

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

803 A



FROM: Treasurer-Tax Collector

SUBMITTAL DATE:
January 7, 2004

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 August 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 \$3,218 Cash Difference/Tax Collector
Decrease Appropriation 10000-1109000000-581000 by \$3,218 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, 791 accounts totaling \$3,218 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
Paul McDonnell
Treasurer-Tax Collector

FISCAL PROCEDURES APPROVED
ROBERT E. BYRD, Auditor-Controller
BY *Sub. W. 1/8/04*
Departmental Deputy

FINANCIAL DATA	Current F.Y. Total Cost:	\$3,218	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$3,218	Budget Adjustment:	Yes
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2003-2004

SOURCE OF FUNDS: 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.

Ch. Han

County Executive Office Signature

Policy Policy
 Consent Consent
 Dep't Recomm.: Per Exec. Ofc.: