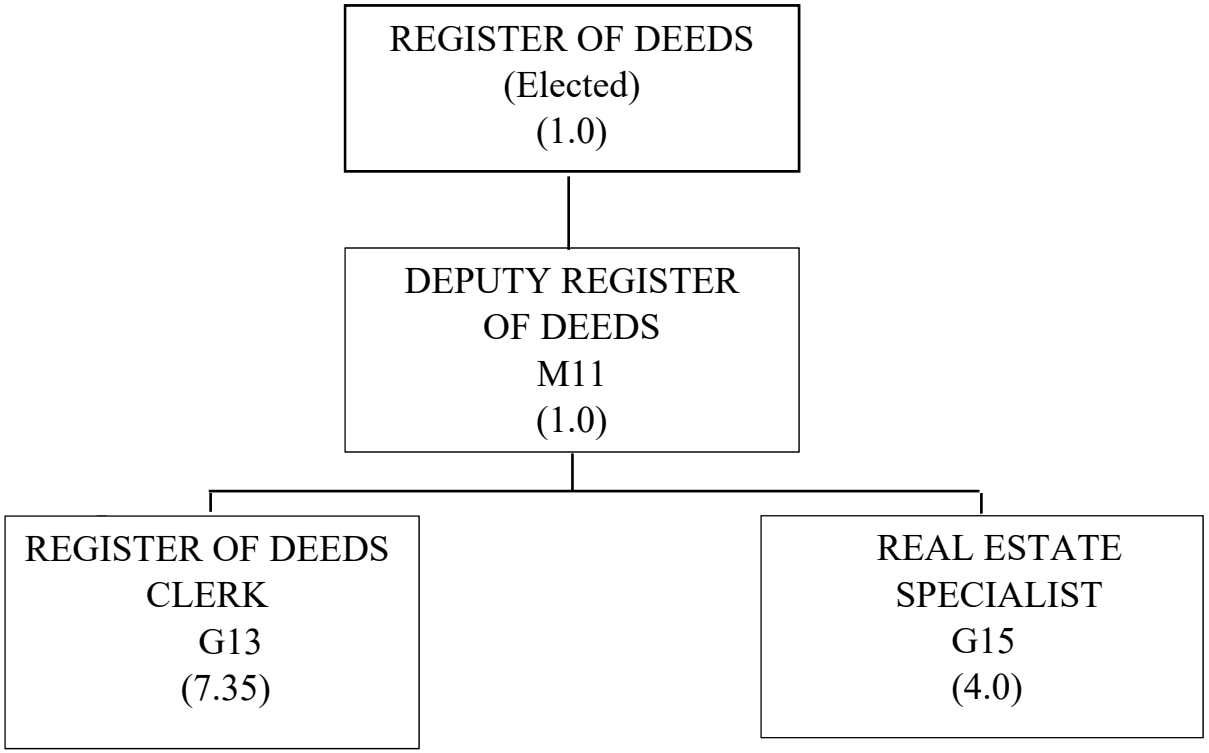
REGISTER OF DEEDS



06/20/2024

COUNTY OF DANE

BUDGETED POSITIONS

CLASSIFICATION TITLE	RANGE	2023	2024	MOD 2024	2025 REQUEST	2025 RECOMM'D	2025 ADOPTED
REGISTER OF DEEDS							
REGISTER OF DEEDS	ME	1.000 24-01	1.000 24-01	1.000 24-01	1.000 24-01	1.000 24-01	1.000 24-01
DEPUTY REGISTER OF DEEDS	M 11	1.000	1.000	1.000	1.000	1.000	1.000
REAL ESTATE SPECIALIST	G 15	4.000	4.000	4.000	4.000	4.000	4.000
REGISTER OF DEEDS CLERK	G 13	8.000	7.000	7.000	7.000	7.000	7.000
REGISTER OF DEEDS CLERK	G 13	0.350 24-03	0.350 24-03	0.350 24-03	0.350 24-03	0.350 24-03	0.350 24-03
REGISTER OF DEEDS TOTAL		**14.350**	**13.350**	**13.350**	**13.350**	**13.350**	**13.350**
		14.350	**13.350**	**13.350**	**13.350**	**13.350**	**13.350**

COUNTY OF DANE
BUDGETED POSITIONS

SUMMARY OF POSITION FOOTNOTES:

REGISTER OF DEEDS

24-01 REFERENCE 2019 RES-540 ADOPTED MARCH 19, 2020 FOR SALARY INFORMATION.

24-03 2012 BUDGET UNFUNDS 1.0 FTE OF POSITION 319, POSITION AUTHORITY TO REMAIN. 2014 BUDGET FUNDS 0.10 FTE, 0.90 FTE UNFUNDED POSITION AUTHORITY TO REMAIN. 2016 BUDGET REQUEST IS TO FUND .35 FTE AND TRANSFER TO POSITION 2294 (VITAL RECORDS CLERK). 0.55 FTE OF POSITION 319 REMAINS UNFUNDED, POSITION AUTHORITY TO REMAIN. 2022 REQUEST IS TO FUND 0.20 FTE AND TRANSFER TO 2499. 0.35 FTE OF POSITION 319 TO REMAIN AUTHORIZED UNFUNDED.

Dept:	Register of Deeds	24	**DANE COUNTY**	**Fund Name:**	General Fund
Prgm:	Register of Deeds	000/00		**Fund No:**	1110

Mission:

To provide the official county repository for real estate, birth, death, marriage, domestic partnership and military discharge records affecting citizens in this county. To provide safe, archival storage and convenient access to these records; and to implement statutory changes, system modernization, program and procedure evaluation, and staff development to assure a high level of timely service for users.

Description:

Under Chapters 16, 59, 69, 236, 409, 703, 706, 779, 867 and others of the Wisconsin Statutes, the department provides services in three main areas: Reception and Real Estate reviews, records and indexes documents that affect the rights and interests of citizens in Dane County real estate and the department maintains a tract index of recorded documents making reference to approximately 327,410 parcels in Dane County; Vital Records reviews, indexes and files the legal records of all births, deaths and marriages in Dane County, providing certified copies of these records upon request, and provides a repository for military discharges for veterans; Records Maintenance preserves images of real estate documents according to archival standards and provides public access to these images. The Register of Deeds is also part of the County Land Information Office and collects funds for the Wisconsin Land Information Program to modernize land record keeping systems.

	Actual 2023	Adopted 2024	2023 Carry Forward	Board Transfers	Budget As Modified	2024 YTD	Estimated 2024	Department Request
PROGRAM EXPENDITURES								
Personnel Costs	$1,443,178	$1,541,100	$0	$0	$1,541,100	$426,198	$1,550,443	$1,616,600
Operating Expenses	$116,566	$157,090	$0	$0	$157,090	$18,577	$96,928	$157,090
Contractual Services	$178,208	$187,400	$0	$0	$187,400	$76,406	$176,499	$187,100
Operating Capital	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL	$1,737,952	$1,885,590	$0	$0	$1,885,590	$521,181	$1,823,870	$1,960,790
PROGRAM REVENUE								
Taxes	$2,575,624	$2,696,200	$0	$0	$2,696,200	$784,728	$3,045,378	$2,696,200
Intergovernmental Revenue	$0	$0	$0	$0	$0	$0	$0	$0
Licenses & Permits	$0	$0	$0	$0	$0	$0	$0	$0
Fines, Forfeits & Penalties	$0	$0	$0	$0	$0	$0	$0	$0
Public Charges for Services	$1,532,946	$1,757,100	$0	$0	$1,757,100	$431,097	$1,487,447	$1,757,100
Intergovernmental Charge for Services	$0	$0	$0	$0	$0	$0	$0	$0
Miscellaneous	$0	$0	$0	$0	$0	$0	$0	$0
Other Financing Sources	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL	$4,108,570	$4,453,300	$0	$0	$4,453,300	$1,215,825	$4,532,825	$4,453,300
GPR SUPPORT	($2,370,617)	($2,567,710)			($2,567,710)			($2,492,510)
F.T.E. STAFF	14.350	13.350					13.350	13.350

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Dept:	Register of Deeds	24		**Fund Name:**	General Fund
Prgm:	Register of Deeds	000/00		**Fund No.:**	1110

	2025	Net Decision Items							2025 Requested
DI# NONE	Base	01	02	03	04	05	06	07	Budget
PROGRAM EXPENDITURES									
Personnel Costs	$1,616,600	$0	$0	$0	$0	$0	$0	$0	$1,616,600
Operating Expenses	$157,090	$0	$0	$0	$0	$0	$0	$0	$157,090
Contractual Services	$187,100	$0	$0	$0	$0	$0	$0	$0	$187,100
Operating Capital	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL	$1,960,790	$0	$0	$0	$0	$0	$0	$0	$1,960,790
PROGRAM REVENUE									
Taxes	$2,696,200	$0	$0	$0	$0	$0	$0	$0	$2,696,200
Intergovernmental Revenue	$0	$0	$0	$0	$0	$0	$0	$0	$0
Licenses & Permits	$0	$0	$0	$0	$0	$0	$0	$0	$0
Fines, Forfeits & Penalties	$0	$0	$0	$0	$0	$0	$0	$0	$0
Public Charges for Services	$1,757,100	$0	$0	$0	$0	$0	$0	$0	$1,757,100
Intergovernmental Charge for Services	$0	$0	$0	$0	$0	$0	$0	$0	$0
Miscellaneous	$0	$0	$0	$0	$0	$0	$0	$0	$0
Other Financing Sources	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL	$4,453,300	$0	$0	$0	$0	$0	$0	$0	$4,453,300
GPR SUPPORT	($2,492,510)	$0	$0	$0	$0	$0	$0	$0	($2,492,510)
F.T.E. STAFF	13.350	0.000	0.000	0.000	0.000	0.000	0.000	0.000	13.350

NARRATIVE INFORMATION ABOUT DECISION ITEMS SHOWN ABOVE	Expenditures	Revenue	GPR Support
2025 BUDGET BASE	$1,960,790	$4,453,300	($2,492,510)
2025 REQUESTED BUDGET	$1,960,790	$4,453,300	($2,492,510)

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DEPARTMENT: Register of Deeds
PROGRAM: Register of Deeds

OPERATING BUDGET SUMMARY

PROGRAM SUMMARY	2023 ACTUAL	ADOPTED BUDGET 2024	2023 CARRYFORWD	2024 CO BOARD ACTIONS	CURRENT MODIFIED BUDGET	ACTUAL YTD	ESTIMATED TOTAL	TOTAL ESTIMATED CARRYFORWD	AGENCY BASE
PERSONNEL COSTS	$ 1,443,178	$ 1,541,100	$ 0	$ 0	$ 1,541,100	$ 426,198	$ 1,550,443	$ 0	$ 1,616,600
OPERATING EXPENSE	116,566	157,090	0	0	157,090	18,577	96,928	0	157,090
CONTRACTUAL SERVICES	178,208	187,400	0	0	187,400	76,406	176,499	0	187,100
OPERATING CAPITAL	0	0	0	0	0	0	0	0	0
TOTAL PROGRAM EXPENDITURES	$ 1,737,952	$ 1,885,590	$ 0	$ 0	$ 1,885,590	$ 521,181	$ 1,823,870	$ 0	$ 1,960,790
LESS REVENUES									
TAXES	$ 2,575,624	$ 2,696,200	$ 0	$ 0	$ 2,696,200	$ 784,728	$ 3,045,378	$ 0	$ 2,696,200
INTERGOVERNMENTAL REVENUE	0	0	0	0	0	0	0	0	0
LICENSES & PERMITS	0	0	0	0	0	0	0	0	0
FINES, FORFEITS & PENALTIES	0	0	0	0	0	0	0	0	0
PUBLIC CHARGE FOR SERVICE	1,532,946	1,757,100	0	0	1,757,100	431,097	1,487,447	0	1,757,100
MISCELLANEOUS	0	0	0	0	0	0	0	0	0
OTHER FINANCING SOURCES	0	0	0	0	0	0	0	0	0
TOTAL PROGRAM REVENUES	$ 4,108,570	$ 4,453,300	$ 0	$ 0	$ 4,453,300	$ 1,215,825	$ 4,532,825	$ 0	$ 4,453,300
NET COST:	$ (2,370,617)	$ (2,567,710)	$ 0	$ 0	$ (2,567,710)	$ (694,645)	$ (2,708,955)	$ 0	$ (2,492,510)

DEPARTMENTAL CHANGES

PROGRAM SUMMARY	AGENCY BASE	DECISION ITEM #1	DECISION ITEM #2	DECISION ITEM #3	DECISION ITEM #4	DECISION ITEM #5	DECISION ITEM #6	DECISION ITEM #7	AGENCY REQUEST
PERSONNEL COSTS	$ 1,616,600	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 1,616,600
OPERATING EXPENSE	157,090	0	0	0	0	0	0	0	157,090
CONTRACTUAL SERVICES	187,100	0	0	0	0	0	0	0	187,100
OPERATING CAPITAL	0	0	0	0	0	0	0	0	0
TOTAL PROGRAM EXPENDITURES	$ 1,960,790	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 1,960,790
LESS REVENUES									
TAXES	$ 2,696,200	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 2,696,200
INTERGOVERNMENTAL REVENUE	0	0	0	0	0	0	0	0	0
LICENSES & PERMITS	0	0	0	0	0	0	0	0	0
FINES, FORFEITS & PENALTIES	0	0	0	0	0	0	0	0	0
PUBLIC CHARGE FOR SERVICE	1,757,100	0	0	0	0	0	0	0	1,757,100
MISCELLANEOUS	0	0	0	0	0	0	0	0	0
OTHER FINANCING SOURCES	0	0	0	0	0	0	0	0	0
TOTAL PROGRAM REVENUES	$ 4,453,300	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 4,453,300
NET COST:	$ (2,492,510)	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ (2,492,510)

DEPARTMENT: Register of Deeds
PROGRAM: Register of Deeds

YR	ORG CODE	OBJECT	DESCRIPTION	CAPBD	2023 EXPENDITURES	ADOPTED BUDGET 2024	2023 CARRYFORWARD	2024 COUNTY BOARD ACTIONS	CURRENT MODIFIED BUDGET	ACTUAL EXPENDITURES YTD	ESTIMATED EXPENDITURES TOTAL	TOTAL ESTIMATED CARRYFORWARD	AGENCY BASE
25	REGDEEDS	10009	SALARIES AND WAGES		$1,005,227	$1,074,300	$0	$0	$1,074,300	$284,658	$1,065,895	$0	$1,085,800
25	REGDEEDS	10027	OVERTIME		$0	$700	$0	$0	$700	$0	$700	$0	$700
25	REGDEEDS	10072	LIMITED TERM EMPLOYEES		$0	$22,300	$0	$0	$22,300	$0	$22,300	$0	$22,300
25	REGDEEDS	10099	RETIREMENT FUND		$68,396	$74,400	$0	$0	$74,400	$19,641	$73,547	$0	$75,000
25	REGDEEDS	10108	SOCIAL SECURITY		$75,596	$83,900	$0	$0	$83,900	$21,285	$81,184	$0	$84,900
25	REGDEEDS	10117	HEALTH		$272,610	$288,800	$0	$0	$288,800	$96,239	$288,717	$0	$350,800
25	REGDEEDS	10126	HEALTH-RETIREES		$3,254	$0	$0	$0	$0	$0	$0	$0	$0
25	REGDEEDS	10153	DENTAL		$16,902	$16,900	$0	$0	$16,900	$4,225	$16,902	$0	$17,600
25	REGDEEDS	10180	LIFE INSURANCE		$587	$600	$0	$0	$600	$150	$598	$0	$700
25	REGDEEDS	10185	FSA ADMINISTRATION FEE		$206	$200	$0	$0	$200	$0	$200	$0	$200
25	REGDEEDS	10189	WORKERS COMPENSATION		$400	$400	$0	$0	$400	$0	$400	$0	$400
25	REGDEEDS	10250	SALARY SAVINGS		$0	($21,400)	$0	$0	($21,400)	$0	$0	$0	($21,800)
25	REGDEEDS	20648	CONFERENCES AND TRAINING		$3,542	$7,840	$0	$0	$7,840	$1,505	$3,840	$0	$7,840
25	REGDEEDS	20760	CUSTOMER SERVICE		$55,921	$37,500	$0	$0	$37,500	$0	$37,500	$0	$37,500
25	REGDEEDS	21584	MEMBERSHIP FEES		$125	$1,000	$0	$0	$1,000	$125	$1,000	$0	$1,000
25	REGDEEDS	22043	PRTNG STA & OFFICE SUPPLIES		$50,921	$88,800	$0	$0	$88,800	$12,977	$49,319	$0	$88,800
25	REGDEEDS	22250	REPAIR OF EQUIPMENT		$4,313	$15,250	$0	$0	$15,250	$3,418	$3,516	$0	$15,250
25	REGDEEDS	22736	TELEPHONE		$1,744	$6,700	$0	$0	$6,700	$552	$1,753	$0	$6,700
25	REGDEEDS	30643	COMPUTER SOFTWARE LEASE		$128,947	$129,000	$0	$0	$129,000	$64,473	$129,000	$0	$129,000
25	REGDEEDS	31260	INSURANCE		$4,700	$3,400	$0	$0	$3,400	$0	$3,400	$0	$3,100
25	REGDEEDS	31382	LAREDO INTERNET SERVICE		$44,561	$55,000	$0	$0	$55,000	$11,933	$44,099	$0	$55,000
			TOTAL EXPENDITURES		**$1,737,952**	**$1,885,590**	**$0**	**$0**	**$1,885,590**	**$521,181**	**$1,823,870**	**$0**	**$1,960,790**

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PROGRAM: Register of Deeds

YR	ORG CODE	OBJECT	DESCRIPTION	CAPBD	AGENCY BASE	DEPARTMENTAL CHANGES DECISION ITEM #1	DECISION ITEM #2	DECISION ITEM #3	DECISION ITEM #4	DECISION ITEM #5	DECISION ITEM #6	DECISION ITEM #7	AGENCY REQUEST
25	REGDEEDS	10009	SALARIES AND WAGES		$1,085,800								$1,085,800
25	REGDEEDS	10027	OVERTIME		$700								$700
25	REGDEEDS	10072	LIMITED TERM EMPLOYEES		$22,300								$22,300
25	REGDEEDS	10099	RETIREMENT FUND		$75,000								$75,000
25	REGDEEDS	10108	SOCIAL SECURITY		$84,900								$84,900
25	REGDEEDS	10117	HEALTH		$350,800								$350,800
25	REGDEEDS	10126	HEALTH-RETIREES		$0								$0
25	REGDEEDS	10153	DENTAL		$17,600								$17,600
25	REGDEEDS	10180	LIFE INSURANCE		$700								$700
25	REGDEEDS	10185	FSA ADMINISTRATION FEE		$200								$200
25	REGDEEDS	10189	WORKERS COMPENSATION		$400								$400
25	REGDEEDS	10250	SALARY SAVINGS		($21,800)								($21,800)
25	REGDEEDS	20648	CONFERENCES AND TRAINING		$7,840								$7,840
25	REGDEEDS	20760	CUSTOMER SERVICE		$37,500								$37,500
25	REGDEEDS	21584	MEMBERSHIP FEES		$1,000								$1,000
25	REGDEEDS	22043	PRTNG STA & OFFICE SUPPLIES		$88,800								$88,800
25	REGDEEDS	22250	REPAIR OF EQUIPMENT		$15,250								$15,250
25	REGDEEDS	22736	TELEPHONE		$6,700								$6,700
25	REGDEEDS	30643	COMPUTER SOFTWARE LEASE		$129,000								$129,000
25	REGDEEDS	31260	INSURANCE		$3,100								$3,100
25	REGDEEDS	31382	LAREDO INTERNET SERVICE		$55,000								$55,000
			TOTAL EXPENDITURES		**$1,960,790**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$1,960,790**

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DEPARTMENT: Register of Deeds
PROGRAM: Register of Deeds

YR	ORG CODE	OBJECT	DESCRIPTION	CAPBD	2023 REVENUES	ADOPTED BUDGET 2024	2023 CARRYFORWARD	2024 COUNTY BOARD ACTIONS	CURRENT MODIFIED BUDGET	ACTUAL REVENUES YTD	ESTIMATED REVENUES TOTAL	TOTAL ESTIMATED CARRYFORWARD	AGENCY BASE
25	REGDEEDS	80120	CO SHARE TRANSFER FEE		$2,575,624	$2,696,200	$0	$0	$2,696,200	$784,728	$3,045,378	$0	$2,696,200
25	REGDEEDS	82515	CUSTOMER SERVICE LAREDO REV.		$311,482	$258,200	$0	$0	$258,200	$94,070	$311,562	$0	$258,200
25	REGDEEDS	82520	RE RECORDING FEES		$928,186	$1,261,900	$0	$0	$1,261,900	$256,818	$924,409	$0	$1,261,900
25	REGDEEDS	82524	VITAL RECORDS FEES REVENUE		$293,278	$237,000	$0	$0	$237,000	$80,209	$251,476	$0	$237,000
			TOTAL REVENUES		**$4,108,570**	**$4,453,300**	**$0**	**$0**	**$4,453,300**	**$1,215,825**	**$4,532,825**	**$0**	**$4,453,300**

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PROGRAM: Register of Deeds

YR	ORG CODE	OBJECT	DESCRIPTION	CAPBD	AGENCY BASE	DEPARTMENTAL CHANGES DECISION ITEM #1	DECISION ITEM #2	DECISION ITEM #3	DECISION ITEM #4	DECISION ITEM #5	DECISION ITEM #6	DECISION ITEM #7	AGENCY REQUEST
25	REGDEEDS	80120	CO SHARE TRANSFER FEE		$2,696,200								$2,696,200
25	REGDEEDS	82515	CUSTOMER SERVICE LAREDO REV.		$258,200								$258,200
25	REGDEEDS	82520	RE RECORDING FEES		$1,261,900								$1,261,900
25	REGDEEDS	82524	VITAL RECORDS FEES REVENUE		$237,000								$237,000
			TOTAL REVENUES		**$4,453,300**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$4,453,300**

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BUDGET CARRYFORWARD REQUEST

DEPT: REGISTER OF DEEDS
PROG: REGISTER OF DEEDS

			EXPENDITURES		REVENUES				
ORG	**EXP/REV OBJECT**	**DESCRIPTION**	**MODIFIED BUDGET**	**ESTIMATED CARRYFWD**	**MODIFIED BUDGET**	**ESTIMATED CARRYFWD**	**TYPE**	**AUTHORIZATION**	**JUSTIFICATION/COMMENTS**
NONE REQUESTED									
			-	-	-	-			