

Goodhue County Land Use Management

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TO: The Budget Committee
FROM: Lisa M. Hanni, LUM Director / County Surveyor / County Recorder
DATE: December 8, 2015
RE: **Recorder Compliance Fund**

SUMMARY:

As per the County Board resolutions of June 6, 2006, we are providing the annual update of the progress of the approved projects utilizing the recorders compliance funds, and submitting an updated list of projects.

BACKGROUND:

Effective July 1, 2005 the following was adopted by legislation:

MS 357.182:

Subd. 7. Restriction on use of recording fees.

Notwithstanding any law to the contrary, for county budgets adopted after January 1, 2006, each county shall segregate the additional unallocated fee authorized by sections [357.18](#), [508.82](#), and [508A.82](#) from the application of the provisions of chapters 386, 507, 508, and 508A, in an appropriate account. This money is available as authorized by the Board of County Commissioners for supporting enhancements to the recording process, including electronic recording, to fund compliance efforts specified in subdivision 5 and for use in undertaking data integration and aggregation projects. Money remains in the account until expended for any of the authorized purposes set forth in this subdivision. This money must not be used to supplant the normal operating expenses for the office of county recorder or registrar of titles.

As of the September 2015 report of the Fund balance, this reserve has \$143,317.48. The first priority of utilizing this money is to get and keep the Recorder's office within the statutory 10 day compliance of recording documents. Per MS 357.182, Subd. 4, "...for calendar year 2010 and later years, at least 90 percent of all recordable instruments must be recorded and returned in compliance with the recording requirements." We have met the 10 day time period as required by statute and typically record documents within 1-3 days.

Attached is a spreadsheet and further explanation for some of the larger items listed for use of the dollars in both the Technology and the Compliance funds.

RECORDER TECHNOLOGY FUND 101-101**RECORDER COMPLIANCE FUND 101-103****RECORDER TECHNOLOGY FUND-BALANCE ESTIMATES**

	2016	2017
Revenue Projections	\$ 90,000	\$ 90,000
Less: Estimated Project Costs	(63,690)	(58,290)
Current Year - available spending	\$ 26,310	\$ 31,710
Plus: Balance in reserves 9/30/15	110,554	
Plus: Projected 2015 Revenue	22,800	
Less: Pending 2015 Projects	(17,290)	
Total Available for Spending (est.)	\$ 142,374	\$ 174,084

RECORDER COMPLIANCE FUND-BALANCE ESTIMATES

	2016	2017
Revenue Projections	\$ 100,000	\$ 100,000
Less: Estimated Project Costs	(131,300)	(56,300)
Current Year - available spending	\$ (31,300)	\$ 43,700
Plus: Balance in reserves 9/30/15	143,317	
Plus: Projected 2015 Revenue	46,920	
Less: Pending 2015 Projects	(48,225)	
Total Available for Spending (est.)	\$ 110,712	\$ 154,412

RECORDER TECHNOLOGY FUND-PROJECT DETAILS

Name of Project/Cost	2016 Budget	2017 Budget
EA Licenses (30)	5,000	5,000
Computer-Donald	1,400	
Hypercache	4,000	
VM Host - replace one every year	22,000	22,000
Annual Software Maint:		
TriMin Systems Maint. Agreement	21,000	21,000
Trimin Systems - add'l support	1,000	1,000
Vanguard Systems (Recorder program)	7,290	7,290
Sitcomp Software	2,000	2,000
Subtotal of Project Costs	63,690	58,290

RECORDER COMPLIANCE FUND-PROJECT DETAILS

Name of Project/Cost	2016 Budget	2017 Budget
ESRI Contract	37,700	37,700
ACS New Property Tax Systems-Contract	5,000	5,000
Aerial Photography Project	75,000	
Software Enhancements (GIS)	2,000	2,000
Vanguard (CAMA) Website Project	6,600	6,600
Permits Database	5,000	5,000
Subtotal of Project Costs	131,300	56,300

ACCOUNTS FOR BUDGETING PURPOSES

Transfer to IT (EA Licenses)	5,000	5,000
Software Maintenance Contracts	31,290	31,290
Software Licensing		
Other Equipment < \$5,000	5,400	-
Other Equipment > \$5,000	22,000	22,000
	63,690	58,290

ACCOUNTS FOR BUDGETING PURPOSES

Software Maintenance Contracts	37,700	37,700
Software Enhancements	12,000	12,000
Contracted Services	81,600	6,600
Other Equipment > \$5,000		
	131,300	56,300

POTENTIAL FUTURE PROJECTS:

Property Tax System Pymt-2015 Budget	18,050
2018/2019 - Final Pymt on new Tax System	110,000