BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: 3/5/19

Title: Recorder's Report for January 2019 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 January 2019

Discussion:

see attached report

Conclusion:

Recommendation:

Ratify Recorder's report for January 2019 on the Document Storage and Retrieval Fund

Fiscal Impact:

Board of Supervisor District:

☐ 1   ☐ 2   ☐ 3   ☐ 4   ☐ 5   ☒ **All**

Department: Recorder _____ Telephone: _____

Contact: Pamela Franklin _____ Telephone: 520-724-4356

Department Director Signature/Date: _____ 2-11-19

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: _____

Mailing Address
P. O. Box 3145
Tucson, AZ 85702-3145

County Public Service Center
240 North Stone Avenue, 1st Floor
Tucson, AZ

F. 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

DOCUMENT STORAGE & RETRIEVAL FUND
JANUARY 2019

BEGINNING BALANCE AS OF 1/01/2019   **$568,533.98**

REVENUE

Conversion Fee	$43,536.00	
Interest	981.58	
TOTAL REVENUE		$44,517.58
SUBTOTAL		$613,051.56

EXPENDITURES

Salaries & Benefits	52,766.69	
Telephones	113.14	
R&M Software	1,242.44	
TOTAL EXPENDITURES		$54,122.27

FUND ENDING BALANCE   **$558,929.29**

EXPLANATION OF EXPENDITURES:

TELEPHONES

VERIZON WIRELESS	$56.51	425-7576 PDA for IT staff for constant contact capability and for receiving system failure alerts
VERIZON WIRELESS	<u>56.51</u>	404-9781 PDA for IT staff for constant contact capability and for receiving system failure alerts.

$113.14

R&M SOFTWARE

SHI, INTERNATIONAL	$1,242.44	Maintenance and service renewal for TOAD