

Sauk County, Wisconsin
Sauk County Register of Deeds Annual Report

2015 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. 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 a record 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.

2015 Goals Review

2015 GOALS REVIEW

OBJECTIVE	WAS THIS OBJECTIVE REACHED IN 2013?
	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 and indexing of legacy documents/redaction of social security numbers	No – ongoing *(see accomplishment section)

Enter parcel numbers for 21,000 documents	No – This initiative will be tabled until the conversion of paper to images is complete.
---	--

Changes / Accomplishments:

*Electronic recording continues to grow in popularity, as 2015 showed a 16% increase in the use of that option.

*The use of credit cards also continues to rise, as total credit/debit tender exceeded \$15,000, which marks an increase of 55% over 2014.

*Redaction continues. In 2015, over 279,000 documents were scanned by our redaction software, and any social security numbers were masked from public view. This project will be completed by the end of 2016.

*Over 12,825 legacy documents were keyed into the grantor/grantee index, along with any relevant reference numbers. This project will be ongoing.

* The final phase of current vital records becoming electronic was completed in May when the marriage module of the State Vital Records Information System went live.

Statistical Summary:

	2013	2014	2015
Vital records filed:			
Births	873	851	853
Deaths	627	650	649
Marriages	551	580	609

OUTPUT MEASURES

DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL
Documents recorded	19,414	16,208	19,147
Vital records filed (total)	2051	2081	2111
Copies of vital records issued	8980	9942	10,392
Documents redacted	150,418	265,172	279,000

OUTCOME AND EFFICIENCY MEASURES

DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL
On line (LandShark) revenue	\$44,159.00	\$39,291.00	\$44,788.00
In house copy revenue (staff generated copies)	\$11,292.00	\$11,071.00	\$9,296.00
Real estate transfer fees	\$195,512.00	\$197,178.00	\$243,666.00
Number and % of total docs recorded electronically	834 / 10% (Pt of year)	4396 / 28%	8279 / 44%