

**REQUEST FOR BOARD ACTION**

**HENDERSON COUNTY  
BOARD OF COMMISSIONERS**

**MEETING DATE:** June 5, 2023

**SUBJECT:** Budget Amendment – Appropriating Register of Deeds Restricted Fund Balance

**PRESENTERS:** Lee King – Register of Deeds

**ATTACHMENTS:** Yes  
1 – Budget Amendment  
2 – Invoice

**SUMMARY OF REQUEST:**

Staff is requesting the Board approve a budget amendment appropriating Restricted Fund Balance from the Register of Deeds AEPF Fund in the amount of \$107,030 for the completion of Phases 1 and 2 of the Back Indexing Project. This project completed by Courthouse Computer Systems creates a searchable index for our Deeds from 1949-1978. With this addition, the total searchable index will now range from 1949 to present day.

**BOARD ACTION REQUESTED:**

The Board is requested to approve the Budget Amendment to appropriate fund balance for payment of the invoice for completion of Phases 1 and 2 of the Back Indexing Project by Courthouse Computer Systems.

***Suggested Motion:***

*I move the Board approve the Budget Amendment appropriating Restricted Fund Balance from the Register of Deeds AEPF Fund in the amount of \$107,030 for the completion of Phases 1 and 2 of the Back Indexing Project.*

**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
115418-539000	Contracted Services	\$107,030
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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

Account	Line-Item Description	Amount
114990-401002	Fund Balance Appropriated - ROD Restricted	\$107,030
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Justification:**

Appropriation of Fund Balance to pay the invoice for the first 2 sub projects with the Back Indexing of our older Deed Books. This covers 1949-1978. Approved by the Board of Commissioners June 5, 2023.

\_\_\_\_\_ 5-Jun-2023  
 William Lee King  
 Authorized by Department Head Date

\_\_\_\_\_ \_\_\_\_\_  
 Authorized by Budget Office Date

\_\_\_\_\_ \_\_\_\_\_  
 Authorized by County Manager Date

*For Budget Use Only*

Batch # \_\_\_\_\_

BA # \_\_\_\_\_

Batch Date \_\_\_\_\_



Courthouse Computer Systems  
PO Box 9393  
Chapel Hill, NC 27515 US  
mary@courthousecomputersystems.com

# Invoice

**BILL TO**

Henderson County Register of Deeds  
Lee King  
200 North Grove Street, Suite 129  
Hendersonville, NC 28792

INVOICE #	DATE	TOTAL DUE			ENCLOSED
3439	05/24/2023	\$107,030.00			

DESCRIPTION	QTY	RATE	AMOUNT
<b>Software Service</b> Record Time Machine Back Indexing of Older Deed Books:  1962 to 1978	1	69,020.00	69,020.00
<b>Software Service</b> Record Time Machine Back Indexing of Older Deed Books:  1949 to 1961	1	38,010.00	38,010.00

BALANCE DUE

**\$107,030.00**