



Legislation Details (With Text)

File #: 16-0027 **Version:** 1

Type: Agenda Item **Status:** Approved

File created: 12/31/2015 **In control:** Board of Supervisors

On agenda: 1/26/2016 **Final action:** 1/26/2016

Title: Treasurer/Tax Collector and Recorder/Clerk recommending the Board approve a budget transfer appropriating funds in the amount \$18,000 from the Recorder's Modernization Special Revenue Fund to the Treasurer/Tax Collector for the acquisition of software and support services to implement a system for electronic recording of liens. (4/5 vote required)

FUNDING: Special Revenue Fund. (Recorder's Modernization Fund was created to support, maintain, improve and provide for the full operation for modernized creation, retention and retrieval of information in the Recorder's system of recorded documents)

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - Budget Transfer 1-26-16, 2. Executed Budget Transfer

Date	Ver.	Action By	Action	Result
1/26/2016	1	Board of Supervisors	Approved	Pass

Treasurer/Tax Collector and Recorder/Clerk recommending the Board approve a budget transfer appropriating funds in the amount \$18,000 from the Recorder's Modernization Special Revenue Fund to the Treasurer/Tax Collector for the acquisition of software and support services to implement a system for electronic recording of liens. (4/5 vote required)

FUNDING: Special Revenue Fund. (Recorder's Modernization Fund was created to support, maintain, improve and provide for the full operation for modernized creation, retention and retrieval of information in the Recorder's system of recorded documents)

DEPARTMENT RECOMMENDATION

Treasurer/Tax Collector and Recorder/Clerk recommending the Board approve a budget transfer appropriating funds in the amount \$18,000 from the Recorder's Modernization Special Revenue Fund to the Treasurer/Tax Collector for the acquisition of software and support services to implement a system for electronic recording of liens.

DISCUSSION / BACKGROUND

The current method of processing and recording liens relies on dated procedures that are prone to error due to lack of controls. The new electronic system provides transparency, control and efficiency throughout the process of creating the liens within the Treasurer/Tax Collector's Office to recording the liens within the Recorder/Clerk's Office. The new system ensures efficient records management through alerts, prioritized routing and proactive workflow management.

ALTERNATIVES

The Board could direct that another funding source be use for the project.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Information Technologies has reviewed and approved the contract and will provide assistance as needed for the project.

CAO RECOMMENDATION

Approve the departments' recommendation.

FINANCIAL IMPACT

No change to Net County Cost. Funding for the project is provided from the Recorder's Modernization Special Revenue Fund. This account is funded through a portion of recording fees which are set aside for modernization of systems and equipment pursuant to Government Code Section 27361.

CLERK OF THE BOARD FOLLOW UP ACTIONS

Clerk of the Board to obtain the Chair's signature on the budget transfer and forward to the Auditor-Controller for processing.

STRATEGIC PLAN COMPONENT

Good Governance, Infrastructure

CONTACT

Todd Hall, Treasury Quantitative Specialist
Treasurer/Tax Collector's Office