

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

365



FROM: County Executive Office

SUBMITTAL DATE:
June 16, 2011

SUBJECT: Revision of Board Policy B-14

RECOMMENDED MOTION: That the Board of Supervisors approve revision of Board Policy B-14 pertaining to cash management to avoid cash deficits in county funds, as contained in Attachment A.

BACKGROUND: On August 10, 2010, the Board approved revisions to Board Policy B-14 to clarify and specify the authority of the Auditor-Controller and Treasurer. A previously existing provision of the policy prohibits issuance of warrants from funds in a negative cash position. With the increasing use of electronic funds transfers to make payments, and a rise in transfers between county funds, it is necessary to bring this provision up to date by including all disbursements, not just those paid by county warrant. The proposed revision makes this change, with which the Auditor-Controller concurs.

Denise C. Harden
Denise C. Harden, Principal Management Analyst

Departmental Concurrence

FISCAL PROCEDURES APPROVED
PAUL ANGULO, CPA, AUDITOR-CONTROLLER
BY *Paul Angulo*

FINANCIAL DATA	Current F.Y. Total Cost:	\$	In Current Year Budget:
	Current F.Y. Net County Cost:	\$	Budget Adjustment:
	Annual Net County Cost:	\$	For Fiscal Year:

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

C.E.O. RECOMMENDATION: APPROVE
BY *Christopher M. Hans*
Christopher M. Hans

County Executive Office Signature

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

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Ashley, seconded by Supervisor Stone and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Tavaglione, Stone, Benoit and Ashley
 Nays: None
 Absent: None
 Date: July 12, 2011
 xc: All.Depts., COB

Kecia Harper-Ihem
 Clerk of the Board
 By *Kecia Harper-Ihem*
 Deputy

COUNTY OF RIVERSIDE, CALIFORNIA
BOARD OF SUPERVISORS POLICY

<u>Subject:</u>	<u>Policy Number</u>	<u>Page</u>
POLICY FOR CASH MANAGEMENT TO AVOID CASH DEFICITS IN COUNTY FUNDS	B-14	1 of 2

Policy:

County Funds

No fund over which the Board of Supervisors has authority shall be allowed to remain in a cash deficit position. All funds over which the Board of Supervisors has authority shall be treated without restriction as a single pool of funds for the purpose of determining whether cash is available to pay warrants. Pursuant to Section 25252 of the Government Code and Board Resolution No. 2010-205 (Attachment A), the Auditor-Controller is authorized to establish or abolish funds as necessary for the proper transaction of the business of the county; and, for those funds over which the Board of Supervisors has authority, is authorized to transfer money from one fund to another as the public interest requires.

The funds over which the Board of Supervisors does not have authority includes all fiduciary funds, such as the funds of school districts and other non-county funds held by the county treasury, as well as all funds of separate legal entities of the county, including but not limited to: the Redevelopment Agency, the Public Financing Corporation, the Industrial Development Authority, the In-Home Supportive Services Public Authority, the Community Facilities Districts, the Housing Authority, the Flood Control and Water Conservation District, the Waste Resources Management District, and the Regional Park and Open Space District.

All county department heads responsible for county funds will endeavor to avoid cash deficits throughout the fiscal year. If material cash deficits occur, or are projected to occur, in a particular fund, or if working capital is required, the department head responsible will request a formal cash advance from the Board and resolve the negative cash balance by June 30th of that fiscal year.

Other Funds

Boards of directors and officials of separate legal entities of the county, independent special districts, and school districts have primary responsibility for managing the cash balances of their respective funds in the county treasury, and for taking corrective action to avoid cash deficits.

**COUNTY OF RIVERSIDE, CALIFORNIA
BOARD OF SUPERVISORS POLICY**

<u>Subject:</u>	<u>Policy Number</u>	<u>Page</u>
POLICY FOR CASH MANAGEMENT TO AVOID CASH DEFICITS IN COUNTY FUNDS	B-14	2 of 2

Other Policy Items

~~Warrants~~ Disbursements shall not be issued from any fund determined to be in a "want of funds" or cash deficit condition.

Temporary loans may be made by the County Treasurer pursuant to resolution of the Board of Supervisors under Section 6 of Article 16 of the California Constitution, a template for which is provided in Attachment B to this policy.

Reference:

Minute order 3.66 of 05/14/91

Minute order 3.17 of 01/21/92

Minute order 3.3 of 04/10/07

Minute order 3.8 of 08/10/10