

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

851



**FROM:** Human Resources Dept.

**SUBMITTAL DATE:**  
May 21, 2007

**SUBJECT:** Budget Adjustment to the Human Resources General Fund

**RECOMMENDED MOTION:** That the Board of Supervisors approve and direct the Auditor-Controller to increase appropriations and increase revenue in the Human Resources budget by \$300,000 as outlined in Attachment A.

**BACKGROUND:** We have received revenue that was not budgeted for in this fiscal year. Based on revenues already recorded we request the authority to recognize funds for additional expenditures we expect to incur. Our tremendous recruitment effort this fiscal year has resulted in 1,228 newly filled positions. The focus has been on recruitment of nurses, expanded public safety positions as well as mental health positions. All costs for services are initially borne by the Human Resources Department budget and then charged to departments. Your board has approved the Human Resources rate fund adjustment each fiscal year as part of the annual rate setting process.

Ronald W. Komers  
Asst. County Executive Officer/Human Resources Dir.

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 300,000	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$ 300,000	Budget Adjustment:	Yes
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2006/07

**SOURCE OF FUNDS:** Department Funds

Positions To Be Deleted Per A-30   
Requires 4/5 Vote

**C.E.O. RECOMMENDATION:**

APPROVE

BY:   
Steve P. Schubert

**County Executive Office Signature**

- Consent
- Policy
- Consent
- Policy

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

Prev. Agn. Ref.:

District:

Agenda Number:

**ATTACHMENTS FILED**

**WITH THE CLERK OF THE BOARD**

**3.38**

FISCAL PROCEDURES APPROVED  
ROBERT E. BYRD, Auditor-Controller

BY: Susana Garcia-Borayra 5/23/07  
Deputy Auditor-Controller

## Attachment "A"

	Fund-Dept ID-Acct.	Account Description	Amount
<b>Human Resources</b>			
<b>Increase Appropriation Authority:</b>	10000-11301-00000-523640 ✓	Computer Equipment	100,000
	10000-11301-00000-526700 ✓	Rent-Lease Bldgs	100,000
	10000-11301-00000-525440 ✓	Professional Services	100,000
	<b>Total</b>		<b><u>\$300,000</u></b>
<b>Increase Estimated Revenue:</b>	10000-11301-00000-778230 ✓	Interfund-Personnel Svcs	300,000
	<b>Total</b>		<b><u>\$300,000</u></b>

# Revenue and Expense

## Fund 10000 -- General Fund

As of 5/24/2007 (90%)

Account	Month-To-Date Actual	Year-To-Date Budget	Year-To-Date Actual	Bdgt. to Act. Variance	Pct.
<b>Revenues</b>					
<b>Charges for Current Services</b>					
774000 -- Recording Fees	0.00	300.00	0.00	-300.00	0.0
774580 -- Fees-Other Health	2,200.00	0.00	42,581.30	42,581.30	--
777030 -- Personnel Services	0.00	5,000,000.00	3,918,079.32	-1,081,920.68	78.4
777040 -- Training	17,575.00	500,000.00	131,306.55	-368,693.45	26.3
777520 -- Reimbursement For Services	20,595.53	686,000.00	672,762.74	-13,237.26	98.1
777780 -- Subpoena Fees	45.00	1,200.00	1,150.00	-50.00	95.8
778200 -- Interfnd -Miscellaneous	0.00	163,000.00	0.00	-163,000.00	0.0
778230 -- Interfnd -Personnel Svcs	16,768.00	226,865.00	1,001,188.00	774,323.00	441.3
778280 -- Interfnd -Reimb For Service	13,151.28	0.00	33,008.96	33,008.96	--
778340 -- Interfnd -Training	0.00	100,000.00	52,607.00	-47,393.00	52.6
<b>Total Charges for Current Services</b>	<b>70,334.81</b>	<b>6,677,365.00</b>	<b>5,852,683.87</b>	<b>-824,681.13</b>	<b>87.6</b>
<b>Miscellaneous Revenue</b>					
781120 -- Rebates & Refunds	93.33	0.00	788.84	788.84	--
781220 -- Contributions & Donations	0.00	60,000.00	30,000.00	-30,000.00	50.0
781240 -- Clearing	0.00	0.00	-35.00	-35.00	--
781280 -- Employee Reimbursement	0.00	7,500.00	937.95	-6,562.05	12.5
781360 -- Other Misc Revenue	66,984.05	99,124.00	514,500.09	415,376.09	519.0
781440 -- Witness Jury Fees-Employees	300.00	0.00	395.40	395.40	--
<b>Total Miscellaneous Revenue</b>	<b>67,377.38</b>	<b>166,624.00</b>	<b>546,567.28</b>	<b>379,963.28</b>	<b>328.0</b>
<b>Other Financing Sources</b>					
790600 -- Contrib Fr Other County Funds	420,000.00	840,000.00	840,000.00	0.00	100.0
<b>Total Other Financing Sources</b>	<b>420,000.00</b>	<b>840,000.00</b>	<b>840,000.00</b>	<b>0.00</b>	<b>100.0</b>
<b>Total Revenues</b>	<b>557,712.19</b>	<b>7,683,989.00</b>	<b>7,239,271.15</b>	<b>-444,717.85</b>	<b>94.2</b>
<b>Expenditures</b>					
<b>Salaries and Employee Benefits</b>					

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# Revenue and Expense

## Fund 10000 -- General Fund

For Official Use Only -- Destroy After Use. Includes Posted Transactions Only.

As of 5/24/2007 (90%)

Account	Month-To-Date Actual	Year-To-Date Budget	Year-To-Date Actual	Bdgt. to Act. Variance	Pct.
510040 -- Regular Salaries	403,761.30	10,859,045.00	8,235,732.58	2,623,312.42	75.8
510200 -- Payoff Permanent-Seasonal	5,779.65	0.00	77,759.25	-77,759.25	--
510320 -- Temporary Salaries	7,769.28	0.00	275,165.55	-275,165.55	--
510420 -- Overtime	580.22	0.00	10,935.32	-10,935.32	--
510440 -- Administrative Leave	3,320.11	0.00	89,632.17	-89,632.17	--
510500 -- Standby Pay	0.00	0.00	278.00	-278.00	--
510520 -- Bilingual Pay	216.70	0.00	2,296.34	-2,296.34	--
510620 -- Shift Differential	0.00	0.00	255.00	-255.00	--
510700 -- Holiday Pay	0.00	0.00	-268.05	268.05	--
510720 -- Vacation Plan	0.00	0.00	-2,902.80	2,902.80	--
513000 -- Retirement-Misc.	202,772.08	0.00	2,169,930.15	-2,169,930.15	--
513020 -- Retirement-Misc Temp	0.00	0.00	59.28	-59.28	--
513120 -- Social Security	51,864.39	0.00	542,154.74	-542,154.74	--
513140 -- Medicare Tax	12,177.92	0.00	130,663.18	-130,663.18	--
515040 -- Flex Benefit Plan	63,951.50	0.00	1,195,135.27	-1,195,135.27	--
515100 -- Life Insurance	1,011.50	0.00	18,955.41	-18,955.41	--
515120 -- Long Term Disability	7,205.17	0.00	84,303.00	-84,303.00	--
515140 -- Supplemental Life	0.00	0.00	-5.15	5.15	--
515160 -- Optical Insurance	1,214.10	0.00	22,713.97	-22,713.97	--
515200 -- Retiree Health Ins	0.00	0.00	11,034.92	-11,034.92	--
515260 -- Unemployment Insurance	1,136.88	0.00	12,205.39	-12,205.39	--
517000 -- Workers Comp Insurance	0.00	124,017.00	93,012.75	31,004.25	75.0
518010 -- Def Comp Ben Mgmt & Conf	9,688.00	0.00	198,911.47	-198,911.47	--
518020 -- Flexible Spending Account Fees	96.00	0.00	1,916.60	-1,916.60	--
518040 -- Transportation Admin Fee	71.00	0.00	1,394.03	-1,394.03	--
518100 -- Budgeted Benefits	0.00	5,261,693.00	0.00	5,261,693.00	0.0
518160 -- Educational Support Program	5,691.08	0.00	57,562.91	-57,562.91	--
<b>Total Salaries and Employee Benefits</b>	<b>778,306.88</b>	<b>16,244,755.00</b>	<b>13,228,831.28</b>	<b>3,015,923.72</b>	<b>81.4</b>

Selection Criteria: Sub-Unit = 11301%, Fund = 10000 Filtered By: None

# Revenue and Expense

## Fund 10000 -- General Fund

For Official Use Only -- Destroy After Use. Includes Posted Transactions Only.

As of 5/24/2007 (90%)

Account	Month-To-Date Actual	Year-To-Date Budget	Year-To-Date Actual	Bdgt. to Act. Variance	Pct.
525440 -- Professional Services	0.00	100,000.00	200,709.49	-100,709.49	200.7
525480 -- Arbitration Services	0.00	300,000.00	65,902.34	234,097.66	22.0
525500 -- Salary/Benefit Reimbursement	0.00	500.00	0.00	500.00	0.0
526410 -- Legally Required Notices	0.00	1,000.00	464.18	535.82	46.4
526420 -- Advertising	18,372.54	530,000.00	504,220.31	25,779.69	95.1
526700 -- Rent-Lease Bldgs	8,298.68	178,000.00	250,401.91	-72,401.91	140.7
527780 -- Special Program Expense	68,098.48	150,000.00	92,176.21	57,823.79	61.5
527840 -- Training-Education/Tuition	1,523.30	40,000.00	15,282.22	24,717.78	38.2
527860 -- Training-Materials	42,299.34	286,750.00	264,696.85	22,053.15	92.3
527880 -- Training-Other	29,654.76	275,750.00	331,443.27	-55,693.27	120.2
528140 -- Conference/Registration Fees	5,554.46	30,000.00	24,405.20	5,594.80	81.4
528900 -- Air Transportation	699.90	4,500.00	3,634.60	865.40	80.8
528920 -- Car Pool Expense	1,971.93	15,000.00	16,946.74	-1,946.74	113.0
528960 -- Lodging	1,812.90	6,800.00	9,580.88	-2,780.88	140.9
528980 -- Meals	992.15	2,000.00	1,688.54	311.46	84.4
529000 -- Miscellaneous Travel Expense	27.00	1,700.00	566.56	1,133.44	33.3
529040 -- Private Mileage Reimbursement	621.33	22,000.00	16,700.38	5,299.62	75.9
529060 -- Public Service Transportation	35.00	1,800.00	35.00	1,765.00	1.9
529080 -- Rental Vehicles	0.00	1,200.00	0.00	1,200.00	0.0
529540 -- Utilities	607.96	13,000.00	16,705.36	-3,705.36	128.5
<b>Total Services and Supplies</b>	<b>223,939.44</b>	<b>4,047,911.00</b>	<b>3,093,618.63</b>	<b>954,292.37</b>	<b>76.4</b>
<b>Capital Assets</b>					
546140 -- Equipment-Office	0.00	98,500.00	21,411.79	77,088.21	21.7
<b>Total Capital Assets</b>	<b>0.00</b>	<b>98,500.00</b>	<b>21,411.79</b>	<b>77,088.21</b>	<b>21.7</b>
<b>Intrafund Transfers</b>					
572800 -- Intra-Miscellaneous	-19,171.06	-250,000.00	-312,699.04	62,699.04	125.1
572900 -- Intra-Personnel	-518,760.00	-11,907,177.00	-12,298,822.00	391,645.00	103.3
573500 -- Intra-Training	0.00	-250,000.00	-265,185.00	15,185.00	106.1

Selection Criteria: Sub-Unit = 11301%; Fund = 10000 Filtered By: None

# Revenue and Expense


## Fund 10000 -- General Fund

For Official Use Only -- Destroy After Use. Includes Posted Transactions Only.

As of 5/24/2007 (90%)

Account	Month-To-Date Actual	Year-To-Date Budget	Year-To-Date Actual	Bdgt. to Act. Variance	Pct.
Total Intrafund Transfers	-537,931.06	-12,407,177.00	-12,876,706.04	469,529.04	103.8
Total Expenditures	464,315.26	7,983,989.00	3,467,155.66	4,516,833.34	43.4
Net General Fund	93,396.93	-300,000.00	3,772,115.49	4,072,115.49	-1,257.4

Selection Criteria: Sub-Unit = 11301%; Fund = 10000 Filtered By: None

 Simpler Financials - Riverside County

Data Last Updated: 5/24/2007 7:30 AM

# Revenue and Expense

## Fund 10000 -- General Fund

For Official Use Only -- Destroy After Use. Includes Posted Transactions Only.

As of 5/24/2007 (90%)

Account	Month-To-Date Actual	Year-To-Date Budget	Year-To-Date Actual	Bdgt. to Act. Variance	Pct.
<b>Services and Supplies</b>					
520115 -- Uniforms-Replacement Clothing	0.00	4,000.00	1,954.08	2,045.92	48.9
520230 -- Cellular Phone	1,324.45	20,000.00	11,932.99	8,067.01	59.7
520270 -- County Delivery Services	0.00	6,344.00	6,344.00	0.00	100.0
520300 -- Pager Service	60.83	1,000.00	303.23	696.77	30.3
520320 -- Telephone Service	13,237.36	206,000.00	148,017.31	57,982.69	71.9
520330 -- Communication Services	-42,257.68	220,000.00	50,712.21	169,287.79	23.1
520705 -- Food	0.00	5,500.00	4,520.59	979.41	82.2
520930 -- Insurance-Liability	0.00	65,967.00	65,967.00	0.00	100.0
520945 -- Insurance-Property	0.00	9,903.00	17,822.00	-7,919.00	180.0
521380 -- Maint-Copier Machines	2,292.98	45,000.00	26,118.03	18,881.97	58.0
521640 -- Maint-Software	4,487.50	200,000.00	21,557.57	178,442.43	10.8
523100 -- Memberships	817.00	8,500.00	6,778.00	1,722.00	79.7
523230 -- Miscellaneous Expense	734.99	10,000.00	4,861.44	5,138.56	48.6
523640 -- Computer Equip-Non Fixed Asset	626.65	210,000.00	186,042.14	23,957.86	88.6
523680 -- Office Equip Non Fixed Assets	0.00	150,000.00	4,626.66	145,373.34	3.1
523700 -- Office Supplies	36,509.46	321,699.00	268,654.12	53,044.88	83.5
523760 -- Postage-Mailing	9,883.63	85,000.00	110,176.51	-25,176.51	129.6
523800 -- Printing/Binding	3,955.60	95,000.00	69,077.77	25,922.23	72.7
523820 -- Subscriptions	857.00	8,000.00	7,104.04	895.96	88.8
523840 -- Computer Equipment-Software	3,657.00	100,000.00	124,876.65	-24,876.65	124.9
524560 -- Auditing And Accounting	0.00	5,000.00	3,800.00	1,200.00	76.0
524660 -- Consultants	0.00	25,000.00	5,600.00	19,400.00	22.4
524760 -- Data Processing Services	-75.27	150,000.00	25,447.66	124,552.34	17.0
524800 -- Drug Testing	0.00	18,600.00	10,292.50	8,307.50	55.3
525060 -- Medical Examinations-Physicals	0.00	4,500.00	7,375.57	-2,875.57	163.9
525120 -- Micrographic Services	0.00	20,000.00	11,918.13	8,081.87	59.6
525300 -- OASIS Processing-Financials	3,153.13	37,838.00	34,684.43	3,153.57	91.7
525310 -- OASIS Processing- HRMS	4,105.08	55,060.00	41,493.96	13,566.04	75.4

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Selection Criteria: Sub-Unit = 11301%; Fund = 10000 Filtered By: None