

## ORDINANCE #25-2

### MODIFICATION TO THE PREDICTABLE FEE SCHEDULE FOR RECORDING DOCUMENTS

WHEREAS, the Illinois General Assembly has enacted Public Act 103-0884, effective January 1, 2025, which requires counties to adopt and implement by ordinance or resolution, a predictable fee schedule for recording documents with the Office of the Recorder; and

WHEREAS, Public Act 103-0884 amends 55 ILCS 5/3-5018.2 which provides for the fees charged by the County Recorder and requires the establishment of a predictable fee schedule; and

WHEREAS, Section 5/3-5018.2 authorizes minimum document class flat fees for the following document classes: (1) deeds; (2) leases, lease amendments and similar transfer of interest documents; (3) mortgages; (4) easements not otherwise part of another classification; (5) nonstandard documents; (6) miscellaneous; (7) maps or plats of additions, subdivisions, or otherwise; and (8) other; 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; and

NOW, THEREFORE BE IT ORDAINED, that the County Board approves the modification to its 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 adopts the cost study prepared by Bellwether, LLC in June 2019 as its statement of the cost of providing each service outlined in Exhibit A; and

IT IS FURTHER ORDAINED, that all previously enacted ordinances setting the amount of County and State fees that the County imposed prior to the effective date of this Ordinance shall remain in effect and are incorporated into the fees detailed within Exhibit A; and

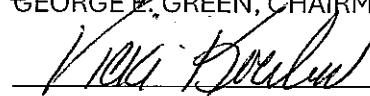
IT IS FURTHER ORDAINED, that the Recording Fee Schedule in Chapter 36, Article IX, Section 1(B) is amended to read as set forth in Exhibit A attached to this Ordinance; and

IT IS FURTHER ORDAINED, that the amendments and modifications adopted within this Ordinance, as aforesaid, shall become effective on the 1<sup>st</sup> day of February, 2025.

**APPROVED BY THE BOARD OF COUNTY COMMISSIONERS OF MONROE COUNTY, ILLINOIS ON THIS 21<sup>st</sup> DAY OF JANUARY, 2025.**

MOTION	<u>Koerber</u>	AYE	<u>3</u>
SECOND	<u>Garner</u>	NAY	<u>0</u>
ABSENT	<u>none</u>	ABSTAIN	<u>0</u>

  
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GEORGE E. GREEN, CHAIRMAN

  
\_\_\_\_\_  
VICKI KOERBER, MEMBER

  
\_\_\_\_\_  
DOUG GARMER, MEMBER

ATTEST:

  
\_\_\_\_\_  
JONATHAN MCLEAN  
COUNTY CLERK

## EXHIBIT A – ORDINANCE 25-2

### DOCUMENT TYPES

- **Deeds**
- **Leases, lease amendments, or similar transfer of interest documents**
- **Mortgages**
- **Easements**
- **Nonstandard documents** (Any recordable document that does not meet one of the below criteria)
  - 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 measures up to 11 inches by 17 inches shall be recorded without charging an additional fee.
  - The document shall be legibly printed in black ink, by hand, type, or computer. Signatures and dates may be in contrasting colors as long as they will reproduce clearly.
  - 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 which 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 attachment stapled or otherwise affixed to any Page.
  - The document makes specific reference to 5 or fewer tax parcels, units, property identification numbers, or document numbers.
- **Miscellaneous**
  - A document that creates a division of a then active existing tax parcel identification number.
  - A document that does not meet the above classifications and is not otherwise exempt.
- **Maps or Plats** - For recording maps or plats of additions, subdivisions, or otherwise.
- **Other** (fee imposed as provided by applicable law or ordinance)
  - A document recorded pursuant to the Uniform Commercial Code (UCC).
  - State lien or federal lien
  - A document recorded by a local government, state agency or public utility.

(55 ILCS 5/3-5018.2)

## RECORDING FEES

<b>Document Types</b>	<b>55 ILCS 5/3-5018.2</b>
Deeds*	\$91.00 (Includes \$10.00 Mapping Fee)
Leases*	\$81.00
Mortgages*	\$81.00
Easements*	\$81.00
Nonstandard*	\$108.00
Miscellaneous*	\$81.00
Other	See Below

<b>Maps or Plats (Plat Size up to 30x36)</b>	<b>55 ILCS 5/3-5018.2</b>
Recording Fee*	\$119.00 (Includes \$10.00 Mapping Fee)
Exempt Recording Fee**	\$101.00 (Includes \$10.00 Mapping Fee)

<b>Military Discharge (DD214)</b>	<b>55 ILCS 5/3-5015</b>
Recording Fee	No Charge

<b>Federal, State, and Local Government Agencies (Exempt from RHSP)**</b>	<b>55 ILCS 5/3-5018.2 &amp; 770 ILCS 110/5</b>
Federal and State Tax Liens	\$11.00 plus \$1.00 each additional name
All Other Documents*	\$63.00
All Other Nonstandard Documents*	\$90.00

<b>Public Utility Easements (Exempt from RHSP)**</b>	<b>55 ILCS 5/3-5018.2</b>
Recording Fee*	\$63.00
Nonstandard Document*	\$90.00

<b>UCC Documents</b>	<b>810 ILCS 5/9-525 &amp; 810 ILCS 5/9-404.5</b>
All Filings	\$63.00

<b>Unlawful Restrictive Covenant Modification</b>	<b>55 ILCS 5/3-5048</b>
Recording Fee	\$10.00

\* The recording amounts above include the following fees: Document Storage and Automation Fee \$10.00; geographic information system (GIS) \$20.00; Recorders GIS fee \$1.00; and rental housing support program (RHSP) \$18.00. The RHSP fee does not apply when recording documents which are not related to real estate or documents recorded by units of government. The real property fee does not apply to public utility easements or documents filed by units of government. 55 ILCS 5/3-5018.2

\*\* Fee does not include \$18.00 RHSP fee. Public utility easements and documents filed by units of government are exempt from paying the RHSP fee.