

## **REQUEST FOR BOARD ACTION**

### **HENDERSON COUNTY BOARD OF COMMISSIONERS**

**MEETING DATE:** January 3, 2006

**SUBJECT:** Register of Deeds – Request to use ROD Restricted Funds for Automation, Enhancement and Document Preservation

**ATTACHMENTS:** Budget Amendment

#### **SUMMARY OF REQUEST:**

The General Assembly enacted legislation that required counties to place 10 percent of certain revenues generated by the Register of Deeds Office into a fund to pay for automation enhancements and document preservation beginning in January 2002. This fund which is a portion of the County's Restricted General Fund Balance has in excess of \$160,000 currently. Only the Board of Commissioners may authorize the use and release of these restricted funds.

Attached for the Board's consideration is a budget amendment requesting to use the Register of Deeds Restricted General Fund Balance for the purchase and installation of software to continue upgrading their current system and database conversion from their old vendor, Cott Systems, Inc. Also included in this total cost is a support agreement for the new software. The total proposed cost to purchase and install the new software with support is \$96,621.

#### **COUNTY MANAGER'S RECOMMENDATION:**

I support the use of these restricted funds by the Register of Deeds Office to cover the cost of purchasing the new software and support for database conversion. It would be appropriate for the Board to consider adopting the attached budget amendment to appropriate \$96,621 from the Register of Deeds Restricted General Fund Balance for this request.

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CODE	ACCOUNT DESCRIPTION	DEBIT+	CREDIT-
115418-539000	CONTRACTED SERVICES	\$ 96,621.00	
110000-391500	FUND BAL-RESERVED FOR ROD AUTOMATION ENHANCEMENT		\$ 96,621.00
TOTAL		\$ 96,621.00	\$ 96,621.00

EXPLANATION

BUDGET AMENDMENT TO APPROPRIATE REGISTER OF DEEDS RESTRICTED GENERAL FUND  
BALANCE FOR AUTOMATION, ENHANCEMENT AND DOCUMENT PRESERVATION TO COVER THE  
ONGOING COSTS OF DATABASE CONVERSION AND SOFTWARE SUPPORT FROM THEIR OLD  
SOFTWARE SYSTEM.

PREPARED BY: JCM

DATE: 1/3/2006

BATCH #:

BATCH DATE:

APPROVAL:

JV#