

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



ITEM: 3.5
(ID # 18006)

MEETING DATE:
Tuesday, January 25, 2022

FROM : AUDITOR CONTROLLER:

SUBJECT: AUDITOR CONTROLLER: Approval of FY 22/23 General Support Services Payroll Warrant Rate, All Districts. [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the General Support Services payroll warrant rate of \$4.78 per warrant.

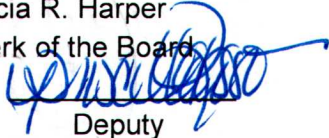
ACTION:Policy


Tanya Harris, Assistant Auditor Controller 12/29/2021

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Spiegel seconded by Supervisor Washington 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 25, 2022
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	\$	\$	\$	\$
SOURCE OF FUNDS: 100% Departmental Budget			Budget Adjustment:	No
			For Fiscal Year:	22/23

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Auditor-Controller's General Support Services rate for its payroll warrant will decrease by 0.12, to \$4.78 from previous FY 21/22 rate of \$4.89. Attachment A provides a schedule of estimated transaction charges for FY 22/23

The 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 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. Payroll Transaction Charge FY 22/23

Attachment "A"

County/Flood Payroll Transaction Charge FY22/23

Note: Rate Based on Number of Employees Paid and Facts Known in FY21/22 - 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 2022/2023	Charge Per Pay Period	No. of Pay Periods Charged	Estimated Annual Charge FY 2022/23
10001	BOARD OF SUPERVISORS	52	4.78	249	26	\$6,479
10002	ASSESSMENT APPEALS BOARD	6	4.78	29	26	\$748
11001	EXECUTIVE OFFICE	37	4.78	177	26	\$4,610
11301	HUMAN RESOURCES	190	4.78	911	26	\$23,675
11303	AIR QUALITY DIVISION	1	4.78	5	26	\$125
11308	WORKERS COMPENSATION	49	4.78	235	26	\$6,106
11309	MALPRACTICE INSURANCE	2	4.78	10	26	\$249
11310	LIABILITY INSURANCE	12	4.78	58	26	\$1,495
11313	SAFETY LOSS CONTROL	19	4.78	91	26	\$2,367
11318	TEMPORARY ASSIGNMENT PROGRAM **	2,168	4.78	10,366	26	\$269,519
11320	EXCLUSIVE PROVIDER OPTION	23	4.78	110	26	\$2,866
11329	OCCUPATIONAL HEALTH & WELLNESS	15	4.78	72	26	\$1,869
12001	ASSESSOR	187	4.78	896	26	\$23,301
12002	ACR PUBLIC SVC	187	4.78	896	26	\$23,301
12004	CREST	5	4.78	24	26	\$623
13001	ACO ADMINISTRATION	53	4.78	254	26	\$6,604
13002	INTERNAL AUDITS	8	4.78	38	26	\$997
13003	COUNTY PAYROLL	18	4.78	86	26	\$2,243
14001	TREASURER-TAX COLLECTOR	96	4.78	460	26	\$11,962
15001	COUNTY COUNSEL	83	4.78	398	26	\$10,342
17001	REGISTRAR OF VOTERS	35	4.78	168	26	\$4,361
19001	AGENCY ADMINISTRATION	19	4.78	91	26	\$2,367
19007	EDA/COUNTY FREE LIBRARY	3	4.78	14	26	\$374
19010	ECONOMIC DEVELOPMENT	15	4.78	72	26	\$1,869
19107	COUNTY AIRPORTS	11	4.78	53	26	\$1,371
19201	FAIR AND NAT'L DATE FESTIVAL	0	4.78	0	26	\$0
19301	EDWARD DEAN MUSEUM	2	4.78	10	26	\$249
20001	EMERGENCY MANAGEMENT DEPT.	70	4.78	335	26	\$8,722
22001	DISTRICT ATTORNEY	691	4.78	3,302	26	\$85,852
23001	CHILD SUPPORT SERVICES	304	4.78	1,452	26	\$37,755
24001	PUBLIC DEFENDER	237	4.78	1,131	26	\$29,407
25001	SHR ADMINISTRATION	66	4.78	316	26	\$8,224
25002	SHR ADMINISTRATION SUPPORT	331	4.78	1,582	26	\$41,119
25003	STATIONS	1,626	4.78	7,773	26	\$202,106
25004	SHERIFF CORRECTIONS	1,408	4.78	6,733	26	\$175,069
25005	COURT SERVICES	166	4.78	796	26	\$20,684
25006	CAC SECURITY	3	4.78	14	26	\$374
25007	TRAINING & EDUCATION BUREAU	102	4.78	489	26	\$12,709
25010	CORONER'S INVESTIGATION	54	4.78	259	26	\$6,729
25011	PUBLIC ADMINISTRATOR -WEST	18	4.78	86	26	\$2,243
25051	SHERIFF CAL - ID	29	4.78	139	26	\$3,614
26001	PROBATION JUVENILE HALL	262	4.78	1,251	26	\$32,521
26002	PROBATION	425	4.78	2,032	26	\$52,832
26007	PROBATION ADMINISTRATION	85	4.78	407	26	\$10,591
27002	FIRE PROTECTION - FOREST	223	4.78	1,069	26	\$27,787
27004	FIRE PROTECTION-CONTRACT SRVC	34	4.78	163	26	\$4,236
28001	AGRICULTURAL COMMISSIONER	53	4.78	254	26	\$6,604
29001	LOCAL AGENCY FORMATION COMMISS	4	4.78	19	26	\$498
31002	TMLA	47	4.78	225	26	\$5,856
31003	CCS	29	4.78	139	26	\$3,613
31101	INSPECTION	34	4.78	163	26	\$4,237
31201	PLANNING	27	4.78	129	26	\$3,364
31301	TRANSPORTATION	319	4.78	1,524	26	\$39,624

Attachment "A"

County/Flood Payroll Transaction Charge FY22/23

Note: Rate Based on Number of Employees Paid and Facts Known in FY21/22 - 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 2022/2023	Charge Per Pay Period	No. of Pay Periods Charged	Estimated Annual Charge FY 2022/23
31302	SURVEYOR	31	4.78	149	26	\$3,863
31307	TRANSPORTATION EQUIPMENT - ISF	24	4.78	115	26	\$2,990
31308	TLMA ALUC	2	4.78	10	26	\$249
31401	CODE ENFORCEMENT	48	4.78	230	26	\$5,981
41001	PUBLIC GUARDIAN	36	4.78	173	26	\$4,486
41002	MENTAL HEALTH TREATMENT	1,046	4.78	5,003	26	\$130,085
41003	MENTAL HEALTH DETENTION	140	4.78	671	26	\$17,445
41004	MENTAL HEALTH ADMIN	278	4.78	1,327	26	\$34,515
41005	MENTAL HEALTH SUBSTANCE ABUSE	205	4.78	982	26	\$25,544
42001	PUBLIC HEALTH	460	4.78	2,200	26	\$57,193
42002	CHILD SUPPORT SERVICES	153	4.78	733	26	\$19,064
42004	ENVIRONMENTAL HEALTH	180	4.78	863	26	\$22,428
42006	ANIMAL SERVICES	153	4.78	733	26	\$19,064
43001	RUHS	3,079	4.78	14,722	26	\$382,780
43002	RUHS - MISP	29	4.78	139	26	\$3,614
43003	RUHS - CORRECTIONS	212	4.78	1,016	26	\$26,416
43006	RUHS - CHC	513	4.78	2,454	26	\$63,797
45001	DEPARTMENT OF WASTE RESOURCES	201	4.78	963	26	\$25,045
51001	DPSS ADMIN	4,114	4.78	19,671	26	\$511,446
53001	OFFICE ON AGING - TITLE III	81	4.78	388	26	\$10,093
54001	VETERANS SERVICES	13	4.78	62	26	\$1,620
55001	HOUSING, HOMELESS, WRKFRCE SOL	3	4.78	14	26	\$374
55003	CONTINUUM OF CARE	20	4.78	96	26	\$2,492
55004	WORKFORCE DEVELOPMENT	63	4.78	302	26	\$7,850
55005	LOCAL INITIATIVE ADMIN DCA	18	4.78	86	26	\$2,243
55006	DCA-LOCAL INITIATIVE PROGRAM	29	4.78	139	26	\$3,613
55007	DCA-OTHER PROGRAMS	1	4.78	5	26	\$125
55009	HUD-CDBG HOME GRANTS	12	4.78	58	26	\$1,495
56001	HOUSING AUTHORITY	106	4.78	508	26	\$13,208
63001	COOPERATIVE EXTENSION	4	4.78	19	26	\$498
72001	FH-ADMINISTRATION	37	4.78	177	26	\$4,610
72002	FM-CUSTODIAL	123	4.78	589	26	\$15,326
72003	FM-MAINTENANCE SERVICES	146	4.78	700	26	\$18,192
72004	FM-REAL ESTATE	19	4.78	91	26	\$2,367
72005	FM-PROJECT MANAGEMENT OFFICE	22	4.78	105	26	\$2,741
72006	FM-ENERGY	1	4.78	5	26	\$125
72007	FM-PARKING	13	4.78	62	26	\$1,620
72014	FM-DESERT EXPO CENTER	3	4.78	14	26	\$374
73001	PURCHASING	33	4.78	158	26	\$4,112
73004	PURCHASING - WAREHOUSE/ADMIN	1	4.78	5	26	\$125
73005	FLEET SERVICES	31	4.78	149	26	\$3,863
73006	CMAIL	8	4.78	38	26	\$997
74001	RCIT	355	4.78	1,697	26	\$44,110
74006	RCIT COMMUNICATION SOLUTIONS	26	4.78	125	26	\$3,240
74009	RCIT GEOGRAPHICAL INFO SYSTEM	8	4.78	38	26	\$997
91520	CSA 152 NPDES	31	4.78	149	26	\$3,863
93110	REG PARKS & OPEN-SPACE DIST	56	4.78	268	26	\$6,978
93111	MULTI SPECIES RESERVE	4	4.78	19	26	\$498
93115	MSHCP RESERVE MANAGEMENT	9	4.78	43	26	\$1,121
93117	HABITAT & OPEN SPACE MGMT	7	4.78	34	26	\$872
93118	RECREATION	3	4.78	14	26	\$374
93175	LAKE SKINNER PARK	9	4.78	43	26	\$1,121
93800	RCC - AGENCY	53	4.78	254	26	\$6,604

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94300	WRMD OPERATING	9	4.78	43	26	\$1,121
94600	SALTON SEA AUTHORITY	3	4.78	14	26	\$374
94720	FLOOD CONTROL	230	4.78	1,097	26	\$28,534
98510	IHSS PUBLIC AUTHORITY	5	4.78	24	26	\$623
98511	STAFFING ONE STOP	9	4.78	43	26	\$1,121
98516	GENERAL OFFICE SUPPORT-IPA	5	4.78	24	26	\$623
98517	SPECIALIZED SERVICES (CC)	27	4.78	129	26	\$3,364
98518	REGISTRY SERVICES	13	4.78	62	26	\$1,620
Total		22,503	4.78	107,603	26	2,797,669

Charge Per Check Processed (Warrant/ Advice)

4.78

** 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 \$269.5k is reallocated to the departments using the TAP service each year.