



COUNTY ADMINISTRATOR
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TO: Barbara Levin Bergman, Chair
Ways & Means Committee

THROUGH: Robert E. Guenzel
County Administrator

FROM: Peggy M. Haines
County Clerk/Register

DATE: October 22, 1998

SUBJECT: Adoption of Enhanced Access Fees for the Register of Deeds Real and Personal Property Records

BOARD ACTION REQUESTED:

The Board of Commissioners is requested to adopt the enhanced access fees for the new Register of Deeds document imaging records management system.

BACKGROUND:

The Board of Commissioners adopted an Enhance Access to Public Records Policy (#98-0092) to enable Washtenaw County to recoup the cost to create and maintain electronic database information for a reasonable fee.

The Register of Deeds Office has entered into a contract with Eagle Computer Systems, Inc. for an imaging system for their real and personal property records. The current DARTS mainframe database for the Register of Deeds records was not year 2000 compliant.

DISCUSSION:

The Board of Commissioners adopted an Enhanced Access to Public Records Policy on April 15, 1998. That policy approved an access fee for the current Register of Deeds DARTS mainframe database. The policy states "any adjustments to previously established fees shall be presented to and approved by the Board of Commissioners before they shall be effective." The new Eagle Computer Systems imaging system will be going "live" on December 14, 1998. The new fees will allow the public access to the real and personal property data base as well as the actual documents, as recorded in the Register of Deeds Office.

Currently, Jackson County is the only other County in the State of Michigan who has an electronic access to public records, their fees are comparable at \$14,500. Macomb County

currently sells microfilm, but has yet to establish enhanced access.

This revision will amend the Enhanced Access to Public Records Policy Attach A.

IMPACT ON HUMAN RESOURCES:

None.

IMPACT ON BUDGET:

The new fees will generate an additional \$84,000, which monies will be used to offset the maintenance costs of the new system and to further enhance the imaging system. In 1999, the County will proceed with backfile conversion of all microfilm documents from 9/1/86 forward and a process will be implemented to streamline the creation of microfilm backup for archival purposes. This will enable us to enhance customer service.

IMPACT ON INDIRECT COSTS:

None.

IMPACT ON OTHER COUNTY DEPARTMENTS OR OUTSIDE AGENCIES:

None.

CONFORMITY TO COUNTY POLICIES:

This request conforms to County policy.

A RESOLUTION AMENDING THE ENHANCED ACCESS TO PUBLIC RECORDS POLICY ATTACHMENT A FOR THE ACCESS FEES OF THE CLERK/REGISTER OF DEEDS REAL AND PERSONAL PROPERTY RECORDS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

November 18, 1998

WHEREAS, the Washtenaw County Board of Commissioners adopted an Enhanced Access to Public Records Policy on April 15, 1998, by Resolution 98-0082, and

WHEREAS, the County Clerk/Register of Deeds office is currently implementing a new document imaging records management system for the Register of Deeds real and personal property records, and

WHEREAS, the previous mainframe dial-in access fee allowed commercial access to the Register of Deeds index only, and

WHEREAS, the new document imaging system will allow commercial access to the actual documents as recorded by the Register of Deeds Office, and

WHEREAS, this document imaging system is scheduled for full implementation on December 14, 1998, and

WHEREAS, this matter has been reviewed by Information and Technology Services, Corporation Counsel, Finance Department, the County Administrator's Office and the Ways & Means Committee,

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby amends the Enhanced Access to Public Records Policy Attachment A for the access fees for the Clerk/Register of Deeds real and personal property records as attached hereto and made a part hereof.

ENHANCED ACCESS TO PUBLIC RECORDS

ATTACHMENT A

Public Record Access Fee

County GIS Base Map \$.80 per parcel for 8 base map layers with a \$10 minimum charge (Cities, Villages and Township GIS Agreement).

Register of Deeds DARTS \$1,500 per year for mainframe dial-in access (Title Companies)
\$12,000 per year for mainframe dial in access

unlimited access to recorded documents;

\$3,000 per year each additional dial in user

Aerial Photo Digital Files \$250 per reproducible tile

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