Ordinance of the County Board
of
Vermilion County, Illinois

AMENDING THE PREDICTABLE FEE SCHEDULE FOR RECORDING DOCUMENTS

WHEREAS, the Governor of the State of Illinois, on August 22, 2017, signed into law Public Act 100-0271, which requires counties to adopt a predictable fee schedule for the County Recorder's Office; and

WHEREAS, pursuant to Public Act 103-0884 if a county has previously adopted an ordinance for a predictable fee schedule, the county must adopt an ordinance revising the predictable fee schedule to be consistent with 55ILCS 5/3-5018.2; and,

WHEREAS, it is necessary for the County Board to formally adopt the statutorily prescribed predictable fee schedule and modify the existing predictable fee schedule within the County Code by adopted ordinance 18-0903; and,

WHEREAS, a notice of this ordinance must be posted in the Vermilion County Recorder's Office for at least two weeks prior, but not more than four weeks prior to the date of adoption below: and,

WHEREAS, the changes to these fees will take effect on March 1, 2025: and,

WHEREAS, the predictable fee schedule is attached as Exhibit A and was prepared by the County Recorder pursuant to the new law: and,

WHEREAS, the Tax and Election Committee at its regularly scheduled meeting on February 4, 2025, discussed, reviewed, and considered the County Recorder's proposed fee schedule and recommends the proposed fees take effect March 1, 2025.

NOW, THEREFORE, by the County Board of Vermilion, after review, discussion and consideration, at the regularly scheduled meeting on February 11, 2025, hereby adopts the predictable fee schedule pursuant to Public Act 103-0884 and Section 5/3-5018.2 of the Counties Code, as set forth in Exhibit A (Fee Schedule) and Exhibit B (Public Act 103-0884) and the changes to the fee schedule shall take effect March 1, 2025.

PASSED and adopted this 11th day of February, 2025.

Steve Miller, County Board Chairman

ATTEST:

Cathy Jenkins (VP)

Cathy Jenkins, County Clerk

Ordinance #25-0205

APPROVED BY TAX AND ELECTIONS: February 4, 2025

Crisi Walls	Y	N	A
Chairwoman			
Todd Johnson	Y	N	A
Craig Golden	Y	N	A
Kevin Green	Y	N	A
Timothy McFadden	Y	N	A
Phearn Butler	Y	N	A
Timothy Morgan	Y	N	A

EXHIBIT A

MATTHEW R. LONG

Vermilion County Recorder

201 N. Vermilion St, Danville, IL 61832
(217) 554-6040

Updated Recording Fee Schedule

Effective March 1, 2025

Please Note: For Docs with PINS & Addresses please list those with the associated legal/tract

Standard Documents (55ILCS 5/3-5018.2).....$69.00

Deeds, Mortgages, Releases, Leases, Easements, & Miscellaneous docs

- Document legibly printed in black ink, by hand, type, or computer – signatures and dates may be in contrasting colors if they will reproduce clearly
- The document shall consist of one or more individual sheets measuring 8.5 inches by 11 inches, not permanently bound and not a continuous form. Graphic displays accompanying a document to be recorded that measure up to 11 inches by 17 inches shall be recorded without charging an additional fee
- The document shall be on white paper of not less than 20-pound weight and shall have a clean margin of at lease one-half inch on the top, the bottom, and each side. 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
- The first page of the document shall contain a blank space, measuring at least 3 inches by 5 inches, from The upper right corner
- The document shall not have any attachments stapled or otherwise affixed to any page
- Document contains up to five Property Identification Number (PIN) references
- Document contains up to five related document number references

RHSP Exempt Standard Document.....$50.00

- The $19.00 Rental Housing Support Program Surcharge does not apply to, but is not limited to: Public utility easements; documents recorded by Federal, State, or Local government agencies; Birth, Death & Marriage Certificates; Judgments; Release of Judgments; Notice of Probate; Power of Attorney; Utility Easements; Municipality Liens & Releases.

Non-Standard Document.....$81.00

Any Document that does not conform to the requirements listed under the "Standard Document" description above.

Examples of a Non-Standard Document are:

- A document that includes legal-size (8 ½" x 14) pages unless those pages are exhibit drawings or plats
- A document with six or more Property Identification Number (PIN) references
- A document with six or more related document number references

RHSP Exempt Non-Standard Document.....$62.00

- Any RHSP Exempt document failing to meet the requirements listed under Standard Documents

Federal & State tax liens and releases - Additional names $1.00 each (55ILCS 5/3-5018.2) $11.00
Plats of subdivisions & Condos (Approved by county or municipality) (55ILCS 5/3-5018.2) $99.00
Surveys (No more than (2) lots) – 8 ½ x 14.....$69.00
Monument Records.....$69.00
UCC Fixture filings (Financing Statements) - Except Term & AG (810 ILCS 5/9-525 & 810 ILCS 5/9-404.5..$50.00
Terminations (Only if filed in UCC Financing records – Fixture Filing) $30.00
Copy Fee – Deeds, etc. (Per Page) .....$ 1.00
Certified Copy Fee – (first four pages are $12.00 then $1.00 each additional page per document) $12.00
Transfer Declarations Not created in My Dec.....$25.00
Military Discharges – Recording & First Certified copies of record (55 ILCS 5/3-5015).....NO CHARGE

EXHIBIT B

Public Act 103-0884

SB0694 Enrolled LRB103 03147 AWJ 48153 b

AN ACT concerning local government.

Be it enacted by the People of the State of Illinois, represented in the General Assembly:

Section 5. The Counties Code is amended by changing Sections 3-5010 and 3-5018.2 as follows:

(55 ILCS 5/3-5010) (from Ch. 34, par. 3-5010)

Sec. 3-5010. Duties of recorder. Every recorder shall, as soon as practicable after the receipt of any instrument in writing in the office, entitled to be recorded, record the same at length in the order of time of its reception, in well bound books or computer databases to be provided for that purpose. In counties of 500,000 or more inhabitants, the recorder may microphotograph or otherwise reproduce on film or store electronically any of such instruments in the manner provided by law. In counties of less than 500,000 inhabitants, the recorder may cause to be microphotographed or otherwise reproduced on film any of such instruments or electronic method of storage. When any such instrument is reproduced on film or electronic method of storage, the film or electronic method of storage shall comply with the minimum standards of quality approved for records of the State Records Commission and the device used to reproduce the records on the film or electronic method of storage shall be one which accurately

reproduces the contents of the original.

(Source: P.A. 103-400, eff. 1-1-24.)

(55 ILCS 5/3-5018.2)

Sec. 3-5018.2. Predictable fee schedule for recordings in first and second class counties.

(a) The fees of the recorder in counties of the first and second class for recording deeds or other instruments in writing and maps of plats of additions, subdivisions, or otherwise and for certifying copies of records shall be paid in advance and shall conform to this Section. The fees or surcharges shall not, unless otherwise provided in this Section, be based on the individual attributes of a document to be recorded, including, but not limited to, page count; number, length, or type of legal descriptions; number of tax identification or other parcel-identifying code numbers; units; number of common addresses; number of references contained as to other recorded documents or document numbers; or any other individual attribute of the document. The fees charged under this Section shall be inclusive of all county and State fees that the county may elect or is required to impose or adjust, including, but not limited to, GIS fees, automation fees, document storage fees, and the Rental Housing Support Program State and county surcharges.

(b) A county of the first or second class shall adopt and implement, by ordinance or resolution, a predictable fee

schedule as provided in subsection (c) that eliminates surcharges or fees based on the individual attributes of a document to be recorded. If a county has previously adopted an ordinance or resolution adopting a predictable fee schedule, the county must adopt an ordinance or resolution revising that predictable fee schedule to be consistent with this Section. After a document class predictable fee is approved by a county board consistent with this Section, the county board may, by ordinance or resolution, increase the document class predictable fee and collect the increased fees if the established fees are not sufficient to cover the costs of providing the services related to the document class for which the fee is to be increased.

For the purposes of the fee charged, the ordinance or resolution shall divide documents into the classifications specified in subsection (c), and shall establish a single, all-inclusive county and State-imposed aggregate predictable fee charged for each classification of document at the time of recording for that document. Each document, unless otherwise provided in this Section, shall fall within one of the document class predictable fee classifications set by subsection (c), and fees for each document class shall be charged only as allowed by this Section.

Before approval of an ordinance or resolution under this subsection that creates or modifies a predictable fee schedule, the recorder or county clerk shall post a notice in

the recorder's or clerk's office at least 2 weeks prior, but not more than 4 weeks prior, to the public meeting at which the ordinance or resolution may be adopted. The notice shall contain the proposed ordinance or resolution number, if any, the proposed document class predictable fees for each classification, and a reference to this Section and this amendatory Act of the 103rd General Assembly. A predictable fee schedule takes effect 60 days after an ordinance or resolution is adopted, unless the fee schedule was previously created and the ordinance or resolution is a modification allowed under this Section.

Nothing in this Section precludes a county board from adjusting amounts or allocations within a given document class predictable fee when the document class predictable fee is not increased or precludes an alternate predictable fee schedule for electronic recording within each of the classifications under subsection (c).

The county board may, by ordinance or resolution, increase the fees allowed in the predictable fee schedule if the increase is justified by an acceptable cost study or internal analysis of a minimum of 3 years showing that the fees allowed by this Section are not sufficient to cover the cost of providing the service.

A statement of the cost of providing each service, program, and activity shall be prepared by the county board. All supporting documents to the statement are public records

and subject to public examination and audit. All direct and indirect costs, as defined in the United States Office of Management and Budget Circular A-87, may be included in the determination of the costs of each service, program, and activity.

If the Rental Housing Support Program State surcharge is amended and the surcharge is increased or lowered, the aggregate amount of the document predictable fee attributable to the surcharge in the document may be changed accordingly. If any fee or surcharge is changed by State statute, the county may increase the document class fees by the same amount without any cost study.

(c) A predictable fee schedule ordinance or resolution adopted under this Section shall list document fees, including document class predictable fees. The document classes shall be as follows:

(1) Deeds. The aggregate fee for recording deeds shall not be less than $31 (being a minimum $13 county fee plus $18 for the Rental Housing Support Program State surcharge). Inclusion of language in the deed as to any restriction; covenant; lien; oil, gas, or other mineral interest; easement; lease; or a mortgage shall not alter the classification of a document as a deed.

(2) Leases, lease amendments, and similar transfer of interest documents. The aggregate fee for recording leases, lease amendments, and similar transfers of

interest documents shall not be less than $31 (being a minimum $13 county fee plus $18 for the Rental Housing Support Program State surcharge).

(3) Mortgages. The aggregate fee for recording mortgages, including assignments, extensions, amendments, subordinations, and mortgage releases shall not be less than $31 (being a minimum $13 county fee plus $18 for the Rental Housing Support Program State surcharge).

(4) Easements not otherwise part of another classification. The aggregate fee for recording easements not otherwise part of another classification, including assignments, extensions, amendments, and easement releases not filed by a State agency, unit of local government, or school district, shall not be less than $31 (being a minimum $13 county fee plus $18 for the Rental Housing Support Program State surcharge).

(5) Nonstandard ~~Irregular~~ documents. Any document presented that does not conform to the following standards, even if it may qualify for another document class, may be recorded under this document class (5) if the nonstandard document ~~irregularity~~ allows a legible reproduction of the document presented:

(A) The document shall consist of one or more individual sheets measuring 8.5 inches by 11 inches, not permanently bound, and not a continuous form. Graphic displays accompanying a document to be

recorded that measure up to 11 inches by 17 inches shall be recorded without charging an additional fee.

(B) The document shall be legibly printed in black ink by hand, type, or computer. Signatures and dates may be in contrasting colors if they will reproduce clearly.

(C) The document shall be on white paper of not less than 20-pound weight and shall have a clean margin of at least one-half inch on the top, the bottom, and each side. Margins may be used only 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.

(D) The first page of the document shall contain a blank space, measuring at least 3 inches by 5 inches, from the upper right corner.

(E) The document shall not have any attachment stapled or otherwise affixed to any page.

(F) The document makes specific reference to 5 or fewer tax parcels, units, property identification numbers, or document numbers.

The aggregate fee for recording a nonstandard ~~an irregular~~ document shall not be less than $31 (being a minimum $13 county fee plus $18 for the Rental Housing Support Program State surcharge). A county may adopt by

ordinance and publish with its fee schedule an additional fee or formula for a document that makes specific reference to more than 5 tax parcels, units, property identification numbers, or document numbers.

(6) (Blank). ~~Blanket recordings. For any document that makes specific reference to more than 5 tax parcels or property identification numbers, or makes reference to 5 or more document numbers, the aggregate fee shall be not less than $31 (being a minimum $13 county fee plus $18 for the Rental Housing Support Program State surcharge). A county may adopt by ordinance and publish with its fee schedule an additional fee or formula for each parcel, property identification number, or document reference, above 5, contained in an accepted document.~~

(7) Miscellaneous. The aggregate fee for recording documents that do not otherwise fall ~~falling~~ within classifications under paragraphs (1) through (6) or paragraph (8) or (9) and that are not otherwise exempted documents shall not be less than $31 (being a minimum $13 county fee plus $18 for the Rental Housing Support Program State surcharge).

(8) Maps or plats of additions, subdivisions, or otherwise. ~~(d)~~ For recording maps or plats of additions, subdivisions, or otherwise, the minimum fee shall be $50 ~~(including the spreading of the same of record in well bound books), $100 plus $2 for each tract, parcel, or lot~~

~~contained in the map or plat~~.

(9) Other. ~~(c)~~ Documents presented that meet the following criteria shall be charged as follows, notwithstanding document classes (1) through (8) ~~otherwise provided by law or ordinance~~:

(A) A ~~(1) a~~ document recorded pursuant to the Uniform Commercial Code shall be charged as provided in the Uniform Commercial Code or as otherwise by law. ~~; or~~

(B) A ~~(2) a~~ State tax lien or a federal tax lien shall be charged as otherwise provided by law or ordinance, except that~~. Notwithstanding any other provision in this Section: (i)~~ the minimum ~~maximum~~ fee that shall ~~may~~ be collected from the Department of Revenue for filing or indexing a tax lien, certificate of lien release or subordination, or any other type of notice or other documentation affecting or concerning a tax lien is $11, and ~~$5; and (ii)~~ the minimum ~~maximum~~ fee that shall ~~may~~ be collected from the Department of Revenue or Internal Revenue Service for indexing each additional name in excess of one for any lien, certificate of lien release or subordination, or any other type of notice or other documentation affecting or concerning a lien is $1.

(C) A document recorded by a unit of local government, State agency, or public utility, as that

term is defined in Section 3-105 of the Public Utilities Act, may be charged a minimum fee for any instrument presented for recording that falls under the guideline of the predictable fee schedule as follows: a $12 county fee, a $3 GIS fee, and a $3 automation fee, document storage fee, or both. Fees under this subparagraph may be increased or any other applicable fee may be imposed if adopted by a county board resolution or ordinance and justified by an acceptable cost study showing that the fees allowed by this subparagraph are not sufficient to cover the cost of providing the service.

(D) ~~(f)~~ For recording any document that affects an interest in real property, other than documents which solely affect or relate to an easement for water, sewer, electricity, gas, telephone, or other public service, the recorder shall charge a minimum fee of $1 per document to all filers of documents not filed by any State agency, any unit of local government, any public utility, as that term is defined in Section 3-105 of the Public Utilities Act, or any school district. Half of the fee shall be deposited into the county general revenue fund. The remaining half shall be deposited into the County Recorder Document Storage System Fund and may not be appropriated or expended for any other purpose. The additional amounts

available to the recorder for expenditure from the County Recorder Document Storage System Fund shall not offset or reduce any other county appropriations or funding for the office of the recorder.

(d) ~~(g)~~ For certified and non-certified copies of records, the recorder and county may set a predictable fee for all copies that does not exceed the highest total recording fee in any established document classes, unless the copy fee is otherwise provided in statute or ordinance. The total fee for a certified copy of a map or plat of an addition, subdivision, or otherwise may not exceed $200.

The fees allowed under this subsection apply to all records, regardless of when they were recorded, based on current recording fees. These predictable fees for certified and non-certified copies shall apply to portions of documents and to copies provided in any format, including paper, microfilm, or electronic. A county may adopt a per-line pricing structure for copies of information in database format.

(e) ~~(h)~~ As provided under subsection (c), the recorder shall collect an $18 Rental Housing Support Program State surcharge for the recordation of any real estate-related document. Payment of the Rental Housing Support Program State surcharge shall be evidenced by a receipt that shall be marked upon or otherwise affixed to the real estate-related document by the recorder. The form of this receipt shall be prescribed

by the Department of Revenue and the receipts shall be issued by the Department of Revenue to each county recorder.

The recorder shall not collect the Rental Housing Support Program State surcharge from any State agency, unit of local government, or school district.

On the 15th day of each month, each county recorder shall report to the Department of Revenue, on a form prescribed by the Department, the number of real estate-related documents recorded for which the Rental Housing Support Program State surcharge was collected. Each recorder shall submit $18 of each surcharge collected in the preceding month to the Department of Revenue and the Department shall deposit these amounts in the Rental Housing Support Program Fund. Subject to appropriation, amounts in the Fund may be expended only for the purpose of funding and administering the Rental Housing Support Program.

As used in this subsection, "real estate-related document" means that term as it is defined in Section 7 of the Rental Housing Support Program Act.

(f) A county board in counties of the first and second class may allow, by ordinance, a recorder to charge the following fees in addition to those fees otherwise allowed under this Section:

(1) Automation fee. A minimum automation fee of $3 may be charged for filing every instrument, paper, or notice for record in order to defray the cost of converting the

recorder's document storage system to computers or micrographics and in order to defray the cost of providing access to records through the Internet. A special fund shall be established by the treasurer of a county, and the moneys collected through the automation fee shall be deposited into the special fund and used for a document storage system to provide the equipment, materials, and necessary expenses incurred to help defray the costs of implementing and maintaining the document record system and for a system to provide electronic access to those records.

(2) GIS fee. In a county that provides and maintains a countywide map through a geographic information system, a minimum GIS fee of $3 may be charged for filing every instrument, paper, or notice for record in order to defray the cost of implementing or maintaining the county's geographic information system and in order to defray the cost of providing electronic or automated access to the county's geographic information system or property records. Of that amount, a minimum of $2 must be deposited into a special fund established by the treasurer of the county, and any moneys collected through the GIS fee shall be deposited into that special fund and used for the equipment, materials, and necessary expenses incurred in implementing and maintaining the geographic information system and to defray the cost of providing electronic

access to the county geographic information system records. The remaining $1 must be deposited into the recorder's special funds created under Section 3-5005.4. The recorder may, at the recorder's discretion, use moneys in the funds created under Section 3-5005.4 to defray the cost of implementing or maintaining the county's geographic information system and to defray the cost of providing electronic access to the county's geographic information system records.

(Source: P.A. 103-400, eff. 1-1-24.)

APPROVED BY TAX AND ELECTIONS: February 4, 2025

Crisi Walls Chairwoman	Y	N	A
Todd Johnson	Y	N	A
Craig Golden	Y	N	A
Kevin Green	Y	N	A
Timothy McFadden	Y	N	A
Phearn Butler	Y	N	A
Timothy Morgan	Y	N	A