



# Gaston County

Gaston County  
Board of Commissioners  
www.gastongov.com

## Register of Deeds

### Board Action

File #: 23-297

Commissioner Brown - Register of Deeds - To Appropriate Fund Balance for Register of Deeds Technology Lease Renewal (\$100,000)

#### STAFF CONTACT

Susan Lockridge - Register of Deeds - 704-862-7680

#### BUDGET IMPACT

Appropriate \$100,000 from General Fund fund balance and increase Equipment Rental expense account in the Register of Deeds budget.

#### BUDGET ORDINANCE IMPACT

Minimal impact to the budget ordinance.

#### BACKGROUND

NCGS 161-11.3 established an Automation Preservation Technology Fund for Register of Deeds by setting aside 10% of fees collected into a reserve account to be used for technology and preservation of records. The current equipment lease is up for renewal and \$100,000 is needed as a downpayment on the lease in order to maintain the current monthly lease payment. The renewed lease will provide the Register of Deeds Office with new equipment, support, imaging and security of records.

The General Fund fund balance will be reimbursed for the \$100,000 appropriation by a transfer from the Automation Reserve account to the General Fund fund balance account on the general ledger.

#### 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	CBrown	CCloninger	AFraley	BHovis	KJohnson	TKelgher	RWorley	Vote
2023-212	06/13/2023	RW	AF	A	A	A	A	A	AB	A	U

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Laserfiche Users

A=AYE, N=NAY, AB=ABSENT, ABS=ABSTAIN, U=UNANIMOUS

**GASTON COUNTY**  
**BUDGET CHANGE REQUEST (BCR)**

**TO:**  
  
**FROM:**

Dr. Kim S. Eagle, County Manager

ROD  
 Dept. Code

Register of Deeds  
 Department Name

Susan Lockridge  
 Department Director

6/12/2023  
 Date

<b>FROM:</b>	ROD	Register of Deeds
	Dept. Code	Department Name
	Susan Lockridge	6/12/2023
	Department Director	Date

<b>REQUEST TYPE:</b>	<input type="checkbox"/> Line-Item Transfer Within Department & Fund	<input type="checkbox"/> Line-Item Transfer Between Funds*
	<input type="checkbox"/> Project Transfer Within Department & Fund	<input checked="" type="checkbox"/> Additional Appropriation of Funds*
	<input type="checkbox"/> Line-Item Transfer Between Departments	<small>*Requires resolution by the Board of Commissioners</small>

[illegible]

Check cell- Amounts must sum to \$0 \$

\*\* Decreases in expenditures and increases in revenue accounts require brackets. Increases in expenditures and decreases in revenue do not require brackets. Please note that transfers between funds require inter-fund transfer accounts.

**JUSTIFICATION FOR REQUEST:**

NCGS 161-11.3 established an Automation Preservation Technology Fund for Register of Deeds by setting aside 10% of fees collected into a reserve account to be used for technology and preservation of records. The current equipment lease is up for renewal and \$100,000 is needed as a down payment on the lease in order to maintain the current monthly lease payment. The renewed lease will provide the Register of Deeds Office with new equipment, support, imaging and security of records.

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