Project #	22-12-01	Project Title	Land Records System
Department	Register of Deeds	Manager	Cindy Wisinski
Phase	Implementation		
Budget Action	As Planned	Date	March 1, 2013

CAPITAL BUDGET SUMMARY

Year	2012	2013	2014	2015	2016	Total
Project Phase	Implementation	Implementation	Implementation	Implementation	Implementation	Project
Expenditure Budget	76,423	35,000	35,000	35,000	35,000	216,423
Revenue Budget						0
Net County Cost	76,423	35,000	35,000	35,000	35,000	216,423

COST DOCUMENTATION		REVENUE	
Architect/Engineering	-	State Grant	-
Land	-	User Fees	-
Land Improvements	-		-
Building	-		-
Building Improvements	-		-
Plans	-		-
Project Manager/Contractor	-		-
Site Preparation	-		-
Equipment	216,423		-
Furniture	-		-
Fixtures	-		-
Advertising/Legal Notices	-		-
Total Project Cost	216,423	Total Revenue	-
Expenditure Budget	216,423	Revenue Budget	-

Project Scope & Description:
Replacement of the current land records system that will better fit the needs of the Portage County Register of Deeds/Land Description office and its users. This system will allow seamless coordination of many current programs within the department and in some cases with state agencies, creating a more efficient county department. This new system will also allow us to archive, integrate, scan and redact required personal information from recorded documents and place those documents on line available to the public. By doing this it will allow us to generate additional revenue. Please note that the money used for the archival project of older documents will be through another funding mechanism, however this software will allow us to seamlessly mesh all information.

Location:
Register of Deeds Office

Analysis of Need:
We are having difficulty (and have been for some time) getting our current software vendor to respond to enhancements, fixes and changes necessary to run a more efficient and productive office. This has caused delays in productivity and in some cases loss of possible revenue. The software is not only failing users within the county but the public that is searching the records as well.

Alternatives:
If we do not replace this system the County will continue to fall behind in integration with state agencies and a greater loss of revenue and staff time.

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Ongoing Operation Costs:
The above payment schedule allows for a 5 years period to pay for the software, conversion and installation process during which time no maintenance fee is due. Beginning in 2017 a yearly maintenance fee is required which is approximately $40,000.

Previous Action:
Funds appropriated in the 2012 budget in the amount of $76,423.
Funds appropriated in the 2013 budget in the amount of $35,000.

2014-2019 Capital Plan: As planned.
2015-2010 Capital Plan: As planned.