

PUBLIC NOTICE

Posted on October 1, 2018, in accordance with statute

On August 22, 2017, the Governor of the State of Illinois signed Public Act 100-0271 into law. Public Act 100-0271 requires counties to adopt a Predictable Fee Schedule for the County Recorder's Office. "Predictable Fee" means there will be one flat cost per document/class and no additional cost per page.

In accordance with 55 ILCS 5/3-5018.1 "Predictable Fees", of the Illinois Compiled Statutes, an ordinance has been drafted for consideration by the McLean County Board which would establish flat, predictable fees for Standard Documents to be recorded with the Office of the McLean County Recorder of Deeds. Recording fees will no longer vary based upon the number of pages a document contains.

The proposed predictable fees are attached and were determined based upon the averages of the recording fees in each of the classes of documents over the past 3 years, and then rounded up to the next whole dollar. This procedure is outlined in 55 ILCS 5/3-5018.1(d).

The Predictable Fee Schedule Ordinance will appear on the October 16, 2018 McLean County Board agenda. If approved, the new fee schedule will take effect on December 17, 2018.

Predictable Fee Schedule

Effective December 16th 2018

Kathy Michael McLean County Clerk



(55 ILCS 5/3-5018 & 55 ILCS 5/3-5018.1)

Fees include

Document Storage	\$3.00	RHSP Due to IDOR	\$9.00
GIS Fund	\$5.50	GIS Fund County	\$2.00
GIS Doc Storage	\$1.00		

ALL DOCUMENTS MUST BE ORIGINALS OR CERTIFIED COPIES FOR RECORDING

STANDARD DOCUMENTS **\$38.00**

- 8 1/2" x 11" separate sheets - if exhibit drawings or plats are attached - no larger than 11" x 17"
- Documents legibly printed in black ink, by hand, type, or computer
- Clear 1/2" margin around the edges of all pages - margins may be used for non essential notations that will not affect the validity of the document, including but not limited to form numbers, page numbers, and customer notations
- 3" x 5" blank space in the upper right hand corner of the first page
- A page may not have anything affixed to it with tape, glue, etc. This includes stickers labels or any type of tape
- There shall be no shadowed or grey areas containing information on a document.

RHSP EXEMPT STANDARD DOCUMENTS **\$28.00**

- Public utility easements, documents recorded by Federal State or local government agencies are exempt from the Rental Housing Support Program charge.

NON-STANDARD DOCUMENT **\$50.00**

- Any document failing to meet the requirements listed under **STANDARD DOCUMENT**
- Examples of a "nonstandard document" are:
 - A document that includes legal size paper (8 1/2 x14)
 - A document that creates a division of existing Property Identification Number (PIN)
 - A document with six or more PIN references
 - A document with six or more related document number references

RHSP EXEMPT NON-STANDARD DOCUMENT **\$40.00**

- Public utility easements, documents recorded by Federal, State or local government agencies are exempt from the Rental Housing Support Program charge.
 - Any document failing the meet the requirements listed under **Standard Document**

STATE TAX LIENS & RELEASES (ADDITIONAL NAMES \$1.00)	\$11.00
FEDERAL TAX LIENS & RELEASES (ADDITIONAL NAMES \$1.00)	\$11.00
PLATS Maps must be originals and can be no larger than 30" by 36"	\$80.00

*NO LEGAL ADVICE, OPINIONS, LEGAL DESCRIPTIONS OR SEARCHES WILL BE GIVEN BY THE RECORDERS STAFF EITHER IN PERSON OR BY TELEPHONE.

Copy Fees

Certified Copies\$18.00 each

Recorded Document Copy\$1.00 per page

Plat Copy\$4.00 each

Certified Plat Copy.....\$10.00 each

Military DischargeNo Charge

Faxed Copy\$12.00 each

Civil Division of the McLean County State's Attorney's Office



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FAX number: (309) 888 – 5111
E-mail: jessica.woods@mcleancountyil.gov

October 2, 2018

To: John McIntyre, Chairman of the Board
Fr: Jessica Woods
Re: Predictable Fee Schedule – County Recorder's Office

Chairman McIntyre,

Attached, please find a resolution amending our current fee schedule for the County Recorder's Office. Pursuant to new legislation (55 ILCS 5/3-5018.1), every county must adopt what is called a "predictable fee schedule" which creates a flat rate for recording certain types of documents. This must be in place by January 1, 2019. Currently, we charge a base rate for recording a document, and then we charge for each additional page of the document. The new law requires that we only charge one fee, regardless of the number of pages.

In order to establish the appropriate predictable fee, the law states that the county board shall "obtain from the clerk or recorder an analysis of the average fees collected for the recording of each of the classifications under subsection (c) [deeds; leases, lease amendments, and similar transfer of interest documents; mortgages; easements not otherwise part of another classification; and miscellaneous] based on the 3 previous years of recording data, and, if a cost study has not been performed, set respective document class flat fees for each of the 5 document classifications at the average for that class rounded upward to the next whole dollar amount..." I am attaching to this memo an analysis done by Mark Bounds of our past three years of fees collected by the Recorder's office. The information in this analysis is the basis for the predictable fees that are being suggested.

The law also states that a notice shall be posted in the Recorder's office at least 2 weeks, but not more than 4 weeks prior to adoption of the predictive fee schedule. The Recorder is complying with this requirement. In addition, the law states that the predictable fee schedule takes effect 60 days after an ordinance or resolution is adopted. Therefore, assuming the County Board passes this resolution at the October meeting, the predictable fee schedule will take effect Monday, December 17th. The Recorder will work with our software company between now and then to ensure that everything is set up to start processing the predictable fees by that date.