



Dane County Register of Deeds

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The Register of Deeds office budget for 2022 that has 3 decisions items.

1. Currently the Register of Deeds office position #2499 is .80 FTE funded Clerk that works on the Land record recordings. I would like to make this position #2499 a 1.0 FTE status. This position would make it easier to manage hours, scheduling and cover vacations/time off by other employees. I have increased expected revenue line for Real Estate Transfer fees to fund the additional .20 FTE personnel cost.
2. I have lowered Vital Records expected revenues for 2022. Since statewide issuance was set in place by State vital records, we are seeing lower number of request for vital records, as you can obtain these certified copies from any Register of Deeds office in the State of Wisconsin. Also that State Vitals SVRIS program is now linked to more state and local agencies so less records are requested.
3. The Register of Deeds office would like to eliminate position #318- Lead vitals Clerk. Over the last 5 years the State Vital records office has reduced the need for this position by going electronic with vital records SVRIS program instead of issuing from old books in our offices. This change with State Vitals has made the process of issuing a vital records less time consuming and we have become more efficient in this process.

I have not changed any other expectations for 2022 due to pandemic and uncertainty in Real Estate and Vital records.

Kristi Chlebowski

Question from list:

What one thing do you wish members of the County Board better understood about the work of your department?

The Register of Deeds Employees are essential.

When the pandemic hit and many county and non-county offices closed, we could not.

- State Vital records must be issued using SVRIS computer system on certified paper, which is required to do within our office. Security paper is numbered and is not permitted to be taken off site and is required to be stored in secure location.

- Land Records- due to high volume of electronic and paper legal documents and money recording revenues received by our office, staff needed to report to office to complete daily work.

All of the administration functions performed by the Register of Deeds staff must be performed in the office. 2020 and 2021 has been challenging 2 years with trying to stagger staff hours and getting the work completed on a daily basis. While trying to keep everyone safe and healthy in our office at the City County Building.

We increased our land records recording in 2020 by over 40 percent more than what we had in for budget expectations. This increase was due to low interest rates and housing market boom.

Even though the Register of Deeds staff were not included in the essential group category with the County administration and didn't receive any unused covid time payouts or other essential workers benefits, we know we are essential to all citizens.

I would like to thank my staff for all their hard work for the last 1.5 years under these different circumstances.

Kristi Chlebowski