

EST. 1836



JEFFERSON COUNTY REGISTER OF DEEDS

2021 SCORECARD

Register of Deeds IMPACT ON THE COUNTY

Perpetually maintaining the history of Jefferson County, its land and its people.

How the Register of Deeds serves the public...

- **Property Ownership** - deeds, mortgages, land contracts, right of ways, agreements, federal tax liens, etc., basically anything that has to do with your land ownership
- **Vital Records** - birth, marriage, divorce, death certificates are available in our office, all birth and marriage certificates are now available statewide
- **Service Discharge** - DD214 documents are recorded and permanently stored for our military veterans, we also offer an Honor Rewards program to all veterans

Who We Serve

Internal: Law Enforcement, Land Information, Zoning, GIS, Veteran's, Child Support, Human Services, Land Conservation, Treasurer, District Attorney, Parks, Economic Development, Real Property Lister, Surveyor, Clerk of Courts, Medical Examiner, Coroner, County Clerk, Emergency Management, Probate, Highway, Health

External: Public, Title Companies, Lending Institutes, Attorneys, Hospitals, Assessors, Researchers, Appraisers, Funeral Homes, Clergy, Genealogists, Realtors, Utility Companies, Nursing Homes

Economy

If you were impressed with 2020, 2021 will blow you out of the water! While we were still in the height of the pandemic, the housing market continued to keep us busy recording the largest number of documents since 2009 and receipting the highest revenues since I took office in 2007. Our staff continued to work on back indexing document to allow for easier searching for both internal and external business partners and helping to increase our copy sales. Our long-term employee, Mary Beth Haney retired January 3rd, she is greatly missed, but we have a great staff in place to make sure we continue to serve the public in the most efficient manner possible.

Legislative Items in the Works

There are a few legislative items I am working with our business partners that affect the records in the Register of Deeds offices across the state.

Daniel's Law – This is in coordination with federal legislation to protect Federal Judges. The federal legislation intends to protect the personal information of federal judges and their immediate families in response to growing threats. If enacted, the county will have 72 hours to address over 26 identifiable items. There is also a penalty associated with this bill which could cost the county money if not implemented properly.

Protective Covenants – This legislation is in regards to discriminatory language located in old documents. While the discriminatory covenants are no longer legal and cannot be enforced, the language is still hurtful to many people. The proposed legislation would require the county to record a document free of charge. Based on a search of our records 7.5% of the documents recorded in 1920 had this type of language. The cost to the county could range from \$369,000 to \$739,000.

Statistics 2021

Real Estate Records Recorded	19,341
eRecording Percentage	70%
Savings Realized from eRecording	\$10,885.45
Vital Records Filed	2,496
Vitals Record Copies Sold	18,960
Historical Images Available Online	1,433,476
# of Documents Back Indexed in-house	80,997

Special points of interest:

- 59% Higher than Anticipated Revenues
- Lower than Anticipated Expenditures
- Indexed Tract & Parcel Number data for 80,997 documents
- PRIA Local—Greater Wisconsin
- Succession Planning Underway

Register of Deeds Department

DEPARTMENT MISSION

The mission of the Jefferson County Register of Deeds Office is to permanently protect and provide access to Jefferson County's history and future – its land and its people.

VISION STATEMENT

Our vision is to insure the integrity of Jefferson County's land records and vital records.

VALUES STATEMENT

Our work will be guided and informed by our beliefs and commitments to:

- **Inclusiveness** – we respect people, values diversity and are committed to equality.
- **Participation** – we value and recognize the contributions of staff and our business partners.
- **Quality** – we strive for excellence through continuous improvement.
- **Openness** – we are committed to a culture of teamwork and collaboration.

Department Staff

Staci M Hoffman	Registrar	Kaela Hutter	Chief Deputy
Kristine Olson	Deputy I	Amber Lane-Hansen	Deputy I
Mary Beth Haney	Chief Deputy (retired)		

DEPARTMENT GOALS 2021

Desired results	Objectives - specific steps	Linked to	Completion Date
Succession Planning	1. Handbook Updates	Guiding Principles	Ongoing
Succession Planning	2. Education/Training	Strategy 1.6	Ongoing
Public Records Access	3. Additional documents added	Strategy 1.3	Ongoing
Back Index Documents Value Added Revenue Stream	4. Back index additional documents, grantor/grantee/tract	Strategy 1.3	Ongoing
Statutory Duties of ROD	5. Maintain and improve the County's ROD records	Guiding Principles and Statutory Obligations	Ongoing

PROGRAM EVALUATION

Program/Service Description	Output Measures		
	2019	2020	2021
Reviews, records, scans and maintains all documents related to real estate	13,915	18,947	19,341
Registers, indexes, files vital records	2,144	2,231	2,496
Makes and delivers certified and uncertified copies of vital records Revenue	14,972	18,119	18,960
ROD Revenue (Gross Total)	\$1,971,972	\$2,225,881	\$2,614,635
Collects State Transfer Tax Revenues	\$266,459	\$281,273	\$354,570
Collects Land Records Modernization Revenues	\$118,642	\$158,732	\$162,351
Makes and delivers Real Estate Copies Revenue	\$62,392	\$81,289.	\$90,091
Online Laredo Revenue (subscriptions)	\$34,962	\$35,622	\$43,487
Percentage of Documents eRecorded	65%	69%	70%
ROD Revenue to General Fund	\$628,507	\$749,904	\$846,992
General Property Taxes Levied	-\$206,698	-\$170,418	-143,978
Budget goals met	Surplus	Surplus	Surplus
Back Indexing Real Estate	20,072	59,289	80,997

FACTORS INFLUENCING PROGRAM/SERVICE DELIVERY AND ACCOMPLISHMENTS

Achievements of goals for the 2021 fiscal years are as follows:

- Register of Deeds staff back indexed and additional 80,997 documents, each document available electronically generated additional revenues for the county.
- We planned and implemented training and strategies to pass leadership roles to employees to adjust for the chief deputy's retirement.

I continue to serve on the following Boards, Committees and Councils:

Wisconsin Counties Association Board of Directors, Wisconsin Public Records Board, Wisconsin Register of Deeds Association Legislative and Vitals Committees and PRIA Local – Co-Chair

A huge thank you to the Register of Deeds staff, Mary Beth Haney, Kaela Hutter, Amber Lane-Hansen and Kris Olson for all they do to make our office efficient, a pleasant place to visit and work in, and for all the work they put into preserving the recorders that span our lives!

Staci M. Hoffman