

Microfilm Imaging Equipment

Requesting Department/Division: Register of Deeds
Project Manager/Contact: Dorothy Earle

Estimated Start Date: July 2012
Est. Completion Date: June 2013

Project Category: Technology

Project Status: New Project Request
Project Number: TBD

Project Description, Justification and Location

Project will provide funding for the replacement of microfilm imaging equipment in the Register of Deeds Department. Existing equipment has surpassed its useful life and is in need of replacement. This project is recommended for funding, at a minimal level, in FY 2012/13. This delay in funding will allow staff adequate time to research alternatives to this technology and evaluate options. Should a suitable alternative to this technology be located, funding for replacement of the microfilm imaging equipment will be reallocated. The recommended funding level is sufficient to replace only two of the department’s machines, minimizing County investment in this technology.

Benefits to Residents, Visitors, Businesses, or County Employees

County employees and residents will benefit from the scheduled replacement of imaging equipment in the Register of Deeds department by providing adequate access to historical records and maintaining compliance with state law.

Impact on Annual Operating Budget

A maintenance contract would be recommended for this equipment, should it be purchased, at an estimated annual cost of \$2,600.

Project Status (as of June 30, 2011)

New project request, with funding scheduled to begin July 1, 2012.

Project Expenditures and Funding Sources

PROJECT	TOTAL PROJECT COST	COMMITTED FUNDING	FY 2011/12	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	FY 2012-16 Totals
Microfilm Imaging Equipment								
<u>Expenditures</u>								
Planning/Design/Engineering	0	0	0	0	0	0	0	0
Land Acquisition/Right-of-Way	0	0	0	0	0	0	0	0
Construction/Improvements	0	0	0	0	0	0	0	0
Capital Materials/Equipment	22,000	0	0	22,000	0	0	0	22,000
Technology Expenditures	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total Expenditures	22,000	0	0	22,000	0	0	0	22,000
<u>Revenues</u>								
General Fund Interest Earnings	22,000	0	0	22,000	0	0	0	22,000
Total Revenues	22,000	0	0	22,000	0	0	0	22,000