



Gaston County

Gaston County
Board of Commissioners
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Register of Deeds

Board Action

File # 26-105

Commissioner Brown - Register of Deeds - To Appropriate Restricted Automation Preservation Fund Balance for 1 New Full-Time Position (\$134,360) and Approve the Carry Forward of Available Funds as of 6/30/26

STAFF CONTACT

Jonathan L. Fletcher - Register of Deeds - 704-862-7535

BUDGET IMPACT

General Fund: Appropriate \$134,360 in restricted fund balance Increase expenditures by \$134,360

BACKGROUND

State law requires that ten percent (10%) of the fees collected pursuant to G S 161-10 and retained by the county, or six dollars and twenty cents (\$6.20) in the case of a fee collected pursuant to G S. 161-10(a)(1a) for the first page of a deed of trust or mortgage, shall be set aside annually and placed in a nonreverting Automation Enhancement and Preservation Fund, the proceeds of which shall be expended 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 the close of FY25, Automation Enhancement and Preservation Fund fund balance totaled \$1,853,717 90 This Board Action and Budget Change Request appropriates \$134,360 of the restricted funds for a new 1 Full-Time Position for the Register of Deeds Office titled Preservation Assistant ROD The total appropriation includes funding the position for 3 months in FY26 (est. \$28,252) and 12 months that will be carried forward in FY27 (est. \$106,108) Costs include salaries, FICA, retirement, 401k contribution, insurance, and technology needs as specified in the attached Budget Change Request. After FY27, the position will continue to be funded with Automation Preservation Fund Balance as part of the annual budget or will come back to the Board for an additional appropriation/approval outside of the budget process

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request (BCR)

DO NOT TYPE BELOW THIS LINE

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows

NO.	DATE	M1	M2	JBailey	CBrown	CCloninger	AFraley	BHovis	TKeigher	SShehan	Vote
2026-101	03/24/2026	BH	CB	A	A	A	A	A	A	A	U

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