



BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: July 7, 2015

Title: Recorder's report for April 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 April 2015

Discussion:

see attached report

Conclusion:

Recommendation:

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

Fiscal Impact:

Board of Supervisor District:

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☒ All

Department: Recorder

Telephone: 724-4356

Department Director Signature/Date: _____

[Signature] 6-23-15

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
APRIL 2015

BEGINNING BALANCE AS OF 4/01/2015 **\$697,576.36**

REVENUE

| | |
|---------------------------|-------------|
| Conversion Fee | \$65,520.00 |
| Interest | 283.27 |
| Additional conversion fee | 3,710.00 |

TOTAL REVENUE **\$69,513.27**

SUBTOTAL **\$767,089.63**

EXPENDITURES

| | |
|-----------------------|---------------|
| Salaries & Benefits | 29,866.88** |
| Professional Services | 9,060.00 |
| Telephone | <u>474.29</u> |

TOTAL EXPENDITURES **(\$39,401.17)**

FUND ENDING BALANCE **\$727,688.46**

** 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
APRIL 2015

EXPLANATION OF EXPENDITURES:

PROFESSIONAL SERVICES

| | | |
|------------|----------|--|
| QUEUE CORP | 9,060.00 | Contracted services for development/testing of database system |
|------------|----------|--|

TELEPHONE

| | | |
|---------------------|---------------|---|
| VERIZON WIRELESS | 55.33 | 425-7576 PDA for IT staff for constant contact capability and for receiving system failure alerts |
| VERIZON WIRELESS | 55.33 | 404-9781 PDA for IT staff for constant contact capability and for receiving system failure alerts. |
| VERIZON WIRELESS | 55.33 | 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 | 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 | .26 | Monthly long distance |
| PIMA COUNTY FINANCE | <u>148.00</u> | Monthly port charges |
| | 474.29 | |