

Treasury Cash Receipts (TCR)



Robert E. Byrd, CGFM
County Auditor-Controller



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Treasury Cash Receipts (TCR)

- Overview
 - TCR Processing Time
 - TCR Reports & Queries
 - Average Days till Deposits are posted
 - TCR Errors
 - Contact Information



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Standard Practice Manual

- According to SPM 7-705, Treasury Cash Receipts should be processed daily.



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Advantages of Completed Treasury Cash Receipts

- Directly impacts your Daily Cash Balance.
- If your fund earns interest, it will not start accruing interest till the deposit is posted.



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Auditor Controller Office Reports

County of Riverside
UN-WORKED TCR REPORT
Accounting Date from: 10-01-2009 to 10-31-2009 and business unit: ALL
(CR Report Type Included)

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Run Date
Run Time

Report ID: F00A0311

SELECT OPER TYPE:

Business Unit	Account ID	Type	Comments #	Status	Amount	Description ID	Name
ASAC	1909	C	4	U	3,649.59	0217600	Patricia Sopher
PCAC	2003	C	4	I	36.00	0217400	Omnia Johnson
PCAC	2003	C	4	I	86.00	0217400	Omnia Johnson
PCAC	2003	C	5	I	65.00	0217400	Omnia Johnson
PCAC	6955	C	1	U	2,422.00	0211200	Lisa Torres
PCAC	6955	C	7	W	12,563.00	0213701	Sonya Melancon
PCAC	6911	C	8	I	13,260.40	0213701	Sonya Melancon
PCAC	6911	C	3	I	650.00	0213701	Sonya Melancon
PCAC	6911	C	4	I	2,469.32	0213701	Sonya Melancon
PCAC	6911	C	2	I	2,469.00	0213701	Sonya Melancon
PCAC	6911	C	1	I	6.96	0213701	Sonya Melancon
PCAC	6911	C	6	I	2,469.32	0213701	Sonya Melancon
PCAC	6911	C	7	I	228.87	0213701	Sonya Melancon
PCAC	6910	C	1	U	241,926.11	0213701	Sonya Melancon
PCAC	6910	C	2	U	2,470.00	0207705	Virginia Lopez
PCAC	6910	C	8	U	2,558.00	0207705	Virginia Lopez
PCAC	6910	C	3	U	483.35	0207705	Virginia Lopez
PCAC	6910	C	2	U	2,523.66	0207705	Virginia Lopez
PCAC	6910	C	3	U	370.00	0207705	Virginia Lopez
PCAC	6910	C	7	U	2,268.00	0207705	Virginia Lopez
PCAC	6910	C	6	U	2,559.48	0207705	Virginia Lopez
PCAC	6910	C	5	U	520.00	0207705	Virginia Lopez
PCAC	6910	C	2	U	245.50	0217500	Shirley Walker
PCAC	4401	C	1	U	21,296.20	0210800	Maria Jaramillo
PCAC	1000	C	1	U	125.00	0210000	Don Williams
CSAC	2049	C	7	U	1,097.47	0210000	Thomas Russo
CSAC	2044	C	9	U	25.50	0208700	Byron Brown
CSAC	2044	C	9	U	14,423.52	0204000	Walter Smith Cardenas
CSAC	2086	C	2	A	1,386.25	0210000	Debra Johnson
CSAC	2086	C	1	A	682.70	0210000	Debra Johnson
CSAC	2086	C	3	A	1,203.71	0210000	Debra Johnson
CSAC	2089	C	4	I	200.00	0204000	Kathy Harris

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- Un-Worked TCR Report:
- Weekly Reminder
- Future Dazel Report

Auditor Controller Office Reports

- Type and Status Code for Un-Worked TCR Report

Type	Description	Status	Description
B	Bank Charge	A	Applied
C	Cash Deposit	C	Complete
R	Rejected Checks	I	Identified
W	Wire Transfers	J	Directly Journal (Need to Budget Check)
Z	Zero Balance Accounts	U	Unidentified
		W	Worksheet



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Status - Descriptions

- Status A (Applied) – If this appears on the Un-worked TCR report for more than two days, it is stuck in the worksheet mode.
- Status C (Completed) – May have to process through nightly cycle
- Status I (Identified) – Deposit needs to be applied to an invoice
- Status J (Directly Journal (Need to Budget Check)) – More than two days mostly likely budget error.
- Status U – Unidentified – TCR has not been worked.
- Status W – Worksheet - Invoice stuck in worksheet mode.



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What Departments Can Do?

- Check Business Unit in PeopleSoft
- Accounts Receivable/Direct Journal Payments/Create Accounting Entries/Find an Existing Value

Direct Journal Entry
Enter any information you have and click Search. Leave fields blank for a list of all values

Find an Existing Value

Deposit Unit: ACARC

DepositID: begins with

Payment Sequence:

PaymentID: begins with

UserID: begins with

Assigned OperatorID: begins with

Case Sensitive

Search Clear

Search Results

Deposit Unit	Deposit ID	Payment Sequence	Payment ID	UserID	Assigned OperatorID	Non Customer/Dist/Balanced	Entered Date
ACARC	18511	1	PWR.DPR.DEP.185	E211238	E211238	No_Dist	10/26/2009
ACARC	18513	1	WARRANTS	E211238	E211238	No_Dist	10/26/2009
ACARC	18513	1	WARRANTS	E211238	E211238	No_Dist	10/26/2009
ACARC	18514	1	WARRANTS	E211238	E211238	No_Dist	10/26/2009

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Auditor Controller Office Reports

- Query-Days Outstanding TCR Report

Sum of Days Outstanding Days				
	July 2009	August 2009	September 2009	Average Days
	13.37	8.19	12.89	11.48
	8.67	9.44	13.75	10.62
	8.00	14.00	7.00	9.67
	5.89	12.27	7.38	8.51
	6.45	6.41	8.05	6.97
	5.76	5.43	7.09	6.09
	4.30	5.01	6.08	5.13
	5.82	2.43	6.18	4.81
	6.67	1.00	6.00	4.56
	1.00	1.33	1.00	1.11
	152.39	123.45	149.64	141.82
Monthly Average	3.24	2.63	3.18	3.02

Auditor Controller Office Reports

- Query-Open Deposits – run by ACO at month-end closing

Assigned Name	Unit	Deposit ID	User	Assign	Control Amt	Control Count	Posted Amt	Posted Count	Journal Amt	Journal Count	Accty Date	Post Status	Deposit Approved	Date Approved
Aguilar Anthony S	MISARC	5470	E22008	E22008	2,175.64	13	-	-	-	-	0	10/20/2009 Not Posted	N	
Aguilar Alicia B	ESARC	5916	E21918	E21918	1,175.00	2	-	-	-	-	0	10/20/2009 Not Posted	N	
Aguilar Alicia B	CSARC	5427	E21918	E21918	11,448.89	1	-	-	-	-	0	10/20/2009 Not Posted	N	
Alexa Estelina	FRARC	5860	E20298	E20298	8,432.00	1	-	-	-	-	0	10/14/2009 Not Posted	Y	10/15/2009 11:14
Baltesch Deanna M	SHARC	5256	E10449	E11918	3,999.00	6	-	-	-	-	0	10/20/2009 Parity Pending	Y	10/20/2009 10:16
Baltesch Robert L	MISARC	5482	E10349	E10349	(337,236.20)	4	-	-	-	-	0	10/16/2009 Not Posted	Y	10/20/2009 11:13
Baronick Rosalba	HSARC	7634	E11207	E11998	1,834,650.89	1	-	-	-	-	0	10/1/2009 Not Posted	Y	
Bingham Carol P	HSARC	5919	E22581	E22581	(64,978.92)	1	-	-	-	-	0	10/1/2009 Not Posted	N	10/20/2009 9:19
Bing Shirley M	ITARC	588	E10003	E10003	1,844.75	10	-	-	-	-	0	10/19/2009 Not Posted	Y	10/19/2009 10:41
Brown Kimberly K	ACARC	5432	E21800	E21800	(18,475.00)	1	-	-	-	-	0	10/20/2009 Not Posted	Y	10/20/2009 9:55
Brown Shana K	TLARC	58872	E21792	E21792	48,380.80	30	-	-	-	-	0	10/20/2009 Not Posted	N	
Brown Shana K	TLARC	58880	E21792	E21792	1.00	1	-	-	-	-	0	10/20/2009 Not Posted	N	
Brown Evelyn N	SHARC	52844	E10878	E10878	3,825.00	8	3,870.00	7.00	-	-	0	10/19/2009 Not Posted	Y	10/20/2009 9:11
Cardenas Camacho J SHARC	52864	E224189	E224189	11,247.62	16	-	-	-	-	-	0	10/20/2009 Not Posted	Y	10/20/2009 10:19
Cardenas Camacho J SHARC	52864	E224189	E224189	270.00	9	-	-	-	-	-	0	10/20/2009 Not Posted	N	
Cardenas Camacho J SHARC	52887	E224189	E224189	147.00	10	-	-	-	-	-	0	10/21/2009 Not Posted	Y	10/22/2009 10:17
Corso Tracy A	ACARC	59209	E21602	E21602	13,656.48	1	-	-	-	-	0	10/20/2009 Not Posted	Y	10/20/2009 10:17
Corso Tracy A	ACARC	59209	E21602	E21602	862.12	1	-	-	-	-	0	10/20/2009 Not Posted	Y	10/20/2009 14:42
Daoufouf Billie R	HSARC	76266	E21987	E21987	1,281.00	2	-	-	887.00	-	0	10/20/2009 Parity Pending	Y	10/20/2009 8:23
Daoufouf Billie R	HSARC	76283	E21514	E21998	738,981.25	1	-	-	-	-	0	10/1/2009 Not Posted	Y	10/20/2009 8:04
Daoufouf Billie R	HSARC	76264	E21514	E21998	71,823.47	1	-	-	-	-	0	10/16/2009 Not Posted	Y	10/20/2009 8:35
Daoufouf Billie R	HSARC	76262	E21792	E21998	100,800.74	1	-	-	-	-	0	10/1/2009 Not Posted	Y	10/16/2009 8:48
Daoufouf Billie R	HSARC	76274	E21514	E21998	80,473.08	1	-	-	-	-	0	10/16/2009 Not Posted	Y	10/16/2009 8:08
Daoufouf Billie R	HSARC	76281	E211488	E21998	726,056.17	1	-	-	-	-	0	10/1/2009 Not Posted	Y	10/16/2009 8:45
Daoufouf Billie R	HSARC	76238	E211488	E21998	100,203.84	1	-	-	-	-	0	10/14/2009 Not Posted	Y	10/14/2009 9:49
DeVera Juana	HSARC	76205	E21514	E204728	30,939.91	1	-	-	-	-	0	10/16/2009 Not Posted	Y	10/20/2009 9:16
DeVera Juana	HSARC	76207	E21514	E204728	100,798.81	1	-	-	-	-	0	10/16/2009 Not Posted	Y	10/20/2009 10:11
DeVera Juana	HSARC	76202	E21514	E204728	86,738.35	1	-	-	-	-	0	10/16/2009 Not Posted	Y	10/20/2009 8:31
Delia Garcia Jimenez	PARARC	5887	E21209	E21209	8,482.57	6	-	-	-	-	0	10/20/2009 Not Posted	N	
Dom Madalena	HRARC	5914	E20368	E20368	(1,219.99)	1	-	-	-	-	0	10/20/2009 Not Posted	N	
Dom Madalena	HRARC	5919	E20368	E20368	(1,194.46)	1	-	-	-	-	0	10/20/2009 Not Posted	N	
Dom Madalena	HRARC	5912	E20368	E20368	(1,584.87)	1	-	-	-	-	0	10/20/2009 Not Posted	N	

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Treasury Cash Receipt Error

- No Budget Exists
– Zero budget line request to:
ACOBudgets@co.riverside.ca.us



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Contact Information

- Pat Hughes, Accounting Technician I
 - 951-955-3824
- Lucinda Rizk, Accounting Technician I
 - (On Maternity Leave)
 - 951-955-3852
- Heydee Koury, Accountant II
 - 951-955-9461
- Samuel Wong, Senior Accountant
 - 951-955-0335
- Tanya Harris, Principal Accountant
 - 951-955-8375



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