

Register of Deeds

Department Mission

The Register of Deed's office is the official county repository for land records, personal property, military discharges and vital records. We provide convenient access where documents are recorded, retrieved and certified. Statutory changes are implemented, land modernization, staff development with program and procedures are in place creating integrity, efficient and quality service to our citizens and customers.

Overview of Expenditures and Revenues

	2016 Actual	2017 Budget	2017 Estimate	2018 Request	2018 Approved	% Change
Expenditures:						
Personnel	\$ 211,274	\$ 223,743	\$ 172,022	\$ 288,662	\$ 279,410	
Services & Supplies	68,364	73,900	74,700	75,800	75,800	
Equipment						
Total Expenditures	\$ 279,638	\$ 297,643	\$ 246,722	\$ 364,462	\$ 355,210	19.34%
Revenues:						
Federal/State Grants						
Charges & Fees	\$ 775,746	\$ 671,800	\$ 727,408	\$ 745,000	\$ 745,000	
Miscellaneous	-	-	-	-	-	
Fund Balance Applied	-	-	-	-	-	
Property Tax Levy	(412,331)	(374,157)	(374,157)	(380,538)	(389,790)	4.18%
Total Revenues	\$ 363,415	\$ 297,643	\$ 353,251	\$ 364,462	\$ 355,210	

Summary of Budget Changes and Highlights

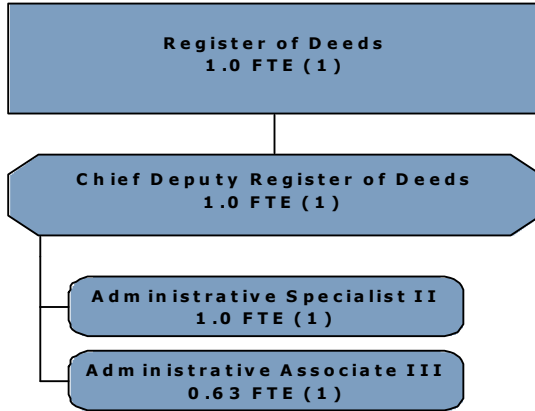
Statewide issuance of vital records has enabled our office to better serve Wisconsin citizens in attaining a birth, marriage, death, divorce or domestic partnership from any county seat of occurrence, avoiding travel, valuable time and expense. Counter service to customers increased 21%.

Software upgrades and training for real estate recording and searching will continue into 2018 to prepare for additional services including:

- Property Fraud
- Official Record Online
- Swift - Returning recorded real estate documents electronically

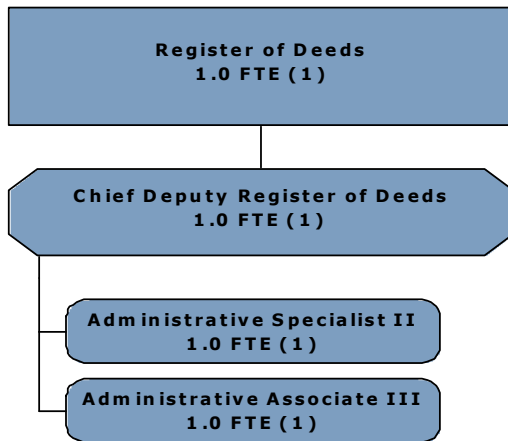
Organizational Chart

Current:



Year	2011	2012	2013	2014	2015	2016	2017
FTE	4.50	4.00	4.00	4.00	3.63	3.63	3.63

Approved:



Year	2011	2012	2013	2014	2015	2016	2017	2018
FTE	4.50	4.00	4.00	4.00	3.63	3.63	3.63	4.00

Program Financials

2018 Approved Program/Service	Program 1 Real Estate	Program 2 Vital Records		Totals
Expenditures:				
Personnel	\$ 167,647	\$ 111,763		\$ 279,410
Service & Supplies	45,480	30,320		75,800
Equipment	-	-		-
Total Expenditures	\$ 213,127	\$ 142,083		\$ 355,210
Revenues:				
Charges & Fees	\$ 447,000	\$ 298,000		\$ 745,000
Property Tax Levy	(233,873)	(155,917)		(389,790)
Total Revenues	\$ 213,127	\$ 142,083		\$ 355,210
Mandated Service?	State Stat. 59.43	State Stat. 69		

2017 Approved Program/Service	Program 1 Real Estate	Program 2 Vital Records		Totals
Expenditures:				
Personnel	\$ 133,754	\$ 89,989		\$ 223,743
Service & Supplies	44,340	29,560		\$ 73,900
Equipment	-	-		-
Total Expenditures	\$ 178,094	\$ 119,549		\$ 297,643
Revenues:				
Charges & Fees	413,080	258,720		671,800
Property Tax Levy	-	-		(374,157)
Total Revenues	\$413,080	\$258,720		\$ 297,643
Mandated Service?	Yes	Yes		

#1 Real Estate		Budget \$213,127	Levy	FTE's 2.18	
Register of Deeds is statutorily responsible to record or file land record documents authorized by law, such as deeds, mortgages, satisfactions, certified survey maps, plats and Federal Tax Liens. Serves as agent for validating weatherization documents on rental property.					
OUTPUTS					
<i>(YTD column = Jan-Jun results)</i>		2014	2015	2016	YTD2017
Number of real estate documents recorded:		13,987	15,584	15,898	7,338
Percentage of real estate documents recorded electronically:		11.30%	13.30%	15.57%	19.40%
Number of rejected real estate documents:		494	602	570	320
Number of real estate images processed:		57,596	64,277	69,135	30,871
Number of copies issued per request and under contracts		45,170	51,434	51,434	26,994
Number of contracted companies for online access:		17	21	22	22
Number of Lis Pendens recorded (foreclosures pending)		138	115	116	50
<u>Performance Goal</u>	<u>Outcome Measures</u>	<u>Benchmark</u>	<u>2015</u>	<u>2016</u>	<u>YTD2017</u>
Provide the county with a secure repository for real estate records, efficiently record with timely access.	100% of recording completed within 24 hours.	100%	99%	99%	60%
Maintain accuracy in recording data.	100% of recording data will be accurate.	100%	98%	98%	90%
Provide convenient and accessible service of public data to remote users.	100% of customers requesting assistance with recorded and online land records received helpful information.	100%	99%	99%	80%
Maintain efficiency by providing new technology.	Notification of electronic recording/activity on property by email.	100%	90%	85%	80%
#2 Vital Records		Budget \$ 142,083	Levy	FTE's 1.45	
Register of Deeds files births, deaths, marriages, domestic partnerships, military discharges and issues certified copies upon request.					
OUTPUTS					
<i>(YTD column = Jan-Jun results)</i>		2014	2015	2016	YTD2017
Number of vital statistics occurring in Eau Claire County		3,764	4,056	3,894	1,915
Number of certified vital records issued:		16,725	18,930	17,934	11,280
No. of customers served issuing birth, death, marriage, divorce, dom. Part.		4,946	5,191	5,144	2,749
Number of military discharges filed:		86	118	136	33
Number of vital records & discharges certified for Veterans Office		753	701	734	223
<u>Performance Goal</u>	<u>Outcome Measures</u>	<u>Benchmark</u>	<u>2015</u>	<u>2016</u>	<u>YTD2017</u>
Provide a secure repository and timely filing of vital records and provide an electronic record upon request.	100% of vital records are processed within 10-15minutes of counter requests. Mail requests completed within 24-48 hour time frame.	100%	100%	100%	90%
Military discharges recorded and copies issued.	100% of recorded discharges and vital record requested for benefits are completed within 24 hours.	100%	100%	100%	70%
Totals		Budget \$355,210	Levy \$0	FTE's 3.63	