 - Liability ISF	2,867
G001	CEO	1010	1021 - CEO Sustainability	2071 - Liability ISF	10,383
G001	CEO	1010	1022 - CEO HR Probation	2071 - Liability ISF	5,733
G001	CEO	1010	1023 - CEO HR Fire Protection District	2071 - Liability ISF	5,733
G001	CEO	1010	1024 - CEO HR Information Technology Services	2071 - Liability ISF	2,867
G001	CEO	1010	1025 - CEO HR Human Services Agency	2071 - Liability ISF	18,155
G001	CEO	1050	1050 - Special Accounts and Contributions	2071 - Liability ISF	159,907
G001	CEO	1110	1113 - Facilities	2071 - Liability ISF	458,396
G001	AUD	1500	1510 - Administration	2071 - Liability ISF	113,333
G001	ASR	1600	1612 - Proposition 13	2071 - Liability ISF	163,139
G001	TTC	1700	1701 - Administration	2071 - Liability ISF	54,260
G001	CSL	1800	1801 - Administration	2071 - Liability ISF	242,163
G001	CSC	1850	1850 - Civil Service Commission	2071 - Liability ISF	923
G001	CCR	1900	1901 - Clerk and Recorder	2071 - Liability ISF	66,356
G001	CCR	1920	1921 - Elections	2071 - Liability ISF	50,380
G001	GRJ	2000	2001 - Civil Grand Jury	2071 - Liability ISF	7,304
G001	DAO	2100	2102 - Administration	2071 - Liability ISF	1,286,165
G001	PDO	2200	2201 - Administration	2071 - Liability ISF	164,671
G001	SHF	2500	2501 - Administration	2071 - Liability ISF	1,250,645
G001	SHF	2500	2503 - Support Services	2071 - Liability ISF	94,454
G001	SHF	2500	2504 - Sheriff IT Services	2071 - Liability ISF	14,333
G001	SHF	2500	2505 - Office of Emergency Services	2071 - Liability ISF	956
G001	SHF	2500	2507 - Records	2071 - Liability ISF	32,264
G001	SHF	2500	2521 - East County Patrol	2071 - Liability ISF	2,250,352
G001	SHF	2500	2523 - Central County Patrol	2071 - Liability ISF	562,685
G001	SHF	2500	2525 - West County Special Enforcement Unit	2071 - Liability ISF	8,422
G001	SHF	2500	2527 - West County Patrol	2071 - Liability ISF	1,395,638
G001	SHF	2500	2529 - Major Crime Investigations	2071 - Liability ISF	309,418

Liability Estimates

Fund	Dept	Division	Budget Unit Description	Account	Amount
G001	SHF	2500	2541 - Technical Services	2071 - Liability ISF	21,848
G001	SHF	2500	2543 - Forensic Services	2071 - Liability ISF	47,152
G001	SHF	2500	2545 - Aviation Unit	2071 - Liability ISF	213,528
G001	SHF	2500	2548 - Crime Analysis	2071 - Liability ISF	8,600
G001	SHF	2550	2551 - Detention Administration	2071 - Liability ISF	44,504
G001	SHF	2550	2553 - Main Jail	2071 - Liability ISF	3,332,591
G001	SHF	2550	2555 - Court Services	2071 - Liability ISF	215,041
G001	SHF	2550	2557 - East County Jail	2071 - Liability ISF	17,522
G001	SHF	2550	2559 - Electronic Monitoring	2071 - Liability ISF	5,733
G001	SHF	2550	2561 - Todd Road Jail	2071 - Liability ISF	629,281
G001	VCP	2600	2610 - Administrative Services	2071 - Liability ISF	264,970
G001	VCP	2600	2621 - Juvenile Facility Operations Administration	2071 - Liability ISF	283,348
G001	VCP	2600	2622 - Juvenile Facility Housing	2071 - Liability ISF	110,841
G001	VCP	2600	2623 - Intake and Community Confinement	2071 - Liability ISF	11,466
G001	VCP	2600	2624 - Youth Offender Block Grant	2071 - Liability ISF	2,867
G001	VCP	2600	2631 - Juvenile Court Services	2071 - Liability ISF	11,466
G001	VCP	2600	2632 - Juvenile Field Services	2071 - Liability ISF	22,086
G001	VCP	2600	2633 - Placement Unit	2071 - Liability ISF	4,778
G001	VCP	2600	2634 - Juvenile Justice Crime Prevention Act Programs	2071 - Liability ISF	5,733
G001	VCP	2600	2651 - Adult Court Services	2071 - Liability ISF	56,104
G001	VCP	2600	2652 - Public Safety Realignment	2071 - Liability ISF	50,396
G001	VCP	2600	2653 - Adult Field Services	2071 - Liability ISF	53,442
G001	VCP	2600	2680 - Alternative Custody Programs	2071 - Liability ISF	12,535
G001	VCP	2600	2691 - Professional Standards and Training	2071 - Liability ISF	20,895
G001	VCP	2600	2692 - Organizational Support Services	2071 - Liability ISF	46,898
G001	AGR	2800	2831 - Weights and Measures	2071 - Liability ISF	12,958
G001	AGR	2800	2850 - Administration	2071 - Liability ISF	88,214
G001	ANM	2860	2861 - Administration	2071 - Liability ISF	754,283
G001	ANM	2860	2862 - Licensing	2071 - Liability ISF	2,867
G001	ANM	2860	2863 - Shelter Operations	2071 - Liability ISF	41,088
G001	ANM	2860	2864 - Veterinary Services	2071 - Liability ISF	10,511
G001	ANM	2860	2865 - Field Services	2071 - Liability ISF	14,333
G001	MEO	2880	2880 - Medical Examiners Office	2071 - Liability ISF	94,547
G001	RMA	2900	2901 - RMA Administration	2071 - Liability ISF	30,119
G001	RMA	2900	2907 - Accela Program	2071 - Liability ISF	1,911
G001	RMA	2910	2911 - Permitting	2071 - Liability ISF	1,276,347
G001	RMA	2910	2913 - Plans and Ordinances	2071 - Liability ISF	9,555
G001	RMA	2910	2915 - Grants and Special Programs	2071 - Liability ISF	9,555
G001	RMA	2910	2917 - General Plan	2071 - Liability ISF	4,778
G001	RMA	2920	2921 - Inspections	2071 - Liability ISF	25,724
G001	RMA	2920	2923 - Plan Check	2071 - Liability ISF	7,644
G001	RMA	2920	2925 - Permit Processing	2071 - Liability ISF	6,689

Liability Estimates

Fund	Dept	Division	Budget Unit Description	Account	Amount
G001	RMA	2930	2931 - Hazardous Materials	2071 - Liability ISF	19,392
G001	RMA	2930	2933 - Community Services	2071 - Liability ISF	256,700
G001	RMA	2930	2935 - Mandated Non Revenue Administration Support	2071 - Liability ISF	7,644
G001	RMA	2930	2937 - Vector Control Program	2071 - Liability ISF	5,733
G001	RMA	2930	2939 - Technical Services	2071 - Liability ISF	10,511
G001	RMA	2950	2953 - RMA Building and Zoning Enforcement	2071 - Liability ISF	16,753
G001	HCA	3090	3091 - Emergency Medical Services	2071 - Liability ISF	1,047
G001	HCA	3100	3103 - Public Health Administration	2071 - Liability ISF	126,984
G001	HCA	3120	3120 - HCA Women Infants and Children	2071 - Liability ISF	789
G001	HCA	3140	3141 - California Childrens Services	2071 - Liability ISF	2,412
G001	HCA	3140	3143 - Child Health Disability Prevention Program	2071 - Liability ISF	142
G001	HCA	3140	3145 - Childhood Lead Poisoning Prevention	2071 - Liability ISF	47
G001	HCA	3200	3201 - MHL Administration	2071 - Liability ISF	413,607
G001	HCA	3220	3233 - SUS Administration	2071 - Liability ISF	2,828
G001	HCA	3240	3243 - SUS DUI Administration	2071 - Liability ISF	342
G001	HSA	3410	3411 - Administration	2071 - Liability ISF	1,812,854
G001	HSA	3410	3415 - Employment and Support Services	2071 - Liability ISF	111,797
G001	HSA	3410	3416 - Adult and Family Homeless Services	2071 - Liability ISF	23,888
G001	HSA	3430	3431 - RAIN Transitional Living Center	2071 - Liability ISF	20,580
G001	HSA	3440	3441 - Public Administrator and Public Guardian	2071 - Liability ISF	39,068
G001	AAA	3500	3501 - Older Americans Programs	2071 - Liability ISF	63,188
G001	AAA	3500	3503 - AAA - MSSP	2071 - Liability ISF	8,162
G001	AAA	3500	3509 - AAA CAL AIM	2071 - Liability ISF	6,689
G001	VCL	3600	3600 - Ventura County Library Administration	2071 - Liability ISF	956
G001	FRM	3700	3700 - Farm Advisor	2071 - Liability ISF	9,902
G001	PWA	4040	4040 - Public Works Integrated Waste Management Di	2071 - Liability ISF	10,890
General Fund					20,062,156
E200	HAR	5100	5101 - Harbor Administration	2071 - Liability ISF	119,614
E200	HAR	5100	5103 - Marketing Program	2071 - Liability ISF	956
E200	HAR	5100	5105 - Harbor Safety	2071 - Liability ISF	17,199
E200	HAR	5100	5107 - Beaches	2071 - Liability ISF	956
E200	HAR	5100	5111 - Harbor Maintenance	2071 - Liability ISF	8,600
E300	AIR	5000	5003 - Oxnard Airport Operations	2071 - Liability ISF	49,974
E300	AIR	5020	5023 - Camarillo Airport Operations	2071 - Liability ISF	186,642
E400	GSA	4760	4761 - Parks Operations	2071 - Liability ISF	173,069
E500	HCA	3300	3301 - VCMC Hospital	2071 - Liability ISF	3,022,691
E500	HCA	3300	3371 - Santa Paula Hospital	2071 - Liability ISF	155,946
E510	HCA	3390	3390 - Ventura County Health Care Plan	2071 - Liability ISF	55,284
I100	PWA	4400	4411 - Central Services ISF	2071 - Liability ISF	202,767
I100	PWA	4400	4412 - Real Estate ISF	2071 - Liability ISF	1,680
I100	PWA	4400	4421 - Engineering ISF	2071 - Liability ISF	135,384
I100	PWA	4400	4422 - Development Services ISF	2071 - Liability ISF	3,619

Liability Estimates

Fund	Dept	Division	Budget Unit Description	Account	Amount
1100	PWA	4400	4423 - Survey Engineering	2071 - Liability ISF	9,431
1100	PWA	4400	4431 - Watershed Protection General ISF	2071 - Liability ISF	227,010
1100	PWA	4400	4441 - Transportation General ISF	2071 - Liability ISF	1,155,943
1110	PWA	4450	4451 - Water and Sanitation Operations ISF	2071 - Liability ISF	77,157
1200	GSA	4550	4551 - GSA Heavy Equipment	2071 - Liability ISF	91,459
1210	GSA	4570	4571 - Fleet Operations	2071 - Liability ISF	132,899
1220	GSA	4600	4601 - GSA Administration	2071 - Liability ISF	100,089
1220	GSA	4620	4621 - Purchasing	2071 - Liability ISF	18,901
1220	GSA	4640	4641 - Document Management	2071 - Liability ISF	50,977
1220	GSA	4640	4643 - Warehouse and Distribution Services	2071 - Liability ISF	21,282
1220	GSA	4640	4645 - Mail Center	2071 - Liability ISF	11,582
1220	GSA	4660	4661 - Special Services	2071 - Liability ISF	35,629
1230	GSA	4700	4701 - Facilities and Maintenance Administration	2071 - Liability ISF	174,223
1230	GSA	4700	4703 - Maintenance	2071 - Liability ISF	114,579
1230	GSA	4700	4705 - Utilities	2071 - Liability ISF	1,099
1230	GSA	4720	4721 - Housekeeping	2071 - Liability ISF	50,321
1230	GSA	4720	4723 - Grounds	2071 - Liability ISF	13,210
1230	GSA	4740	4741 - Facilities Projects	2071 - Liability ISF	14,822
1300	CEO	1300	1300 - CEO Risk Administration	2071 - Liability ISF	95,359
1400	CEO	1400	1402 - Deferred Compensation	2071 - Liability ISF	2,383
1420	CEO	1420	1421 - Administration	2071 - Liability ISF	11,859
1420	CEO	1420	1422 - Employee Assistance Program	2071 - Liability ISF	3,822
1420	CEO	1420	1423 - Wellness	2071 - Liability ISF	2,299
1420	CEO	1420	1424 - Work and Family	2071 - Liability ISF	186
1500	ITS	4800	4801 - ITSD Administrative and Fiscal Services	2071 - Liability ISF	31,959
1500	ITS	4800	4802 - ITSD Technical Services	2071 - Liability ISF	39,325
1500	ITS	4800	4803 - ITSD Application Services	2071 - Liability ISF	24,844
1500	ITS	4800	4804 - ITSD Enterprise Services	2071 - Liability ISF	33,443
1500	ITS	4800	4805 - ITSD Geographic Information Services	2071 - Liability ISF	5,733
1500	ITS	4800	4806 - ITSD Health Care Agency Services	2071 - Liability ISF	956
1500	ITS	4800	4807 - ITSD Public Safety Services	2071 - Liability ISF	33,443
1510	ITS	4850	4851 - ITSD Network Services	2071 - Liability ISF	35,825
S040	SHF	2570	2570 - Sheriff Inmate Welfare	2071 - Liability ISF	7,644
S040	SHF	2580	2580 - Sheriff Inmate Commissary	2071 - Liability ISF	6,689
S050	CSS	2250	2251 - Program Operations	2071 - Liability ISF	184,885
S060	VCL	3610	3613 - Library Administration	2071 - Liability ISF	145,501
S110	HSA	3450	3451 - Workforce Investment Board Administration	2071 - Liability ISF	26,755
S120	HCA	3260	3265 - MHS Workforce Education and Training	2071 - Liability ISF	10
S120	HCA	3260	3271 - MHS Administration	2071 - Liability ISF	188,322
S600	FPD	2700	2701 - Fiscal and Admin	2071 - Liability ISF	1,479,238
Non-General Fund					8,795,474
Countywide Total					28,857,630

Public Works Agency - Lease Estimates

Fund	Dept	Division	Budget Unit - Name	Location	Capital Leases		Long Term Lease	Non- Capital Leases			Internal Lease Recovery		Net Rental Amount
					3316 Principal	3456 Interest	2249 Other Rent	2241 Lease/Rental	2242 Lease/Rental	2243 Lease/Rental	2248 Lease Rec Expense	9732 Lease Rec Revenue	
G001	BOS	1000	1002 - BOS District 2	City Hall Thousand Oaks				72,898					72,898
G001	BOS	1000	1003 - BOS District 3	1203 Flynn Road, Suite 220	48,328	20							48,348
G001	BOS	1000	1004 - BOS District 4	980 Enchanted Way, Suite 203				63,072					63,072
G001	CEO	1050	1050 - Special Accounts and Contributions	801 S. Victoria Avenue, Suite 301	23,544	996	5,367						29,907
G001	DAO	2100	2101 - Special Prosecutions Division	5720 Ralston Street #300	380,797	2,533							383,330
G001	DAO	2100	2103 - Criminal Prosecutions Division	2639 Avenida Simi				1					1
G001	PDO	2200	2201 - Administration	789 S. Victoria Ave, Suite 305 & 307	156,388	4,692	33,609						194,689
G001	SHF	2500	2503 - Support Services	350 West Hillcrest Dr.				6,000					6,000
G001	SHF	2500	2506 - EOC Emergency Logistics	460 Calle San Pablo, Units F, G, J, & K	254,816	15,565							270,381
G001	SHF	2500	2527 - West County Patrol	Lockwood Valley Station					23,920				23,920
G001	SHF	2500	2529 - Major Crime Investigations	2420 Celsius Ave, Units A&B	173,404	5,627	13,662						192,693
G001	VCP	2600	2652 - Public Safety Realignment	1721 Pacific Ave. Suite 140 & 210	122,205	116	27,926						150,247
G001	VCP	2600	2653 - Adult Field Services	1721 Pacific Ave. Suite 140 & 210	122,205	116	27,926						150,247
G001	VCP	2600	2680 - Alternative Custody Programs	4601 Telephone Rd, Suites 102, 103 & 106	106,445	460							106,905
G001	HCA	3100	3103 - Public Health Administration	620 W. Harvard Blvd				22,558					22,558
G001	HCA	3100	3107 - Field Nursing AFLP and Cal Learn	1133-B East Los Angeles Ave	34,074	108							34,182
G001	HCA	3100	3107 - Field Nursing AFLP and Cal Learn	1701 Solar Drive, Suite 250	192,791	22,998	41,707						257,496
G001	HCA	3100	3107 - Field Nursing AFLP and Cal Learn	1701 Solar Drive, Suite 260	61,326	7,162	13,269						81,757
G001	HCA	3100	3109 - Clinics, Tb, Cd, and Iz	1801 Solar Drive, Suite 291	36,796	727	7,503						45,026
G001	HCA	3100	3109 - Clinics, Tb, Cd, and Iz	2500 S. C Street, Suites A & B				124,364					124,364
G001	HCA	3100	3113 - Epidemiology and Lab Capacity Enhancing	1801 Solar Drive, Suites 240, 250, 260 and 280	236,730	4,508	47,764						289,002
G001	HCA	3100	3113 - Epidemiology and Lab Capacity Enhancing	341 Bernoulli Circle	119,766	64							119,830
G001	HCA	3120	3120 - HCA Women Infants and Children	1133-B East Los Angeles Ave	107,902	343						51,958	56,287
G001	HCA	3120	3120 - HCA Women Infants and Children	125 W. Thousand Oaks Blvd							63,410		63,410
G001	HCA	3120	3120 - HCA Women Infants and Children	2500 S. C Street, Suites A & B				138,563					138,563
G001	HCA	3120	3120 - HCA Women Infants and Children	620 W. Harvard Blvd				33,838					33,838
G001	HCA	3160	3163 - Shelter Operations	670 W. Los Angeles Ave				240					240
G001	HCA	3200	3201 - MHL Administration	4256-4274 Telegraph Rd							8,140		8,140
G001	HCA	3200	3201 - MHL Administration	5740 Ralston Street #200							12,075		12,075
G001	HCA	3200	3203 - MHL Adult Services	1681 E. Thompson Blvd.	138,411	8,119					43,524	43,524	146,530
G001	HCA	3200	3203 - MHL Adult Services	4256-4274 Telegraph Rd							32,561		32,561
G001	HCA	3200	3203 - MHL Adult Services	50 Oak Street	217,972	13,372					76,153	76,153	231,344
G001	HCA	3200	3205 - MHL Youth Family Program Services	1227 E. Los Angeles Avenue							184,570		184,570
G001	HCA	3200	3205 - MHL Youth Family Program Services	125 W. Thousand Oaks Blvd							139,502		139,502
G001	HCA	3200	3205 - MHL Youth Family Program Services	2500 South "C" Street, Suites C&D							37,824		37,824
G001	HCA	3200	3205 - MHL Youth Family Program Services	500 Airport Way				18,306					18,306
G001	HCA	3200	3205 - MHL Youth Family Program Services	5740 Ralston Street #100,110,201 & 210	264,446	783	55,681						320,910
G001	HCA	3200	3205 - MHL Youth Family Program Services	725 E. Main Street, 3rd Floor	227,544	3,391	51,731					169,600	113,066

Public Works Agency - Lease Estimates

Fund	Dept	Division	Budget Unit - Name	Location	Capital Leases		Long Term Lease	Non- Capital Leases			Internal Lease Recovery		Net Rental Amount
					3316 Principal	3456 Interest	2249 Other Rent	2241 Lease/Rental	2242 Lease/Rental	2243 Lease/Rental	2248 Lease Rec Expense	9732 Lease Rec Revenue	
G001	HCA	3220	3225 - SUS Nonresidential Services	125 W. Thousand Oaks Blvd							25,364		25,364
G001	HCA	3220	3225 - SUS Nonresidential Services	3150 Los Angeles Ave					43,296				43,296
G001	HCA	3220	3225 - SUS Nonresidential Services	5850 Thille Street, Suite 203, 204, 205	84,149	1,554	9,523						95,226
G001	HCA	3240	3241 - SUS DUI Program Services	125 W. Thousand Oaks Blvd							164,867		164,867
G001	HCA	3240	3241 - SUS DUI Program Services	3150 Los Angeles Ave					33,156				33,156
G001	HCA	3240	3241 - SUS DUI Program Services	5850 Thille Street, Suite 105, 107 & 108	81,560	4,753	9,590						95,903
G001	HSA	3410	3411 - Administration	1001 Partridge Dr #300,360 & 365	99,197	4,960	18,907						123,064
G001	HSA	3410	3411 - Administration	1001 Partridge Drive, Suite 220	143,806	116	27,820						171,742
G001	HSA	3410	3411 - Administration	2900 Madera Road	1,253,324	3,707	266,280						1,523,311
G001	HSA	3410	3411 - Administration	2901 N Ventura Rd, Ste175	153,863	11,696	31,260						196,819
G001	HSA	3410	3411 - Administration	2901 N. Ventura Rd.	981,728	69	184,369						1,166,166
G001	HSA	3410	3411 - Administration	4245 Market Street #201-#206 & #210-#213	425,975	1,543							427,518
G001	HSA	3410	3411 - Administration	612 Spring Road, Bldg. B, Suite 301				63,137					63,137
G001	HSA	3410	3411 - Administration	6401 Telephone Road	732,429	2,707	81,700						816,836
G001	HSA	3410	3411 - Administration	725 E. Main St, 1st & 2nd Floor	196,488	2,928	44,609						244,025
G001	HSA	3410	3411 - Administration	80 East Hillcrest Drive, #200	127,222	8,032	28,690						163,944
G001	HSA	3440	3441 - Public Administrator and Public Guardian	1001 Partridge Dr #300,360 & 365	116,449	5,822	22,195						144,466
Total General Fund					7,422,080	139,587	1,051,088	542,977	100,372		787,990	341,235	9,702,859
I420	CEO	1420	1422 - Employee Assistance Program	950 County Square Drive #200				34,992					34,992
S050	CSS	2250	2251 - Program Operations	5171 Verdugo Way	625,350	23,856	72,134						721,340
S050	CSS	2250	2253 - DCSS Call Center	5171 Verdugo Way	322,150	12,289	37,160						371,599
S600	FPD	2700	2721 - Operations and Support Services	157 Scott Street				6,490					6,490
S600	FPD	2700	2721 - Operations and Support Services	Cerro Noroeste Mt Abel				12,865					12,865
S120	HCA	3260	3263 - MHS Prevention and Early Intervention	2697 Saviers Road				113,465					113,465
S120	HCA	3260	3273 - MHS CSS Adult Services	2500 South "C" Street, Suites C&D				101,446				37,824	63,622
S120	HCA	3260	3273 - MHS CSS Adult Services	4256-4274 Telegraph Rd	362,493	44,520						40,701	366,312
S120	HCA	3260	3273 - MHS CSS Adult Services	5740 Ralston Street #200	133,991	8,883	29,625					12,075	160,424
S120	HCA	3260	3273 - MHS CSS Adult Services	725 E. Main Street, 3rd Floor							169,600		169,600
E500	HCA	3300	3301 - VCMC Hospital	1133-B East Los Angeles Ave							51,958		51,958
E500	HCA	3300	3301 - VCMC Hospital	1227 E. Los Angeles Avenue	922,433	973		461,217			244,663	429,233	1,200,053
E500	HCA	3300	3301 - VCMC Hospital	125 W. Thousand Oaks Blvd	1,215,545	3,881					240,959	634,102	826,283
E500	HCA	3300	3301 - VCMC Hospital	1320-1334 E. Main Street				41,734					41,734
E500	HCA	3300	3301 - VCMC Hospital	2000 Outlet Center Dr #110,120,130 & 140	491,208	6,369							497,577
E500	HCA	3300	3301 - VCMC Hospital	2145 E Harbor Dr.	706,627	6,038	93,735	160,072					966,472
E500	HCA	3300	3301 - VCMC Hospital	2189 Eastman Avenue	308,552	1,972							310,524
E500	HCA	3300	3301 - VCMC Hospital	2400 South C Street	732,000	59,705							791,705
E500	HCA	3300	3301 - VCMC Hospital	247 March Street				38,400					38,400
E500	HCA	3300	3301 - VCMC Hospital	254 W. Harvard Blvd. #B	92,878	65							92,943

Public Works Agency - Lease Estimates

Fund	Dept	Division	Budget Unit - Name	Location	Capital Leases		Long Term Lease	Non- Capital Leases			Internal Lease Recovery		Net Rental Amount
					3316 Principal	3456 Interest	2249 Other Rent	2241 Lease/Rental	2242 Lease/Rental	2243 Lease/Rental	2248 Lease Rec Expense	9732 Lease Rec Revenue	
E500	HCA	3300	3301 - VCMC Hospital	254 W. Harvard Blvd. Suites C & D	101,971	70							102,041
E500	HCA	3300	3301 - VCMC Hospital	2643 Saviers Road				28,911					28,911
E500	HCA	3300	3301 - VCMC Hospital	2901 N Ventura Rd, Ste230	83,683	6,937	16,909						107,529
E500	HCA	3300	3301 - VCMC Hospital	2901 N. Ventura Road, Suites 185, 200, and 210	466,659	27,269	93,059						586,987
E500	HCA	3300	3301 - VCMC Hospital	3100 Rose Avenue				4,224					4,224
E500	HCA	3300	3301 - VCMC Hospital	325 W. Channel Islands Blvd	276,394	20,803							297,197
E500	HCA	3300	3301 - VCMC Hospital	3301-1 East Main Street, Ventura				13,350					13,350
E500	HCA	3300	3301 - VCMC Hospital	3801 Las Posas Road, Suite 214	149,394	3,296							152,690
S060	VCL	3610	3611 - Library Branches	1070 South Hill Road	121,786	2,064	13,761						137,611
S060	VCL	3610	3611 - Library Branches	1292 Los Angeles Avenue	51,576	78							51,654
S060	VCL	3610	3613 - Library Administration	5600 Everglades Street, Unit A & B	133,612	427							134,039
E110	PWA	4320	4320 - Waterworks District 16 Piru Sanitation	S. of Telephone Road @ Hopper Creek				340					340
I100	PWA	4400	4432 - Watershed Protection Operations and Main	Moorpark Yard Lease						60,269			60,269
I500	ITS	4800	4801 - ITSD Administrative and Fiscal Services	1923 & 1957 Eastman Avenue	681,203	7,832							689,035
I510	ITS	4850	4851 - ITSD Network Services	1000 S. Ventu Park Road	24,404	18,142	480						43,026
I510	ITS	4850	4851 - ITSD Network Services	1957 Eastman Avenue, Suite B	49,671	571							50,242
I510	ITS	4850	4851 - ITSD Network Services	7535 Santa Susana Pass Road	39,561	355							39,916
I510	ITS	4850	4851 - ITSD Network Services	928 Latigo Canyon Rd - Castro Peak				24,190					24,190
I510	ITS	4850	4851 - ITSD Network Services	Frazier Mt. Park Road	29,619	131	4,778						34,528
I510	ITS	4850	4851 - ITSD Network Services	Hall Mountain	35,311	318	1,972						37,601
I510	ITS	4850	4851 - ITSD Network Services	Hall Mountain Ventura, CA	134,366	81	14,939						149,386
I510	ITS	4850	4851 - ITSD Network Services	Red Mountain Communication Site	29,674	1,844	1,218						32,736
I510	ITS	4850	4851 - ITSD Network Services	Rincon Peak Communication Site				23,059					23,059
I510	ITS	4850	4851 - ITSD Network Services	South Mountain Access Road				6,800					6,800
I510	ITS	4850	4851 - ITSD Network Services	South Mountain Communication Site	79,422	5,974	6,872						92,268
I510	ITS	4850	4851 - ITSD Network Services	West Torrey Hill				27,600					27,600
I510	ITS	4850	4851 - ITSD Network Services	West Torrey Hill Communication Tower				4,429					4,429
Total Non-General Fund					8,401,533	264,743	386,642	1,103,584		60,269	707,180	1,153,935	9,770,016
Total Countywide					15,823,613	404,330	1,437,730	1,646,561	100,372	60,269	1,495,170	1,495,170	19,472,875

Airports Lease Estimates

						2242
						Building Leases
Fund	Dept	Div	Budget Unit - Name	Location	County Owned	
G001	DAO	2100	2102 - Administration	555 Airport Way - Suites G/H	93,624	
G001	DAO	2100	2102 - Administration	New expansion - Suite F	40,824	
G001	SHF	2500	2503 - Support Services	Range/Bunker	299,391	
G001	SHF	2500	2529 - Major Crime Investigations	Ordinance Range	56,250	
G001	SHF	2500	2529 - Major Crime Investigations	295 Willis - 2 Year lease	199,104	
G001	SHF	2500	2529 - Major Crime Investigations	295 Willis - 19 month lease	49,360	
G001	SHF	2500	2545 - Aviation Unit	Bldg 247 - Hangar 3	267,996	
G001	VCP	2600	2680 - Alternative Custody Programs	Bldgs 252/256 and Surrounding Area	358,803	
G001	AGR	2800	2820 - Pest Management	555 Airport Way - Suites E/I	133,210	
G001	HCA	3090	3093 - Emergency Preparedness	Building 415 - Bunker & Lot	27,381	
G001	HCA	3160	3163 - Shelter Operations	600 Aviation Drive	178,645	
G001	HCA	3200	3201 - MHL Administration	333 Skyway	65,340	
			Total General Fund		1,769,928	
S600	FPD	2700	2721 - Operations and Support Services	165 Durley Avenue - Bldg 149 HQ	181,695	
S600	FPD	2700	2721 - Operations and Support Services	Parking lot B	15,375	
S600	FPD	2700	2721 - Operations and Support Services	New Fire HQ Mod Bldg	132,000	
S600	FPD	2700	2721 - Operations and Support Services	VC Fire HQ -Ex Hall/Med Ctr	36,514	
S600	FPD	2700	2721 - Operations and Support Services	Station 50	25,277	
S600	FPD	2700	2721 - Operations and Support Services	New FCC/Dispatch	54,927	
I510	ITS	4850	4851 - ITSD Network Services	Bldg 277 - 355 Post	31,494	
			Total Non-General Fund		477,282	
			Total Countywide		2,247,210	

FY 2024-2025 ALCOHOL AND DRUG TESTING RATES
For Employees Performing Safety Sensitive Functions
Object 2122

The Human Resources Division has contracted with Addiction Medicine Consultants, Inc., to provide alcohol and drug testing required under the Department of Transportation (DOT) mandate to comply with the federal Omnibus Transportation Employee Testing Act of 1991.

The DOT regulations require that employees performing safety sensitive functions involving the operation of motor vehicles be placed in a test pool with a specified percentage randomly tested throughout the year. In addition to random tests, regulations require pre-employment, reasonable suspicion, post-accident, follow-up, and return to duty tests. Departments are charged for their portion of direct contract costs.

Random Tests:

There is an annual charge of \$75.00 per covered employee. This includes all random drug and alcohol testing, reports, and compliance. Services beyond the random testing will be charged by the fee schedule below. FY 2024-25 estimates for departments with covered employees are based on current contract rates. Contract rates are subject to change upon renewal.

Unit	Department	Annualized Estimate	Unit	Department	Annualized Estimate
2545	SHF Aviation Unit	\$450	4442	PWA Transp Op-Maint	\$4,650
2555	SHF Court Services	\$675	4451	PWA Water/Sanitation	\$1,725
2721	FPD Operations/Support	\$1,200	4551	GSA Heavy Equipment	\$375
2831	AGR Weights/Measures	\$75	4571	GSA Fleet Operations	\$75
3201	HCA MHL Admin	\$75	4761	GSA Parks Operations	\$75
4432	PWA Watershed Prot	\$2,775			

Other Tests: (Not included in the above annualized estimate)

Program cost per urine requisition processed \$60.00 per test per employee
 Breath Alcohol Per test mobile \$65.00 per test per employee

Charges listed are based on using preferred test sites. There will be an additional charge per test if non-preferred test sites are used.

Other Charges: (Not included in the above annualized estimate)

Supervisor's Training Program \$150.00 per hour
 Employee Training Program \$150.00 per hour
 Substance Abuse Professional \$150.00 per session
 D/L Isomer Confirmation Test \$50.00 per test per employee
 Split Specimen GC/MS Confirmation Test \$150.00 per test per employee
 Oral Fluid Testing \$65.00 per test per employee
 FMCSA Clearinghouse management fee \$5.00 per employee
 Annual Database management fee (maximum \$500.00) \$2.00 per employee
 FMCSA Clearinghouse Records (Estimate) \$300.00 annually
 Procurement Charges (Estimate) \$50.00 annually/Unit

ACO Debt Service Schedule

Fund	Dept	Division	Budget Unit - Name	Issuance	Location	Lease Purchase		Capital Leases			Other Long Term Loans		RCA	Short Term Debt	Total Amount
						3311 Principal	3451 Interest	3315 Principal	3455 Interest	3571 Sales Tax	3312 Principal	3452 Interest	3412 Interest	3471 Interest	
G001	CEO	1080	1080 - Debt Service	2013B Lease Revenue Bonds	1911 Williams Drive Building	2,120,000	379,250								2,499,250
G001	CEO	1080	1080 - Debt Service	2016A Lease Revenue Bonds	Fillmore Building	619,062	15,481								634,543
G001	CEO	1080	1080 - Debt Service	2020A Lease Revenue Bonds	Ruben Castro Building	442,000	91,216								533,216
G001	CEO	1080	1080 - Debt Service	Other	Interest - Interfund Borrowing									672,000	672,000
G001	CEO	1080	1080 - Debt Service	Other	Interest - TRANs									5,250,000	5,250,000
G001	CEO	1080	1080 - Debt Service	Revolving Credit Agreement	GF Unallocated						147,606		175,768		323,374
G001	CEO	1080	1080 - Debt Service	Revolving Credit Agreement	Payroll System Upgrade						454,032		84,443		538,475
G001	CEO	1080	1080 - Debt Service	Revolving Credit Agreement	PTAC System						978,288		455,129		1,433,417
G001	HCA	3200	3203 - MHL Adult Services	Revolving Credit Agreement	Mental Health Rehabilitation Center						134,359		49,521		183,880
Total General Fund						3,181,062	485,947				1,714,285		764,861	5,922,000	12,068,155
E500	HCA	3300	3301 - VCMC Hospital	2016A Lease Revenue Bonds	Clinic	2,805,784	678,712								3,484,496
E500	HCA	3300	3301 - VCMC Hospital	2020A Lease Revenue Bonds	VCMC - Hospital Replacement Wing	9,380,400	6,419,710								15,800,110
E500	HCA	3300	3301 - VCMC Hospital	Other	VCMC - Winthrop Equip Lease			234,840	6,161	12,425					253,426
E500	HCA	3300	3301 - VCMC Hospital	Revolving Credit Agreement	Magnolia Clinic Build Out						284,592		23,223		307,815
D010	PWA	4155	4155 - CSA 34 El Rio Debt Service	Other	State Revolving Loan						327,263	129,787			457,050
E110	PWA	4320	4320 - Waterworks District 16 Piru Sanitation	Other	Interfund Borrowing GF						263,000	80,630			343,630
E110	PWA	4320	4320 - Waterworks District 16 Piru Sanitation	Other	State Revolving Loan						179,168	30,921			210,089
E130	PWA	4340	4340 - Waterworks District 19 Somis Water	Revolving Credit Agreement	WW#19 USDA Payoff						76,551		91,181		167,732
I210	GSA	4570	4571 - Fleet Operations	Other	Interest - Interfund Borrowing GF						200,000	14,300			214,300
I230	GSA	4700	4705 - Utilities	Revolving Credit Agreement	Todd Road Photovoltaic						187,261		31,808		219,069
E410	GSA	4770	4770 - Oak View School Pres and Maint Dist	Revolving Credit Agreement	Oak View Assessment District						37,314		13,753		51,067
I510	ITS	4850	4851 - ITSD Network Services	2020A Lease Revenue Bonds	Microwave Towers	392,600	4,601								397,201
Total Non-General Fund						12,578,784	7,103,023	234,840	6,161	12,425	1,555,149	255,638	159,965		21,905,985
Total Countywide						15,759,846	7,588,970	234,840	6,161	12,425	3,269,434	255,638	924,826	5,922,000	33,974,140

ACO Rent Schedule

Fund	Dept	Division	Budget Unit - Name	Location	2242 Building Rent	2246 Additional Rent	Total Amount
G001	CEO	1080	1080 - Debt Service	Fillmore Building	10,473		10,473
G001	VCP	2600	2632 - Juvenile Field Services	1911 Williams Drive	98,990	252,044	351,034
G001	VCP	2600	2633 - Placement Unit	1911 Williams Drive	5,154	13,122	18,276
G001	VCP	2600	2634 - Juvenile Justice Crime Prevention Act Programs	1911 Williams Drive	11,312	28,801	40,113
G001	HCA	3000	3000 - HCA Admin and Support Services	2240 Gonzales	242		242
G001	HCA	3100	3103 - Public Health Administration	2240 Gonzales	40,869		40,869
G001	HCA	3120	3120 - HCA Women Infants and Children	2240 Gonzales	11,858		11,858
G001	HCA	3120	3120 - HCA Women Infants and Children	Fillmore Building	1,990		1,990
G001	HCA	3140	3141 - California Childrens Services	2240 Gonzales	19,388		19,388
G001	HCA	3200	3201 - MHL Administration	1911 Williams Drive	189,832	395,992	585,824
G001	HCA	3200	3203 - MHL Adult Services	1911 Williams Drive	20,823	43,436	64,259
G001	HCA	3200	3205 - MHL Youth Family Program Services	1911 Williams Drive	28,270	58,971	87,241
G001	HCA	3200	3207 - MHL Quality Assurance Services	1911 Williams Drive	19,759	41,217	60,976
G001	HCA	3220	3223 - SUS Prevention Services	1911 Williams Drive	13,071	27,266	40,337
G001	HCA	3220	3225 - SUS Nonresidential Services	1911 Williams Drive	86,329	180,083	266,412
G001	HCA	3220	3225 - SUS Nonresidential Services	Fillmore Building	8,909		8,909
G001	HCA	3220	3233 - SUS Administration	1911 Williams Drive	9,728	20,291	30,019
G001	HCA	3240	3241 - SUS DUI Program Services	1911 Williams Drive	26,142	54,532	80,674
G001	HCA	3240	3241 - SUS DUI Program Services	Fillmore Building	8,909		8,909
G001	HCA	3240	3243 - SUS DUI Administration	1911 Williams Drive	6,536	13,633	20,169
G001	HSA	3410	3411 - Administration	Fillmore Building	35,703		35,703
Total General Fund					654,287	1,129,388	1,783,675
S120	HCA	3260	3261 - MHS CSS Youth and Family Service	Fillmore Building	19,977		19,977
S120	HCA	3260	3263 - MHS Prevention and Early Intervention	1911 Williams Drive	13,983	29,169	43,152
S120	HCA	3260	3265 - MHS Workforce Education and Training	1911 Williams Drive	1,824	3,805	5,629
S120	HCA	3260	3267 - MHS CFTN	1911 Williams Drive	8,588	17,914	26,502
S120	HCA	3260	3269 - MHS Innovation Plan	1911 Williams Drive	1,596	3,329	4,925
S120	HCA	3260	3271 - MHS Administration	1911 Williams Drive	3,116	9,353	12,469
S120	HCA	3260	3273 - MHS CSS Adult Services	1911 Williams Drive	199,255	415,648	614,903
E500	HCA	3300	3301 - VCMC Hospital	2240 Gonzales	28,306		28,306
E500	HCA	3300	3301 - VCMC Hospital	Fillmore Building	84,055	229,740	313,795
E500	HCA	3300	3301 - VCMC Hospital	Ruben Castro Building	120,914		120,914
Total Non-General Fund					481,614	708,958	1,190,572
Total Countywide					1,135,901	1,838,346	2,974,247

ACO Cost Allocation Plan - Expense

				2158
				Cost Allocation Plan
Fund	Dept	Division	Budget Unit - Name	Expense
I300	CEO	1300	1300 - CEO Risk Administration	38,429
I300	CEO	1310	1310 - CEO Workers Compensation	153,935
I320	CEO	1320	1320 - CEO Liability Insurance	227,334
I400	CEO	1400	1401 - Transportation	45
I400	CEO	1400	1402 - Deferred Compensation	15,220
I410	CEO	1410	1410 - Personnel Unemployment Insurance Benefit	231
I420	CEO	1420	1421 - Administration	125,328
I420	CEO	1420	1422 - Employee Assistance Program	14,092
I420	CEO	1420	1423 - Wellness	10,354
I430	CEO	1430	1430 - Wage Supplement	110
S050	CSS	2250	2251 - Program Operations	369,558
S040	SHF	2570	2570 - Sheriff Inmate Welfare	11,570
S040	SHF	2580	2580 - Sheriff Inmate Commissary	21,596
S600	FPD	2700	2701 - Fiscal and Admin	2,347,014
S100	ANM	2870	2870 - Spay and Neuter Program	189
S120	HCA	3260	3261 - MHS CSS Youth and Family Service	141,172
S120	HCA	3260	3263 - MHS Prevention and Early Intervention	478,355
S120	HCA	3260	3265 - MHS Workforce Education and Training	4,389
S120	HCA	3260	3267 - MHS CFTN	11
S120	HCA	3260	3269 - MHS Innovation Plan	27,569
S120	HCA	3260	3271 - MHS Administration	78,534
S120	HCA	3260	3273 - MHS CSS Adult Services	623,636
E500	HCA	3300	3301 - VCMC Hospital	9,880,493
E500	HCA	3300	3320 - Ambulatory Care	2
E500	HCA	3300	3361 - VCMC Inpatient Psychiatric Unit	380,413
E500	HCA	3300	3371 - Santa Paula Hospital	506,635
E510	HCA	3390	3390 - Ventura County Health Care Plan	697,517
S110	HSA	3450	3451 - Workforce Investment Board Administration	40,983
S110	HSA	3450	3452 - Workforce Investment Act Program Operation	59,199
S800	HSA	3460	3461 - IHSS Public Authority	143,343
S090	HSA	3470	3471 - Domestic Violence	982
S060	VCL	3610	3611 - Library Branches	172,638
S060	VCL	3610	3613 - Library Administration	23,277
S060	VCL	3610	3615 - Library Collection Development and Processing	6,280
S060	VCL	3610	3617 - Library Technology	9,994

ACO Cost Allocation Plan - Expense

				2158
				Cost Allocation Plan
Fund	Dept	Division	Budget Unit - Name	Expense
S060	VCL	3610	3619 - Library Children Programming	15,672
S060	VCL	3610	3621 - Library Adult Programming	33
S060	VCL	3610	3623 - Library Adult Literacy Read Program	17,886
S060	VCL	3610	3625 - Library Facilities	110
S010	PWA	4080	4081 - Road Fund General	185,619
S010	PWA	4080	4082 - Road Fund Operations and Maintenance	131,268
S130	PWA	4090	4091 - Unincorporated Stormwater Zone 1	1,288
S130	PWA	4090	4092 - Unincorporated Stormwater Zone 2	5,234
S130	PWA	4090	4095 - Unincorporated Stormwater Countywide	12,711
S510	PWA	4100	4100 - CSA 3 Camp Chaffee	164
S520	PWA	4110	4110 - CSA 4 Oak Park	5,761
S530	PWA	4120	4120 - CSA 14 Unincorporated Street Lighting	842
S540	PWA	4130	4130 - CSA 29 North Coast Operations and Maintenance	7,728
S550	PWA	4140	4140 - CSA 30 Nyeland Acres Operations and Maintenance	3,428
S570	PWA	4150	4150 - CSA 34 El Rio Operations and Maintenance	5,237
S700	PWA	4200	4200 - Watershed Protection District Administration	20,195
S710	PWA	4210	4211 - WPD Zone 1 General	28,615
S720	PWA	4220	4221 - WPD Zone 2 General	92,530
S730	PWA	4230	4231 - WPD Zone 3 General	60,386
S740	PWA	4240	4241 - WPD Zone 4 General	6,006
E100	PWA	4300	4300 - Waterworks District 1 Moorpark Water	72,100
E100	PWA	4305	4305 - Waterworks District 1 Moorpark Sanitation	37,057
E110	PWA	4320	4320 - Waterworks District 16 Piru Sanitation	6,506
E120	PWA	4330	4330 - Waterworks District 17 Bell Canyon Water	8,909
E130	PWA	4340	4340 - Waterworks District 19 Somis Water	40,874
E141	PWA	4360	4360 - Waterworks District 38 Lake Sherwood	11,059
E150	PWA	4370	4370 - Camarillo Airport Sanitation	1,337
I100	PWA	4400	4411 - Central Services ISF	61,760
I100	PWA	4400	4412 - Real Estate ISF	24,747
I100	PWA	4400	4421 - Engineering ISF	64,414
I100	PWA	4400	4422 - Development Services ISF	36,918
I100	PWA	4400	4423 - Survey Engineering	61,208
I100	PWA	4400	4431 - Watershed Protection General ISF	255,153
I100	PWA	4400	4432 - Watershed Protection Operations and Maintenance	148,852
I100	PWA	4400	4441 - Transportation General ISF	138,454

ACO Cost Allocation Plan - Expense

				2158
				Cost Allocation Plan
Fund	Dept	Division	Budget Unit - Name	Expense
I100	PWA	4400	4442 - Transportation Operations and Maintenance ISF	185,121
I110	PWA	4450	4451 - Water and Sanitation Operations ISF	171,762
I200	GSA	4550	4551 - GSA Heavy Equipment	62,644
I210	GSA	4570	4571 - Fleet Operations	277,373
I220	GSA	4600	4601 - GSA Administration	166,949
I220	GSA	4620	4621 - Purchasing	71,532
I220	GSA	4640	4641 - Document Management	86,964
I220	GSA	4640	4643 - Warehouse and Distribution Services	28,704
I220	GSA	4640	4645 - Mail Center	35,011
I220	GSA	4660	4661 - Special Services	53,195
I230	GSA	4700	4701 - Facilities and Maintenance Administration	10,366
I230	GSA	4700	4703 - Maintenance	360,948
I230	GSA	4700	4705 - Utilities	137,799
I230	GSA	4720	4721 - Housekeeping	137,286
I230	GSA	4720	4723 - Grounds	24,691
I230	GSA	4740	4741 - Facilities Projects	106,394
E400	GSA	4760	4761 - Parks Operations	87,205
E410	GSA	4770	4770 - Oak View School Preservation and Maintenance Dis	1,344
S400	GSA	4780	4780 - Nyeland Acres Community Center CFD	80
I500	ITS	4800	4801 - ITSD Administrative and Fiscal Services	59,763
I500	ITS	4800	4802 - ITSD Technical Services	138,367
I500	ITS	4800	4803 - ITSD Application Services	44,100
I500	ITS	4800	4804 - ITSD Enterprise Services	76,919
I500	ITS	4800	4805 - ITSD Geographic Information Services	19,631
I500	ITS	4800	4807 - ITSD Public Safety Services	86,062
I510	ITS	4850	4851 - ITSD Network Services	147,448
E300	AIR	5000	5001 - Oxnard Airport Administration	4,597
E300	AIR	5000	5003 - Oxnard Airport Operations	10,642
E300	AIR	5000	5005 - Oxnard Airport Maintenance	8,174
E300	AIR	5020	5021 - Camarillo Airport Administration	61,564
E300	AIR	5020	5023 - Camarillo Airport Operations	14,754
E300	AIR	5020	5026 - Camarillo Airport Maintenance	20,478
E300	AIR	5020	5027 - Business Park Improvements	248
E310	AIR	5060	5060 - Camarillo Airport Roads and Lighting	455
E200	HAR	5100	5101 - Harbor Administration	47,871

ACO Cost Allocation Plan - Expense

				2158
				Cost Allocation Plan
Fund	Dept	Division	Budget Unit - Name	Expense
E200	HAR	5100	5103 - Marketing Program	1,801
E200	HAR	5100	5105 - Harbor Safety	28,999
E200	HAR	5100	5107 - Beaches	18,485
E200	HAR	5100	5109 - Harbor Concessions	20,844
E200	HAR	5100	5111 - Harbor Maintenance	15,279
E200	HAR	5100	5113 - Harbor Fisherman'S Wharf	347
E200	HAR	5100	5115 - State Improvement Areas	12,697
E200	HAR	5100	5117 - Commerical Marina and Wharf	1,394
E200	HAR	5150	5150 - Harbor Capital Projects Division	1
S080	HAR	5160	5160 - Fish and Wildlife	13
			Total Non-General Fund	21,026,789
			Total Countywide	21,026,789

ACO Cost Allocation Plan - Revenue

9731
Cost Allocation Plan
Revenue

Fund	Dept	Division	Budget Unit - Name	Revenue
G001	CEO	1010	1012 - CEO Budget and Finance	1,184,100
G001	CEO	1010	1016 - CEO Human Resources	4,832,831
G001	CEO	1070	1070 - General Purpose Indirect Revenue	5,572,287
G001	AUD	1500	1530 - General Accounting	2,211,784
G001	AUD	1500	1540 - Financial Management and Reporting	3,288,422
G001	AUD	1500	1550 - Internal Audit	1,120,338
G001	AUD	1500	1560 - Business Technology	2,707,721
G001	CSL	1800	1801 - Administration	230,696
G001	CSC	1850	1850 - Civil Service Commission	68,231
			Total General Fund	21,216,410
I420	CEO	1420	1424 - Work and Family	1,523
S560	RMA	2960	2960 - CSA 32 Onsite Wastewater Management	34
S060	VCL	3610	3627 - Library General Agency	2
C010	PWA	4460	4460 - Santa Rosa Road Assessment District	287
I500	ITS	4800	4806 - ITSD Health Care Agency Services	817
E300	AIR	5020	5025 - Camarillo Airport Maintenance & Improvements	19,262
			Total Non-General Fund	21,925
			Total Countywide	21,238,335

ACO Depreciation Estimates

Fund	Dept	Division	Budget Unit - Name	3611 Depreciation Expense
I420	CEO	1420	1422 - Employee Assistance Program	9,408
E500	HCA	3300	3301 - VCMC Hospital	19,522,699
E500	HCA	3300	3361 - VCMC Inpatient Psychiatric Unit	229,916
E500	HCA	3300	3371 - Santa Paula Hospital	833,434
E510	HCA	3390	3390 - Ventura County Health Care Plan	297,312
E100	PWA	4300	4300 - Waterworks District 1 Moorpark Water	871,269
E100	PWA	4305	4305 - Waterworks District 1 Moorpark Sanitation	1,238,557
E110	PWA	4320	4320 - Waterworks District 16 Piru Sanitation	220,097
E120	PWA	4330	4330 - Waterworks District 17 Bell Canyon Water	103,689
E130	PWA	4340	4340 - Waterworks District 19 Somis Water	324,100
E141	PWA	4360	4360 - Waterworks District 38 Lake Sherwood	146,266
E150	PWA	4370	4370 - Camarillo Airport Sanitation	34,272
I100	PWA	4400	4411 - Central Services ISF	2,916
I100	PWA	4400	4423 - Survey Engineering	17,536
I100	PWA	4400	4431 - Watershed Protection General ISF	4,337
I100	PWA	4400	4432 - Watershed Protection Operations and Maintenance ISF	3,517
I100	PWA	4400	4442 - Transportation Operations and Maintenance ISF	3,969
I110	PWA	4450	4451 - Water and Sanitation Operations ISF	57,262
I200	GSA	4550	4551 - GSA Heavy Equipment	1,095,779
I210	GSA	4570	4571 - Fleet Operations	4,732,556
I220	GSA	4600	4601 - GSA Administration	85,774
I220	GSA	4620	4621 - Purchasing	826,407
I220	GSA	4640	4641 - Document Management	86,244
I220	GSA	4640	4643 - Warehouse and Distribution Services	1,671
I220	GSA	4660	4661 - Special Services	149,398
I230	GSA	4700	4703 - Maintenance	11,576
I230	GSA	4700	4705 - Utilities	538,289
I230	GSA	4720	4721 - Housekeeping	4,562
I230	GSA	4720	4723 - Grounds	5,523
E400	GSA	4760	4761 - Parks Operations	7,524
E400	GSA	4760	4763 - Parks Grants and Capital Projects	724,671
E410	GSA	4770	4770 - Oak View School Preservation and Maintenance District	33,481
I500	ITS	4800	4801 - ITSD Administrative and Fiscal Services	3,084,941
I500	ITS	4800	4802 - ITSD Technical Services	258,849
I500	ITS	4800	4804 - ITSD Enterprise Services	1,533

ACO Depreciation Estimates

				3611
				Depreciation
Fund	Dept	Division	Budget Unit - Name	Expense
I510	ITS	4850	4851 - ITSD Network Services	4,128,161
E300	AIR	5000	5001 - Oxnard Airport Administration	747,901
E300	AIR	5000	5003 - Oxnard Airport Operations	7,035
E300	AIR	5000	5005 - Oxnard Airport Maintenance	1,206
E300	AIR	5020	5021 - Camarillo Airport Administration	867,157
E300	AIR	5020	5023 - Camarillo Airport Operations	4,811
E300	AIR	5020	5025 - Camarillo Airport Maintenance & Improvements	2,981
E300	AIR	5040	5041 - Airports Capital Projects	349,529
E310	AIR	5060	5060 - Camarillo Airport Roads and Lighting	91,112
E200	HAR	5100	5101 - Harbor Administration	257,810
E200	HAR	5100	5105 - Harbor Safety	24,492
E200	HAR	5100	5107 - Beaches	51,990
E200	HAR	5100	5109 - Harbor Concessions	20,337
E200	HAR	5100	5111 - Harbor Maintenance	25,686
E200	HAR	5100	5115 - State Improvement Areas	399,487
E200	HAR	5100	5117 - Commerical Marina and Wharf	2,455
			Total Non-General Fund	42,551,484
			Total Countywide	42,551,484

CEO - Opt Out Contribution Estimates

Fund	Dept	Division	Budget Unit Description	Object - Name	Amount
G001	BOS	1000	1002 - BOS District 2	2210 - Employee Benefits ISF	18,564
G001	BOS	1000	1003 - BOS District 3	2210 - Employee Benefits ISF	18,564
G001	BOS	1000	1004 - BOS District 4	2210 - Employee Benefits ISF	9,282
G001	CEO	1010	1011 - CEO Community Development	2210 - Employee Benefits ISF	9,282
G001	CEO	1010	1012 - CEO Budget and Finance	2210 - Employee Benefits ISF	18,564
G001	CEO	1010	1013 - CEO County Government	2210 - Employee Benefits ISF	27,846
G001	CEO	1010	1014 - CEO Department Administration	2210 - Employee Benefits ISF	9,282
G001	CEO	1010	1016 - CEO Human Resources	2210 - Employee Benefits ISF	55,692
G001	CEO	1010	1017 - CEO HR Health Care Agency	2210 - Employee Benefits ISF	83,538
G001	CEO	1010	1019 - Industrial Relations	2210 - Employee Benefits ISF	9,282
G001	CEO	1010	1020 - Disability Management	2210 - Employee Benefits ISF	18,564
G001	CEO	1010	1021 - CEO Sustainability	2210 - Employee Benefits ISF	9,282
G001	CEO	1010	1025 - CEO HR Human Services Agency	2210 - Employee Benefits ISF	27,846
G001	AUD	1500	1510 - Administration	2210 - Employee Benefits ISF	9,282
G001	AUD	1500	1520 - Property Tax	2210 - Employee Benefits ISF	37,128
G001	AUD	1500	1530 - General Accounting	2210 - Employee Benefits ISF	9,282
G001	AUD	1500	1540 - Financial Management and Reporting	2210 - Employee Benefits ISF	9,282
G001	AUD	1500	1550 - Internal Audit	2210 - Employee Benefits ISF	27,846
G001	AUD	1500	1560 - Business Technology	2210 - Employee Benefits ISF	9,282
G001	AUD	1500	1570 - Financial Planning	2210 - Employee Benefits ISF	18,564
G001	ASR	1600	1612 - Proposition 13	2210 - Employee Benefits ISF	166,254
G001	ASR	1600	1613 - Proposition 8 Decline Value	2210 - Employee Benefits ISF	9,282
G001	ASR	1600	1615 - Personal Property	2210 - Employee Benefits ISF	18,564
G001	ASR	1600	1617 - Changed Assessments	2210 - Employee Benefits ISF	9,282
G001	ASR	1600	1619 - Parcel Management	2210 - Employee Benefits ISF	9,282
G001	ASR	1600	1620 - Public Service	2210 - Employee Benefits ISF	9,282
G001	TTC	1700	1701 - Administration	2210 - Employee Benefits ISF	27,846
G001	TTC	1700	1702 - Tax Collection Division	2210 - Employee Benefits ISF	37,128
G001	TTC	1700	1703 - Treasury Division	2210 - Employee Benefits ISF	18,564
G001	CSL	1800	1801 - Administration	2210 - Employee Benefits ISF	27,846
G001	CSL	1800	1802 - Children and Family Services	2210 - Employee Benefits ISF	9,282
G001	CSL	1800	1803 - Advisory / Litigation	2210 - Employee Benefits ISF	9,282
G001	CCR	1900	1901 - Clerk and Recorder	2210 - Employee Benefits ISF	55,692
G001	DAO	2100	2101 - Special Prosecutions Division	2210 - Employee Benefits ISF	78,294
G001	DAO	2100	2102 - Administration	2210 - Employee Benefits ISF	18,564
G001	DAO	2100	2103 - Criminal Prosecutions Division	2210 - Employee Benefits ISF	373,554
G001	DAO	2100	2104 - 2011 Public Safety Realignment	2210 - Employee Benefits ISF	7,748
G001	PDO	2200	2201 - Administration	2210 - Employee Benefits ISF	37,128
G001	PDO	2200	2202 - Criminal Defense Representation	2210 - Employee Benefits ISF	117,676
G001	PDO	2200	2203 - Non Criminal Defense Representation	2210 - Employee Benefits ISF	15,496
G001	SHF	2500	2503 - Support Services	2210 - Employee Benefits ISF	101,845
G001	SHF	2500	2504 - Sheriff IT Services	2210 - Employee Benefits ISF	18,564

CEO - Opt Out Contribution Estimates

Fund	Dept	Division	Budget Unit Description	Object - Name	Amount
G001	SHF	2500	2507 - Records	2210 - Employee Benefits ISF	9,282
G001	SHF	2500	2521 - East County Patrol	2210 - Employee Benefits ISF	166,828
G001	SHF	2500	2523 - Central County Patrol	2210 - Employee Benefits ISF	110,875
G001	SHF	2500	2527 - West County Patrol	2210 - Employee Benefits ISF	148,264
G001	SHF	2500	2529 - Major Crime Investigations	2210 - Employee Benefits ISF	82,767
G001	SHF	2500	2541 - Technical Services	2210 - Employee Benefits ISF	9,672
G001	SHF	2500	2543 - Forensic Services	2210 - Employee Benefits ISF	46,410
G001	SHF	2500	2544 - Forensic Services Grants	2210 - Employee Benefits ISF	18,564
G001	SHF	2500	2548 - Crime Analysis	2210 - Employee Benefits ISF	9,282
G001	SHF	2550	2551 - Detention Administration	2210 - Employee Benefits ISF	92,820
G001	SHF	2550	2553 - Main Jail	2210 - Employee Benefits ISF	150,990
G001	SHF	2550	2555 - Court Services	2210 - Employee Benefits ISF	83,157
G001	SHF	2550	2561 - Todd Road Jail	2210 - Employee Benefits ISF	223,695
G001	VCP	2600	2610 - Administrative Services	2210 - Employee Benefits ISF	46,410
G001	VCP	2600	2621 - Juvenile Facility Operations Administration	2210 - Employee Benefits ISF	28,496
G001	VCP	2600	2622 - Juvenile Facility Housing	2210 - Employee Benefits ISF	118,534
G001	VCP	2600	2623 - Intake and Community Confinement	2210 - Employee Benefits ISF	9,932
G001	VCP	2600	2631 - Juvenile Court Services	2210 - Employee Benefits ISF	29,796
G001	VCP	2600	2632 - Juvenile Field Services	2210 - Employee Benefits ISF	49,010
G001	VCP	2600	2634 - Juvenile Justice Crime Prevention Act Programs	2210 - Employee Benefits ISF	19,214
G001	VCP	2600	2651 - Adult Court Services	2210 - Employee Benefits ISF	69,524
G001	VCP	2600	2652 - Public Safety Realignment	2210 - Employee Benefits ISF	58,942
G001	VCP	2600	2653 - Adult Field Services	2210 - Employee Benefits ISF	58,942
G001	VCP	2600	2680 - Alternative Custody Programs	2210 - Employee Benefits ISF	19,864
G001	VCP	2600	2691 - Professional Standards and Training	2210 - Employee Benefits ISF	47,710
G001	VCP	2600	2692 - Organizational Support Services	2210 - Employee Benefits ISF	64,974
G001	AGR	2800	2830 - Inspection Services	2210 - Employee Benefits ISF	9,282
G001	AGR	2800	2831 - Weights and Measures	2210 - Employee Benefits ISF	9,282
G001	AGR	2800	2840 - Pest Exclusion Quarantine	2210 - Employee Benefits ISF	9,282
G001	ANM	2860	2862 - Licensing	2210 - Employee Benefits ISF	9,282
G001	ANM	2860	2863 - Shelter Operations	2210 - Employee Benefits ISF	18,564
G001	ANM	2860	2864 - Veterinary Services	2210 - Employee Benefits ISF	27,846
G001	ANM	2860	2865 - Field Services	2210 - Employee Benefits ISF	9,282
G001	RMA	2900	2901 - RMA Administration	2210 - Employee Benefits ISF	27,846
G001	RMA	2900	2907 - Accela Program	2210 - Employee Benefits ISF	9,282
G001	RMA	2910	2911 - Permitting	2210 - Employee Benefits ISF	46,410
G001	RMA	2910	2913 - Plans and Ordinances	2210 - Employee Benefits ISF	9,282
G001	RMA	2920	2921 - Inspections	2210 - Employee Benefits ISF	18,564
G001	RMA	2920	2923 - Plan Check	2210 - Employee Benefits ISF	37,128
G001	RMA	2920	2925 - Permit Processing	2210 - Employee Benefits ISF	9,282
G001	RMA	2930	2933 - Community Services	2210 - Employee Benefits ISF	74,256
G001	RMA	2930	2937 - Vector Control Program	2210 - Employee Benefits ISF	9,282

CEO - Opt Out Contribution Estimates

Fund	Dept	Division	Budget Unit Description	Object - Name	Amount
G001	RMA	2930	2939 - Technical Services	2210 - Employee Benefits ISF	18,564
G001	RMA	2950	2953 - RMA Building and Zoning Enforcement	2210 - Employee Benefits ISF	18,564
G001	HCA	3090	3091 - Emergency Medical Services	2210 - Employee Benefits ISF	27,846
G001	HCA	3100	3103 - Public Health Administration	2210 - Employee Benefits ISF	55,692
G001	HCA	3100	3105 - Health Education and First Five	2210 - Employee Benefits ISF	37,128
G001	HCA	3100	3107 - Field Nursing AFLP and Cal Learn	2210 - Employee Benefits ISF	138,408
G001	HCA	3100	3109 - Clinics, Tb, Cd, and Iz	2210 - Employee Benefits ISF	67,281
G001	HCA	3100	3111 - Lab and Vital Records	2210 - Employee Benefits ISF	27,846
G001	HCA	3100	3113 - Epidemiology and Lab Capacity Enhancing Det	2210 - Employee Benefits ISF	20,102
G001	HCA	3120	3120 - HCA Women Infants and Children	2210 - Employee Benefits ISF	46,410
G001	HCA	3140	3141 - California Childrens Services	2210 - Employee Benefits ISF	95,127
G001	HCA	3140	3143 - Child Health Disability Prevention Program	2210 - Employee Benefits ISF	20,102
G001	HCA	3200	3201 - MHL Administration	2210 - Employee Benefits ISF	74,256
G001	HCA	3200	3203 - MHL Adult Services	2210 - Employee Benefits ISF	27,846
G001	HCA	3200	3205 - MHL Youth Family Program Services	2210 - Employee Benefits ISF	185,640
G001	HCA	3200	3207 - MHL Quality Assurance Services	2210 - Employee Benefits ISF	75,794
G001	HCA	3200	3213 - MHL Juvenile Justice Program	2210 - Employee Benefits ISF	27,846
G001	HCA	3220	3221 - SUS Supportive Services	2210 - Employee Benefits ISF	9,282
G001	HCA	3220	3223 - SUS Prevention Services	2210 - Employee Benefits ISF	18,564
G001	HCA	3220	3225 - SUS Nonresidential Services	2210 - Employee Benefits ISF	46,410
G001	HCA	3220	3233 - SUS Administration	2210 - Employee Benefits ISF	27,846
G001	HCA	3240	3241 - SUS DUI Program Services	2210 - Employee Benefits ISF	27,846
G001	HSA	3410	3411 - Administration	2210 - Employee Benefits ISF	157,794
G001	HSA	3410	3412 - Adult and Family Services	2210 - Employee Benefits ISF	232,050
G001	HSA	3410	3413 - Children and Family Services	2210 - Employee Benefits ISF	454,818
G001	HSA	3410	3414 - Community Services Department	2210 - Employee Benefits ISF	445,536
G001	HSA	3410	3415 - Employment and Support Services	2210 - Employee Benefits ISF	139,230
G001	HSA	3430	3431 - RAIN Transitional Living Center	2210 - Employee Benefits ISF	9,282
G001	HSA	3440	3441 - Public Administrator and Public Guardian	2210 - Employee Benefits ISF	27,846
G001	AAA	3500	3501 - Older Americans Programs	2210 - Employee Benefits ISF	9,282
G001	AAA	3500	3509 - AAA CAL AIM	2210 - Employee Benefits ISF	9,282
G001	PWA	4040	4040 - Public Works Integrated Waste Management Di	2210 - Employee Benefits ISF	27,846
General Fund					6,328,181
E200	HAR	5100	5103 - Marketing Program	2210 - Employee Benefits ISF	9,282
E200	HAR	5100	5105 - Harbor Safety	2210 - Employee Benefits ISF	37,492
E200	HAR	5100	5111 - Harbor Maintenance	2210 - Employee Benefits ISF	18,564
E300	AIR	5000	5003 - Oxnard Airport Operations	2210 - Employee Benefits ISF	28,028
E300	AIR	5020	5021 - Camarillo Airport Administration	2210 - Employee Benefits ISF	27,846
E300	AIR	5020	5026 - Camarillo Airport Maintenance	2210 - Employee Benefits ISF	9,282
E400	GSA	4760	4761 - Parks Operations	2210 - Employee Benefits ISF	55,965
E500	HCA	3300	3301 - VCMC Hospital	2210 - Employee Benefits ISF	2,228,327
E500	HCA	3300	3361 - VCMC Inpatient Psychiatric Unit	2210 - Employee Benefits ISF	167,792

CEO - Opt Out Contribution Estimates

Fund	Dept	Division	Budget Unit Description	Object - Name	Amount
E500	HCA	3300	3371 - Santa Paula Hospital	2210 - Employee Benefits ISF	104,409
E510	HCA	3390	3390 - Ventura County Health Care Plan	2210 - Employee Benefits ISF	75,025
I100	PWA	4400	4411 - Central Services ISF	2210 - Employee Benefits ISF	64,974
I100	PWA	4400	4421 - Engineering ISF	2210 - Employee Benefits ISF	27,846
I100	PWA	4400	4422 - Development Services ISF	2210 - Employee Benefits ISF	9,282
I100	PWA	4400	4423 - Survey Engineering	2210 - Employee Benefits ISF	10,051
I100	PWA	4400	4431 - Watershed Protection General ISF	2210 - Employee Benefits ISF	94,358
I100	PWA	4400	4432 - Watershed Protection Operations and Maintenance	2210 - Employee Benefits ISF	46,410
I100	PWA	4400	4441 - Transportation General ISF	2210 - Employee Benefits ISF	20,102
I100	PWA	4400	4442 - Transportation Operations and Maintenance ISF	2210 - Employee Benefits ISF	74,256
I110	PWA	4450	4451 - Water and Sanitation Operations ISF	2210 - Employee Benefits ISF	92,820
I200	GSA	4550	4551 - GSA Heavy Equipment	2210 - Employee Benefits ISF	9,282
I210	GSA	4570	4571 - Fleet Operations	2210 - Employee Benefits ISF	27,846
I220	GSA	4600	4601 - GSA Administration	2210 - Employee Benefits ISF	55,692
I220	GSA	4620	4621 - Purchasing	2210 - Employee Benefits ISF	27,846
I220	GSA	4640	4641 - Document Management	2210 - Employee Benefits ISF	18,564
I220	GSA	4640	4643 - Warehouse and Distribution Services	2210 - Employee Benefits ISF	18,564
I220	GSA	4640	4645 - Mail Center	2210 - Employee Benefits ISF	18,564
I220	GSA	4660	4661 - Special Services	2210 - Employee Benefits ISF	9,282
I230	GSA	4700	4701 - Facilities and Maintenance Administration	2210 - Employee Benefits ISF	9,282
I230	GSA	4700	4703 - Maintenance	2210 - Employee Benefits ISF	111,384
I230	GSA	4720	4721 - Housekeeping	2210 - Employee Benefits ISF	9,282
I230	GSA	4720	4723 - Grounds	2210 - Employee Benefits ISF	18,564
I230	GSA	4740	4741 - Facilities Projects	2210 - Employee Benefits ISF	9,282
I300	CEO	1300	1300 - CEO Risk Administration	2210 - Employee Benefits ISF	9,282
I420	CEO	1420	1421 - Administration	2210 - Employee Benefits ISF	18,564
I420	CEO	1420	1422 - Employee Assistance Program	2210 - Employee Benefits ISF	9,282
I500	ITS	4800	4801 - ITSD Administrative and Fiscal Services	2210 - Employee Benefits ISF	37,128
I500	ITS	4800	4802 - ITSD Technical Services	2210 - Employee Benefits ISF	64,974
I500	ITS	4800	4803 - ITSD Application Services	2210 - Employee Benefits ISF	9,282
I500	ITS	4800	4804 - ITSD Enterprise Services	2210 - Employee Benefits ISF	55,692
I500	ITS	4800	4805 - ITSD Geographic Information Services	2210 - Employee Benefits ISF	18,564
I500	ITS	4800	4807 - ITSD Public Safety Services	2210 - Employee Benefits ISF	9,282
I500	ITS	4800	4808 - ITSD Extended Staff Services	2210 - Employee Benefits ISF	92,820
I510	ITS	4850	4851 - ITSD Network Services	2210 - Employee Benefits ISF	37,128
S040	SHF	2580	2580 - Sheriff Inmate Commissary	2210 - Employee Benefits ISF	37,128
S050	CSS	2250	2251 - Program Operations	2210 - Employee Benefits ISF	157,794
S050	CSS	2250	2253 - DCSS Call Center	2210 - Employee Benefits ISF	74,256
S060	VCL	3610	3611 - Library Branches	2210 - Employee Benefits ISF	27,846
S060	VCL	3610	3613 - Library Administration	2210 - Employee Benefits ISF	18,564
S060	VCL	3610	3619 - Library Children Programming	2210 - Employee Benefits ISF	27,846
S110	HSA	3450	3451 - Workforce Investment Board Administration	2210 - Employee Benefits ISF	9,282

CEO - Opt Out Contribution Estimates

Fund	Dept	Division	Budget Unit Description	Object - Name	Amount
S110	HSA	3450	3452 - Workforce Investment Act Program Operation	2210 - Employee Benefits ISF	37,128
S120	HCA	3260	3261 - MHS CSS Youth and Family Service	2210 - Employee Benefits ISF	9,282
S120	HCA	3260	3263 - MHS Prevention and Early Intervention	2210 - Employee Benefits ISF	46,410
S120	HCA	3260	3273 - MHS CSS Adult Services	2210 - Employee Benefits ISF	313,228
S600	FPD	2700	2701 - Fiscal and Admin	2210 - Employee Benefits ISF	64,974
S600	FPD	2700	2711 - Prevention	2210 - Employee Benefits ISF	9,154
S600	FPD	2700	2721 - Operations and Support Services	2210 - Employee Benefits ISF	652,472
Non-General Fund					5,392,907
Countywide Total					11,721,088

HCA - Employee Health Services Estimates

Fund	Dept	Division	Budget Unit Description	Object - Name	Amount
G001	AUD	1500	1510 - Administration	2201 - Employee Health Services	1,458
G001	ASR	1600	1612 - Proposition 13	2201 - Employee Health Services	1,742
G001	TTC	1700	1701 - Administration	2201 - Employee Health Services	670
G001	CSL	1800	1801 - Administration	2201 - Employee Health Services	111
G001	CCR	1900	1901 - Clerk and Recorder	2201 - Employee Health Services	846
G001	CCR	1920	1921 - Elections	2201 - Employee Health Services	328
G001	DAO	2100	2102 - Administration	2201 - Employee Health Services	9,886
G001	PDO	2200	2201 - Administration	2201 - Employee Health Services	3,347
G001	SHF	2500	2503 - Support Services	2201 - Employee Health Services	138,060
G001	VCP	2600	2690 - Professional Standards Unit	2201 - Employee Health Services	70,080
G001	AGR	2800	2850 - Administration	2201 - Employee Health Services	7,564
G001	ANM	2860	2861 - Administration	2201 - Employee Health Services	13,493
G001	MEO	2880	2880 - Medical Examiners Office	2201 - Employee Health Services	1,057
G001	RMA	2900	2901 - RMA Administration	2201 - Employee Health Services	2,824
G001	RMA	2910	2911 - Permitting	2201 - Employee Health Services	1,566
G001	RMA	2930	2931 - Hazardous Materials	2201 - Employee Health Services	15,094
G001	HCA	3100	3103 - Public Health Administration	2201 - Employee Health Services	25,380
G001	HCA	3200	3201 - MHL Administration	2201 - Employee Health Services	64,521
G001	HCA	3220	3221 - SUS Supportive Services	2201 - Employee Health Services	4,543
G001	HCA	3220	3223 - SUS Prevention Services	2201 - Employee Health Services	896
G001	HSA	3410	3411 - Administration	2201 - Employee Health Services	57,643
G001	AAA	3500	3503 - AAA - MSSP	2201 - Employee Health Services	1,501
General Fund					422,610
E200	HAR	5100	5105 - Harbor Safety	2201 - Employee Health Services	11,958
E300	AIR	5020	5025 - Camarillo Airport Maintenance & Improvements	2201 - Employee Health Services	7,211
E400	GSA	4760	4761 - Parks Operations	2201 - Employee Health Services	6,571
E510	HCA	3390	3390 - Ventura County Health Care Plan	2201 - Employee Health Services	873
I100	PWA	4400	4411 - Central Services ISF	2201 - Employee Health Services	70,088
I110	PWA	4450	4451 - Water and Sanitation Operations ISF	2201 - Employee Health Services	5,258
I200	GSA	4550	4551 - GSA Heavy Equipment	2201 - Employee Health Services	5,873
I210	GSA	4570	4571 - Fleet Operations	2201 - Employee Health Services	3,588
I220	GSA	4600	4601 - GSA Administration	2201 - Employee Health Services	3,460
I220	GSA	4640	4641 - Document Management	2201 - Employee Health Services	862
I230	GSA	4700	4701 - Facilities and Maintenance Administration	2201 - Employee Health Services	7,985
I230	GSA	4720	4721 - Housekeeping	2201 - Employee Health Services	5,686
I500	ITS	4800	4801 - ITSD Administrative and Fiscal Services	2201 - Employee Health Services	4,375
S050	CSS	2250	2251 - Program Operations	2201 - Employee Health Services	952
S060	VCL	3610	3627 - Library General Agency	2201 - Employee Health Services	5,494
S600	FPD	2700	2701 - Fiscal and Admin	2201 - Employee Health Services	235,779
Non-General Fund					376,013
Countywide Total					798,623

SECTION VII. REFERENCE

The following information is available on the County Executive Office intranet site located at <http://myvcweb.co.ventura.ca.us/index.php/finance1/budget-information> under the FY 2024-25 Budget Development Manual (BDM) section. Click on “Budget & Finance” on the left and then click “Budget Information”.

- Sherpa Budgeting System – User Guide & Instructional Videos
- FY 2024-25 Accounting Period/Pay Period Calendar
- Budget Process Key Dates
- Position Request Form
- [Vehicle Justification Form](#)