



GREGORY C. HARRELL
CLERK OF COURT AND COMPTROLLER – MARION COUNTY, FLORIDA

CLERK OF COURT
RECORDER OF OFFICIAL RECORDS
CLERK AND ACCOUNTANT OF THE BOARD OF COUNTY COMMISSIONERS
CUSTODIAN OF COUNTY FUNDS AND COUNTY AUDITOR

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November 7, 2024

The Honorable Kathy Bryant, Chair
Board of County Commissioners
601 SE 25th Avenue
Ocala, FL 34471

Dear Commissioner Bryant:

The un-audited funds to be returned to the Board of County Commissioners (“Board”) for Fiscal Year 2023-24 are as follows:

“Clerk to Board” Fund (052):	\$310,471.67
“Clerk – Office General” Fee Fund (051):	\$103,121.98

From the “Clerk to Board” Fund I am requesting \$96,760, for a contract with Instream for imaging of documents for both Official Records and Commission Records. Upon Board approval a budget amendment will be placed on the 12/03/2024 Board agenda for this request. That would leave a balance of \$213,731.67 in unspent budget returned to the Board from the “Clerk to the Board” Fund.

The Clerk's Office is committed to enhancing public access to historical records through digital preservation. The requested funding includes \$71,740 which will expedite the digitization of 211 Official Records books (1959-1965) and \$25,000 which will digitize an additional 40 cubic feet of boxes for Commission Records. By outsourcing the scanning process to Instream, the Clerk's Office can significantly accelerate the project while maintaining its regular operations. This strategic approach will enable the office to make substantial progress in digitizing its records collection, ultimately providing greater convenience and accessibility for Marion County citizens.

Thank you for your ongoing support and consideration of these matters.

Sincerely,

Gregory C. Harrell
Clerk of Court and Comptroller