

Judicial Council of California

BASELINE BUDGET

Certification

Superior Court: Ventura

Fiscal Year: 2022-2023

Court Contact: Richard Cabral

Budget Prepared By: J. R. Wilson

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CERTIFICATION

I HEREBY CERTIFY, to the best of my knowledge and belief, that the amounts stated herein and contained in the Baseline Budget detail documents included in the Phoenix Financial System Schedule 1 report fairly present a statement of all court estimated revenues (financing sources) and court expenditures in accordance with the reporting requirements adopted by the Judicial Council pursuant to authority granted by Government Code section 77206.



10/31/2022

Signature of Presiding Judge or Executive Officer

Date

Brenda L. McCormick

Court Executive Officer

Printed name of signee

Title



10/31/2022



10/31/2022



10/31/2022

Superior Court of California, County of Ventura
 Trial Court Operations Fund
 Program Expenditure Budget
 (Unaudited)

Fiscal Year 2022/23							
	Personal Services	Operating Expenses & Equipment	Special Items of Expense	Capital Costs	Internal Cost Recovery	Prior Year Expense Adjustment	Baseline Budget
PROGRAM EXPENDITURES:							
Judges & Courtroom Support	\$ 15,266,073	\$ 1,039,797			\$ 90,176		\$ 16,396,046
Traffic & Other Infractions	\$ 1,440,710	\$ 902,200					\$ 2,342,910
Other Criminal Cases	\$ 70,545	\$ 1,385,339					\$ 1,455,884
Civil	\$ 1,947,912	\$ 27,100					\$ 1,975,012
Family & Children Services	\$ 5,376,661	\$ 112,900			\$ 77,543		\$ 5,567,104
Probate, Guardianship & Mental Health Services	\$ 363,999	\$ 2,300					\$ 366,299
Juvenile Dependency Services	\$ 73,222	\$ 1,895,372					\$ 1,968,594
Juvenile Delinquency Services	\$ 144,876	\$ 500					\$ 145,376
Other Court Operations	\$ 3,255,622	\$ 339,914					\$ 3,595,536
Court Interpreters	\$ 1,325,164	\$ 1,274,100					\$ 2,599,264
Jury Services	\$ 474,592	\$ 183,500	\$ 530,000				\$ 1,188,092
Security		\$ 2,401,724					\$ 2,401,724
Trial Court Operations Program	\$ 29,739,376	\$ 9,564,746	\$ 530,000		\$ 167,719		\$ 40,001,841
Enhanced Collections	\$ 5,386,245	\$ 1,330,195					\$ 6,716,440
Other Non-Court Operations							
Non-Court Operations Program	\$ 5,386,245	\$ 1,330,195					\$ 6,716,440
Executive Office	\$ 1,803,193	\$ 36,200					\$ 1,839,393
Fiscal Services	\$ 2,509,138	\$ 721,917					\$ 3,231,055
Human Resources	\$ 1,321,902	\$ 139,450					\$ 1,461,352
Business & Facilities Services	\$ 2,605,476	\$ 2,228,630			\$ (167,718)		\$ 4,666,388
Information Technology	\$ 2,133,172	\$ 2,248,225					\$ 4,381,397
Court Administration Program	\$ 10,372,881	\$ 5,374,422			\$ (167,718)		\$ 15,579,585
Expenditures Not Distributed or Posted to a Program							
Prior Year Adjustments Not Posted to a Program							
Total	\$ 45,498,502	\$ 16,269,363	\$ 530,000		\$ 1		\$ 62,297,866

Superior Court of California, County of Ventura
 Trial Court Operations Fund
 Revenue and Expenditure Budget
 (Unaudited)

		Fiscal Year 2022/23						
		Governmental Funds				Proprietary Funds	Fiduciary Funds	Baseline Budget
		Special Revenue		Capital Projects	Debt Service			
		General	Non-Grant					
REVENUES								
State Financing Sources								
Trial Court Trust Fund		\$ 45,142,203	\$ 302,304					\$ 45,444,507
Improvement and Modernization Fund		\$ 107,035						\$ 107,035
Judges' Compensation (0150019)								
Court Interpreter (0150037)		\$ 2,247,384						\$ 2,247,384
Civil Coordination Reimbursement (0150091)								
MOU Reimbursements (0150010 and General)		\$ 3,297,564						\$ 3,297,564
Other Miscellaneous		\$ 968,752	\$ 1,385,039					\$ 2,353,791
		\$ 51,762,938	\$ 1,687,343					\$ 53,450,281
Grants								
AB 1058 Commissioner/Facilitator				\$ 963,724				\$ 963,724
Other Judicial Council Grants				\$ 42,294				\$ 42,294
Non-Judicial Council Grants				\$ 16,300				\$ 16,300
				\$ 1,022,318				\$ 1,022,318
Other Financing Sources								
Interest Income		\$ 50,000						\$ 50,000
Investment Income								
Donations								
Local Fees		\$ 128,200	\$ 1,165,800					\$ 1,294,000
Non-Fee Revenues								
Enhanced Collections			\$ 6,381,000					\$ 6,381,000
Escheatment								
Prior Year Revenue								
County Program - Restricted								
Reimbursement Other		\$ 95,000						\$ 95,000
Sale of Fixed Assets								
Other Miscellaneous		\$ 15,000						\$ 15,000
		\$ 288,200	\$ 7,546,800					\$ 7,835,000
Total Revenues		\$ 52,051,138	\$ 9,234,143	\$ 1,022,318				\$ 62,307,599
EXPENDITURES								
Personal Services								
Salaries - Permanent		\$ 26,003,684	\$ 3,624,325	\$ 615,050				\$ 30,243,059
Temp Help		\$ 119,076						\$ 119,076
Overtime		\$ 16,000	\$ 11,100					\$ 27,100
Staff Benefits		\$ 12,837,312	\$ 1,989,820	\$ 282,135				\$ 15,109,267
		\$ 38,976,072	\$ 5,625,245	\$ 897,185				\$ 45,498,502
Operating Expenses and Equipment								
General Expense		\$ 936,874	\$ 22,700					\$ 959,574
Printing		\$ 150,000	\$ 115,100					\$ 265,100
Telecommunications		\$ 86,707	\$ 202,500	\$ 1,000				\$ 290,207
Postage		\$ 339,300	\$ 153,400					\$ 492,700
Insurance		\$ 28,500						\$ 28,500
In-State Travel		\$ 29,500	\$ 2,500					\$ 32,000
Out-of-State Travel		\$ 11,500	\$ 2,200					\$ 13,700
Training		\$ 37,800	\$ 11,200					\$ 49,000
Security Services		\$ 2,156,824	\$ 9,041	\$ 104,500				\$ 2,270,365
Facility Operations		\$ 558,862	\$ 201,364					\$ 760,226
Utilities		\$ 8,500						\$ 8,500
Contracted Services		\$ 4,677,279	\$ 2,243,739					\$ 6,921,018
Consulting and Professional Services		\$ 1,520,786	\$ 36,964	\$ 17,500				\$ 1,575,250
Information Technology		\$ 1,988,923	\$ 534,175	\$ 7,800				\$ 2,530,898
Major Equipment		\$ 52,325						\$ 52,325
Other Items of Expense		\$ 20,000						\$ 20,000
		\$ 12,603,680	\$ 3,534,883	\$ 130,800				\$ 16,269,363
Special Items of Expense								
Grand Jury								
Jury Costs		\$ 530,000						\$ 530,000
Judgements, Settlements and Claims								
Debt Service								
Other								
Capital Costs								
Internal Cost Recovery		\$ (167,718)		\$ 167,719				\$ 1
Prior Year Expense Adjustment								
		\$ 362,282		\$ 167,719				\$ 530,001
Total Expenditures		\$ 51,942,034	\$ 9,160,128	\$ 1,195,704				\$ 62,297,866
Excess (Deficit) of Revenues Over Expenditures		\$ 109,104	\$ 74,015	\$ (173,386)				\$ 9,733
Operating Transfers In (Out)		\$ (173,386)	\$ 0	\$ 173,386				\$ 0
Fund Balance (Deficit)								
Beginning Balance (Deficit)		\$ 1,503,421	\$ 791,547	\$ 0				\$ 2,294,969
Ending Balance (Deficit)		\$ 1,439,139	\$ 865,562	\$ 0				\$ 2,304,702

Superior Court of California, County of Ventura
 Trial Court Operations Fund
 Fund Budget
 (Unaudited)

Fiscal Year 2022/23								
	Governmental Funds					Proprietary Funds	Fiduciary Funds	Baseline Budget
	General	Special Revenue		Capital Projects	Debt Service			
		Non-Grant	Grant					
Beginning Balance (Deficit)	\$ 1,503,421	\$ 791,547	\$ 0					\$ 2,294,969
Trial Court Revenue Sources	\$ 46,304,155	\$ 9,234,143						\$ 55,538,298
Trial Court Reimbursements	\$ 5,746,983		\$ 1,022,318					\$ 6,769,301
Prior Year Revenue								
Revenue Total	\$ 52,051,138	\$ 9,234,143	\$ 1,022,318					\$ 62,307,599
Personal Services	\$ 38,976,072	\$ 5,625,245	\$ 897,185					\$ 45,498,502
Operating Expenses and Equipment	\$ 12,603,680	\$ 3,534,883	\$ 130,800					\$ 16,269,363
Special Items of Expense	\$ 530,000							\$ 530,000
Capital Costs								
Internal Cost Recovery	\$ (167,718)		\$ 167,719					\$ 1
Prior Year Expense Adjustments								
Expense Total	\$ 51,942,034	\$ 9,160,128	\$ 1,195,704					\$ 62,297,866
Operating Transfers In		\$ 120,000	\$ 173,386					\$ 293,386
Operating Transfers Out	\$ (173,386)	\$ (120,000)						\$ (293,386)
Other Financial Sources Total	\$ (173,386)	\$ 0	\$ 173,386					\$ 0
Ending Balance (Deficit)	\$ 1,439,139	\$ 865,562	\$ 0					\$ 2,304,702

Schedules of General Consultant and Professional Services & Major Equipment 2022-23

Superior Court - Ventura 

Contact Person:	J. R. Wilson
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Schedule of Major Equipment

2022-23

Quantity	Total Cost including Tax	Description	Justification
1,000	\$ 10,000,000	Folder/inserter machine for paychecks	Staff currently completes this task manually.
8	\$ 133,520	MX-4 Mixer	Necessary for Electronic Recording System
2	\$ 20,000	Microsoft exchange servers	Servers necessary to complete infrastructure project and cut off from county LAN
1	\$ 15,000	Server and Scanners for Document Imaging	Servers and necessary to implement document imaging project funded in 18-19
3	\$ 20,499	Vehicle Expense	Vehicle Leases
2	\$ 24,000	High volume copy machines	Replace existing aging equipment/new machine for higher volume of copies
1	\$ 10,000	Cisco Works 2000 Enterprise Edition	Network Management Software
2	\$ 40,000	Tap Drive	Upgrade Old equipment
1	\$ 5,911	Bell & Howell Scanner Maintenance Kits	Maintenance Kits for 2 Scanner
1	\$ 20,000	HP Support Contract for L-100	To maintain the court's IT system.
Total	\$ 10,288,930		

Estimated Schedule of Constraints on Fund Balance 2022-23

Select Your Court from Drop-down

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**Constraints on Fiscal Year-End Fund Balance
Instructions**

INSTRUCTIONS - "DETAIL (EXCLUDING GOVERNMENT CODE SECTION 77203) WORKSHEET"

1 Select the "Fund Type" from the drop-down box in the first column and identify the applicable "Classification" and "Category" from the drop-down boxes in the second and third columns of this worksheet. Descriptions and amounts should also be specified for each identified constraint. A list of the items contained within each drop-down box for "Fund Type", "Classification", and "Category" is displayed below:

Fund Type	Classification	Category
General Fund -- TCTF	Nonspendable	Nonspendable - Not in Spendable Form
		Nonspendable - Legally or Contractually Required to be Maintained Intact
Special Revenue Non-Grant	Restricted	Restricted - Externally Imposed
Special Revenue Grant		Restricted - Imposed by Law (Statutory - Other)
Capital Project	Committed	Committed - Contractual (Next Fiscal Year)
Debt Service		Committed - Judicial Council Mandate
Proprietary Funds		Committed - Contractual (Subsequent Fiscal Year)
Fiduciary Funds	Assigned	Assigned - One-Time Facility - Tenant Improvements
		Assigned - One-Time Facility - Other Examples
		Assigned - Statewide Administrative Infrastructure Initiatives
		Assigned - Local Infrastructure (Technology and Non-Technology)
		Assigned - One-Time Employee Comp - Leave Payments
		Assigned - One-Time Employee Comp - Unfunded Pension Obligation
		Assigned - One-Time Employee Comp - Unfunded Retiree Health Care Liability
		Assigned - One-Time Employee Comp - Worker's Compensation
		Assigned - One-Time Employee Comp - Other
		Assigned - Professional and Consultant Services
		Assigned - Security
		Assigned - Bridge Funding
		Assigned - Miscellaneous
		Assigned - Operating and Emergency
	Unassigned	

Additional Reference

Description of Funds	Classification	Category
Cannabis Conviction Resentencing	Restricted	Restricted - Imposed by Law (Statutory - Other)
Encumbrance Reserves	Committed	All categories are an option
Fund Balance over cap to revert to the Trial Court Trust Fund	Restricted	Restricted - Imposed by Law (Statutory - Other)
Fund Balance under the cap	Assigned	All categories are an option
Prepaid Expenses	Nonspendable	Nonspendable - Legally or Contractually Required to be Maintained Intact
Self Health Insurance	Committed	Committed - Contractual (Next Fiscal Year or Subsequent Fiscal Year)
TCTF Funds Held	Committed	Committed - Judicial Council Mandate

2 Unassigned fund balance is the residual classification for the General Fund.

- Any amounts related to this residual classification, positive or negative, need to be entered in the "Detail (excluding 77203)" worksheet. The "Detail (excluding 77203)" worksheet will not automatically compute Unassigned fund balance.
- The General Fund is the only fund that shall report a positive Unassigned fund balance amount.
- Other governmental funds would report deficit fund balances as Unassigned and those deficit Unassigned fund balances should be explained in detail in the year-end QFS footnotes.
- A positive Assigned fund balance for a fund type should never cause a deficit in Unassigned fund balance to occur.
- The Unassigned classification should not be used in combination with Proprietary or Fiduciary Funds.

3 SUSPENDED FOR THE PERIOD 6/30/2012 TO 6/30/2022

Committed – Operating and Emergency Category: Each court must maintain an operating and emergency fund balance at all times during a fiscal year as determined by the following calculation based upon the prior fiscal year's ending total unrestricted general fund expenditures (excludes special revenue, capital project, debt service, proprietary, and fiduciary funds), less any material one-time expenditures (e.g., large one-time contracts):

- Annual General Fund Expenditures
- 5 percent of the first \$10,000,000
- 4 percent of the next \$40,000,000
- 3 percent of expenditures over \$50,000,000

If a court determines that it is unable to maintain the minimum operating and emergency fund balance level, please immediately notify the Administrative Director of the Courts, or designee, in writing and provide a plan with a specific timeframe to correct the situation.

4 Any other planned commitments that are not appropriately included in one of the other Assigned fund balance categories should be identified as "Miscellaneous" with a description in sufficient detail to determine its purpose and requirements.

5 If there is insufficient fund balance to cover any or all of the Nonspendable, Restricted, and Committed (excluding contractual commitments for subsequent fiscal years) categories, the shortfall should be explained in detail in the year-end QFS footnotes.

INSTRUCTIONS - "DETAIL (GOVERNMENT CODE SECTION 77203) WORKSHEET"

1. Select the "Fund Type" from the drop-down box in the first column and identify the applicable "California Code Section" from the drop-down box in the second column of this worksheet. Descriptions and amounts, should also be specified for each identified constraint. A list of the items contained within each drop-down box for "California Code Section" is displayed below:

California Code Section	Code Section Description
B&P 470.5	Dispute Resolution Programs - Monies distributed to a court from a portion of certain first paper civil fees collected by courts when authorized by the court's county or provided to the court by its county and that can only be used for support of a county's dispute resolution program.
CCP 116.230	Small Claims Advisory Services - Monies distributed to a court from certain small claims filing fees collected by courts and that can only be used in providing small claims advisory services.
GC 13963(f)	Restitution Fund - Monies from collections of restitutions given to the court by the California Victim Compensation and Government Claims Board as an incentive for collection efforts and that can only be used by the court for furthering restitution collection efforts.
GC 26731	Fees Collected by Sheriff or Marshal - Monies from the fee (\$15 of the total) collected by the sheriff's civil division or marshal under Government Code sections 26721, 26722, 26725, 26726, 26728, 26730, 26733.5, 26734, 26736, 26738, 26742, 26743, 26744, and 26750 and that can be used only for the civil division of the sheriff or marshal. Ninety-five percent of the moneys in the special fund shall be expended to supplement the costs of the depositor for the implementation, maintenance, and purchase of auxiliary equipment and furnishings for automated systems or other nonautomated operational equipment and furnishings deemed necessary by the sheriff's civil division or marshal. Five percent of the moneys in the special fund shall be used to supplement the expenses of the sheriff's civil division or marshal in administering the funds.
GC 26863	Automated Recordkeeping and Micrographics - Monies (from \$1 to \$3 per applicable first paper civil filing fees) courts collected and retained locally prior to January 1, 2006 and that must be used for "automating the trial court recordkeeping system and conversion of the trial court document storage system to micrographics". Monies distributed to courts from the TCTF, using the distribution amount under GC 26863 after December 31, 2005, are not statutorily restricted revenues.
GC 27361.4	County Recorder's Document Storage - Monies from a \$1 fee imposed by the county for filing every instrument, paper, or notice for record provided by the county and that must be used to defray the cost of converting the county recorder's document storage system to micrographics.
GC 66006	Development Fees - Monies from a fee that is charged by a local agency in connection with the approval of a development project and that must be used for a specific development project.
GC 68090.8	2% Automation Fund Distribution from the Trial Court Improvement Fund - Monies distributed to courts from 2% Automation Fund remittances in the Trial Court Improvement Fund for the period July 1, 2000 to December 31, 2005 and that can only be used for the costs of automating trial court recordkeeping systems.
GC 70640	Children's Waiting Room - Monies distributed to a court from the TCTF from a portion of certain first paper civil filing fees collected by the court and remitted to the TCTF and that can only be used for costs, excluding capital outlay, in establishing and maintaining a children's waiting room.
GC 70678	\$25 Fee Related to Child Custody - Monies distributed to a court from the TCTF from the \$25 fee collected by the court and remitted to the TCTF. \$15 of the \$25 fee can only be used to pay the costs of maintaining mediation services and \$10 can only be used to pay the costs of services provided by a family law facilitator.
GC 76223	Merced County Court Construction Funds - Monies deposited by the Merced Superior Court in the County of Merced's treasury from civil assessments (failure to appear) collections for debt service payments related to the construction of court facilities. The total amount cannot exceed \$310,000 times the number of years since 2004 the court has made annual payments towards debt service by the end of the fiscal year.
GC 77207.5(b)	2% Automation Fund Replacement Distribution from the Trial Court Trust Fund - Monies distributed to a court from the TCTF from a portion of civil filing fee revenue and that can only be used for the development and implementation of automated systems as described in subdivision (a) of GC section 68090.8, which includes "the development of automated administrative systems, including automated accounting, automated data collection through case management systems, and automated case-processing systems for the trial courts, together with funds to train operating personnel, and for the maintenance and enhancement of the systems." Under this code section, automated administrative systems does not include electronic reporting systems for use in a courtroom.
GC 77209(h)	Jury Royalty - Monies distributed to a court from the Trial Court Improvement Fund prior to July 1, 2012 or the State Trial Court Improvement and Modernization Fund after June 30, 2012 from the royalties received for the publication of jury instructions and that can only be used for the improvement of the jury system.
Penal Code 1027	Fee Related to Psychiatrists and Licensed Psychologists - Monies provided by the county for the reimbursement of fees charged by psychiatrists or psychologists appointed by the court when a defendant pleads not guilty by reason of insanity. This statute requires that counties pay the fees. As discussed below, as a general rule, by the end of the fiscal year the monies received should be completely offset by the costs for which the fee is authorized, leaving no unspent monies (or restricted fund balance).
Penal Code 1463.007	Comprehensive Collections - Monies that courts with a comprehensive collection program can retain from collections of court-ordered debt and that can only be used to offset the costs incurred by the court for operating a comprehensive collections program, excluding capital expenditures. As discussed below, as a general rule, by the end of the fiscal year the monies received should be completely offset by the costs for which the fee is authorized, leaving no unspent monies (or restricted fund balance).
Penal Code 1463.22(a)	Fees Related to VC 16028, 16030, and 16031 - Monies from the collection of \$17.50 fee for each conviction of a violation of VC 16028 and must be used to defray the costs incurred by administering VCs 16028, 16030, and 16031, which was repealed in 1991. In the absence of a cost analysis, courts should assume that the costs of administering VC 16028 and 16031 are equal to or exceed the amount of the fees collected.
Penal Code 4750	Prisoner Hearings - Monies distributed by the AOC from the General Fund for the reimbursement of reasonable and necessary costs incurred by a court for hearings for any crime committed by a prisoner, employee, or other person at a state prison but is not limited to, crimes committed by the prisoner while detained in local facilities as a result of a transfer pursuant to PC 2910 or 6253 or any trial or hearing on the question of the sanity of a prisoner. As discussed below, as a general rule, by the end of the fiscal year the monies received should be completely offset by the costs for which the fee is authorized, leaving no unspent monies (or restricted fund balance).
Penal Code 6005	Prisoner Hearings - Monies distributed by the AOC from the General Fund for the reimbursement for reasonable and necessary costs incurred by a court for hearings for a juvenile who is charged with a public offense while confined to a correctional institution under the supervision of the Department of Corrections and tried for that public offense. As discussed below, as a general rule, by the end of the fiscal year the monies received should be completely offset by the costs for which the fee is authorized, leaving no unspent monies (or restricted fund balance).
VC 11205.2	Traffic Assistance Program - Monies from a fee that courts may charge a traffic violator and retain locally to defray the costs incurred by a public or private nonprofit agency running a Traffic Assistance Program on a contractual basis for the court. Given that VC 11205.2 replaced VC 11205, monies collected by courts pursuant to VC 11205 for the Court Assistance Program, which was repealed effective January 1, 2013, are also excluded from the cap. As discussed below, as a general rule, by the end of the fiscal year the monies received should be completely offset by the costs for which the fee is authorized, leaving no unspent monies (or restricted fund balance).
VC 40508.6	Up to \$10 Administrative Assessment - Monies from an up to \$10 assessment that courts can impose and retain locally for clerical and administrative costs incurred for (1) recording and maintaining a record of a defendant's prior convictions and/or (2) notifying the Department of Motor Vehicles of defendants whose driver's license or automobile registration is attached or restricted pursuant to VC 40509 or 40509.5. Courts can impose an up to \$10 assessment separately for each of the two types of costs. As discussed below, as a general rule, by the end of the fiscal year the monies received should be completely offset by the costs for which the fee is authorized, leaving no unspent monies (or restricted fund balance).

