ORDINANCE NO. 1523

AN ORDINANCE AMENDING SECTION 11-13
DECLARING WARRANTS TO BE VOID ONE YEAR FROM ISSUE

The Board of Supervisors of the County of Solano, State of California, does ordain as follows:

SECTION I.

Sections 11-13 of Chapter 11 of the Solano County Code, entitled "Finances, Fees, Taxation and Revenue" is hereby Amended to read as follows:

Sec. 11-13. Warrants; procedure for receipt, collection and deposit of money.

(a) When warrant considered void. Any warrant issued is void if not presented to the county treasurer for payment within one year after its date of issuance.

(b) When warrant considered lost. A warrant shall be considered lost if it has been mailed and has not been received by the addressee within seven days after the date of mailing. This section is adopted pursuant to section 29853 of the Government Code of the state, and applies to all county warrants, whether for relief or otherwise.

(c) Notice of receipts required for money. Officers, employees and elected officials who are authorized to receive money for the county in their official capacity, must post in a conspicuous place at any designated collection station or counter, the following public notice expressed in plain and legible print:

"Notice to the Public: Employed personnel of Solano County are required by law to forthwith give official receipt for any money paid into the Solano County Treasury. Secure your receipt when payment is made."

(d) Cash collection and deposits. After receipts for money have been issued, they must be recorded on a cash collection record, either in detail or batches that identify a type of cash transaction, whether receipted or not. The cash collection record shall be maintained in the form prescribed by the county auditor. Such collections should be totaled daily to identify such receipted
transactions on a prescribed register, or separately identified on a deposit permit with attachments of copies of each issued receipt included.

All collected money coming into the possession of a county agent or collector must be deposited in the county treasury intact, when not legislatively provided for to be deposited elsewhere, for the amount of each separate cash transaction or be daily totals as soon as practicable. However, the usually expected practice will be to make such deposits daily, and overnight storage of such funds are not expected to exceed five hundred dollars unless approved in writing by the county auditor.

Under usual circumstances subject to the approval of the county auditor, collections of money may be converted to a county treasurer's cashier check, payable in the name of the county treasurer when settlement with the county auditor cannot be made on or before the fifth day of each month.

In those instances in which a county agent or collector is legislatively required to make deposits directly in the county treasury, collections of such money shall be converted to the form of a cashier's check or a postal money order payable to the county treasurer, and forwarded to him immediately.

In lieu of depositing trust money directly into the county treasury, the county auditor may authorize a collector to deposit such money in a local bank account only when refunds are legislatively provided to make refunds therefrom. (Ord. No. 546, § 1; Ord. No. 816, § 1.)

SECTION II.

Pursuant to provisions of Government Code Section 25124(b)(1), a Summary of this Ordinance shall be published once, at least FIVE (5) DAYS prior to the meeting of the Board of Supervisors at which the Ordinance is to be finally considered for adoption (second reading), and a Summary of this Ordinance, with the vote of the members of the Board of Supervisors thereon, shall also be published once before the expiration of FIFTEEN (15) DAYS after adoption of the Ordinance. Both publications shall be in the FAIRFIELD DAILY REPUBLIC, a newspaper of general circulation, printed and published in the County of Solano, State of California, and shall be in full force and effect THIRTY (30) DAYS after its passage.

A certified copy of the full text of the proposed Ordinance shall be posted in the office of the Clerk of the Board of Supervisors at least FIVE (5) DAYS prior to the meeting of the Board of Supervisors at which the Ordinance is to be finally
considered for adoption (second reading). A certified copy of the final Ordinance shall be posted in the office of the Clerk of the Board of Supervisors within FIFTEEN (15) DAYS after adoption of the Ordinance, and the posting shall include the vote of the Supervisors for or against the Ordinance.

SKIP THOMSON, Chairman of the Board of Supervisors

ATTEST:

LINDA L. TERRA, Clerk of the Board of Supervisors

I, LINDA TERRA, Clerk of the Board of Supervisors of the County of Solano, State of California, do hereby certify that the above and foregoing Ordinance was introduced at a regular meeting thereof held this 26th day of March 1996.

On the motion of Supervisor Kondylis and the second of Supervisors Gojkovich, this Ordinance was adopted at a regular meeting of said Board on the 26th day of March 1995, by the following vote:

AYES: SUPERVISORS: Carroll, Gojkovich, Kondylis, Schlenker and Chairman Thomson

NOES: SUPERVISORS: None

ABSTAINED: SUPERVISORS: None

ABSENT: SUPERVISORS: None

WITNESS my hand and the Seal of said Board this 26th day of March 1996.

LINDA L. TERRA, Clerk of the Board of Supervisors

By Deputy