

**City of Carson City
Agenda Report**

Date Submitted: February 8, 2011

Agenda Date Requested: Feb. 17, 2011

Time Requested: CONSENT

To: Mayor and Board of Supervisors

From: Alan Glover

Subject Title: Annual Report of the Carson City Recorder Per NRS 247.305

Staff Summary: This report shows actual revenues and expenditures for FY 09-10 and projected revenues and expenditures for FY 10-11. NRS 247 requires the county recorder to submit an annual report to the Board of Supervisors which contains: (a) an estimate of the proceeds that the county recorder will collect from the additional fee imposed pursuant to subsection 2 of NRS 247.305...(b) A proposal for expenditures of the proceeds from the additional fee imposed pursuant to the same subsection for the costs related to the technology required for the office of the county recorder.

Type of Action Requested: (check one)
☐ Resolution ☐ Ordinance
☒ Formal Action/Motion ☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to accept the annual Recorders Technology Fund Report as submitted by the Clerk-Recorder.

Explanation for Recommended Board Action: This report is a statutory requirement

Applicable Statue, Code, Policy, Rule or Regulation: NRS 247

Fiscal Impact: \$59,847.09

Explanation of Impact: Funds available on June 30, 2010

Funding Source: Recorders Technology fund
Alternatives:

Supporting Material: Report from the Finance Department

Prepared By: ALAN GLOVER

Reviewed By: 
(Department Head)

(City Manager)

(District Attorney)

Date: 2-8-11

Date: 2/8/11

Date: 2/8/11

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



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CARSON CITY CLERK - RECORDER
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**ANNUAL INCOME & EXPENDITURE REPORT
OF THE RECORDER'S
TECHNOLOGY FUND
FUND # 101-0000-341.05-01
FY 09-10**

Revenues

Balance Forward FY 08-09	\$ 39,244.87
Actual Revenue	28,788.00
Interest income	100.22
TOTAL	\$59,847.09

Expenditures

Data Conversion	\$ 0
Hardware & Software	7,200.00
Training & Travel	1,086.00
TOTAL	8,286.00



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**ANNUAL REPORT OF THE RECORDER'S
TECHNOLOGY FUND
FUND # 101-0000-341.05-01
FY 10-11**

Estimated Revenues	101-0000-341-05-01	\$29,000.00
Balance Forward FY 09/10		59,847.09
TOTAL		\$88,847.09

Estimated Expenditures	101-0213-413-05-01
Data Conversion	\$57,000.00
Hardware & Software	20,000.00
Training & Travel	2,000.00
TOTAL	\$79,000.00

Recorders Teck Fund

2/2/2011

Date	Num	Transaction	Payment	C	Deposit	Balance
6/30/2009		Opening Balance cat: [Recorders Teck Fund]		R	39,244.87	39,244.87
7/1/2009		NACO cat: Membership	275.00			38,969.87
7/31/2009		Recorder cat: Fees			2,901.00	41,870.87
8/2/2009		Bank Of America cat: Business Travel memo: NACO	86.90			41,783.97
8/30/2009		Recorder cat: Fees			2,556.00	44,339.97
9/30/2009		Recorder cat: Fees			2,373.00	46,712.97
10/4/2009		Bank Of America cat: Business Travel memo: NACO	86.90			46,626.07
10/30/2009		Recorder cat: Fees			2,253.00	48,879.07
11/30/2009		Recorder cat: Fees			2,052.00	50,931.07
12/6/2009		Advanced Data Systems Inc cat: Computer memo: Upgrade	4,200.00			46,731.07
12/31/2009		Recorder cat: Fees			2,115.00	48,846.07
1/31/2010		Recorder cat: Fees			2,145.00	50,991.07
2/28/2010		Recorder cat: Fees			2,163.00	53,154.07
3/28/2010		Recorder cat: Fees			2,994.00	56,148.07
4/10/2010		Bank Of America cat: Business Travel memo: CFOA	637.20			55,510.87
4/30/2010		Recorder cat: Fees			2,619.00	58,129.87
5/11/2010		Advanced Data Systems Inc cat: Computer memo: Upgrade	2,250.00			55,879.87
5/31/2010		Recorder cat: Fees			2,247.00	58,126.87
6/12/2010		Advanced Data Systems Inc cat: Computer memo: Upgrade	750.00			57,376.87
6/30/2010		Recorder cat: Fees			2,370.00	59,746.87
6/30/2010		Bank Of America cat: Interest Inc memo: FY 09-10			100.22	59,847.09

GENERAL FUND
RESERVED FUND BALANCE - GENERAL FUND
TECHNOLOGY FUNDS
6/30/2010

BALANCE 6/30/09	<u>39,244.87</u>
ACCOUNT #:	
101-0000-341-05-01	28,788.00
101-0213-413-06-20	-8,286.00
101-0213-413-77-20	0.00
101-0213-413-77-43	0.00
INTEREST ALLOCATION	<u>100.22</u>
BALANCE 6/30/10	<u>59,847.09</u>
Increase	20,602.22

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JAN 31 2011
CARSON CITY
CLERK-RECORDER

7/13/10 for
2010