

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



ITEM: 3.3  
(ID # 14191)

MEETING DATE:  
Tuesday, February 02, 2021

FROM : AUDITOR CONTROLLER:

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

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approves the County/Flood Payroll Warrant/Direct Deposit general support services rate of \$4.89 per warrant.

ACTION: Policy

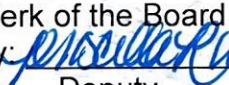
  
Tanya Harris, Assistant Auditor Controller 1/27/2021

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MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Jeffries, seconded by Supervisor Hewitt 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: February 2, 2021  
xc: Auditor

Kecia R. Harper  
Clerk of the Board  
By:   
Deputy

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$	\$	\$	\$
NET COUNTY COST	\$	\$	\$	\$
<b>SOURCE OF FUNDS: 100% Departmental Budget</b>			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	2021/22

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

**BACKGROUND:**

**Summary**

The proposed County/Flood Payroll Warrant/Direct Deposit General Support Services Fee rate decrease of 7 cents, to \$4.89 from previous FY 2020/21 rate of \$4.96. Attachment A provides a schedule of estimated transaction charges for FY 2021/22

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 21/22 Projection**

  
 Stephanie Perez, Principal Management Analyst      1/27/2021

## Attachment "A"

## County/Flood Payroll Transaction Charge FY21/22

Note: Rate Based on Number of Employees Paid and Facts Known in FY20/21 - Pay Period 24; 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 2021/2022	Charge Per Pay Period	No. of Pay Periods Charged	Estimated Annual Charge FY 2021/22
10001	BOARD OF SUPERVISORS	41	\$4.89	200.66	26	\$5,217.09
10001	CLERK OF THE BOARD	12	\$4.89	58.73	26	\$1,526.95
10002	ASSESSMENT APPEALS BOARD	5	\$4.89	24.47	26	\$636.23
11001	EXECUTIVE OFFICE	34	\$4.89	166.40	26	\$4,326.37
11301	HUMAN RESOURCES	190	\$4.89	929.88	26	\$24,176.76
11303	AIR QUALITY DIVISION	1	\$4.89	4.89	26	\$127.25
11308	WORKERS COMPENSATION	49	\$4.89	239.81	26	\$6,235.06
11309	MALPRACTICE INSURANCE	2	\$4.89	9.79	26	\$254.49
11310	LIABILITY INSURANCE	13	\$4.89	63.62	26	\$1,654.20
11313	SAFETY LOSS CONTROL	15	\$4.89	73.41	26	\$1,908.69
11318	TEMPORARY ASSIGNMENT PROGRAM **	1,955	\$4.89	9,567.93	26	\$248,766.17
11320	EXCLUSIVE PROVIDER OPTION	34	\$4.89	166.40	26	\$4,326.37
11329	OCCUPATIONAL HEALTH & WELLNESS	14	\$4.89	68.52	26	\$1,781.45
11501	CFD / ASSESSMENT DIST ADMIN	1	\$4.89	4.89	26	\$127.25
12001	ASSESSOR	187	\$4.89	915.19	26	\$23,795.03
12002	ACR PUBLIC SVC	59	\$4.89	288.75	26	\$7,507.52
12002	ACR SUPPORT SVCS	58	\$4.89	283.86	26	\$7,380.28
12002	COUNTY CLERK	63	\$4.89	308.33	26	\$8,016.51
12004	CREST	6	\$4.89	29.36	26	\$763.48
13001	ACO ADMINISTRATION	50	\$4.89	244.70	26	\$6,362.31
13002	INTERNAL AUDITS	9	\$4.89	44.05	26	\$1,145.22
13003	COUNTY PAYROLL	17	\$4.89	83.20	26	\$2,163.18
14001	TREASURER-TAX COLLECTOR	97	\$4.89	474.73	26	\$12,342.87
15001	COUNTY COUNSEL	80	\$4.89	391.53	26	\$10,179.69
17001	REGISTRAR OF VOTERS	39	\$4.89	190.87	26	\$4,962.60
19001	AGENCY ADMINISTRATION	19	\$4.89	92.99	26	\$2,417.68
19007	EDA/COUNTY FREE LIBRARY	4	\$4.89	19.58	26	\$508.98
19010	ECONOMIC DEVELOPMENT	15	\$4.89	73.41	26	\$1,908.69
19107	COUNTY AIRPORTS	10	\$4.89	48.94	26	\$1,272.46
19201	FAIR AND NAT'L DATE FESTIVAL	5	\$4.89	24.47	26	\$636.23
19301	EDWARD DEAN MUSEUM	4	\$4.89	19.58	26	\$508.98
20001	EMERGENCY MANAGEMENT DEPT.	73	\$4.89	357.27	26	\$9,288.97
22001	DISTRICT ATTORNEY	685	\$4.89	3,352.45	26	\$87,163.59
23001	CHILD SUPPORT SERVICES	302	\$4.89	1,478.01	26	\$38,428.33
24001	PUBLIC DEFENDER	231	\$4.89	1,130.53	26	\$29,393.85
25001	SHR ADMINISTRATION	61	\$4.89	298.54	26	\$7,762.01
25002	SHR ADMINISTRATION SUPPORT	327	\$4.89	1,600.36	26	\$41,609.48
25003	STATIONS	1,574	\$4.89	7,703.28	26	\$200,285.40
25004	SHERIFF CORRECTIONS	1,415	\$4.89	6,925.13	26	\$180,053.27
25005	COURT SERVICES	151	\$4.89	739.01	26	\$19,214.16
25006	CAC SECURITY	3	\$4.89	14.68	26	\$381.74
25007	TRAINING & EDUCATION BUREAU	104	\$4.89	508.98	26	\$13,233.60
25010	CORONER'S INVESTIGATION	58	\$4.89	283.86	26	\$7,380.28
25011	PUBLIC ADMINISTRATOR -WEST	12	\$4.89	58.73	26	\$1,526.95
25051	SHERIFF CAL - ID	27	\$4.89	132.14	26	\$3,435.65
26001	PROBATION JUVENILE HALL	261	\$4.89	1,277.36	26	\$33,211.24
26002	PROBATION	448	\$4.89	2,192.55	26	\$57,006.26
26007	PROBATION ADMINISTRATION	88	\$4.89	430.68	26	\$11,197.66
27002	FIRE PROTECTION - FOREST	206	\$4.89	1,008.18	26	\$26,212.70
27004	FIRE PROTECTION-CONTRACT SRVC	36	\$4.89	176.19	26	\$4,580.86
28001	AGRICULTURAL COMMISSIONER	52	\$4.89	254.49	26	\$6,616.80
29001	LOCAL AGENCY FORMATION COMMISS	5	\$4.89	24.47	26	\$636.23
31002	TMLA	45	\$4.89	220.23	26	\$5,726.08
31003	CCS	24	\$4.89	117.46	26	\$3,053.91

Attachment "A"

County/Flood Payroll Transaction Charge FY21/22

Note: Rate Based on Number of Employees Paid and Facts Known in FY20/21 - Pay Period 24; 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 2021/2022	Charge Per Pay Period	No. of Pay Periods Charged	Estimated Annual Charge FY 2021/22
93175	LAKE SKINNER PARK	8	\$4.89	39.15	26	\$1,017.97
93520	RCA OPERATIONS	11	\$4.89	53.83	26	\$1,399.71
93530	RESERVE MANAGEMENT	1	\$4.89	4.89	26	\$127.25
93800	RCC - AGENCY	48	\$4.89	234.92	26	\$6,107.81
94300	WRMD OPERATING	11	\$4.89	53.83	26	\$1,399.71
94600	SALTON SEA AUTHORITY	2	\$4.89	9.79	26	\$254.49
94720	FLOOD CONTROL	221	\$4.89	1,081.59	26	\$28,121.39
98510	IHSS PUBLIC AUTHORITY	5	\$4.89	24.47	26	\$636.23
98511	STAFFING ONE STOP	10	\$4.89	48.94	26	\$1,272.46
98516	GENERAL OFFICE SUPPORT-IPA	7	\$4.89	34.26	26	\$890.72
98517	SPECIALIZED SERVICES (CC)	29	\$4.89	141.93	26	\$3,690.14
98518	REGISTRY SERVICES	10	\$4.89	48.94	26	\$1,272.46
<b>Total</b>		<b>21,972</b>	<b>\$4.89</b>	<b>\$107,532.06</b>	<b>26</b>	<b>\$2,795,833.51</b>

Charge Per Check Processed (Warrant/ Advice)

\$4.89

\*\* Charges in the TAP category will be allocated and charged based on actual usage of the departments participating in the program over the course of the year. Approximately \$243k is reallocated to the departments using the TAP service each year.