

COUNTY OF RIVERSIDE, CALIFORNIA
BOARD OF SUPERVISORS POLICY

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Policy:

1. 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 Successor 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 Department of Waste Resources, the Regional Park and Open Space District, and the Riverside University Health System – Medical Center.

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 of Supervisors and resolve the negative cash balance by June 30th of that fiscal year.

2. 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

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3. OTHER POLICY ITEMS

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.

Attachments:

Attachment A - Resolution No. 2010-205

Attachment B - Resolution Template

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

Minute Order 3.4 of 07/12/11

Minute Order 3.4 of 05/22/18

1 Board of Supervisors

County of Riverside

2
3 RESOLUTION NO. 2010-205

4
5 A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF RIVERSIDE
6 AUTHORIZING THE COUNTY AUDITOR TO ESTABLISH AND ABOLISH FUNDS
7 AND MAKE TEMPORARY TRANSFERS OF MONEY BETWEEN FUNDS
8 UNDER THE AUTHORITY OF THE BOARD OF SUPERVISORS
9

10 WHEREAS, California Government Code Section 25252 authorizes the Board of
11 Supervisors to establish and abolish those funds necessary for the proper transaction of the business of the
12 County and further provides that the Board of Supervisors may authorize the County Auditor to perform
13 this function; and,

14 WHEREAS, California Government Code Section 25252 authorizes the Board of
15 Supervisors to make transfers from one fund to another as the public interest requires and further provides
16 that the Board may by resolution authorize the County Auditor to make such transfers of money from one
17 fund to another if the Board of Supervisors has authority over each fund, as the public interest requires;
18 and,

19 WHEREAS, the Board of Supervisors deems it in the public interest to authorize the County
20 Auditor to establish and abolish funds and to make temporary transfers of money between funds under the
21 authority of the Board of Supervisors in order to assist the County with cash management needs;

22 NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of
23 Riverside assembled in regular session on August 10, 2010 that:

- 24 1. The above recitals are true and correct.
25 2. The Board of Supervisors hereby authorizes the County Auditor to make temporary
26 transfers of money between those funds under the authority of the Board of Supervisors as the public
27 interest may require. All such transfers shall be done in such a way and at such time as they will not
28 negatively affect the funds from which they are drawn, and shall be reimbursed to the funds from which
29 they are drawn in sufficient time such that they have no negative effect on the ability to conduct lawfully
30 budgeted transactions.
31 3. The County Auditor and any other County officers and employees are authorized to
32 take such additional actions necessary or convenient to carry out the effect of this resolution.
33 4. This resolution shall take effect from and after the date of its adoption.

FORM APPROVED COUNTY COUNSEL
BY: Dale A. Garones 7/19/10
DALE A. GARONES DATE

BOARD OF SUPERVISORS

COUNTY OF RIVERSIDE

RESOLUTION NO. 2010 – 205

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF RIVERSIDE
AUTHORIZING THE COUNTY AUDITOR TO ESTABLISH AND ABOLISH FUNDS
AND MAKE TEMPORARY TRANSFERS OF MONEY BETWEEN FUNDS
UNDER THE AUTHORITY OF THE BOARD OF SUPERVISORS**

ADOPTED by Riverside County Board of Supervisors on August 10, 2010.

ROLL CALL:

Ayes: Buster, Tavaglione, Stone, Benoit, and Ashley
Nays: None
Absent: None

The foregoing is certified to be a true copy of a resolution duly adopted by said Board of Supervisors on the date therein set forth.

KECIA HARPER-IHEM, Clerk of said Board

By: _____
Deputy

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Board of Supervisors

County of Riverside

RESOLUTION NO. XXXX-XXX

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF RIVERSIDE
AUTHORIZING THE COUNTY TREASURER TO MAKE TEMPORARY TRANSFERS OF MONEY
BETWEEN FUNDS UNDER CUSTODY OF THE COUNTY TREASURER

WHEREAS, California Constitution Article 16 Section 6 provides that the County Treasurer shall have the power and duty to make temporary transfers from the funds in custody as necessary to provide for meeting the obligations incurred for maintenance purposes by any city, county, district, or other political subdivision whose funds are in custody and are paid out solely through the County Treasurer's office; and,

WHEREAS, California Constitution Article 16 Section 6 provides such temporary transfer to any political subdivision shall be made only upon resolution adopted by the Board of Supervisors authorizing the County Treasurer to make such temporary transfer; and,

WHEREAS, California Constitution Article 16 Section 6 provides such temporary transfer shall not exceed 85 percent of the anticipated revenues accruing to the political subdivision; and,

WHEREAS, California Constitution Article 16 Section 6 provides such temporary transfer shall not be made prior to the first day of the fiscal year, nor after the last Monday in April of the current fiscal year; and,

WHEREAS, California Constitution Article 16 Section 6 provides such temporary transfer shall be replaced from the revenues accruing to such political subdivision before any other obligation of such political subdivision is met from such revenue; and,

WHEREAS, the Board of Supervisors deems it in the public interest to authorize and direct such temporary transfers of money in order to assist _____, ("Agency") in meeting the Agency's maintenance obligations;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Riverside assembled in regular session on _____ that:

1. The above recitals are true and correct.
2. The Board of Supervisors authorizes the County Treasurer to make temporary

transfers from the funds in custody as may be necessary to provide funds to the Agency for meeting its obligations for maintenance purposes, provided that:

- a. Such temporary transfer shall not exceed 85 percent of the anticipated revenues accruing to the Agency in the fiscal year in which the transfer shall occur; and,

1 b. Such temporary transfer shall not be made prior to the first day nor after the
2 last Monday in April of the fiscal year in which the transfer shall occur; and,

3 c. Such temporary transfer shall be repaid and replaced from revenues accruing
4 to the Agency before any other obligation of the Agency is met from such revenue.

5 3. The Board of Supervisors authorizes the County Treasurer, the County Auditor, and
6 any other County officer and employees to take such additional actions necessary or convenient to carrying
7 out the effect of this resolution.

8 4. This resolution shall take effect from and after the date of its adoption.