



JOHN A. FANTHAM
DIRECTOR OF PUBLIC WORKS

County of Santa Cruz ⁰⁴⁶¹

DEPARTMENT OF PUBLIC WORKS

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AGENDA: OCTOBER 19, 1999

October 6, 1999

SANTA CRUZ COUNTY BOARD OF SUPERVISORS

701 Ocean Street
Santa Cruz, California 95060

SUBJECT: FIXED ASSET PURCHASE, CURRENCY SCANNER AND COUNTER

Members of the Board:

Public Works has been studying a variety of options aimed at improving operations at the gatehouse/cashiering facilities at both the Buena Vista Landfill and Ben Lomond Transfer Station. In anticipation of construction of new entrance facilities next year at the Buena Vista Landfill, Public Works staff have been visiting gatehouse facilities at other locations for ideas to include in our new construction. While making these visits, we discovered at one landfill a currency scanner/counter that sorts and counts the large volume of currency received on a daily basis. Up to this point we were not aware that such a device was in use, and found that it would allow us to provide better customer service and reduce paid overtime.

Both the Buena Vista Landfill and Ben Lomond Transfer Station handle large sums of currency on a daily basis. A considerable amount of staff time is spent counting and recounting money during and at the end of each working day. A typical work day will involve six cashiers (three till-time cashiers and three relief cashiers for breaks) conducting cash in/out procedures at various times throughout the day.

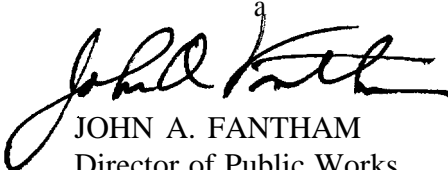
A currency scanner/counter can typically scan, sort, and count up to 1,200 bills per minute, at an accuracy rate of 99.99 percent, sorting denominations and rejecting counterfeits. The currency scanner/sorter can perform in thirty seconds what requires fifteen to twenty minutes when done manually. Use of currency scanner/counters is projected to reduce overtime charges by up to one hour per day for the entire cashiering staff for an estimated annual savings of \$6,000 to \$7,500. Additionally, as the cashiering staff will have more time dedicated to customer services and less time to cash-handling procedures, we anticipate some increased customer processing efficiencies.

The total purchase price for two currency scanner/counters would be approximately \$8,000. The CSA-9C Solid Waste Enterprise Fund has sufficient funds available for this purchase. Purchase of these scanners will require your Board's approval of the purchase and a transfer of funds within the landfill budget.

It is therefore recommended that the Board of Supervisors take the following action:

1. Approve the purchase of two currency scanner/counters for use at the Buena Vista Landfill and Ben Lomond Transfer Station cashiering facilities.
2. Approve the attached **fund** transfer in the amount of \$8,000.

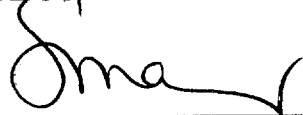
Yours truly,


JOHN A. FANTHAM
Director of Public Works

RPM:mg

Attachment

RECOMMENDED FOR APPROVAL:



County Administrative Officer

copy to: Public Works (Fred Magaard)

COUNTY OF SANTA CRUZ
REQUEST FOR TRANSFER OR REVISION
OF BUDGET APPROPRIATIONS AND/OR FUNDS

0463

Department: PUBLIC WORKS

Date: OCTOBER 19, 1999

TO: Board of Supervisors / County Administrative Officer / District Board

I hereby request your approval of the following transfer of budget appropriations and/or funds in the fiscal year ending June 30, 19

AUDITORS USE ONLY				
DOCUMENT #	AMOUNT	L/N	T/C HASH	
JE 6, , , ,	I, , , , 1,600,000.00	02	, , 043	

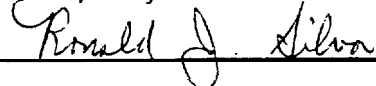
BATCH #	
DATE	Keyed By:

		T/C	INDEX	SUBJECT	USER CODE	AMOUNT	ACCOUNT DESCRIPTION *
T R A N S F E R	T O	0,2,1	6,2,5,1,1,0	8404 XXXXXX		, , 80,000.00	CO. DISPOSAL SITE CSA NO. 9C
	F R O M	0,2,2	6,2,5,1,1,0	3,5,9,0		, , 80,000.00	CO. DISPOSAL SITE CSA NO. 9C

Explanation: To transfer funds to purchase two currency scanner/counters for the Buena Vista Landfill and the Ben Lomond Transfer Station. (w/a # 51423)
Transfer the funds from Buena Vista (w/a # 51316) \$4,000 and from (w/a # 51346) Ben Lomond Transfer Station \$4,000.

Name  CHIEF OF
Title ADMINISTRATIVE SERVICES

Auditor-Controller's Action: I hereby certify that unencumbered balance(s) is/are available in the appropriations/funds and in the amounts indicated above.

Auditor-Controller, by , Deputy Date 10/5/99

County Administrative Officer's Action: ☒ Recommended to Board ☐ Approved ☐ Not Recommended or Approved

County Administrative Officer _____ Date _____

RPM:mg

State of California } As the Clerk of the Board of Supervisors of the County of Santa Cruz, I do hereby certify that the foregoing request for
County of Santa Cruz } ss. transfer was approved by said Board of Supervisors as recommended by the County Administrative Officer by an order
duly entered in the minutes of said Board on

_____, 19____, By _____, Deputy Clerk

(A-C) * Desc: _____ # _____ - Budget Transfer

Distribution:

White-Board of Supervisors
Yellow-Auditor-Controller

BRD. NAME

AGENDA DATE

ITEM NO.

Green-County Administrative Officer
Pink-Originating Department

Goldenrod-Departmental Control Copy

A-C Review		