

Dodge County Register of Deeds 2023 Annual Report

Submitted by Chris Planasch, Register of Deeds

Office Purpose and Services Provided:

The mission of the Register of Deeds is to provide safe archival storage, convenient access and immediate retrieval of maintained personal vital records and all public land records in Dodge County, according to the Constitution of the State of Wisconsin, with its duties prescribed by Wisconsin Statutes, predominately Section 59.43 and 69. The real estate records maintained in the office are used to maintain tax and assessment records and create the County’s Geographic Information System (GIS).

- Record, provide access and maintain Real Estate records (deeds, land contracts, mortgages, etc).
- Record, provide access, maintain and issue certified copies of Birth, Marriage, Death, Divorce, Domestic Partnerships, and Military Discharge Records.
- To implement statutory changes, system modernization, program and procedure evaluation, and staff development to assure a high level of timely service for our citizens/customers.

2023 Changes / Accomplishments:

- Documents recorded decreased by 2,603 (5.05% decrease) from 2022
- Real Estate electronic recording percentages increased slightly to 74.3% for 2023.
- Maintained efficient turn-around time of recorded documents.
- Worked at back indexing of real estate documents.
- Expanded older document index through LandLink and LandShark for document images from 1918 back to 1916.
- Improved a portion of plat document images from Cabinet C.
- Received images of old Grantor/Grantee index books for importing into LandLink and LandShark for viewing online.

2024+ Goals:

- Continue back indexing of older real estate documents prior to 1987 and tract index prior to 1998.
- Continue quality control of all historical real estate indexes and images for disaster recovery.
- Continue improving older plat document images.
- Expand older document index through LandLink and LandShark for documents prior to 1916 and back to 1877.
- Complete project to image Grantor/Grantee index books, import into LandLink and LandShark for viewing online.
- Streamline the process of returning documents, which includes an email option. Thereby reducing postage costs.

The data below shows the number of documents recorded and vital records issued.

	Total Number of Documents Recorded	Electronically Recorded Documents	Percent Electronically Recorded	Average Number Of Daily Documents	Certified Copies Vital Records Issued	Average Number Vitals Issued Daily
2019	13,163	7,779	59.1%	52	14,484	58
2020	17,305	12,173	70.4%	69	16,035	64
2021	18,442	13,581	73.6%	74	14,575	58
2022	13,132	9,665	73.6%	53	13,440	54
2023	10,529	7,819	74.3%	42	12,015	48

SUMMARY OF FEES COLLECTED

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	
State Portion of Transfer Tax	\$ 850,493	\$ 893,688	\$ 1,246,388	\$ 1,378,956	\$ 1,107,895	
State Child Abuse Fund	\$ 15,540	\$ 12,838	\$ 11,963	\$ 11,137	\$ 8,932	*
State Vital Records Online Revenue	\$ 46,451	\$ 47,744	\$ 39,230	\$ 36,037	\$ 30,696	#
WI DOA - Land Information Board	\$ 92,099	\$ 121,079	\$ 129,010	\$ 91,875	\$ 73,675	***
Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL STATE FUNDS COLLECTED	\$ 1,004,583	\$ 1,075,349	\$ 1,426,591	\$ 1,518,005	\$ 1,221,198	
County Portion of Transfer Tax	\$ 212,668	\$ 223,422	\$ 312,855	\$ 342,570	\$ 276,974	
Real Estate Recording Fees	\$ 197,480	\$ 259,630	\$ 276,700	\$ 197,125	\$ 158,250	
Certified Copies (Births, Deaths, Marriages & Misc. Documents)	\$ 57,018	\$ 62,092	\$ 55,184	\$ 51,237	\$ 44,867	
Misc. Copies of Recorded Documents	\$ 6,406	\$ -	\$ -	\$ -	\$ -	
LandShark Copies	\$ 36,722	\$ 48,903	\$ 42,543	\$ 42,450	\$ 38,290	
Document Images Non-Certified Copies	\$ 37,750	\$ 36,450	\$ 61,133	\$ 41,898	\$ 42,000	x
Rental Weatherization Stipulations/Waivers	\$ -	\$ -	\$ -	\$ -	\$ -	****
Credit Card Fees	\$ 3,444	\$ 4,428	\$ 8,356	6688	6392	
FAX Charges	\$ -	\$ -	\$ -	\$ -	\$ -	
DEPARTMENT SUB-TOTAL	\$ 551,488	\$ 634,925	\$ 756,771	\$ 681,968	\$ 566,773	
County Land Information Office	\$ 105,256	\$ 138,376	\$ 147,440	\$ 105,000	\$ 84,200	***
TOTAL COUNTY FUNDS COLLECTED	\$ 656,744	\$ 773,301	\$ 904,211	\$ 786,968	\$ 650,973	
TOTAL REVENUE COLLECTED	\$ 1,661,327	\$ 1,848,650	\$ 2,330,802	\$2,304,973	\$1,872,171	
* \$7.00 from 1st copy of birth certificate goes to Children's Trust Fund						
# \$8.00 from 1st copy of birth certificate & \$13.00 from 1st copy of marriage & death certificates for modernization at the state vital records office						
*** Portion of each recording fee placed in separate state and county funds to be used for modernization of land records						
**** \$20.00 for each Rental Weatherization Stipulation & Waiver validated by us (Program ended 12/31/2017)						
x Sale of non-certified copies of document images through LandShark Subscription Agreement						

STATISTICAL SUMMARY

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
REAL ESTATE RECORDINGS	13,163	17,305	18,442	13,132	10,529
Commerical Code Filings	91	111	126	168	136
Federal Tax Liens	56	17	36	23	37
Lis Pendens	129	61	56	90	91
Sheriff Deeds	72	22	22	27	11
Military Discharges	2	1	0	2	0
Certified Survey Maps	92	117	110	119	107
Plats - Subdivision	1	0	1	2	3
- Condominium	1	3	4	2	3
- Transportation Project	1	1	0	2	3
Certified Copies of Vital Records Issued					
Birth	3,490	2,988	2,775	2,570	2,079
Death	8,827	10,189	9,118	8,218	7,963
Divorce	5	18	20	25	27
Marriage	2,162	2,840	2,662	2,627	1,946
Total Vital Record Copies Issued	14,484	16,035	14,575	13,440	12,015
BIRTH OCCURRENCES	614	581	577	512	498
DEATH OCCURRENCES	875	841	907	935	907
MARRIAGE OCCURRENCES	418	430	521	531	519
TOTAL RECORDS PROCESSED	28,940	34,611	34,445	28,038	23,970