

Hamilton County Board

Re: Updated fee schedule for the Recorder

**WHEREAS**, 55 ILCS 5/3-5018 provides that the statutory County Recorder fees may be increased by the County Board if an increase is “justified by an acceptable cost study showing that the fees allowed by this Section (55 ILCS 5/3-5018) are not sufficient to cover the costs of providing the services”; and

**WHEREAS**, 55 ILCS 5/3-5018 requires a statement of the costs of providing each service, program and activity be prepared and be part of the public record; and

**WHEREAS**, 55 ILCS 5/3-5018 provides authority to the County Board to establish a County Recorder's Automation Fund to collect a fee for each document recorded by the Recorder; and

**WHEREAS**, 55 ILCS 5/3-5018 provides authority to the County Board to establish County Recorder's Document Storage Fund collect a fee for each document recorded by the Recorder; and

**WHEREAS**, 55 ILCS 5/3-5018 provides authority to the County Board to establish a County GIS Fee and County Recorders to retain \$1.00 in the County Recorder Automation Fund; and

**WHEREAS**, 55 ILCS 5/3-5018 directs the County Board to collect a Rental Housing Support Program Fee of \$18.00 for each document recording reflecting financial value; and

**WHEREAS**, a statement of cost (attached hereto and made a part hereof) and cost analysis by Bellwether, LLC. has been prepared; and

**WHEREAS**, based on the Bellwether, LLC study and the County Board agrees that the County Code should be amended to change and establish the fees charged by the HAMILTON County Clerk.


**NOW, THEREFORE, BE IT ORDAINED** that the County Code is amended as follows:

DOCUMENT TYPE	REFERENCE	AMOUNT
Deeds	55 ILCS 5/3-5018.2 (c) (1)	\$100.00
Leases	55 ILCS 5/3-5018.2 (c) (2)	\$100.00
Mortgages	55 ILCS 5/3-5018.2 (c) (3)	\$100.00
Easements	55 ILCS 5/3-5018.2 (c) (4)	\$100.00
Division of tax parcel	55 ILCS 5/3-5018.2 (e) (1)	\$100.00
Irregular Documents	55 ILCS 5/3-5018.2 (c) (5)	\$131.00
Blanket Recordings include those impacting multiple parcels.	55 ILCS 5/3-5018.2 (c) (6)	\$115 base Add \$7.35 for each add'l (5) parcels
Miscellaneous (including terminations).	55 ILCS 5/3-5018.2 (c) (7)	\$81.00
Plat, Subdivisions	55 ILCS 5/3-5018.2 (d)	\$162.00
UCC	55 ILCS 5/3-5018.2 (e) (2)	\$78.00
State / Federal Lien (limited to statute allowed fee)	55 ILCS 5/3-5018.2 (e) (3)	As allowed by statute
Certified Copies	55 ILCS 5/3-5018.2 (f)	\$5.00
DD 214		\$0

**FURTHER**, the described changes listed above shall take effect on July 1, 2023.

**PRESENTED, APPROVED and ORDAINED** by the Hamilton County Board in special session on May 1, 2023.

  
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Kelly Woodrow, County Board Chairman

Attest:   
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Heather Bowman, County Clerk