



**DEBORAH HALL CLEPPER
RECORDER**

101 EAST MAIN STREET • BATAVIA, OHIO 45103-2958 • (513)732-7236 • FAX (513)732-7891

recorder@co.clermont.oh.us • www.co.clermont.oh.us/recorder

Wednesday, September 25, 2013

Clermont County Commissioners

Administration Building, 3rd Floor

Batavia, Ohio 45103

2013 SEP 25 P 2:45
BD. OF COUNTY
COMMISSIONERS
CLERMONT COUNTY, OH

RE: Recorder's Supplemental Fund

Honorable Commissioners:

I hereby request that the following item be placed on the agenda for the next regularly scheduled meeting of the Clermont County Commissioners.

I am required pursuant to ORC 317.321, to request by October 1st, a renegotiation of funds to be placed in the Recorder's Supplemental Fund.

The charge established for these funds in 1993 and again adjusted in 2013, have been placed in fund 2051-4210000 to be utilized for the acquisition, maintenance, and support of our computer system and the replication of our records for offsite storage. These funds also pay for our internet service for public access and equipment purchases.

In the past I have requested that a fee of \$4.00 per document be placed into the Recorder's Supplemental Fund. Although the fee amount that can be requested according to Section 317.321 of the ORC has been adjusted to up to \$7.00 per document, I am requesting the \$4.00 per document fee be continued for the next five (5) years. As you are aware, we have signed a five year contract this year for equipment and services with ACS (Affiliated Computer Solutions), effective for the period 9/19/2012 through 9/18/2017. This contract had no increase in charges for this contract period. Extending both the contract terms with ACS and the agreement with the Board of Commissioners, to five years (5), will now allow us to be on the same cycle for long term planning and funding.

19-0917-001

I estimate amount generated for the next five year period to be \$780,000.00. This amount is based on the projected revenues of \$156,000.00 for the processing of 39,000 documents per year.

Attached is supporting documentation regarding the revenue and expenses for the period 2010 through 2012. This will provide you with the information you need to determine the fund activity.

Your consideration and approval for extending the supplemental fund for \$4.00 per document for another five years (2014-2018) will be greatly appreciated. If you have any questions, please contact me at extension 7817.

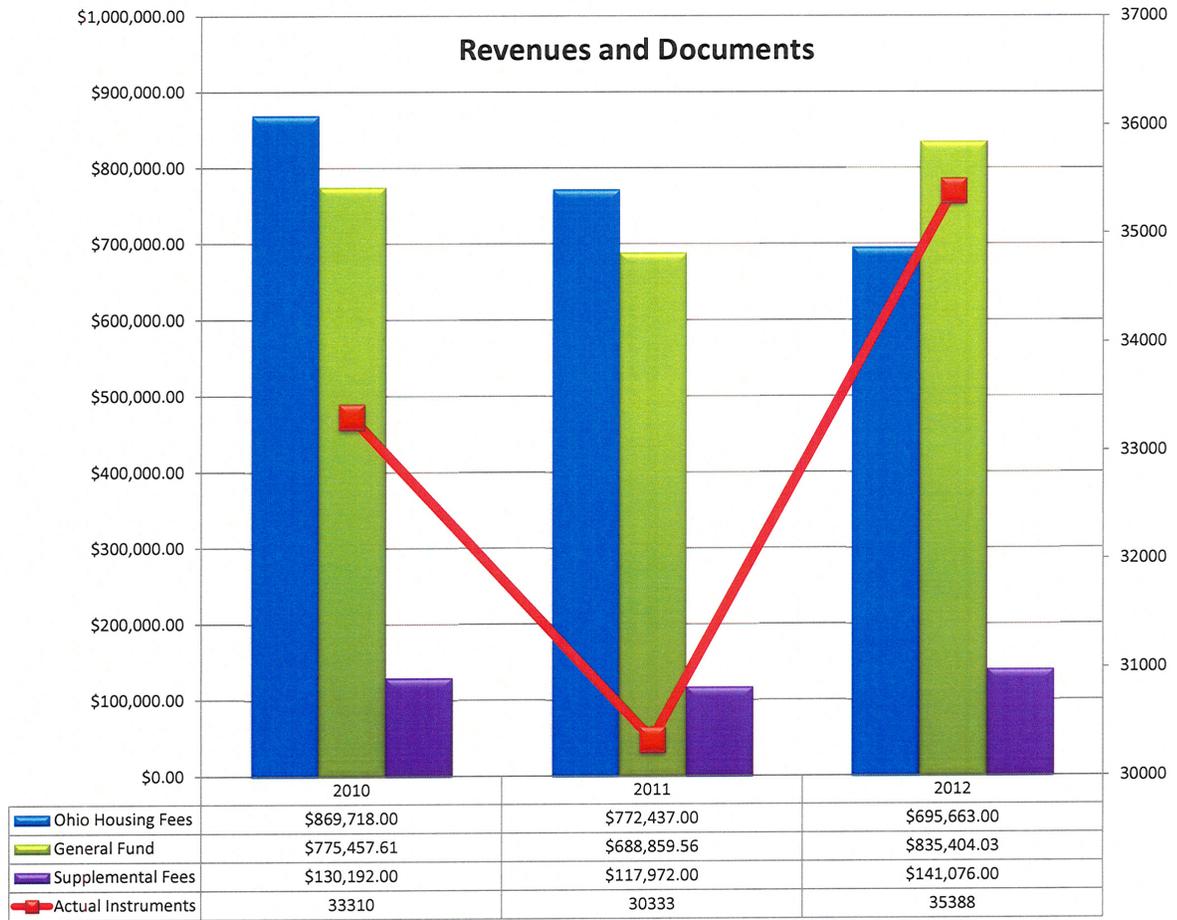
Respectfully,



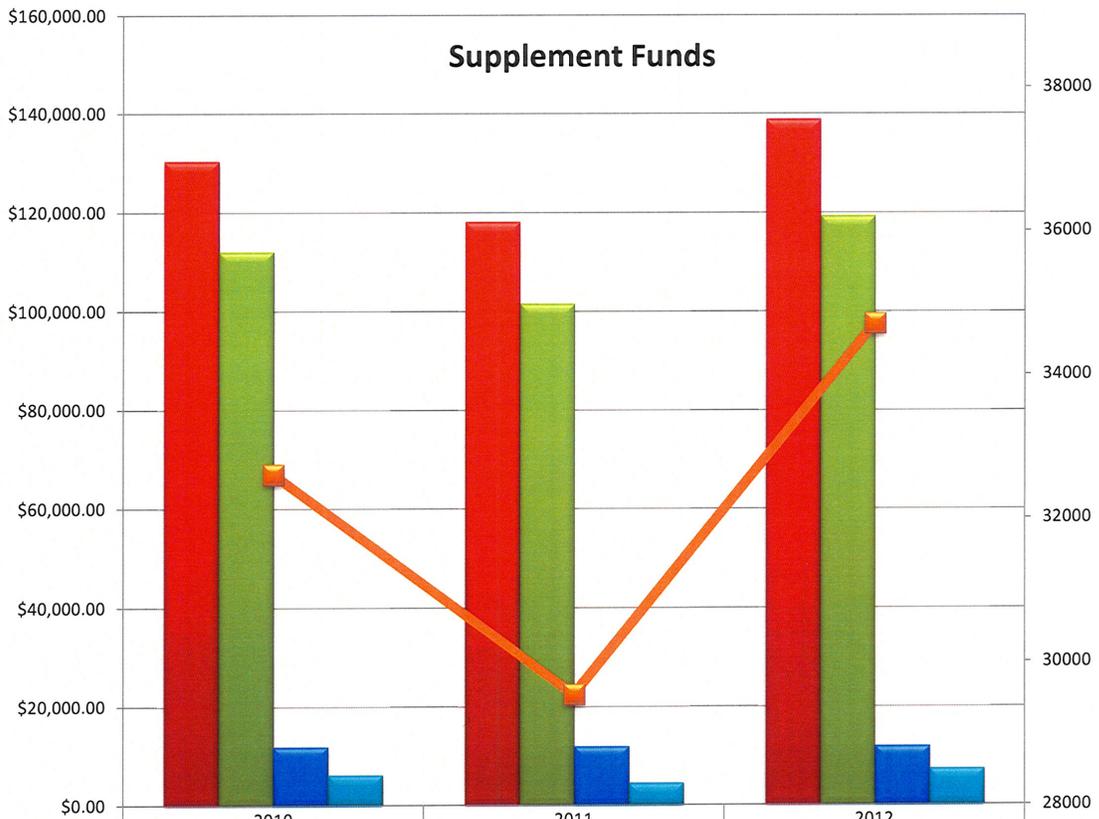
Deborah Clepper

Clermont County Recorder

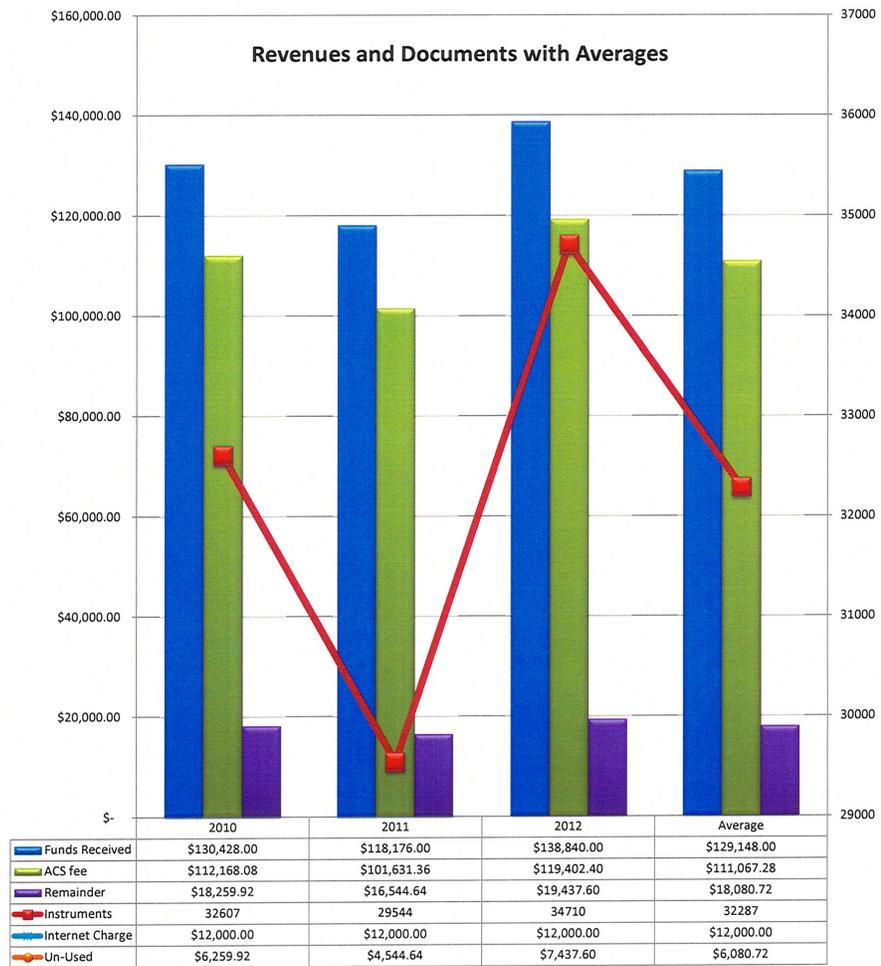
Revenues and Documents



Supplement Funds



	2010	2011	2012
Funds Received	\$130,428.00	\$118,176.00	\$138,840.00
ACS fee	\$112,168.08	\$101,631.36	\$119,402.40
Internet Charge	\$12,000.00	\$12,000.00	\$12,000.00
Un-Used	\$6,259.92	\$4,544.64	\$7,437.60
Instruments	32607	29544	34710



Supplemental Funds with Averages

