



## BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: July 7, 2015

**Title:** Recorder's report for May 2015 on 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 fund report for May 2015

**Discussion:**

see attached report

**Conclusion:**

**Recommendation:**

Ratify Recorder's report for May 2015 on the Document Storage and Retrieval Fund.

**Fiscal Impact:**

**Board of Supervisor District:**

1       2       3       4       5       All

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Department: Recorder      Telephone: 724-4356

Department Director Signature/Date: J. Q. Rodriguez 6-23-15

Deputy County Administrator Signature/Date:

County Administrator Signature/Date:

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Mailing Address:  
P. O. Box 3145  
Tucson, AZ 85702-3145  
  
County Public Service Center  
240 North Stone Avenue, 1<sup>st</sup> Floor  
Tucson, AZ

**E. Ann Rodriguez**  
**Pima County Recorder**  
*Recording history one document at a time.*

Christopher J. Roads  
Chief Deputy Recorder  
Registrar of Voters

Document Recording: (520) 724-4350  
Voter Registration: (520) 724-4330  
Fax: (520) 623-1785  
[www.recorder.pima.gov](http://www.recorder.pima.gov)

**DOCUMENT STORAGE & RETRIEVAL FUND**  
**MAY 2015**

**BEGINNING BALANCE AS OF 5/01/2015** **\$727,688.46**

**REVENUE**

Conversion Fee	\$60,888.00
Interest	291.03

<b>TOTAL REVENUE</b>	<b>\$61,179.03</b>
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<b><i>SUBTOTAL</i></b>	<b>\$788,867.49</b>
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**EXPENDITURES**

Salaries & Benefits	57,539.87**
Professional Services	8,850.00
Telephone	<u>708.22</u>

<b>TOTAL EXPENDITURES</b>	<b>(\$67,098.09)</b>
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<b><i>FUND ENDING BALANCE</i></b>	<b><u>\$721,769.40</u></b>
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\*\* The fund is still owed reimbursement for payroll expenses paid erroneously. Paperwork has been submitted for transfers back into the fund in the total amount of \$60,291.66. This will appear on our report when the transfers are actually completed. All employees are now being paid from the correct fund.

**DOCUMENT STORAGE & RETRIEVAL FUND**  
**MAY 2015**

**EXPLANATION OF EXPENDITURES:**

**PROFESSIONAL SERVICES**

QUEUE CORP 8,850.00 Contracted services for development/testing of database system

**TELEPHONE**

VERIZON WIRELESS	55.36	425-7576 PDA for IT staff for constant contact capability and for receiving system failure alerts
VERIZON WIRELESS	55.36	404-9781 PDA for IT staff for constant contact capability and for receiving system failure alerts.
VERIZON WIRELESS	40.01	237-1886 Broadband card for using PDA as modem to access internet with laptop for remote site access/network troubleshooting
VERIZON WIRELESS	40.01	237-5389 Broadband card for using PDA as modem to access internet with laptop for remote site access/network troubleshooting
VERIZON WIRELESS	55.36	490-7455 PDA for IT staff for constant contact capability and for receiving system failure alerts.
VERIZON WIRELESS	40.01	404-7087 Broadband card for using PDA as modem to access internet with laptop for remote site access/network troubleshooting.
VERIZON WIRELESS	40.01	269-0598 Broadband card for using PDA as modem to access Internet with laptop for remote site access/network troubleshooting
VERIZON WIRELESS	55.36	425-7576 PDA for IT staff for constant contact capability and for receiving system failure alerts
VERIZON WIRELESS	55.36	404-9781 PDA for IT staff for constant contact capability and for receiving system failure alerts.
VERIZON WIRELESS	(40.31)	490-7455 PDA for IT staff for constant contact capability and for receiving system failure alerts. Refund for unused service
VERIZON WIRELESS	40.01	404-7087 Broadband card for using PDA as modem to access internet with laptop for remote site access/network troubleshooting.
VERIZON WIRELESS	40.01	269-0598 Broadband card for using PDA as modem to access Internet with laptop for remote site access/network troubleshooting
VERIZON WIRELESS	40.01	237-1886 Broadband card for using PDA as modem to access internet with laptop for remote site access/network troubleshooting
VERIZON WIRELESS	40.01	237-5389 Broadband card for using PDA as modem to access internet with laptop for remote site access/network troubleshooting
PIMA COUNTY FINANCE	3.65	Monthly long distance
PIMA COUNTY FINANCE	<u>148.00</u>	Monthly port charges
	708.22	