

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

138



**FROM:** Treasurer-Tax Collector

**SUBMITTAL DATE:**  
October 7, 2003

**SUBJECT:** Replenishment of Tax Collector Payment Remittance Cash Shortage Fund

**RECOMMENDED MOTION:** That the Board of Supervisors, in keeping with Section 29377 of the California Government Code, receive and file the Tax Collector's September 2003 Monthly Report on Payment Remittance Cash Shortages of \$10 or less; and instruct the Auditor-Controller to make the following budget adjustments in replenishment of the Cash Shortage Fund:

Increase Appropriation 10000-1400100000-523210 by \$718 Cash Difference/Tax Collector  
Decrease Appropriation 10000-1109000000-581000 by \$718 Contingency

**BACKGROUND:** Section 29370, et. Seq., of the Government Code governs the establishment, usage, and reporting of payment overages and shortages of \$10 or less. Our position has been to accept payment on these accounts since the cost of collection would exceed the shortage amount. Section 29377 requires that in submitting a report on cash shortages to the Board of Supervisors for purposes of requesting replenishment of the fund, that the report "...itemize each cash deficit as to amount, date of occurrence, and the name of the person whose account was reimbursed from the fund." The attached report provides the required information. During the reporting period, 204 accounts totaling \$718 were short and the average amount was approximately \$4. Upon inclusion of this money in the department's budget, the shortage fund will be reimbursed accordingly.

*Paul McDonnell*

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Treasurer-Tax Collector

FISCAL PROCEDURES APPROVED  
ROBERT E. BYRD, Auditor-Controller  
BY *Sue Lane* 11/17/03  
Deputy Departmental Concurrence

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$718	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$718	Budget Adjustment:	Yes
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2003-2004

<b>SOURCE OF FUNDS:</b> Appropriation for Contingency	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input checked="" type="checkbox"/>

**C.E.O. RECOMMENDATION:** **APPROVE**  
*Chick*

**County Executive Office Signature**

- Policy
- Policy
- Consent
- Consent

Dept's Recomm.:  
Per Exec. Ofc.:

**Prev. Agn. Ref.:** | **District:** | **Agenda Number:**

**3.57**

RECEIVED RIVERSIDE COUNTY  
OCT 10 2003