



Agenda Date: 7/26/2005  
Agenda Placement: 6I

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** John Tuteur - Assessor  
Assessor  
**REPORT BY:** John Tuteur, Assessor-Recorder-County Clerk, 253-4459  
**SUBJECT:** Amendments to Agreements with Madera County RE Megabyte Property System Enhancements

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### **RECOMMENDATION**

Assessor-Recorder-County Clerk requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement Nos. 4645-3 and 4646-3 with Madera County extending the term through June 30, 2006 and providing for an annual automatic renewal for the cost-sharing of the base-year tracking and manufactured home/aircraft automated valuation enhancements to the Megabyte Property Tax System.

### **EXECUTIVE SUMMARY**

Assessor-Recorder-County Clerk requests approval of and authorization for the Chair to sign two amendments to the agreements with Madera County, extending the term and providing for an annual automatic renewal. The agreements are for the reimbursement of a share of the cost of base-year tracking and manufactured home/aircraft automated valuation enhancements to the Megabyte Property Tax System covered under Master Agreements No. 4645 and No. 4646 approved by the Board on December 11, 2001.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Property Tax Administration grant funds have been committed to two enhancements to the Property Tax System wherein Napa County is the lead county with 15 counties eligible to participate in cost-sharing. Madera County is a participating county in the cost-sharing.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The enhancements will keep the property tax system shared by the Assessor,

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	Auditor and Tax Collector current and add features that will increase staff productivity thereby reducing costs.
Is the general fund affected?	No
Future fiscal impact:	Once completed, the enhancements will provide long-term service for the property tax system.
Consequences if not approved:	Property tax system will fall behind in needed updates and staff productivity will suffer. An out-of-date system could lead to problems with timely assessment rolls and could result in increased expenditures for staff and consultant time.
Additional Information:	None

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

On December 11, 2001 Napa County became the lead county in working with Megabyte Systems, our property tax system vendor, for two enhancements to the system. At the time there were 16 counties on the Megabyte System. The 15 other counties were eligible to receive the enhancements when completed by sharing in the cost. To date, 11 of the counties have agreed to cost share and have deposited a portion of the funds they committed with Napa County. Approximately \$168,000 is held in designations to pay for these enhancements.

Madera County, one of the 11 participants, has amended its Agreements to extend the term and add an annual automatic renewal process. The Board is requested to approve the Amendments.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Ziálcita