



BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: 05/18/2021

Title: Recorder's Report for March 2021 for the Document Storage and Retrieval Fund

Introduction/Background:

Pursuant to Resolution No. 1993-200, request ratification by the Pima County Board of Supervisors of the Document Storage and Retrieval Report for March 2021

Discussion:

See attached report

Conclusion:

Recommendation:

Ratify Recorder's report for March 2021 on the Document Storage and Retrieval Fund

Fiscal Impact:

None

Board of Supervisor District:

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☒ All

Department: Recorder Telephone: _____

Contact: Pamela Franklin Telephone: 520-724-4356

Department Director Signature/Date: *Gabriella C. Kelly*

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: _____

Public Service Center Building
240 N. Stone Ave., 1st Floor
Tucson, AZ 85701



Mailing Address:
PO Box 3145
Tucson, AZ 85702-3145

Doc. Recording: (520) 724-4350
Voter Registration: (520) 724-4330

Social: @PimaRecorder
Web: recorder.pima.gov

Gabriella Cázares-Kelly, Recorder

DOCUMENT STORAGE & RETRIEVAL FUND
March 2021

BEGINNING BALANCE AS OF 03/01/2021 **\$1,368,552.65**

REVENUE

| | |
|----------------|-------------|
| Conversion Fee | \$93,296.00 |
| Interest | 1,648.02 |

TOTAL REVENUE **\$94,944.02**

SUBTOTAL **\$1,463,496.67**

EXPENDITURES

| | |
|----------------------|-------------|
| Salaries & Benefits | \$47,514.11 |
| Software | \$59.52 |
| Software Maintenance | \$23,107.51 |
| Capital Equipment | \$5,414.33 |

TOTAL EXPENDITURES **\$76,095.47**

FUND ENDING BALANCE **\$1,387,401.20**

DOCUMENT STORAGE & RETRIEVAL FUND
MARCH 2021

EXPLANATION OF EXPENDITURES:

SOFTWARE

| | | |
|-----------------------|-------|--|
| KILLDISK PROFESSIONAL | 59.52 | Removing all data from the hard drives of the machines we dispose of |
|-----------------------|-------|--|

SOFTWARE MAINTENANCE

| | | |
|-------|----------|------------------------|
| CDW-G | 1,487.52 | Licenses for Antivirus |
|-------|----------|------------------------|

| | | |
|-----|-----------|---|
| SHI | 21,619.99 | Maintenance port for our Citrix environment |
|-----|-----------|---|

| | | |
|-------|-----------|--|
| TOTAL | 23,107.51 | |
|-------|-----------|--|

CAPITAL EQUIPMENT \$1K-\$5K

| | | |
|----------|----------|----------------|
| DELL EMC | 5,414.33 | Four computers |
|----------|----------|----------------|