



THE COUNTY OF BURNET

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Burnet County Clerk
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Burnet County Clerk Archive Plan FY2025

The goal of the Burnet County Clerk Archive Plan, which was established in 2018, was to archive/digitize all records filed in the County Clerk's office. The continuation of this plan will be completed in FY2025.

The contract total for this phase of the project was \$329,826.47. It included 2,800 pages of maps/plats, 515 volumes of records consisting of 317,245 pages, and 4,800 pages of probated wills. The digitizing portion of this project, has been completed, and all original documents are expected back in Burnet County by the end of the year. An error was discovered in their original amount this year during review. The contract total error was \$33,169.50. They have completed the project, but with the error, Burnet County still owes the remaining balance of \$33,169.50.

In addition to this project, the County Clerk's office was quoted a price of \$34,042.05 for a Quicklink product that will make these documents accessible. The County Clerk, with assistance from the reclassified Chief Deputy position, plan to do this project in house to eliminate the large expense. A portion of the reclassified Chief Deputy position will be funded through the County Clerk Records Archive Fund.

This project will allow for expedited record searching, provide public information to citizens, and preserve original records by reducing daily usage.

The Burnet County Clerk is progressive in the preservation of current and historical records, utilizing the County Clerk Records Archive Fun to preserve and enhance the integrity of the existing system for recording and preserving public documents.

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