

Sauk County, Wisconsin  
**Sauk County Register of Deeds Annual Report**

**2012 Mission:** The mission of the Register of Deeds is to record documents in a timely manner while complying with Wisconsin State Statutes (59.43.) This office also serves the public by issuing copies of all real estate documents, vital records, military discharges, and fixture based UCC filings. In doing so, the office will strive to maintain high standards of service and customer satisfaction.

**Departmental Program Summary:**

The Register of Deeds maintains real estate indexes (Grantor/Grantee and Tract) that allow title companies, attorneys, appraisers, Realtors, bankers and other interested parties to research title to a property, based upon documents pertaining to a parcel that have been submitted for recording. Deeds, mortgages, certified survey maps, and numerous other documents affecting title are all considered public record. The Register of Deeds makes these records available to all who request them; however, we do not make any determination as to the title status of a parcel at any given time. Public computers are available at no cost for real estate research. There is a statutory fee for any copy of a real estate document issued by this office.

The Register of Deeds maintains records of all births, deaths, and marriages that occur in Sauk County. Unlike real estate records, the public's access to vital records is quite limited. As a result, the Register of Deeds must determine "direct and tangible" interest before allowing research of vital records, or the issuance of copies. Copies, certified or uncertified, are issued to qualified requesters for a statutory fee.

**2012 Goals Review**

**2012 GOALS REVIEW**

OBJECTIVE	WAS THIS OBJECTIVE REACHED IN 2012?
	Yes or No (If no, please provide comment)
Maintain a grantor/grantee index and a tract index by recording all real estate documents that meet statutory recording requirements.	Yes
File all births, deaths, and marriages occurring in Sauk County. Issue, upon request by qualified applicants, certified copies of those records	Yes
Back scanning of historic documents/redaction of social security numbers	No - ongoing

**Changes / Accomplishments:**

Redaction software was installed in 2012. We have begun processing documents through the program, which identifies social security numbers and masks them from external view.

**Statistical Summary:**

	2010	2011	2012
Vital records filed:			
Births	1332	1020	799
Deaths	694	546	799
Marriages	542	574	620

**OUTPUT MEASURES**

<b>DESCRIPTION</b>	<b>2010 ACTUAL</b>	<b>2011 ACTUAL</b>	<b>2012 ACTUAL</b>
Documents recorded	22180	21624	21557
Vital records filed (total)	2568	2140	2218
Copies of vital records issued	9407	9027	9300
Documents redacted	0	0	17,500

**OUTCOME AND EFFICIENCY MEASURES**

<b>DESCRIPTION</b>	<b>2010 ACTUAL</b>	<b>2011 ACTUAL</b>	<b>2012 ACTUAL</b>
On line (LandShark) revenue (customer generated copies)	\$41,257.00	\$41,392.00	\$42,157.00
In house copy revenue (staff generated copies)	\$13,025.00	\$12,700.00	\$12,219.00
Real estate transfer fees	\$186,595.00	\$176,126.00	\$155,623.00