



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: July 6, 2017

Staff Contact: Sue Merriwether, Clerk-Recorder, smerriwether@carson.org

Agenda Title: To accept the Annual Technology Fund Report from the Carson City Clerk-Recorder per NRS 247.306 (smerriwether@carson.org)

Staff Summary: NRS 247.306 requires the county recorder to submit an annual report to the board of supervisors which contains: an estimate of the proceeds that the county recorder will collect from additional fees imposed pursuant to NRS 247.305 in the following fiscal year; and, a proposal for expenditures of the proceeds from the additional fees imposed pursuant to NRS 247.305.

Agenda Action: Formal Action/Motion

Time Requested: 5 min

Proposed Motion

I move to accept the Annual Technology Fund Report from the Carson City Clerk-Recorder pursuant to NRS 247.306 showing an estimate of proceeds that will be collected in fiscal year 2017/18; and, a proposal for the expenditures of the proceeds. Any unused funds will be maintained for future training or technology for the county recorder's office.

Board's Strategic Goal

N/A

Previous Action

Background/Issues & Analysis

The Nevada Legislature created a fund for the acquisition and improvement of technology in the county recorder's office. It may be used only to enhance technology and training within the county recorder's office. The county recorder is to submit an annual report to the board.

Applicable Statute, Code, Policy, Rule or Regulation

Financial Information

Is there a fiscal impact? ☒ Yes ☐ No

If yes, account name/number:

Is it currently budgeted? ☒ Yes ☐ No

Explanation of Fiscal Impact:

Alternatives

Approve, Modify or Deny

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



Susan Merriwether
Carson City Clerk-Recorder

**ANNUAL TECHNOLOGY FUND REPORT
CARSON CITY CLERK-RECORDER'S OFFICE**

Expenditures in fiscal year 2016/2017 (through June 15, 2017):

Converting and Archiving records	\$9,806.89
Training and Travel	\$532.95
Technology	\$3,390.26
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Total Expenditures:	\$13,730.10

Balance of technology fund as of June 15, 2017 is: \$38,676.90

NRS 247.306(3a)

The estimate of the proceeds that the county recorder will collect pursuant to NRS 247.305 are as follows:

- July 1, 2017-October 1, 2017: an estimate of 2,499 recordings @ \$3 collected = \$7,497
- *October 1, 2017-June 30, 2018: an estimate of 7,497 recordings @ \$5 collected = \$37,485

NRS 247.306(3b)

Proposal for expenditures of the proceeds FY 2017/18:

- Training and Traveling \$3,000.
- Conversion, digitizing and archiving records, \$20,000.

The funds are held in a separate account and the balance in the account must be carried forward to the next fiscal year, pursuant to NRS 247.306.

*Assembly Bill 169 of the 79th Legislative Session increased the technology fund from \$3 per recording to \$5 per recording effective October 1st 2017.