

**FORSYTH COUNTY  
BOARD OF COMMISSIONERS**

**BRIEFING  
DRAFT**

MEETING DATE: May 23, 2019

AGENDA ITEM NUMBER: 2

**SUBJECT: AMENDMENT TO THE FY 2018-2019 BUDGET ORDINANCE TO APPROPRIATE RESTRICTED FUND BALANCE FROM THE REGISTER OF DEEDS AUTOMATION ENHANCEMENT AND PRESERVATION FUND FOR TECHNOLOGY PURCHASES**

**COUNTY MANAGER'S RECOMMENDATION OR COMMENTS:**

**SUMMARY OF INFORMATION:**

The Register of Deeds would like to allow customers to use credit and debit cards to pay fees when they are due, which would require the purchase of additional hardware, software, and card readers for eleven work stations. In addition, due to the conversion of their computers to Windows 10, it is necessary to purchase eleven new receipt printers that validate checks and money orders.

The Register of Deeds Automation Enhancement and Preservation Fund was established through North Carolina General Statute 161-11.3, which requires counties to set aside a percentage of fees collected by the Register of Deeds for use on computer or imaging technology and needs associated with the preservation and storage of public records in the office of the Register of Deeds.

As of June 30, 2018, \$1,504,350 was reserved in restricted fund balance for the Register of Deeds. The Fiscal Year 2018-2019 budget appropriated \$22,619 of this amount for server costs associated with Register of Deeds activities. At the January 24, 2019, meeting the Board of Commissioners approved an amendment to the FY19 Budget Ordinance to appropriate \$68,095 of restricted fund balance from the Automation Enhancement and Preservation Fund into the General Fund to purchase other technology equipment reducing the balance to \$1,413,636.

This item, if approved, will appropriate \$20,300 for the purchase of hardware, software, and card readers, as well as receipt printers, for eleven work stations. The remaining balance in the Automation Enhancement and Preservation Fund will be \$1,393,336.

ATTACHMENTS:       YES       NO

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

COUNTY MANAGER

**FORSYTH COUNTY, NORTH CAROLINA  
AMENDMENT TO  
2018-2019 BUDGET ORDINANCE**

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**FROM: BUDGET & MANAGEMENT**

**MEETING DATE:** May 23, 2019

**EXPLANATION:**

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**BE IT ORDAINED BY THE FORSYTH COUNTY BOARD OF COMMISSIONERS THAT THE FISCAL YEAR 2018-2019 BUDGET ORDINANCE IS HEREBY AMENDED AS FOLLOWS:**

INCREASE:	<u>SECTION 1. REVENUE</u> GENERAL FUND RESERVED FUND BALANCE	<u>\$20,300</u>
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INCREASE:	<u>SECTION 2. APPROPRIATIONS.</u> GENERAL FUND REGISTER OF DEEDS	<u>\$20,300</u>
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NATURE OF TRANSACTION:	APPROVED BY BOARD OF COUNTY COMMISSIONERS AND ENTERED ON
<input checked="" type="checkbox"/> Additional Revenue Available	MINUTES DATED _____
<input type="checkbox"/> Transfer within Accounts of Same fund	AGENDA ITEM NUMBER _____
<input checked="" type="checkbox"/> Other: Appropriate Restricted Fund Balance	

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