

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



ITEM: 3.53  
(ID # 11687)

MEETING DATE:

Tuesday, January 28, 2020

FROM : AUDITOR CONTROLLER:

SUBJECT: AUDITOR CONTROLLER: County/Flood Payroll Warrant/Direct Deposit General Support Services Fee, Districts: All. [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approves the County/Flood Payroll Warrant/Direct Deposit general support services rate of \$4.96 per warrant.

ACTION: Policy

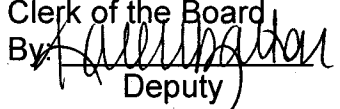
  
Paul A. Angulo, County Auditor-Controller 1/8/2020

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MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt  
Nays: None  
Absent: None  
Date: January 28, 2020  
xc: Auditor

Kecia R. Harper  
Clerk of the Board  
By   
Deputy

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

**BACKGROUND:**

**Summary**

The proposed County/Flood Payroll Warrant/Direct Deposit General Support Services Fee rate increase of 47 cents to \$4.96 from previous FY 2019/20 rate of \$4.49. Attachment A provides a schedule of estimated transaction charges for FY 2020/21

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$	\$ 0	\$ 0	\$
<b>NET COUNTY COST</b>	\$	\$	\$	\$
<b>SOURCE OF FUNDS:</b> Departmental Budget.			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	2020/21

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

**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 Residents 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 20/21 Projection**

  
 Stephanie Perez, Principal Management Analyst      1/22/2020

## Attachment "A"

## County/Flood Payroll Transaction Charge FY20/21

Note: Rate Based on Number of Employees Paid and Facts Known in FY19/20 - 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 2020/2021	Charge Per Pay Period	No. of Pay Periods Charged	Estimated Annual Charge FY 2020/21
10001	Board of Supervisors	60	\$4.96	297.49	26	\$7,734.70
10002	Clerk of the Board	12	\$4.96	59.50	26	\$1,546.94
11001	Executive Office	28	\$4.96	138.83	26	\$3,609.53
11050	Natl Pollutant Dschrg Elim Sys	1	\$4.96	4.96	26	\$128.91
11301	Human Resources	172	\$4.96	852.80	26	\$22,172.82
11303	Air Quality Division	2	\$4.96	9.92	26	\$257.82
11307	Property Insurance	1	\$4.96	4.96	26	\$128.91
11308	Workers Compensation	50	\$4.96	247.91	26	\$6,445.59
11309	Malpractice Insurance	2	\$4.96	9.92	26	\$257.82
11310	Liability Insurance	30	\$4.96	148.74	26	\$3,867.35
11313	Safety Loss Control	17	\$4.96	84.29	26	\$2,191.50
11318	Temporary Assistance Pool	38	\$4.96	188.41	26	\$4,898.65
11320	Exclusive Provider Option	41	\$4.96	203.28	26	\$5,285.38
11322	Employee Assistance Program	12	\$4.96	59.50	26	\$1,546.94
11329	Occupational Health & Wellness	17	\$4.96	84.29	26	\$2,191.50
11330	Wellness Program	5	\$4.96	24.79	26	\$644.56
11501	CFD Assessment Dist Admin	3	\$4.96	14.87	26	\$386.74
12001	Assessor	192	\$4.96	951.96	26	\$24,751.05
12002	Clerk Recorder	178	\$4.96	882.55	26	\$22,946.29
12004	CREST	15	\$4.96	74.37	26	\$1,933.68
13001	Auditor-Controller	55	\$4.96	272.70	26	\$7,090.15
13002	Internal Audits	8	\$4.96	39.67	26	\$1,031.29
13003	Payroll Services	20	\$4.96	99.16	26	\$2,578.23
14001	Treasurer-Tax Collector	97	\$4.96	480.94	26	\$12,504.44
15001	County Counsel	79	\$4.96	391.69	26	\$10,184.03
17001	Registrar of Voters	92	\$4.96	456.15	26	\$11,859.88
19001	EDA Agency Administration/CDBG Home Grants	48	\$4.96	237.99	26	\$6,187.76
19002	HUD-CDBG Home Grants	12	\$4.96	59.50	26	\$1,546.94
19003	Workforce Development	75	\$4.96	371.86	26	\$9,668.38
19004	Housing Authority (County)	120	\$4.96	592.70	26	\$15,410.11
19007	EDA/County Free Library	5	\$4.96	24.79	26	\$644.56
19010	Economic Development	18	\$4.96	89.25	26	\$2,320.41
19107	County Airports	11	\$4.96	54.54	26	\$1,418.03
19201	Fair and Nat'l Date Festival	7	\$4.96	34.71	26	\$902.38
19301	Edward Dean Museum	2	\$4.96	9.92	26	\$257.82
20001	Emergency Management Department	63	\$4.96	312.36	26	\$8,121.44
22001	District Attorney	697	\$4.96	3,455.83	26	\$89,851.49
23001	Child Support Services	269	\$4.96	1,333.74	26	\$34,677.26
24001	Public Defender	224	\$4.96	1,110.62	26	\$28,876.23
25001	Sheriff Administration	54	\$4.96	267.74	26	\$6,961.23
25002	Sheriff Administration	330	\$4.96	1,636.44	26	\$42,547.32
25003	Sheriff Patrol/Anti Drug Abuse Grant	1,535	\$4.96	7,610.75	26	\$197,879.53
25004	Sheriff Corrections	1,340	\$4.96	6,643.91	26	\$172,741.74
25005	Sheriff Court Services	182	\$4.96	902.38	26	\$23,461.94
25006	CAC Security	3	\$4.96	14.87	26	\$386.74

## Attachment "A"

## County/Flood Payroll Transaction Charge FY20/21

Note: Rate Based on Number of Employees Paid and Facts Known in FY19/20 - 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 2020/2021	Charge Per Pay Period	No. of Pay Periods Charged	Estimated Annual Charge FY 2020/21
25007	Training Center	62	\$4.96	307.40	26	\$7,992.53
25010	Sheriff Coroner	57	\$4.96	282.61	26	\$7,347.97
25011	Public Administraton	16	\$4.96	79.33	26	\$2,062.59
25051	Sheriff CAL-ID	29	\$4.96	143.79	26	\$3,738.44
26001	Prob.- Juvenile Hall	324	\$4.96	1,606.44	26	\$41,767.41
26002	Probation	518	\$4.96	2,568.32	26	\$66,776.28
26007	Probation - Admin & Support	78	\$4.96	386.74	26	\$10,055.12
27002	Fire Protection - Forest	215	\$4.96	1,066.00	26	\$27,716.02
27004	Fire Protection - Contract Services	32	\$4.96	158.66	26	\$4,125.18
28001	Agricultural Commissioner	64	\$4.96	317.32	26	\$8,250.35
29001	Local Agency Formation Comm	6	\$4.96	29.75	26	\$773.47
31002	Transportation Land Mgt/Integrated Plan	51	\$4.96	252.87	26	\$6,574.50
31003	TLMA Counter Services	20	\$4.96	99.16	26	\$2,578.23
31005	Environmental Programs	3	\$4.96	14.87	26	\$386.74
31101	Building & Safety	34	\$4.96	168.58	26	\$4,383.00
31201	Planning	29	\$4.96	143.79	26	\$3,738.44
31301	Transportation	301	\$4.96	1,492.40	26	\$38,802.43
31302	Surveyor	28	\$4.96	138.83	26	\$3,609.53
31307	Transportation Equipment	22	\$4.96	109.08	26	\$2,836.06
31308	TLMA ALUC	7	\$4.96	34.71	26	\$902.38
31401	Code Enforcement	37	\$4.96	183.45	26	\$4,769.73
41001	Mental Health Public Guardian	41	\$4.96	203.28	26	\$5,285.38
41002	Mental Health Treatment Program	1,222	\$4.96	6,058.85	26	\$157,530.15
41003	Mental Health Detention	144	\$4.96	713.97	26	\$18,563.29
41004	Mental Health Administration	265	\$4.96	1,313.91	26	\$34,161.61
41005	Mental Health Substance Abuse	192	\$4.96	951.96	26	\$24,751.05
42001	Community Health Agency	495	\$4.96	2,454.28	26	\$63,811.31
42002	Calif Childrens Services	148	\$4.96	733.81	26	\$19,078.94
42004	Environmental Health	179	\$4.96	887.51	26	\$23,075.20
42006	Animal Control Services	206	\$4.96	1,021.38	26	\$26,555.82
43001	Riverside County Regional Medical Center	3,365	\$4.96	16,684.15	26	\$433,788.02
43002	Med Indigent Services Program	32	\$4.96	158.66	26	\$4,125.18
43003	Detention Health Systems	268	\$4.96	1,328.78	26	\$34,548.35
43006	RUHS-Community Health Clinics	412	\$4.96	2,042.76	26	\$53,111.64
45001	Waste Management	189	\$4.96	937.09	26	\$24,364.32
51001	DPSS Administration	3,864	\$4.96	19,158.27	26	\$498,114.98
52001	Local Initiative Admin DCA	34	\$4.96	168.58	26	\$4,383.00
52002	DCA-Local Initiative Program	34	\$4.96	168.58	26	\$4,383.00
52003	DCA - Other Programs	1	\$4.96	4.96	26	\$128.91
53001	Office on Aging -Title III	100	\$4.96	495.81	26	\$12,891.17
54001	Veterans Services	17	\$4.96	84.29	26	\$2,191.50
63001	Cooperative Extension	6	\$4.96	29.75	26	\$773.47
72001	Fac Mgmt Administration	43	\$4.96	213.20	26	\$5,543.20
72002	Fac Mgmt Custodial/Housekeeping	173	\$4.96	857.76	26	\$22,301.73
72003	Fac Mgmt Maintenance	176	\$4.96	872.63	26	\$22,688.47

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County/Flood Payroll Transaction Charge FY20/21

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DeptID Budgetary Level 5	Name	Number of Pay Warrants & Advices Per Pay Period	Proposed Trans Rate FY 2020/2021	Charge Per Pay Period	No. of Pay Periods Charged	Estimated Annual Charge FY 2020/21
72004	Fac Mgmt Real Estate	24	\$4.96	119.00	26	\$3,093.88
72005	Fac Mgmt Design & Construction	28	\$4.96	138.83	26	\$3,609.53
72006	Fac Mgmt Energy Management	2	\$4.96	9.92	26	\$257.82
72007	Fac Mgmt Parking	22	\$4.96	109.08	26	\$2,836.06
73001	Purchasing	29	\$4.96	143.79	26	\$3,738.44
73004	Supply Services	4	\$4.96	19.83	26	\$515.65
73005	Fleet Services	49	\$4.96	241.10	26	\$6,268.67
73006	Central Mail	11	\$4.96	54.54	26	\$1,418.03
74001	I.T. - D.P.	357	\$4.96	1,770.06	26	\$46,021.49
74006	RCIT Communications Solutions	31	\$4.96	153.70	26	\$3,996.26
74009	Geographical Information Systems	6	\$4.96	29.75	26	\$773.47
91520	CSA 152 - NPDES	32	\$4.96	158.66	26	\$4,125.18
93110	Reg Parks & Open Space Dist	1	\$4.96	4.96	26	\$128.91
93111	Off Road Vehicle Trust Fund	13	\$4.96	64.46	26	\$1,675.85
93115	MSHCP Reserve Management	9	\$4.96	44.62	26	\$1,160.21
93117	Parks Habitat-Open Space Mgt.	8	\$4.96	39.67	26	\$1,031.29
93118	Parks Recreation	12	\$4.96	59.50	26	\$1,546.94
93120	Parks Facility Maintenance	3	\$4.96	14.87	26	\$386.74
93121	Parks Planning	3	\$4.96	14.87	26	\$386.74
93122	Parks Administration	2	\$4.96	9.92	26	\$257.82
93123	Parks Operations-Maint-Resource	1	\$4.96	4.96	26	\$128.91
93124	Parks Finance	9	\$4.96	44.62	26	\$1,160.21
93125	Parks Human Resources	1	\$4.96	4.96	26	\$128.91
93126	Parks Marketing	3	\$4.96	14.87	26	\$386.74
93130	Parks Trail	1	\$4.96	4.96	26	\$128.91
93140	Parks Major Parks	41	\$4.96	203.28	26	\$5,285.38
93171	Hidden Valley Interp Ctr	4	\$4.96	19.83	26	\$515.65
93510	RCA - Operations	4	\$4.96	19.83	26	\$515.65
93520	RCA - Operations	7	\$4.96	34.71	26	\$902.38
93530	RCA - Reserve Management	2	\$4.96	9.92	26	\$257.82
93800	RC Children & Families First Com	34	\$4.96	168.58	26	\$4,383.00
94300	Flood Project Maintenance Operations	17	\$4.96	84.29	26	\$2,191.50
94600	Salton Sea Authority	3	\$4.96	14.87	26	\$386.74
94714	Flood Control Subdivision	3	\$4.96	14.87	26	\$386.74
94720	Flood Control Administration	214	\$4.96	1,061.04	26	\$27,587.11
98080	Temecula Cemetery	68	\$4.96	337.15	26	\$8,766.00
98510	IHSS Public Authority - Admin	65	\$4.96	322.28	26	\$8,379.26
	<b>Total</b>	<b>20,883</b>	<b>\$4.96</b>	<b>\$103,542</b>	<b>26</b>	<b>\$2,692,092</b>

Charge Per Check Processed (Warrant/ Advice) \$4.96