



0015

County of Santa Cruz

AUDITOR-CONTROLLER'S OFFICE

701 OCEAN STREET, SUITE 100, SANTA CRUZ, CA 95060-4073
(831) 454-2500 FAX (831) 454-2660

GARY A. KNUTSON, AUDITOR-CONTROLLER

Chief Deputy Auditor-Controllers

Pam Silbaugh, Accounting

Suzanne Young, Audit and Systems

Kathleen Hammons, Budget and Tax

December 4, 2001

Agenda: December 11, 2001

Board of Supervisors
County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

Subject: **Auditor-Controller Use of Unanticipated Revenue to Purchase Document Management System FORTIS**

Dear Members of the Board:

In **1998** the Assessor purchased FORTIS, a document management system. Since that time FORTIS has become the County standard for document management systems. The Auditor-Controller has the need to convert the County of Santa Cruz property tax batch reports into electronic file format for permanent storage, and to convert hard copy batch reports into database access information. This would require the purchase of a scanner and related hardware, seats for the existing Assessor FORTIS software and the purchase of FORTIS COLD software system to convert batch reports to electronic files. This purchase will be made with **AB 8 18** tax administration loan funds and represent no county cost. This system will reduce the Auditor-Controller need for warehouse document storage. This system will facilitate making property tax district assessed value and property tax revenue information available to districts and the public via the Internet.

IT IS THEREFORE RECOMMENDED that your Board adopt the attached resolution accepting and appropriating unanticipated revenue in the amount of \$60,643 and authorize the Information Services Department to purchase the fixed asset.

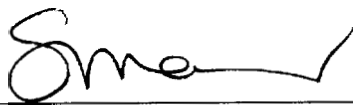
Sincerely,

Gary A. Knutson
Auditor-Controller

0016

Recommended:

By

A handwritten signature in black ink, appearing to read "Smaur", written over a horizontal line.

Susan A. Mauriello, County Administrative Officer

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

Resolution No. _____

On the motion of Supervisor _____
duly seconded by Supervisor _____
the following resolution is adopted:

RESOLUTION ACCEPTING UNANTICIPATED REVENUE

Whereas, the County of Santa Cruz is a recipient of funds from State of California
_____ **for AB818 Tax Administration Loan** program; and

WHEREAS, the County is recipient of funds in the amount of \$ 60,643 which are either in excess of those anticipated or are not specifically set forth **in the current fiscal year** budget of the County; and

WHEREAS, pursuant to Government Code Section **29130(c) / 29064(b)**, such funds may be made available for specific appropriation by four-fifths vote of the Board of Supervisors;

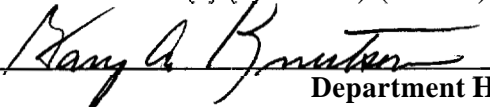
NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Santa Cruz County Auditor-Controller accept funds in the amount of \$ 60,643 into Department Auditor-Controller

<u>TIC</u>	<u>Index Number</u>	<u>Revenue Subobject Number</u>	<u>Account Name</u>	<u>Amount</u>
001	123400	0850	STAB8 Special Needs	\$60,643

and that such funds be and are hereby appropriated as follows:

<u>TIC</u>	<u>Index Number</u>	<u>Expenditure Subobject Number</u>	<u>PRJUCD</u>	<u>Account Name</u>	<u>Amount</u>
021	123400	3665	XAB818	Professional Serv.	\$ 3,600
021	123400	3489	XAB818	Computer Software	\$47,435
021	123400	8403	XAB818	Computer Equipment	\$9,605

DEPARTMENT HEAD I hereby certify that the fiscal provisions have been researched and that the Revenue(s) (has been) (will be) received within the current fiscal year.

By 
Department Head

Date 12/4/01

COUNTY ADMINISTRATIVE OFFICER

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Recommended to Board

Not recommended to Board

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this _____ day of _____, 19____ by the following vote (requires four-fifths vote for approval):

AYES: SUPERVISORS

NOES: SUPERVISORS

ABSENT: SUPERVISORS

Chairperson of the Board

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

Henry A. Oberhelman III
County Counsel 12/14/97

APPROVED AS TO ACCOUNTING DETAIL:

Henry A. Oberhelman III
Auditor-Controller

Distribution:

Auditor-Controller
County Counsel
County Administrative Officer
Originating Department

AUD60 (REV 12/97)

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