

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

711A



FROM: Treasurer-Tax Collector

SUBMITTAL DATE:
May 5, 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 April 2004 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 \$3,349 Cash Difference/Tax Collector
Decrease Appropriation 10000-1109000000-581000 by \$3,349 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, 1,463 accounts totaling \$3,349 were short and the average amount was approximately \$2. 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 G. Lane* 5/24/04
Deputy Auditor-Controller
Departmental Concurrence

FINANCIAL DATA	Current F.Y. Total Cost:	\$3,349	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$3,349	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.**

County Executive Office Signature *Chris...*

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

RECEIVED RIVERSIDE COUNTY EXECUTIVE OFFICE
MAY 11 2004
MAY 11 2004

ATTACHMENTS FILED WITH THE CLERK OF THE BOARD
Prev. App. Ref. District: Agenda Number: **3.54**