

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: March 19, 2008

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 \$325,000 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 on-going upgrades, system support and the micro-filming of all records. The attached budget amendment appropriates \$30,000 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 from the Register of Deeds and the associated budget amendment to use Restricted General Fund Balance for the purposes indicated.

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Suggested Motion:

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

**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>\$ 30,000</u>
<u> </u>	<u> </u>	<u> </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 BAL APPROP-ROD RESTRIC</u>	<u>\$ 30,000</u>
<u> </u>	<u> </u>	<u> </u>

Justification: *Please provide a brief justification for this line-item transfer request.*

BUDGET AMENDMENT TO APPROPRIATE REGISTER OF DEEDS RESTRICTED GENERAL FUND BALANCE FOR AUTOMATION ENHANCEMENT AND DOCUMENT PRESERVATION PER REGISTER OF DEEDS REQUEST DATED 3/4/08.

REGISTER OF DEEDS
Authorized by Department Head

3/19/2008
Date

Authorized by Budget Office

Date

Authorized by County Manager

Date

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