

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: August 14, 2007

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

ATTACHMENTS: Request from Register of Deeds
Budget Amendment

SUMMARY OF REQUEST:

Beginning in January 2002, 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. This fund which is a portion of the County's Restricted General Fund Balance has in excess of \$300,000 currently. Only the Board of Commissioners may authorize the use and release of these restricted funds.

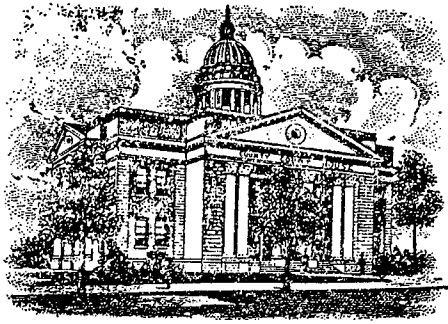
Attached for the Board's consideration is a request from Nedra Moles, Register of Deeds, to use the Register of Deeds Restricted General Fund Balance for system upgrades and archival document conversion. The attached budget amendment appropriates \$25,000 requested from the restricted general fund balance for this purpose.

BOARD ACTION REQUESTED:

Request that the Board consider approving the request by the Register of Deeds to use restricted fund balance for this purpose and approve the attached budget amendment appropriating the necessary funds necessary for this request.

Suggested Motion:

I move that the Board of Commissioners approve the request by the Register of Deeds and the associated budget amendment to use Restricted General Fund Balance for the purposes indicated.



Nedra W. Moles
REGISTRAR

OFFICE OF
Register of Deeds for Henderson County
200 N. Grove Street, Suite 129
Hendersonville, North Carolina 28792



"Land of the Sky"

July 24, 2007

Carey:

As per our conversation a couple of months ago regarding withdrawal from the AEPF, I am requesting that \$25,000.00 be transferred from the AEPF and placed in the Contracted Services line item, 115418 539000. This amount should cover the up-grade on the Fortis system, and conversion of our documents from CD to microfilm for storage in Archives in Raleigh. for the months of July through December, 2007.

Please place this on the agenda for the next Commissioners meeting for approval. Let me know the date so that I can be in attendance as Mr.

Wyatt has stated that we should attend in order to answer any questions.

Thanks for your help and let me know if you have any questions.

Sincerely,

Nedra W. Moles

**LINE-ITEM TRANSFER REQUEST
HENDERSON COUNTY**



Department: REGISTER OF DEEDS

Please make the following line-item transfers:

What expense line-item is to be increased?

Account	Line-Item Description	Amount
<u>115418-539000</u>	<u>CONTRACTED SERVICES</u>	<u>\$ 25,000</u>

What expense line-item is to be decreased? Or what additional revenue is now expected?

Account	Line-Item Description	Amount
<u>114990-401000</u>	<u>FUND BALANCE APPROPRIATED</u>	<u>\$ 25,000</u>
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Justification: *Please provide a brief justification for this line-item transfer request.*

BUDGET AMENDMENT TO APPROPRIATE REGISTER OF DEEDS RESTRICTED FUND BALANCE FOR AUTOMATION AND DOCUMENT PRESERVATION AS REQUESTED FOR CONTRACTED SERVICES DURING FY2008.

REGISTER OF DEEDS
Authorized by Department Head

8/14/2007
Date

Authorized by Budget Office

Date

Authorized by County Manager

Date

<i>For Budget Use Only</i>	
Batch #	<u> </u>
Batch Date	<u> </u>