



COMMISSION STAFF REPORT

MEETING DATE: January 19, 2021

ITEM TITLE, PRESENTER: AN ORDINANCE ESTABLISHING A NOTARY SERVICE AND FEE FOR THE RECORDERS OFFICE TO BE UTILIZED ONLY FOR COUNTY RECORDING OF PUBLIC DOCUMENTS RELATED TO RECORDER SERVICES, Mack McDonald, Chief Administrative Officer

RECOMMENDATION: Make a motion approving the ordinance establishing a Notary Service and Fee for the Recorder's Office to be utilized only for County recording of Public Documents related to Recorder services.

SUMMARY

Several times now, we have experienced members of the public who come to record documents, plat maps that are on a mylar film, where they have obtained the required Notary Seal. However, certain qualities of mylar film tend to smear. By the time they get to the Recorder's office, the stamp ink from the Notary Seal is smeared. This cannot be accepted and recorded. To resolve this and help members of the public avoid smeared mylar documents, the County Recorder is willing to purchase a seal and special ink that will not smear. The County Recorder, being a certified Notary of the Public, is willing to create a Notary Service and Fee to benefit the County and a more efficient process for the public using County Recorder services.

HISTORY/PAST ACTION

N/A

FISCAL IMPACT

A minor increase in revenue to the General Fund.