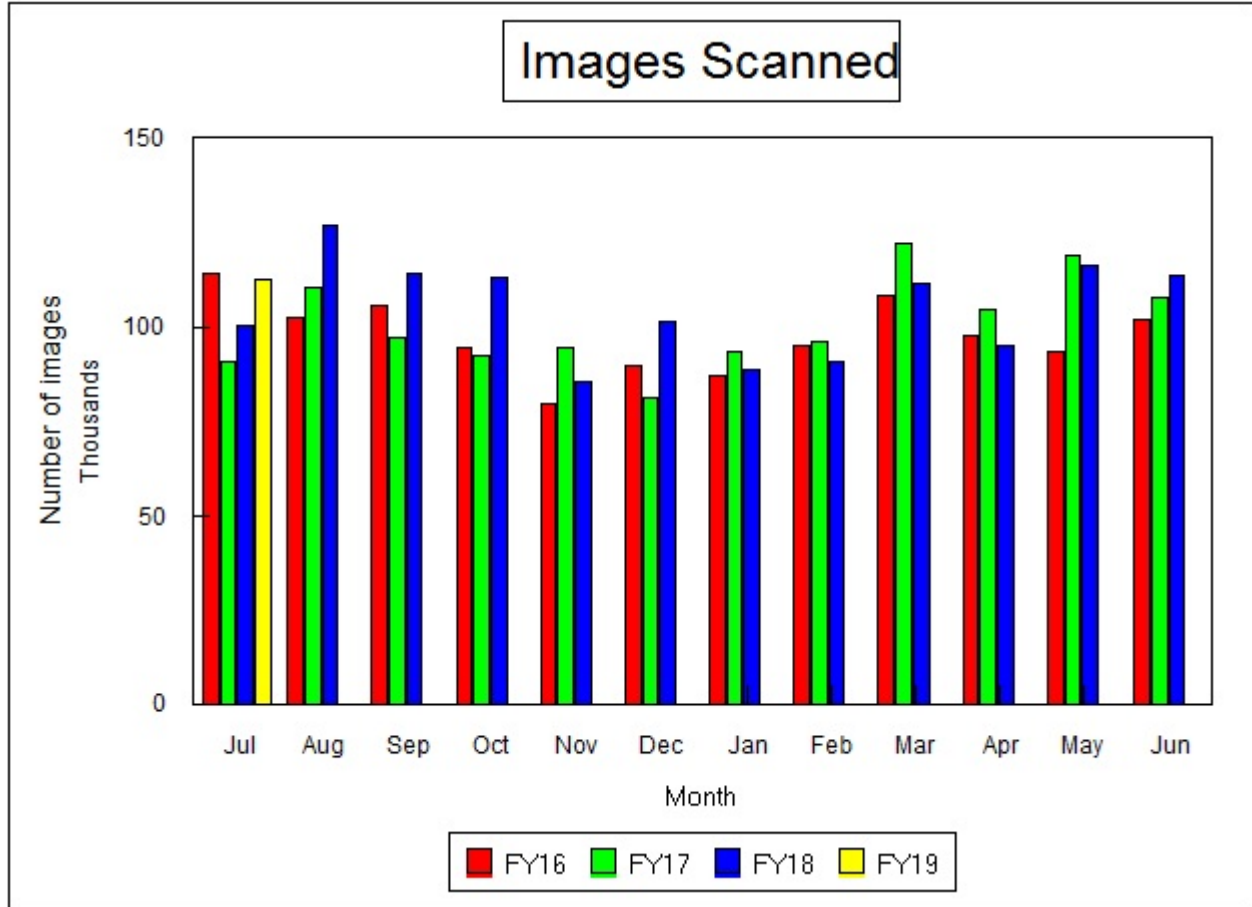# Lancaster County Records & Information Management
Monthly Report
July 2018

STATISTICS

Images Scanned

Departments for which we provided scanning services this month are:
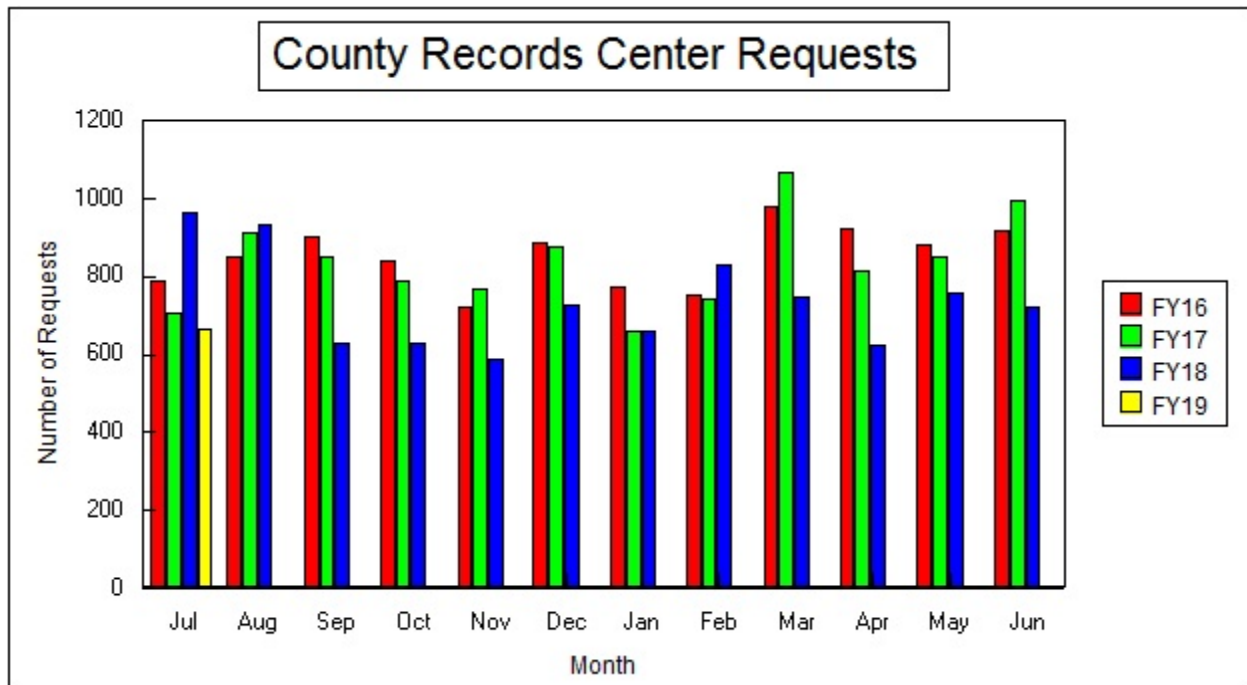
Assessor	Human Resources
Building & Safety	Jury Commissioner
City Attorney	Parks & Recreation
City Clerk	Public Works & Utilities
Community Corrections	Records & Information Management
County Court	Register of Deeds
District Court	Treasurer
Fire & Rescue Department	

Records Center Holdings
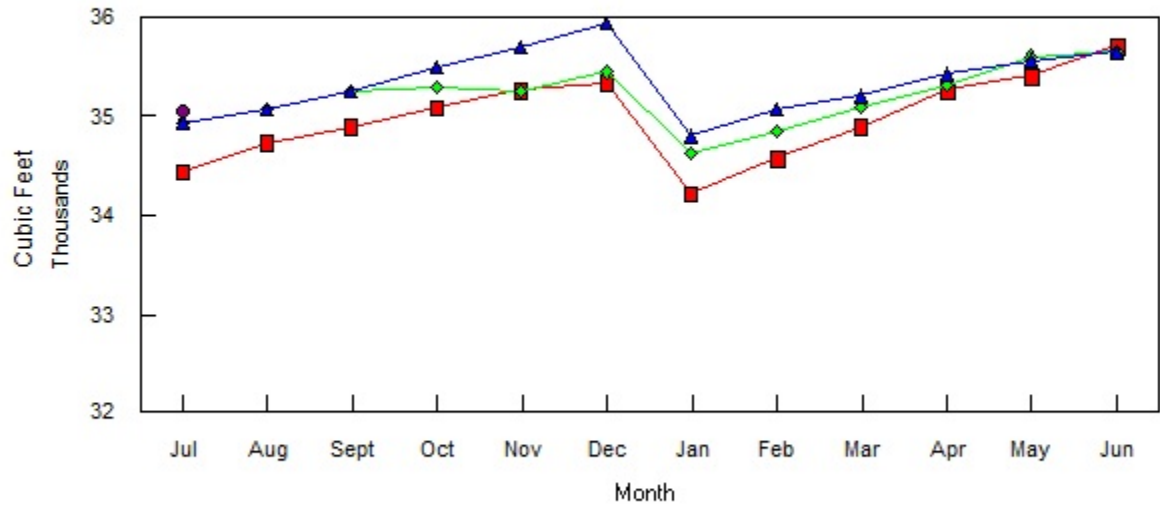
County Records Center Requests

Records Center Activity July 2018				
Month	Cubic Feet Transferred In	Cubic Feet Removed	Balance	Reference Requests
July	142	743	35,055.5	668

The above figures include records stored for:

|		
Adult Probation	Finance	Property Management
Aging	Fire & Rescue	Public Defender
Assessor	Health Department	Public Works & Utilities
Attorney	Human Services	Railroad Transportation Safety
Building & Safety	Juvenile Court	District
City Clerk	Juvenile Court Reporters	Records & Information
City Council	Juvenile Detention Center	Management
City Treasurer	Juvenile Probation	Register of Deeds
Community Corrections	Jury Commissioner	Safety & Training Office
Corrections	Human Resources	Sheriff
County Clerk	Lincoln Electric System	Superintendent of Schools
County Court	Lincoln Police Department	Treasurer
District Court	Manor	Urban Development
District Court Reporters	Mayor's Office	Veterans Service
Employee Advisory Team	Parks & Recreation	
Engineer	Planning Department	

Archive writer images are scanned electronic images written to microfilm for permanent retention.

Archive Writer Images Written
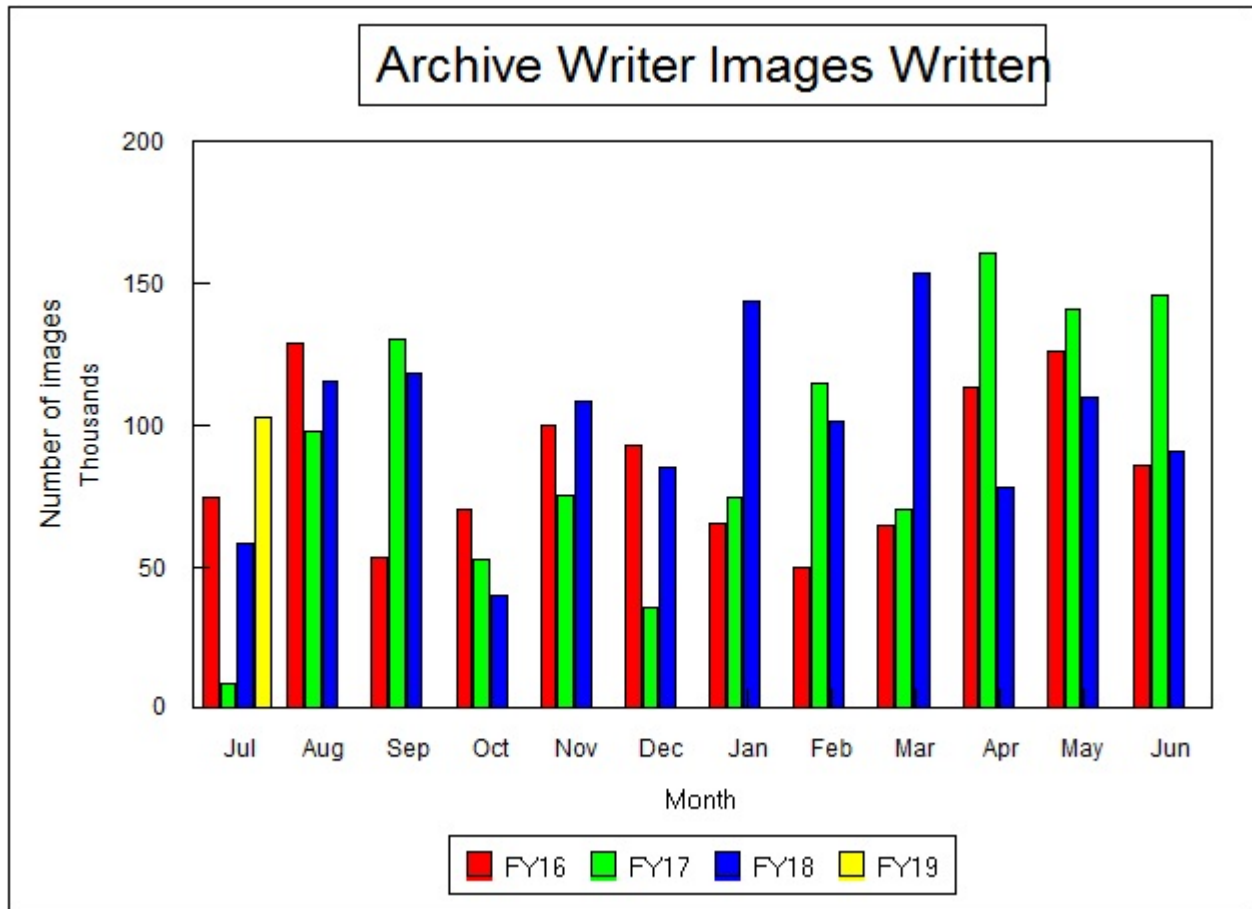
Departments for which we provided archive writer services this month are:

City Clerk
County Clerk
District Court
Register of Deeds
Sarpy County
Sheriff
State Records Management Division

Microfilm production is microfilming paper documents.

Microfilm Production
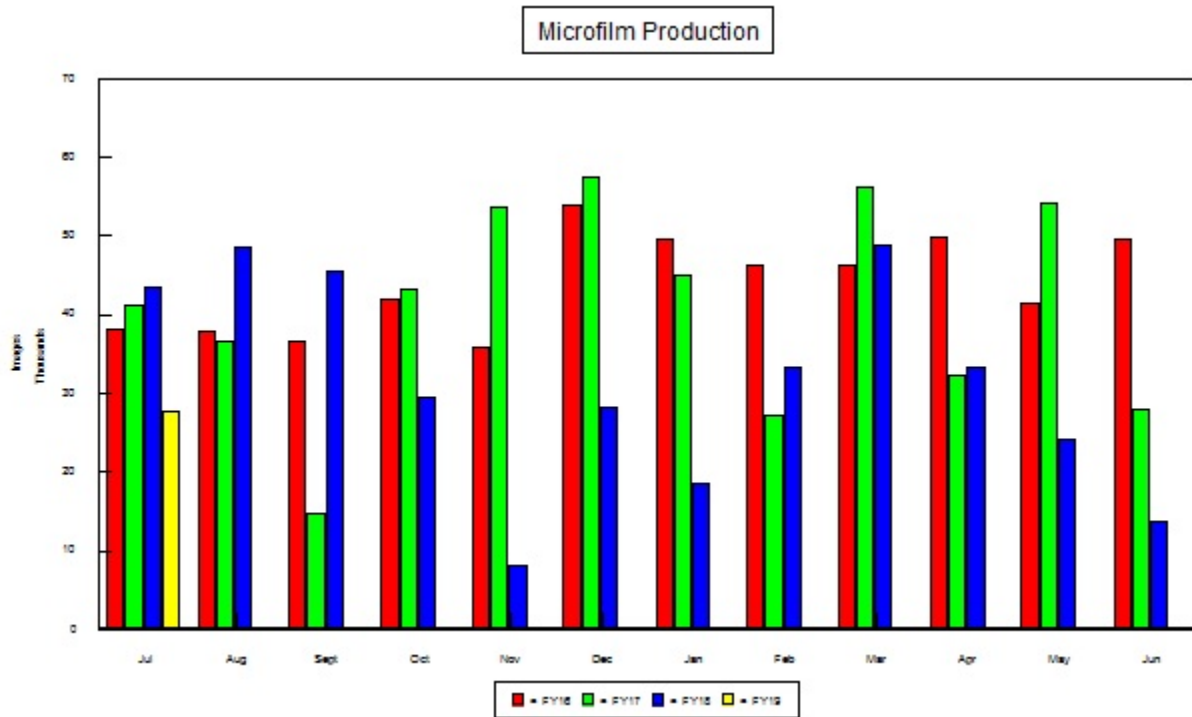
Departments for which we provided microfilming services this month are:

Corrections
Public Defender
Register of Deeds

We also provide film duplicating service for:
State Records Management Division