

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

520



**FROM:** County Auditor-Controller

**SUBMITTAL DATE:**  
December 23, 2015

**SUBJECT:** County/Flood Payroll Warrant/Direct Deposit General Support Services Fee, All Districts  
[\$2,524,783 – Departmental Budgets]

**RECOMMENDED MOTION:** That the Board of Supervisors approves the County/Flood Payroll Warrant/Direct Deposit general support services rate of \$4.39 per warrant.

**BACKGROUND:**

Summary

The proposed County/Flood Payroll Warrant/Direct Deposit General Support Services Fee rate remains unchanged from the previous FY 2015/16 rate of \$4.39. Attachment A provides a schedule of estimated transaction charges for FY 2016/17.

*(continued on next page)*

*Paul Angulo*  
Paul Angulo, CPA, MA  
County Auditor-Controller

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$	\$ 2,524,783	\$ 2,524,783	\$	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$	\$	\$	\$	

<b>SOURCE OF FUNDS:</b> Departmental Budgets	<b>Budget Adjustment:</b> No
	<b>For Fiscal Year:</b> 16/17

**C.E.O. RECOMMENDATION:** APPROVE  
BY: *Samuel Wong 1/25/16*  
Samuel Wong  
**County Executive Office Signature**

**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Jeffries, Tavaglione, Washington, Benoit and Ashley  
Nays: None  
Absent: None  
Date: February 2, 2016  
xc: Auditor

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

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

**3-29**

FISCAL PROCEDURES APPROVED  
PAUL ANGULO, CPA, AUDITOR-CONTROLLER  
BY: *Paul Angulo* 12/23/15  
Departmental Concurrence

- A-30
- Positions Added
- 4/5 Vote
- Change Order

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA  
FORM 11: County/Flood Payroll Warrant/Direct Deposit General Support Services Fee, All Districts  
[\$2,524,783 – Departmental Budgets]**

**DATE: December 23, 2015**

**PAGE: 2 of 2**

**BACKGROUND:**

**Summary (continued)**

The proposed rate was prepared in accordance with Board Policy B-4 and Board Policy B-28. A detailed analysis supporting the calculation is available at the Office of the Auditor-Controller.

**Impact on Citizens and Businesses**

Approval of the proposed rate will allow the Auditor-Controller's Payroll Division to continue to assist its customers with the payroll function. This support will contribute to the overall efficiency of departmental operations and will allow each department to better serve Riverside County residents.

## Attachment "A"

### County/Flood Payroll Transaction Charge FY 16/17

Note: Rate Based On Number of Employees Paid and Facts Known In FY 15/16 - Pay Period 21;  
Charge Subject to Change (i.e. Change In Workforce or Payroll Costs)

DeptID Budgetary Level 5	Name	Number of Pay Warrants & Advices Per Pay Period	Proposed Trans Rate FY 2016/2017	Charge Per Pay Period	No. of Pay Periods Charged	Estimated Annual Charge FY 2016/17
10001	Board of Supervisors	59	\$4.39	\$257.25	26	\$6,688.43
10002	Clerk of the Board	10	\$4.39	45.13	26	1,173.41
11001	Executive Office	28	\$4.39	121.85	26	3,168.20
11044	Grand Jury Admin	1	\$4.39	4.51	26	117.34
11050	Natl Pollutant Dschrg Elim Sys	1	\$4.39	4.51	26	117.34
11301	Human Resources	191	\$4.39	839.44	26	21,825.40
11303	Air Quality Division	2	\$4.39	9.03	26	234.68
11307	Property Insurance	1	\$4.39	4.51	26	117.34
11308	Workers Compensation	45	\$4.39	198.58	26	5,163.00
11309	Malpractice Insurance	2	\$4.39	9.03	26	234.68
11310	Liability Insurance	30	\$4.39	130.88	26	3,402.88
11313	Safety Loss Control	16	\$4.39	72.21	26	1,877.45
11318	Temporary Assistance Pool	51	\$4.39	225.66	26	5,867.04
11320	Exclusive Provider Option	45	\$4.39	198.58	26	5,163.00
11322	Employee Assistance Program	12	\$4.39	54.16	26	1,408.09
11329	Occupational Health & Wellness	21	\$4.39	90.26	26	2,346.82
11330	Wellness Program	2	\$4.39	9.03	26	234.68
11501	CFD Assessment Dist Admin	4	\$4.39	18.05	26	469.36
12001	Assessor	207	\$4.39	907.14	26	23,585.51
12002	Clerk Recorder	174	\$4.39	762.72	26	19,830.60
12003	RMAP	13	\$4.39	58.67	26	1,525.43
12004	CREST	23	\$4.39	99.29	26	2,581.50
13001	Auditor-Controller	62	\$4.39	270.79	26	7,040.45
13002	Internal Audits	9	\$4.39	40.62	26	1,056.07
13003	Payroll Services	20	\$4.39	85.75	26	2,229.48
14001	Treasurer-Tax Collector	99	\$4.39	433.26	26	11,264.72
15001	County Counsel	73	\$4.39	320.43	26	8,331.20
17001	Registrar of Voters	51	\$4.39	225.66	26	5,867.04
19001	EDA Agncy Admin/CDBG Home Grants	28	\$4.39	121.85	26	3,168.20
19002	HUD-CDBG Home Grants	11	\$4.39	49.64	26	1,290.75
19003	Workforce Development	105	\$4.39	460.34	26	11,968.77
19004	Housing Authority (County)	129	\$4.39	564.14	26	14,667.61
19007	EDA/County Free Library	6	\$4.39	27.08	26	704.05
19010	Economic Development	15	\$4.39	67.70	26	1,760.11
19107	County Airports	11	\$4.39	49.64	26	1,290.75

DeptID Budgetary Level 5	Name	Number of Pay Warrants & Advices Per Pay Period	Proposed Trans Rate FY 2016/2017	Charge Per Pay Period	No. of Pay Periods Charged	Estimated Annual Charge FY 2016/17
19201	Fair and Nat'l Date Festival	10	\$4.39	45.13	26	1,173.41
19301	Edward Dean Museum	3	\$4.39	13.54	26	352.02
22001	District Attorney	717	\$4.39	3,145.64	26	81,786.58
23001	Child Support Services	302	\$4.39	1,326.85	26	34,498.21
24001	Public Defender	83	\$4.39	365.56	26	9,504.61
24002	Public Defender- Misdemeanor	70	\$4.39	306.89	26	7,979.18
24011	Public Defender- Support	51	\$4.39	225.66	26	5,867.04
24012	Public Defender- Investigations	28	\$4.39	121.85	26	3,168.20
25001	Sheriff Administration	57	\$4.39	248.22	26	6,453.75
25002	Sheriff Administration	358	\$4.39	1,570.56	26	40,834.62
25003	Sheriff Patrol/Anti Drug Abuse Grant	1,861	\$4.39	8,168.73	26	212,386.95
25004	Sheriff Corrections	1,622	\$4.39	7,121.69	26	185,163.87
25005	Sheriff Court Services	198	\$4.39	871.03	26	22,646.79
25006	CAC Security	3	\$4.39	13.54	26	352.02
25007	Training Center	66	\$4.39	288.84	26	7,509.81
25010	Sheriff Coroner	61	\$4.39	266.27	26	6,923.11
25011	Public Administraton	15	\$4.39	67.70	26	1,760.11
25051	Sheriff CAL-ID	29	\$4.39	126.37	26	3,285.54
26001	Prob.- Juvenile Hall	350	\$4.39	1,534.46	26	39,895.89
26002	Probation	549	\$4.39	2,410.00	26	62,660.02
26007	Probation - Admin & Support	86	\$4.39	379.10	26	9,856.63
27002	Fire Protection - Forest	220	\$4.39	965.81	26	25,110.94
27004	Fire Protection - Contract Services	32	\$4.39	139.91	26	3,637.57
28001	Agricultural Commissioner	51	\$4.39	225.66	26	5,867.04
29001	Local Agency Formation Comm	9	\$4.39	40.62	26	1,056.07
31002	TransLand Mgt/Integrated Plan	50	\$4.39	221.14	26	5,749.70
31003	TLMA Counter Services	21	\$4.39	90.26	26	2,346.82
31005	Environmental Programs	5	\$4.39	22.57	26	586.70
31101	Building & Safety	35	\$4.39	153.45	26	3,989.59
31201	Planning	31	\$4.39	135.39	26	3,520.23
31301	Transportation	299	\$4.39	1,313.31	26	34,146.19
31302	Surveyor	28	\$4.39	121.85	26	3,168.20
31307	Transportation Equipment	22	\$4.39	94.78	26	2,464.16
31308	TLMA ALUC	4	\$4.39	18.05	26	469.36
31401	Code Enforcement	71	\$4.39	311.40	26	8,096.52
41001	Mental Health Public Guardian	36	\$4.39	157.96	26	4,106.93
41002	Mental Health Treatment Program	1,086	\$4.39	4,765.84	26	123,911.94
41003	Mental Health Detention	72	\$4.39	315.92	26	8,213.86
41004	Mental Health Administration	251	\$4.39	1,101.20	26	28,631.17

DeptID Budgetary Level 5	Name	Number of Pay Warrants & Advices Per Pay Period	Proposed Trans Rate FY 2016/2017	Charge Per Pay Period	No. of Pay Periods Charged	Estimated Annual Charge FY 2016/17
41005	Mental Health Substance Abuse	140	\$4.39	613.78	26	15,958.36
42001	Community Health Agency	550	\$4.39	2,414.51	26	62,777.36
42002	Calif Childrens Services	152	\$4.39	667.94	26	17,366.45
42004	Environmental Health	191	\$4.39	839.44	26	21,825.40
42006	Animal Control Services	223	\$4.39	979.34	26	25,462.97
42007	Public Health Ambulatory Care	294	\$4.39	1,290.75	26	33,559.48
43001	RUHS	3,143	\$4.39	13,796.58	26	358,710.99
43002	Med Indigent Services Program	32	\$4.39	139.91	26	3,637.57
43003	Detention Health Systems	211	\$4.39	925.19	26	24,054.88
45001	Waste Management	174	\$4.39	762.72	26	19,830.60
51001	DPSS Administration	4,604	\$4.39	20,209.71	26	525,452.35
52001	Local Initiative Admin DCA	36	\$4.39	157.96	26	4,106.93
52002	DCA-Local Initiative Program	31	\$4.39	135.39	26	3,520.23
52003	DCA - Other Programs	8	\$4.39	36.10	26	938.73
53001	Office on Aging -Title III	117	\$4.39	514.49	26	13,376.86
54001	Veterans Services	17	\$4.39	76.72	26	1,994.79
63001	Cooperative Extension	6	\$4.39	27.08	26	704.05
72001	Fac Mgmt Administration	41	\$4.39	180.52	26	4,693.63
72002	Fac Mgmt Custodial/Housekeeping	184	\$4.39	807.85	26	21,004.01
72003	Fac Mgmt Maintenance	169	\$4.39	740.15	26	19,243.90
72004	Fac Mgmt Real Estate	31	\$4.39	135.39	26	3,520.23
72005	Fac Mgmt Design & Construction	29	\$4.39	126.37	26	3,285.54
72006	Fac Mgmt Energy Management	5	\$4.39	22.57	26	586.70
72007	Fac Mgmt Parking	24	\$4.39	103.80	26	2,698.84
73001	Purchasing	29	\$4.39	126.37	26	3,285.54
73003	Printing Services	20	\$4.39	85.75	26	2,229.48
73004	Supply Services	10	\$4.39	45.13	26	1,173.41
73005	Fleet Services	56	\$4.39	243.71	26	6,336.41
73006	Central Mail	9	\$4.39	40.62	26	1,056.07
74001	I.T. - D.P.	419	\$4.39	1,841.35	26	47,875.07
74006	RCIT Communications Solutions	39	\$4.39	171.50	26	4,458.95
74009	Geographical Information Systems	7	\$4.39	31.59	26	821.39
91520	CSA 152 - NPDES	29	\$4.39	126.37	26	3,285.54
93110	Reg Parks & Open Space Dist	370	\$4.39	1,624.72	26	42,242.71
93510	RCA - Operations	5	\$4.39	22.57	26	586.70
93520	RCA - Operations	9	\$4.39	40.62	26	1,056.07
93530	RCA - Reserve Management	1	\$4.39	4.51	26	117.34
93800	RC Children & Families First Com	24	\$4.39	103.80	26	2,698.84
94300	Flood Project Maintenance Operations	26	\$4.39	112.83	26	2,933.52

DeptID Budgetary Level 5	Name	Number of Pay Warrants & Advices Per Pay Period	Proposed Trans Rate FY 2016/2017	Charge Per Pay Period	No. of Pay Periods Charged	Estimated Annual Charge FY 2016/17
94600	Salton Sea Authority	1	\$4.39	4.51	26	117.34
94714	Flood Control Subdivision	6	\$4.39	27.08	26	704.05
94720	Flood Control Administration	234	\$4.39	1,028.99	26	26,753.71
98510	IHSS Public Authority - Admin	57	\$4.39	248.22	26	6,453.75
<b>Total</b>		<b>22,161</b>		<b>\$97,285</b>		<b>\$2,529,397</b>