

LAND INFORMATION COMMITTEE MEETING

June 12, 2015

Members Present: Larry Bischoff, Ed Nelson, Larry Schraufnagel, Wayne Uttke
Also Present: Joyce Fiacco, Sgt. Dennis Walston
Excused: Harold Johnson, Chris Planasch

The Dodge County Land Information Committee meeting was called to order by Vice-Chairman Larry Bischoff at 8:35 A.M., Room 3A, Dodge County Administration Building, 127 E. Oak Street, Juneau, Wisconsin. Roll call was taken and a quorum verified. It was confirmed that requirements of Wisconsin's Open Meetings law had been met.

No comments were received from the public regarding committee business.

Schraufnagel motioned, second by Uttke to approve minutes from the May 08, 2015 meeting. Motion carried.

There were no committee member reports for meetings attended outside of the regularly scheduled Land Information Committee meeting.

Sgt. Dennis Walston, Dodge County Sheriff's Office, Patrol Division, Crash Investigation Team (CIT), gave a presentation on how the CIT uses the Leica Robotic Total Station (RTS) purchased with WI Land Information Program (WLIP) funds in 2014 to support crash and crime scene investigations. He showed how the equipment was used, how it compliments data collection from other supporting technologies to reconstruct crashes, and how it has improved efficiency and saved resources (time and monetary) not only for his team but for arson and homicide investigations, all with collateral savings in the courts. He highlighted how Dodge County trains with Fond du Lac, Jefferson and Winnebago Counties and of Dodge County's close relationship with the NHTSA crash test facility in Milwaukee County. The Committee thanked Sgt. Walston for his time and the informative presentation.

Fiacco presented the Register of Deeds Revenue Report including the Fee Summary Comparisons from the previous month/last 3 years and a Summary of Fees collected so far in 2015 which reports amounts returned to the State and amounts retained by the County in various revenue accounts. Planasch noted that overall revenues were up in May. She reported the number of real estate documents recorded in May (1177) was up 17 from the previous month; up from 992 in 2014; and down from 1498 recorded in May 2013. No committee action was required.

Fiacco presented the Register of Deeds Activity Report and stated that Planasch had invited the committee to contact her with any specific questions they might have on the reports. Staff continues to index legal descriptions from documents recorded from March 17, 1999 back to April 1, 1987 in order to complete the index for these documents. Currently, only grantor/grantees have been indexed. So far, records have been indexed from March 16, 1999 to January 28, 1999. The imaging index for paper documents from 1877 to 1974 is being verified, with the most recent completion being Volume 448 back to Volume 307. To date, 35 volumes have been imported into LandLink (Volumes 600 to 635). Final cleanup of incomplete records continues as time permits to finish the project to compare birth records to the index (1877-1883). Imaging of birth records is complete from current records back to December 1975 and those between November 1946 and end of July 1964. Removal of confidential information from the birth (records from August 1964 to December 1975) and marriage records (records from 1967 to 1977) continues. Staff is keeping up with new recordings with each having a project to work on as time permits. There are 12 subscriptions (no increase), 142 (increase of 1) escrow accounts, and 2152 self-registered accounts in LandShark. No committee action was required.

Fiacco presented the May Revenue Report for the Land Resources and Parks, Land Information Division business units. No committee action was required.

Fiacco presented a coordinated 2016-2020 Capital Improvement Program request for the Land Information Division of the Land Resources and Parks Department. The request includes acquisition of updated high resolution countywide digital orthophotography as part of a scheduled 5-year update cycle and an associated 2017 update of LiDAR (elevation) data as part of a scheduled 10-year update cycle. Acquisition of both data sets during the same flying season improves the accuracy and effectiveness of both products. No committee action was required.

Fiacco informed the committee that a replacement had been purchased for the failed large-format plotter used primarily by Survey and Mapping staff. She reported that only \$4,302 of the approved \$5,500 not-to-exceed amount was expended due to promotional pricing on the selected model (HP Z5400 PS 44") which reduced the purchase price by \$2,500. The equipment was purchased from MasterGraphics. No committee action was required.

Fiacco provided oral status reports on Land Information Division projects:

- GIS Data Component in support of DCSO with New World Systems (NWS). Continued participation in weekly meetings between DCSO, IT, LRP and NWS to resolve issues;
- Reported that Martha Wells and Sara Yurman, Spatial Focus, were on-site June 9-11 to interview staff and confirm user needs for development of Master Address Repository (MAR);
- Assessment/Tax program upgrade - Land Information Management System (LIMS). Continued participation in bi-weekly meetings between County staff and vendor (GCS); preliminary conversion and initial testing of assessment and tax data; training was underway for property assessment and treasurer applications as part of the data testing.

Fiacco provided an oral report on the May 21, 2015 Land Information Council meeting with the Peter Herreid, Wisconsin Land Information Program (WLIP) Grant Administrator. She distributed draft minutes of that meeting and reviewed highlights. Herreid had presented a status report on the WLIP and reviewed the impact of Act 20 including the Department of Administration (DOA) having been charged with development of a plan for, local data aggregation and production of a value added statewide parcel map, coordination of the effort between counties supplying their parcel data and the state, and provisional support of additional funding to assist counties in providing data to develop and maintain a statewide parcel map. Herreid commended Dodge County

Fiacco presented the Activity Report for the Land Information Division of the Land Resources and Parks Department which includes GIS mapping, analysis and services, survey and tax parcel mapping activities, and Property Description operations. Highlights included the following: resignation of Survey and Mapping Specialist June 9th, hiring of imaging intern, report from June 4th Land Information Officer's Network (LION) meeting, participation in Child Abduction Response Team (CART) training, and potential change in budgeting from business unit level to department level. No committee action was required.

Uttke motioned, second by Schraufnagel to adjourn the meeting. Motion carried and the meeting was adjourned at 10:17 A.M. The next regular meeting will be Friday, July 10, 2015 at 8:30 A.M. in the Third Floor Conference Room, Room 3A, Dodge County Administration Building, 127 E. Oak Street, Juneau, Wisconsin.

Respectfully Submitted,

Larry Schraufnagel, LIC Secretary
LS: jjf

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.

REGISTER OF DEEDS

2015

SUMMARY OF FEES COLLECTED

	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>TOTAL</u>
State Portion of Transfer Tax	\$ 38,122.80	\$28,810.32	\$ 41,239.68	\$ 44,749.68	\$ 56,041.20	\$ 62,872.32	\$ 56,093.31	\$ 327,929.31
State Child Abuse Fund	917.00	994.00	1,099.00	889.00	910.00	1,057.00	1,113.00	\$ 6,979.00 *
State Vital Record Online Revenue	3,258.00	2,748.00	2,946.00	2,927.00	2,951.00	3,184.00	3,274.00	\$ 21,288.00 #
State Vital Record Online Expedite	-	-	-	-	-	-	-	\$ - %
WI Land Information Board	6,853.00	6,377.00	7,665.00	8,120.00	8,239.00	9,100.00	8,750.00	\$ 55,104.00 ***
Sales Tax	-	-	-	-	0.08	-	-	\$ 0.08
								\$ -
TOTAL STATE FUNDS COLLECTED	\$ 49,150.80	\$ 38,929.32	\$ 52,949.68	\$ 56,685.68	\$ 68,141.28	\$ 76,213.32	\$ 69,230.31	\$ 411,300.39
								\$ -
County Portion of Transfer Tax	9,530.70	7,202.58	10,309.92	11,187.42	14,010.30	15,718.08	14,664.99	\$ 82,623.99
Real Estate Recording Fees	15,485.00	14,560.00	17,145.00	17,820.00	18,435.00	20,460.00	18,810.00	\$ 122,715.00
SSN Redaction	-	-	-	-	-	-	-	\$ -
Certified Copies (Births, Deaths, Marriages & Misc. Documents	5,095.00	3,950.00	4,075.00	4,619.00	4,239.00	3,982.00	4,587.00	\$ 30,547.00
								\$ -
Misc. Copies of Recorded Documents	1,200.13	1,261.31	1,329.50	1,183.69	1,371.97	1,079.55	1,378.79	\$ 8,804.94
LandShark Copies	1,459.00	887.00	829.00	1,461.00	1,248.00	1,473.00	1,369.00	\$ 8,726.00
Document Images Non-Certified Copies	3,500.00	3,850.00	3,000.00	3,000.00	3,250.00	4,000.00	2,500.00	\$ 23,100.00 x
Rental Weatherization Stipulations	60.00	40.00	20.00	60.00	60.00	100.00	40.00	\$ 380.00 ****
FAX Charges	-	-	-	-	1.42	-	-	\$ 1.42
Sub-Total	\$ 36,329.83	\$ 31,750.89	\$ 36,708.42	\$ 39,331.11	\$ 42,615.69	\$ 46,812.63	\$ 43,349.78	\$ 276,898.35
								\$ -
County Land Information Office	5,874.00	5,466.00	6,570.00	6,960.00	7,062.00	7,800.00	7,500.00	\$ 47,232.00 ***
Public Access-Housing (Co. LI Office)	1,958.00	1,822.00	2,190.00	2,320.00	2,354.00	2,600.00	2,500.00	\$ 15,744.00 **
								\$ -
TOTAL COUNTY FUNDS COLLECTED	\$ 44,161.83	\$ 39,038.89	\$ 45,468.42	\$ 48,611.11	\$ 52,031.69	\$ 57,212.63	\$ 53,349.78	\$ 339,874.35
								\$ -
TOTAL REVENUE COLLECTED	\$ 93,312.63	\$ 77,968.21	\$ 98,418.10	\$ 105,296.79	\$ 120,172.97	\$ 133,425.95	\$ 122,580.09	\$ 751,174.74
Document Count	979	911	1095	1160	1177	1300	1250	7872
Deposits to Escrow Accounts	\$ 6,614.00	\$ 5,637.00	\$ 5,246.00	\$ 5,256.30	\$ 5,420.00	\$ 3,718.00	\$ 6,222.00	\$ 38,113.30
Withdrawals from Escrow Accounts	\$ 6,392.00	\$ 4,661.00	\$ 4,715.00	\$ 6,790.50	\$ 5,413.00	\$ 4,546.00	\$ 5,524.00	\$ 38,041.50

* \$7.00 of each first copy of a birth certificate issued by the Register of Deeds office

\$8.00 of each first copy of a birth certificate & \$13.00 of each first copy of a death & marriage certificate issued by the Register of Deeds office

% \$10.00 expedite fee for each vital records request sent out by FedEx

** Portion of each recording fee placed in separate county fund to be used for public access to land records

*** Portion of each recording fee placed in separate state and county funds to be used for modernization of land records

**** \$20.00 Rental Weatherization Stipulation & Waiver validated by us

x Sale of non-certified copies of document images on disk or through LandShark Subscription Agreement

REGISTER OF DEEDS
JUNE , 2012
MONTHLY FEE SUMMARY COMPARISON

	<u>June</u> <u>2012</u>	<u>May</u> <u>2012</u>	<u>Comparison</u> <u>Jun '12 to May '12</u>	<u>June</u> <u>2012</u>	<u>June</u> <u>2011</u>	<u>Comparison</u> <u>Jun '12 to Jun '11</u>
State Portion of Transfer Tax	\$ 34,263.60	\$ 80,527.68	\$ (46,264.08)	\$ 34,263.60	\$ 43,717.92	\$ (9,454.32)
State Child Abuse Fund	840.00	924.00	\$ (84.00)	840.00	896.00	\$ (56.00)
State Vital Record Online Revenue	2,910.00	2,902.00	\$ 8.00	2,910.00	3,182.00	\$ (272.00)
State Vital Record Online Expedite	-	-	\$ -	-	-	\$ -
WI Land Information Board	2,996.00	3,402.00	\$ (406.00)	2,996.00	2,108.00	\$ 888.00
Sales Tax	1.12	0.64	\$ 0.48	1.12	1.36	\$ (0.24)
			\$ -			\$ -
TOTAL STATE FUNDS COLLECTED	\$ 41,010.72	\$ 87,756.32	\$ (46,745.60)	\$ 41,010.72	\$ 49,905.28	\$ (8,894.56)
			\$ -			\$ -
County Portion of Transfer Tax	8,566.00	20,131.92	\$ (11,565.92)	8,566.00	10,929.48	\$ (2,363.48)
Real Estate Recording Fees	23,145.00	26,115.00	\$ (2,970.00)	23,145.00	16,360.00	\$ 6,785.00
SSN Redaction	7,625.00	8,609.00	\$ (984.00)	7,625.00	5,365.00	\$ 2,260.00
Certified Copies (Births, Deaths, Marriages & Misc. Documents	4,145.00	4,162.00	\$ (17.00)	4,145.00	4,211.00	\$ (66.00)
			\$ -			\$ -
Misc. Copies of Recorded Documents	1,280.00	1,428.06	\$ (148.06)	1,280.00	1,218.02	\$ 61.98
LandShark Copies	845.00	779.00	\$ 66.00	845.00	525.00	\$ 320.00
Document Images Non-Certified Copies	3,800.00	2,750.00	\$ 1,050.00	3,800.00	1,750.00	\$ 2,050.00
Rental Weatherization Stipulations	200.00	200.00	\$ -	200.00	40.00	\$ 160.00
FAX Charges	19.88	11.36	\$ 8.52	19.88	24.14	\$ (4.26)
Sub-Total	\$ 49,625.88	\$ 64,186.34	\$ (14,560.46)	\$ 49,625.88	\$ 40,422.64	\$ 9,203.24
			\$ -			\$ -
County Land Information Office	8,988.00	10,206.00	\$ (1,218.00)	8,988.00	6,324.00	\$ 2,664.00
Public Access-Housing (Co. LI Office)	2,996.00	3,402.00	\$ (406.00)	2,996.00	2,108.00	\$ 888.00
			\$ -			\$ -
TOTAL COUNTY FUNDS COLLECTED	\$ 61,609.88	\$ 77,794.34	\$ (16,184.46)	\$ 61,609.88	\$ 48,854.64	\$ 12,755.24
			\$ -			\$ -
TOTAL REVENUE COLLECTED	\$ 102,620.60	\$ 165,550.66	\$ (62,930.06)	\$ 102,620.60	\$ 98,759.92	\$ 3,860.68
Document Count	1498	1701	(203)	1498	1054	444
Deposits to Escrow Accounts	\$ 1,366.00	\$ 1,315.00	\$ 51.00	\$ 1,366.00	\$ 846.00	\$ 520.00
Withdrawals from Escrow Accounts	\$ 1,410.00	\$ 1,421.00	\$ (11.00)	\$ 1,410.00	\$ 1,118.00	\$ 292.00

REGISTER OF DEEDS
JULY, 2015
MONTHLY FEES SUMMARY COMPARISON

	<u>July 2015</u>	<u>June 2015</u>	<u>Comparison Jul '15 to Jun '15</u>	<u>July 2015</u>	<u>July 2014</u>	<u>July 2013</u>
State Portion of Transfer Tax	\$ 56,093.31	\$ 62,872.32	\$ (6,779.01)	\$ 56,093.31	\$ 49,236.48	\$ 43,996.86
State Child Abuse Fund	1,113.00	1,057.00	\$ 56.00	1,113.00	882.00	945.00
State Vital Record Online Revenue	3,274.00	3,184.00	\$ 90.00	3,274.00	3,140.00	2,809.00
State Vital Record Online Expedite	-	-	\$ -	-	-	-
WI Land Information Board	8,750.00	9,100.00	\$ (350.00)	8,750.00	2,612.00	2,786.00
Sales Tax	-	-	\$ -	-	-	0.32
			\$ -			
TOTAL STATE FUNDS COLLECTED	\$ 71,245.31	\$ 76,213.32	\$ (4,968.01)	\$ 71,245.31	\$ 57,884.48	\$ 50,537.18
			\$ -			
County Portion of Transfer Tax	14,664.99	15,718.08	\$ (1,053.09)	14,664.99	12,309.12	12,413.94
Real Estate Recording Fees	18,810.00	20,460.00	\$ (1,650.00)	18,810.00	20,415.00	21,520.00
SSN Redaction	-	-	\$ -	-	6,675.00	9,876.00
Certified Copies (Births, Deaths, Marriages & Misc. Documents	4,587.00	3,982.00	\$ 605.00	4,587.00	4,254.00	3,625.00
			\$ -			
Misc. Copies of Recorded Documents	1,378.79	1,079.55	\$ 299.24	1,378.79	1,359.33	1,826.24
LandShark Copies	1,369.00	1,473.00	\$ (104.00)	1,369.00	1,114.00	789.00
Document Images Non-Certified Copies	2,500.00	4,000.00	\$ (1,500.00)	2,500.00	3,000.00	3,500.00
Rental Weatherization Stipulations	40.00	100.00	\$ (60.00)	40.00	180.00	140.00
FAX Charges	-	-	\$ -	-	-	5.68
Sub-Total	\$ 43,349.78	\$ 46,812.63	\$ (3,462.85)	\$ 43,349.78	\$ 49,306.45	\$ 53,695.86
			\$ -			
County Land Information Office	7,500.00	7,800.00	\$ (300.00)	7,500.00	7,836.00	8,358.00
Public Access-Housing (Co. LI Office)	2,500.00	2,600.00	\$ (100.00)	2,500.00	2,612.00	2,786.00
			\$ -			
TOTAL COUNTY FUNDS COLLECTED	\$ 53,349.78	\$ 57,212.63	\$ (3,862.85)	\$ 53,349.78	\$ 59,754.45	\$ 64,839.86
			\$ -			
TOTAL REVENUE COLLECTED	\$ 124,595.09	\$ 133,425.95	\$ (8,830.86)	\$ 124,595.09	\$ 117,638.93	\$ 115,377.04
Document Count	1250	1300	(50)	1250	1306	1393
Deposits to Escrow Accounts	\$ 6,222.00	\$ 3,718.00	\$ 2,504.00	\$ 6,222.00	\$ 5,633.00	\$ 2,230.00
Withdrawals from Escrow Accounts	\$ 5,524.00	\$ 4,546.00	\$ 978.00	\$ 5,524.00	\$ 5,006.00	\$ 1,655.00

DODGE COUNTY, WISCONSIN
 REVENUE AND EXPENDITURE REPORT
 FOR REGISTER OF DEEDS BUSINESS UNITS
 For the Six Months Ending June 30, 2015

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2014 JAN-JUNE ACTUAL	ANNUAL BUDGET	UNEXPENDED BUDGET	PERCENT REAL/EXP	2014 YEAR END ACTUAL
00100 GENERAL FUND							
813 PUBLIC ACCESS-HOUSING							
R REVENUE							
4514.101 Real Est Reco	2,654.00-	13,196.00-	11,456.00-	26,400-	13,204	50.0	24,146.00-
R REVENUE	2,654.00-	13,196.00-	11,456.00-	26,400-	13,204	50.0	24,146.00-
X EXPENSE							
5121 Wages-Permanent-Regula	448.00	448.00	2,222.50	6,500	6,052-	6.9	5,077.50
5141 Social Security/Medica	34.27	34.27	170.03	497	463-	6.9	388.43
5146 Worker's Compensation	.56	.56	35.01	8	7-	7.0	68.37
5219 Other Professional Ser	.00	2,660.00	3,372.50	6,000	3,340-	44.3	3,372.50
5249 Computer Maint & Repai	.00	12,565.00	12,846.00	13,150	585-	95.6	12,846.00
5312 Office Supls & Small E	.00	.00	.00	0	0	.0	37.45
5818 Computer Equipment	.00	.00	5,980.00	0	0	.0	5,980.00
X EXPENSE	482.83	15,707.83	24,626.04	26,155	10,447-	60.1	27,770.25
813 PUBLIC ACCESS-HOUSING	2,171.17-	2,511.83	13,170.04	245-	2,757	*****	3,624.25
1001 REGISTER OF DEEDS							
R REVENUE							
4131 Real Est Trf Tax 50-50	.00	.00	.12	0	0	.0	14.06-
4132 Real Est Trf Tax 80-20	14,864.28-	66,897.00-	82,202.88-	110,000-	43,103	60.8	155,213.48-
4511.101 Weatherizatio	100.00-	340.00-	620.00-	1,000-	660	34.0	1,320.00-
4513.101 Certified Cop	4,180.00-	25,871.00-	24,429.00-	44,000-	18,129	58.8	48,644.00-
4514.101 Real Est Reco	21,015.00-	103,515.00-	89,320.00-	209,000-	105,485	49.5	188,070.00-
4541 Fax Document Charges	.00	1.42-	7.10-	0	1-	.0	8.52-
4542 Record Copying	1,371.55-	7,392.24-	8,133.96-	14,000-	6,608	52.8	16,375.65-
4543 Copying-LandShark	1,374.00-	7,248.00-	5,328.00-	10,000-	2,752	72.5	11,187.00-
4544 Optical Images-Non-Cer	4,500.00-	20,600.00-	20,550.00-	36,000-	15,400	57.2	39,550.00-
R REVENUE	47,404.83-	231,864.66-	230,590.82-	424,000-	192,136	54.7	460,382.71-
X EXPENSE							
5121 Wages-Permanent-Regula	15,468.34	87,262.92	93,027.46	194,680	107,417-	44.8	183,735.69
5131 Non-Productive Pay	779.19	9,358.58	.00	0	9,359	.0	1,867.66
5133 Longevity Pay	.00	.00	.00	842	842-	.0	805.56
5141 Social Security/Medica	1,162.62	6,939.72	6,739.23	14,961	8,021-	46.4	13,513.76
5142 WI Retirement-Employer	1,152.38	6,855.54	6,743.51	13,858	7,002-	49.5	13,500.66
5144 Hospital\Health Insura	4,695.02	25,822.61	26,214.90	56,340	30,517-	45.8	54,977.91
5145 Life Insurance	7.85	39.95	37.76	77	37-	51.9	75.92
5146 Worker's Compensation	19.42	114.99	109.64	233	118-	49.4	220.31
5148 Unemployment Comp Bene	.00	.00	.00	97	97-	.0	.00
5149 Dental Insurance	283.56	1,701.36	1,675.55	3,403	1,702-	50.0	3,351.34
5214 Data Processing Servic	.00	.00	.00	200	200-	.0	.00
5249 Computer Maint & Repai	51.36	30,288.30	16,663.20	30,540	252-	99.2	16,663.20
5279.00 Shredding	.00	31.80	41.20	100	68-	31.8	73.00
5312 Office Supls & Small E	4.00	1,175.22	1,682.54	2,900	1,725-	40.5	2,114.44
5319 Records and Volumes	.00	3,628.00	3,498.75	4,000	372-	90.7	3,793.48
5324 Membership Dues	.00	100.00	100.00	100	0	100.0	100.00
5325 Registration Fees & Tu	.00	355.00	290.00	555	200-	64.0	480.00

DODGE COUNTY, WISCONSIN
 REVENUE AND EXPENDITURE REPORT
 FOR REGISTER OF DEEDS BUSINESS UNITS
 For the Six Months Ending June 30, 2015

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2014 JAN-JUNE ACTUAL	ANNUAL BUDGET	UNEXPENDED BUDGET	PERCENT REAL/EXP	2014 YEAR END ACTUAL
00100 GENERAL FUND							
1001 REGISTER OF DEEDS							
X EXPENSE							
5327 Maps and Plat Books	.00	.00	42.36	0	0	.0	42.36
5332 Automobile Allowance	174.80	404.00	162.40	560	156-	72.1	443.52
5335 Meals	.00	27.69	.00	50	22-	55.4	10.95
5336 Lodging	210.00	420.00	420.00	630	210-	66.7	700.00
5384 Returned Check Fee	.00	.00	.00	60	60-	.0	30.00
5413 Co. Flex Spending Adm	18.20	109.92	109.98	0	110	.0	219.96
5471 Co. Mail Services	631.66	3,454.34	2,928.08	7,000	3,546-	49.4	6,103.67
5473 Co. Reproduction Servi	22.11	255.03	278.46	1,000	745-	25.5	581.88
5475 Co. Telephone Services	50.12	1,113.65	311.13	760	354	146.5	605.96
5478 Co. LIO Copier/Scanner	.00	.00	3.51	20	20-	.0	6.75
X EXPENSE	24,730.63	179,458.62	161,079.66	332,966	153,506-	53.9	304,017.98
1001 REGISTER OF DEEDS	22,674.20-	52,406.04-	69,511.16-	91,034-	38,630	57.6	156,364.73-
1002 REGISTER OF DEEDS-REDACT							
R REVENUE							
4514.101 Recording Fee	.00	.00	29,295.00-	0	0	.0	61,685.00-
R REVENUE	.00	.00	29,295.00-	0	0	.0	61,685.00-
X EXPENSE							
5219 Other Professional Ser	.00	.00	35,510.88	31,360	31,360-	.0	40,520.68
5818 Computer Equipment	.00	4,750.00	.00	6,640	1,890-	71.5	.00
X EXPENSE	.00	4,750.00	35,510.88	38,000	33,250-	12.5	40,520.68
1002 REGISTER OF DEEDS-REDACT	.00	4,750.00	6,215.88	38,000	33,250-	12.5	21,164.32-
00100 GENERAL FUND	24,845.37-	45,144.21-	50,125.24-	53,279-	8,137	84.7	173,904.80-

REGISTER OF DEEDS OFFICE
UPDATES, GOALS and PRIORITIES - July & August, 2015

Imaging of Historical Real Estate Records: To date we have imaged 965 paper volumes of various real estate records (Deed, Mortgage, Record, CSM, Plat, Miscellaneous, Probate, Organization and Corporation Books and Grantor, Grantee, and Tract Index Books). We have converted 310 of the paper volumes (Vol. 413 thru 103) of mortgage records. All of the real estate microfilm volumes have been converted. To date 555 volumes (Vol. 448 thru Vol. 1020) have been converted to digital image. We have imported the images of the grantor indexes from 1947 thru 1987. We are back indexing the legal descriptions from documents recorded from March 17, 1999 back to April 1, 1987 to complete the index for these documents. Right now they only have the grantor/ees indexed. So far we have indexed from March 16, 1999 to January 25, 1999.

We have also been verifying the imaging index for the paper documents from 1974 back to 1877. To date we have verified from Volume 448 back to Volume 307. The purpose for this is to create an abbreviated index in LandLink for these documents, so they will be available to customers retrieving documents online through LandShark. There have been 35 volumes (Volume 600 to 635) imported into LandLink to date.

Vital Records:

Vital records have been entered in our computer index as follows:

Births - Comparing records to index (1877 - 1883) - Completed with the exception of some cleanup of questions on incomplete records - Continuing

Births - Current records back to 1894 (Complete)

Deaths - Current records back to 1877 (Complete)

Marriages - Current records back to 1877 (Complete)

Out of Wedlock Births - All records are entered

Service Discharges - Current records back to 1919 (Complete)

Imaging of vital records are completed as follows:

Births - Current records back to December, 1975 and May, 1946 thru July, 1964

Deaths - Current records back to 1967

Marriages - Current records back to 1977

Out of Wedlock Births - All records are imaged

Service Discharges - All records are imaged

The removal of confidential information from the birth and marriage records is an ongoing project. These are the records that still have to have confidential information removed:

Births - Records from August, 1964 to December, 1975

Marriages - Records from 1967 to 1977

Grantor and Grantee Indexing:

Organizations & Corporations (consisting of 20 Paper Volumes) have been entered in our computer index as follows:

Volumes 1 thru 20 - October 1877 thru July 1975 have been entered and verified.

Entering August, 1975 thru March, 1987 - Letters A thru O have been entered (P thru Z remain).

LandShark Accounts

As of March 10, 2015 we have 12 subscription accounts and 142 escrow accounts established. We also have 2199 self-registered accounts that have access to the grantor/grantee/tract indexes online, but not the document images.

Dodge County Land Resources and Parks Department

Dodge County Administration Building
127 East Oak Street Juneau, WI 53039

Phone: 920-386-3960 Fax: 920-386-3979 E-mail: jfiacco@co.dodge.wi.us

7/2/2015

REVENUE REPORT Land Information, Survey, Mapping and Property Description

June 01, 2015 through June 30, 2015

LAND INFORMATION- BU 811, 813, 814

June none -

Subtotal of sales \$ -

June Real Estate Recording Fees- BU 811
documents= 1300 \$ **7,800.00**
(Up 126 documents from 1177 in May 2015: \$7062)
(Up 140 documents from 1160 in June 2014)
(2015 Total collected: \$39,732 Budgeted \$79,200 in 2015)

June Public Access Account- BU 813 \$ **2,600.00**
(2015 Total collected: \$4,954 Budgeted \$26,400 in 2015)

June Copier/Scanner Account- BU 814 \$ -
(revenues from department charge-backs for supplies)

TOTAL June Revenue- BU 811, 813, 814 \$ 10,400.00

SURVEY and MAPPING- BU 1101 and 1104

June -

TOTAL June Revenue- BU 1101 and 1104 \$ -

PROPERTY DESCRIPTION OFFICE- BU 1004

June Municipal Maps -
Document Reproduction 6.00

TOTAL June Revenue- BU 1004 \$ 6.00

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127 East Oak Street Juneau, WI 53039

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8/4/2015

REVENUE REPORT | **Land Information, Survey, Mapping and Property Description**

July 01, 2015 through July 31, 2015

LAND INFORMATION- BU 811, 813, 814

July none -

Subtotal of sales \$ -

July Real Estate Recording Fees- BU 811
documents= 1250 \$ 7,500.00

(Down 50 documents from 1300 in Jun 2015; \$7800)

(Down 56 documents from 1306 in Jul 2014)

(2015 Total collected: \$47,232 Budgeted \$79,200 in 2015)

need to average 1100 docs/mo to meet budget

July Public Access Account- BU 813 \$ 2,500.00

(2015 Total collected: \$7,454 Budgeted \$26,400 in 2015)

July Copier/Scanner Account- BU 814 \$ 4.50

(revenues from department charge-backs for supplies)

TOTAL July Revenue- BU 811, 813, 814 \$ 10,004.50

SURVEY and MAPPING- BU 1101 and 1104

July -

TOTAL July Revenue- BU 1101 and 1104 \$ -

PROPERTY DESCRIPTION OFFICE- BU 1004

July Municipal Maps -
Document Reproduction 7.25

TOTAL July Revenue- BU 1004 \$ 7.25

INVOICE PAYMENT REPORT

Vendor	Service Provided	Payment Amt	BU
Spatial Focus	<i>Task #1- Confirm User Requirements</i>	\$ 2,500.00	811- LIO
	travel costs for on-site	\$ 780.92	
	<i>Task #2- Street Centerline Methodology</i>	\$ 1,080.00	
	<i>Task #3- Workflow for cleaning address data</i>	\$ 2,875.00	
	<i>Task #4- Draft database design</i>	\$ 3,962.60	
	<i>Task #5- Draft documentation for database use</i>	\$ 1,994.62	
Bernsten	<i>Accessory Caps (250)</i>	\$ 1,023.00	1101-Survey
Leica	<i>GPS telescopic carbon-fibre pole</i>	\$ 455.00	1101-Survey
Autodesk	<i>Annual Maintenace 08/15-08/16</i> Map 3D and Civil 3D licenses	\$ 5,684.00	811-LIO

TOTAL \$ 20,355.14

XXX . 5131
X.XX .5475

new account
new phones

83410
AMONTH R/E
ZILANDPARK

DODGE COUNTY, WISCONSIN
REVENUE AND EXPENDITURE REPORT
FOR LAND RESOURCE & PARKS
For the Six Months Ending June 30, 2015

1
07/28/15
12:11:52

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2014 JAN-JUNE ACTUAL	ANNUAL BUDGET	UNEXPENDED BUDGET	PERCENT REAL/EXP	2014	
							YEAR END ACTUAL	YEAR END ACTUAL
00100 GENERAL FUND								
811 LAND INFORMATION OFFICE								
R REVENUE								
4221.01 Training Reim	.00	1,000.00-	1,000.00-	1,000-	0	100.0	1,000.00-	
4514.101 Real Est Reco	7,962.00-	39,588.00-	34,368.00-	79,200-	39,612	50.0	72,438.00-	
4531.021 Land Info Dat	.00	.00	.00	25-	25	.0	.00	
4895 Rebates	.00	.00	.00	0	0	.0	2,500.00-	
R REVENUE	7,962.00-	40,588.00-	35,368.00-	80,225-	39,637	50.6	75,938.00-	
X EXPENSE								
5121 Wages-Permanant-Regula	1,742.39	9,802.97	10,287.74	35,715	25,912-	27.5	20,462.65	
5131 Non-Productive Pay	48.85	944.47	.00	0	944	.0	162.84	
5133 Longevity Pay	.00	.00	.00	66	66-	.0	66.24	
5141 Social Security/Medica	129.89	790.48	741.39	2,749	1,959-	28.8	1,509.63	
5142 WI Retirement-Employer	121.81	739.02	719.82	1,454	715-	50.8	1,461.81	
5144 Hospital\Health Insura	317.42	1,781.14	1,759.38	3,809	2,028-	46.8	3,700.48	
5145 Life Insurance	10.37	27.53	12.39	25	3	110.1	24.66	
5146 Worker's Compensation	2.20	13.20	11.62	43	30-	30.7	23.92	
5148 Unemployment Comp Bene	.00	.00	.00	18	18-	.0	.00	
5149 Dental Insurance	19.69	122.52	116.23	236	113-	51.9	232.42	
5194 Education & Training	.00	733.00	.00	800	67-	91.6	.00	
5219 Other Professional Ser	.00	.00	14,918.88	50,000	50,000-	.0	36,393.88	
5225 Telephone Services	.00	.00	124.77	0	0	.0	124.77	
5249 Computer Maint & Repai	.00	6,897.75	5,215.00	16,170	9,272-	42.7	14,782.37	
5312 Office Supls & Small E	40.50	240.98	3,007.55	3,500	3,259-	6.9	3,412.83	
5324 Membership Dues	.00	150.00	150.00	320	170-	46.9	150.00	
5325 Registration Fees & Tu	.00	1,098.00	510.00	1,000	98	109.8	650.00	
5327 Maps and Plat Books	7.06	7.06	7.06	400	393-	1.8	14.12	
5332 Automobile Allowance	242.65	354.20	183.12	1,000	646-	35.4	224.56	
5334 Commercial Travel	.00	.00	.00	400	400-	.0	.00	
5335 Meals	12.00	26.63	12.40	250	223-	10.7	12.40	
5336 Lodging	.00	220.00	.00	1,150	930-	19.1	.00	
5413 Co. Flex Spending Adm	4.55	27.48	6.49	0	27	.0	12.91	
5468.681 Co. UW Ext Ml	.00	200.00	.00	0	200	.0	.00	
5471 Co. Mail Services	.00	39.54	60.13	100	60-	39.5	69.07	
5472 Co. Parcel Delivery Se	.00	.00	.00	50	50-	.0	.00	
5473 Co. Reproduction Servi	.00	1.37	90.11	100	99-	1.4	96.79	
5475 Co. Telephone Services	50.11	387.34	301.28	1,000	613-	38.7	590.18	
5478 Co. Lfo Copier/Scanner	.00	3.13	6.00	25	22-	12.5	6.00	
5818 Computer Equipment	17,636.61	30,666.61	66,354.50	182,230	151,563-	16.8	66,354.50	
5819 Other Capital Equipmen	.00	.00	.00	0	0	.0	691.89	
X EXPENSE	20,386.10	55,274.42	104,595.86	302,610	247,336-	18.3	151,230.92	
811 LAND INFORMATION OFFICE	12,424.10	14,686.42	69,227.86	222,385	207,699-	6.6	75,292.92	
813 PUBLIC ACCESS-HOUSING								
R REVENUE								
4514.101 Real Est Reco	2,654.00-	13,196.00-	11,456.00-	26,400-	13,204	50.0	24,146.00-	
R REVENUE	2,654.00-	13,196.00-	11,456.00-	26,400-	13,204	50.0	24,146.00-	

holiday vacation
sick

staff training

★

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83410
AMONTH R/E
ZILANDPARK

DODGE COUNTY, WISCONSIN
REVENUE AND EXPENDITURE REPORT
FOR LAND RESOURCE & PARKS
For the Six Months Ending June 30, 2015

2
07/28/15
12:11:52

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	JAN-JUNE ACTUAL	ANNUAL BUDGET	UNEXPENDED BUDGET	PERCENT REAL/EXP	2014	
							YEAR END ACTUAL	YEAR END ACTUAL
00100 GENERAL FUND								
813 PUBLIC ACCESS-HOUSING								
X EXPENSE								
5121 Wages-Permanent-Regula	448.00	448.00	2,222.50	6,500	6,052-	6.9	5,077.50	
5141 Social Security/Medica	34.27	34.27	170.03	497	463-	6.9	388.43	
5146 Worker's Compensation	.56	.56	35.01	8	7-	7.0	68.37	
5219 Other Professional Ser	.00	2,660.00	3,372.50	6,000	3,340-	44.3	3,372.50	
5249 Computer Maint & Repai	.00	12,565.00	12,846.00	13,150	585-	95.6	12,846.00	
5312 Office Supls & Small E	.00	.00	.00	0	0	.0	37.45	
5818 Computer Equipment	.00	.00	5,980.00	0	0	.0	5,980.00	
X EXPENSE	482.83	15,707.83	24,626.04	26,155	10,447-	60.1	27,770.25	
813 PUBLIC ACCESS-HOUSING	2,171.17-	2,511.83	13,170.04	245-	2,757	*****	3,624.25	
814 COPIER/SCANNER								
R REVENUE								
4787.77 Co. LIO Copie	.00	30.78-	128.95-	250-	219	12.3	162.25-	
R REVENUE	.00	30.78-	128.95-	250-	219	12.3	162.25-	
X EXPENSE	80.00	480.00	480.00	960	480-	50.0	960.00	
5242 Machinery & Eq Maint &	1.73	43.15	57.42	120	77-	36.0	78.04	
5371 Copier/Scanner Supplie								
X EXPENSE	81.73	523.15	537.42	1,080	557-	48.4	1,038.04	
814 COPIER/SCANNER	81.73	492.37	408.47	830	338-	59.3	875.79	
1004 REAL ESTATE DESCRIPTION								
R REVENUE								
4511.111 Re-Review Fee	.00	50.00-	.00	50-	0	100.0	25.00-	
4542 Record Copying	13.51-	111.62-	75.21-	200-	88	55.8	126.39-	
R REVENUE	13.51-	161.62-	75.21-	250-	88	64.7	151.39-	
X EXPENSE	7,425.57	50,047.48	58,674.63	114,005	63,958-	43.9	112,818.05	
5121 Wages-Permanent-Regula	.00	.00	2,545.22	0	0	.0	3,345.07	
5122 Wages-Permanent-Over-t	2,127.01	7,038.54	.00	0	7,039	.0	1,246.80	
5131 Non-Productive Pay	.00	.00	140.00	400	400-	.0	540.32	
5133 Longevity Pay	.00	.00	.00	0	0	.0	0	
5141 Social Security/Medica	703.18	4,213.33	4,369.28	8,758	4,545-	48.1	8,529.65	
5142 WI Retirement-Employer	649.56	3,881.80	3,893.83	7,780	3,898-	49.9	7,843.84	
5144 Hospital\Health Insura	2,128.04	11,704.22	10,803.31	35,441	23,737-	33.0	24,304.83	
5145 Life Insurance	3.16	23.51	31.13	52	28-	45.2	54.18	
5146 Worker's Compensation	11.39	68.44	70.49	136	68-	50.3	138.31	
5148 Unemployment Comp Bene	.00	.00	.00	57	57-	.0	.00	
5149 Dental Insurance	124.31	745.86	989.61	2,199	1,453-	33.9	1,724.47	
5192.01 Drug/Alcohol	.00	.00	47.00	0	0	.0	47.00	
5312 Office Supls & Small E	.00	226.28	356.29	500	274-	45.3	356.29	
5317 Assessment Roll Suppli	26.00	334.50	475.68	1,000	666-	33.5	502.78	

holiday vacation sick

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DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2014		ANNUAL BUDGET	UNEXPENDED BUDGET	PERCENT REAL/EXP	2014	
			JAN-JUNE ACTUAL	YEAR END ACTUAL				YEAR END ACTUAL	YEAR END ACTUAL
00100 GENERAL FUND									
1004 REAL ESTATE DESCRIPTION									
X EXPENSE									
5324 Membership Dues	.00	120.00	100.00	250	130-	48.0	100.00		
5325 Registration Fees & Tu	.00	.00	.00	100	100-	.0	240.00		
5327 Maps and Plat Books	.00	.00	21.18	0	0	.0	21.18		
5332 Automobile Allowance	.00	466.33	234.64	400	66	116.6	907.87		
5335 Meals	.00	87.98	16.21	75	13	117.3	71.22		
5336 Lodging	.00	140.00	.00	250	110-	56.0	140.00		
5413 Co. Flex Spending Adm	4.55	27.48	30.99	0	27	.0	62.08		
5471 Co. Mail Services	18.74	111.27	342.39	500	389-	22.3	348.13		
5473 Co. Reproduction Servi	29.25	48.87	33.11	200	151-	24.4	40.05		
5475 Co. Telephone Services	24.84	429.77	91.81	200	230	214.9	176.10		
X EXPENSE	13,275.60	79,715.66	83,266.80	172,303	92,589-	46.3	163,558.22		
1004 REAL ESTATE DESCRIPTION									
1101 SURVEY									
R REVENUE									
4511.111 Re-Review Fee	.00	125.00-	.00	50-	75-	250.0	25.00-		
4511.112 Survey Inspec	.00	.00	.00	50-	50	.0	.00		
4721.111 Surveyor Serv	.00	1,827.27-	.00	4,800-	2,973	38.1	339.19-		
4839.09 Other Propert	.00	.00	54.90-	0	0	.0	54.90-		
R REVENUE	.00	1,952.27-	54.90-	4,900-	2,948	39.8	419.09-		
X EXPENSE									
5121 Wages-Permanent-Regula	6,899.70	41,097.60	27,452.05	90,006	48,908-	45.7	70,267.48		
5131 Non-Productive Pay	1,294.21	4,983.41	.00	0	4,983	.0	859.12		
5133 Longevity Pay	.00	.00	.00	160	160-	.0	160.32		
5141 Social Security/Medica	617.82	3,456.65	2,048.35	6,903	3,446-	50.1	5,338.82		
5142 WI Retirement-Employer	481.71	3,058.07	1,921.88	6,131	3,073-	49.9	4,981.18		
5144 Hospital\Health Insura	886.62	5,500.47	3,978.61	12,304	6,804-	44.7	10,228.98		
5145 Life Insurance	.47	6.89	7.08	18	11-	38.3	14.50		
5146 Worker's Compensation	113.31	631.04	341.70	1,231	600-	51.3	939.47		
5148 Unemployment Comp Bene	.00	.00	.00	45	45-	.0	.00		
5149 Dental Insurance	52.04	312.24	193.03	624	312-	50.0	499.06		
5192.01 Drug/Alcohol	.00	.00	44.00	0	0	.0	44.00		
5241 Motor Vehicles	.00	.00	.00	125	125-	.0	.00		
5249 Computer Maint & Repai	.00	.00	232.00	0	0	.0	232.00		
5312 Office Supls & Small E	.00	.00	97.25	150	150-	.0	147.21		
5324 Membership Dues	.00	355.00	270.00	355	100	100.0	270.00		
5325 Registration Fees & Tu	.00	460.00	315.00	360	100	127.8	315.00		
5327 Maps and Plat Books	.00	.00	14.12	0	0	.0	14.12		
5332 Automobile Allowance	.00	200.10	.00	200	75-	100.1	.00		
5335 Meals	.00	.00	.00	75	75-	.0	.00		
5336 Lodging	.00	198.00	198.00	200	2-	99.0	198.00		
5346 Clothing and Uniforms	.00	.00	31.93	30	30-	.0	57.81		
5349 Other Operating Suppli	1,078.42	2,467.48	.00	3,000	533-	82.3	2,291.48		
5413 Co. Flex Spending Adm	.00	.00	3.54	0	0	.0	7.18		
5431 Hwy Dept Services & Su	61.44	64.48	20.99	200	136-	32.2	20.99		

2 new phones

hali day vacation sick



DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2014		UNEXPENDED BUDGET	PERCENT REAL/EXP	YEAR END ACTUAL
			JAN-JUNE ACTUAL	ANNUAL BUDGET			
00100 GENERAL FUND							
X 1101 SURVEY							
X EXPENSE							
5432 Co. Vehicle Fuel Servi	151.34	454.97	558.21	1,200	745-	37.9	1,351.50
5471 Co. Mail Services	.00	.75	.00	10	9-	7.5	.00
5473 Co. Reproduction Servi	9.44	31.02	38.67	100	69-	31.0	73.71
→ 5475 Co. Telephone Services	3.96	261.09	19.31	120	141	217.6	45.11
5478 Co. LIO Copier/Scanner	.00	2.40	1.56	25	23-	9.6	.39-
5512 Vehicles & Equip Liab.	.00	221.00	221.00	238	7-	96.9	221.00
5513 General Liability Insu	.00	243.00	259.00	267	24-	91.0	259.00
5517 Equipment & Vehicles	.00	1.00	1.00	2	1-	50.0	2.00
X EXPENSE	11,650.48	64,006.66	38,268.28	124,069	60,064-	51.6	98,838.65
X 1101 SURVEY							
X EXPENSE							
→ 5121 Wages-Permanent-Regula	6,503.64	40,907.16	41,734.70	95,568	54,661-	42.8	85,361.70
→ 5131 Non-Productive Pay	2,114.41	8,215.15	.00	0	8,215	.0	2,578.25
5133 Longevity Pay	.00	.00	.00	389	389-	.0	388.80
5141 Social Security/Medica	627.75	3,562.50	3,019.75	7,343	3,781-	48.5	6,422.55
5142 WI Retirement-Employer	510.55	3,264.80	2,921.93	6,525	3,260-	50.0	6,174.25
5144 Hospital\Health Insura	1,656.80	9,736.46	9,703.57	21,546	11,810-	45.2	20,672.04
5145 Life Insurance	6.08	33.97	32.94	70	36-	48.5	66.05
5146 Worker's Compensation	47.59	245.09	152.63	461	216-	53.2	375.34
5148 Unemployment Comp Bene	.00	.00	.00	48	48-	.0	.00
5149 Dental Insurance	107.53	645.18	595.50	1,290	645-	50.0	1,229.77
5312 Office Supls & Small E	.00	179.48	179.48	150	150-	.0	179.48
5324 Membership Dues	.00	85.00	.00	85	0	100.0	.00
5325 Registration Fees & Tu	.00	120.00	.00	190	70-	63.2	.00
5327 Maps and Plat Books	.00	.00	7.06	0	0	.0	7.06
5335 Meals	.00	.00	.00	25	25-	.0	.00
5336 Lodging	.00	.00	.00	100	100-	.0	.00
5413 Co. Flex Spending Adm	4.55	27.48	30.33	0	27	.0	60.58
5473 Co. Reproduction Servi	2.30	23.17	26.18	30	27-	77.2	64.22
→ 5475 Co. Telephone Services	2.86	129.96	34.97	60	70	216.6	55.64
X EXPENSE	11,584.06	66,995.92	58,439.04	133,880	66,886-	50.0	123,635.73
X 1104 MAPPING							
X EXPENSE							
7801 PLANNING AND DEVELOPMENT							
R REVENUE							
4331 Sanitary Permit Applic	2,300.00-	17,150.00-	10,950.00-	32,000-	14,850	53.6	35,150.00-
4342 Land Use Permits	4,811.72-	27,089.20-	24,938.80-	50,000-	22,911	54.2	46,615.30-

2 new phones

holiday vacation sick

new phone



LAND RESOURCES AND PARKS DEPARTMENT-
LAND INFORMATION DIVISION

May/June/July 2015 Activity Report

LAND INFORMATION- (Jesse O'Neill)

Work completed:

- 12 building number(s) issued
- 10 new driveway access location(s) entered into GIS Web application to maintain Official Highway Access Control Map for Highway Department driveway access ordinance.
- Mapping for 10 LOI/6 Town Rezoning/4 CUP/6 BOA for public hearings of PD&P committee, Board of Review and County Board
- Filled 2 wide-format printing/scanning requests for other departments (e.g., Corp Council, Maintenance, IT)
- Filled 18 substantial electronic data orders, 8 large scale plots, and 18 walk-in/general mapping requests
- Aerial/topographic map for county coroner
- Several address verifications for WE Energies along STH 26 corridor
- Maintenance scans and blueprint copies
- On-going participation in weekly meetings/conference calls with IT/NWS/DCSO regarding problems with New World System (NWS) support and RFP process
- WebEx sessions/email/discussions with Brian Glass to fix New World custom GeoRules issues (3 WebEx sessions); Weekly teleconference with New World GIS support about GIS file issues
- Intrado/VIPER setup meeting and weekly follow-ups (3)
- Intrado GIS data review and edits to prep for VIPER install
- DOSO RMS/CAD RFP presentations (2 days) - NWS, Spillman, ProPhoenix
- Mailing list/mapping for City of Juneau
- Discussions with and mapping for City of Juneau regarding Trail View Court and County Road DF
- Spatial Focus on-site meetings (3 days) to determine requirements for development of Master Address Repository
- Emails, discussion, review and phone calls with Spatial Focus on the scope of the work and workflow documents
- Property mapping for Heidt (partially in Columbia county)
- T-Rubicon comp plan maps, CLU table and updated PDFs
- V-Theresa comp plan map edits
- Comments received and revisions/updates made to draft of T-Elba county zoning map (update of map as Town is coming under county zoning)
- CBAS (Consolidated Boundary and Annexation Survey) electronic ward submission to WI LTSB
- Inclusion of new roads in the centerline for a subdivision – address ranges, etc.
- Dispatch error reports, fixes, discussions, and daily question responses
- Continued centerline revisions and improvements
- Ongoing edits to the centerline to fix zip code boundary breaks
- Centerline and address point cleanup and archival (trailer parks, GDB design, etc.)
- ESRI licensing review and conference call
- Meeting with IT to gain admin access to new web mapping server
- Q3 Parcel conversion & integration into programs
- Participated in weekly LIMS meeting
- ArcGIS Online organizational account setup
- ARCLicense and GEO12 server go-live

- Finalized Dodge County Street Index map
- Additional Goldstar Memorial Trail mapping
- Discussion /correspondence/data submittal/updates with Applied Data Consultants (ADC) regarding design and testing of survey finder database/online app
- Compiled costs for special DOSO printing- clear adhesive of badges, wall posters, etc.
- Printed posters and adhesive banners for DCSO
- Attended Esri User Conference in San Diego, CA

On-going Activities:

- Complete and deliver data and open records requests (communication, data prep, FTP, etc., for other departments, municipal, county, state, and federal government officials as received and many private & corporate requests)
- Complete aerial/wetland/floodplain map and zoning information requests
- Assist public with questions, complaints, and referrals
- On-going coordination of and participation in addressing project for maintenance of centerline file address ranges with cities and villages, recent annexations and road naming/location issues
- Updates completed to the centerline, common place, alias, and virtual intersection files (street intersections that do not report on centerline file - e.g. overpasses)
- Corrections and updates to boundary files for validation in Positron & New World systems as part of on-going maintenance of critical files for Dispatch Maverick Map application including ESN Zone, Reporting Districts and city and village boundaries with Annexations
- Enter and maintain out-of-county data into centerline for Dispatch mapping purposes to enhance the system making appropriate breaks and adjustments to centerline as data received
- Town and County Rezoning -update maps as rezonings are approved by County Board
- Continued maintenance of countywide Building Number point, Driveway point and Driveway line layers
- Clarify road names, verification of new and existing addresses, and contacting municipalities to resolve conflicts

SURVEY AND TAX MAPPING- (Ted Dumke, Steven Noe, Jeremy Nocerini- resigned June 18th)

Work completed:

- Finalized V-Clyman and V-Iron Ridge mapping
- Preparing data for
- T-Calamus cemetery redrawn based on 1954, 1964 and 1993 Hwy 151 plans
- T-Calamus cemetery: continued discussions with Mr. & Mrs. Lueptow (owners of adjacent land)
- Initiated and working to complete V-Iron Ridge mapping (2/3 complete)
- Cleaned up tax parcel map drawing overlay files
- Quarterly updates of parcel splits
- Created Quarterly topology for GIS
- Created tax maps for C-Watertown
- Updated Survey Finder program
- Performed a comparative review of road names in parcel base against state gas tax maps
- PLSS corner maintenance in Towns of Chester, Clyman, Herman, Lomira, Theresa, Lowell, and Williamstown
- GPS collection of property corners for tax parcel mapping projects in V-Iron Ridge, V-Clyman, V-Lowell and C-Watertown
- Marked property lines for Taxation Committee and Board of Adjustment
- Reset section corners after road reconstruction for CTH E, CTH S, CTH V, CTH G and Lighthouse Rd in T-Lowell

- Updated coordinate conversion program for surveyors
- Continued participated in regularly scheduled follow-up meetings (every 2-weeks) for the new Land Information Management System (LIMS); meeting with GCS staff to determine best way to provide access to Plats of Survey, other survey related documents, and tax parcel PDF maps using the new public access tool
- Preparation of new office design to better consolidate relocation of file cabinets with Survey records into office from storage room, work area for survey research and new graphics plotter.
- As time allowed, on-going research and entry of CSM/highway plan/plats/water/etc. for Phase 3 of project to register parcel linework with 2012 orthophotography for the purpose of improving the accuracy of mapping in the cities and villages
- Assisted Property Description Office staff at counter when able to free up time for them to focus on office critical tasks that only PDO staff can do

On-going activities (Survey and Tax Mapping):

- Provided technical support for survey questions from tax mapping, property description, code and GIS staff
- Review CSMs for closure and other criteria to verify accuracy of CSMs submitted by private surveyors before recording as part of the CSM Review Policy (see totals below under Property Description report); see totals below in Property Description section
- Review, index and scan survey maps
- Review plats of surveys and participate in courtesy reviews when requested
- Perform rechecks of problem surveys as required
- Assisted public with survey questions with survey questions on the phone and at the counter
- Assisted private surveyors with questions, corner research, fill data requests and locate section corners
- Vehicle and equipment maintenance
- Inventory survey equipment and supplies
- Scanned and filed new surveys (image and database entry)
- Hyperlink surveys and check survey folders with database
- Process field data; draft and file monument records
- Update survey information in GPS binders available in office for private surveyor's use

PROPERTY DESCRIPTION OFFICE- (David Addison, Nicole Hoepfner-1st year anniversary June 09)

Work completed:

- **Office Operations Status:**
Nicole continues to be learn job responsibilities of Property Listing Specialist as a result, staff is able to keep up with the workload with mission critical tasks being completed. Little time remains to work on additional projects so completion of those projects will continue to be delayed or left uncompleted as Nicole continues to learn all facets of the job. Dave continues to spend time with her training and is adding additional responsibilities. Both Dave and Nicole as heavily involved in the LIMS project.
- **Document Processing:** We are processing documents on a daily basis as much as practically possible but and current through the end of July.
- **Name Changes:** We current through the end of July. Information is taken from the recorded deed and entered into the assessment database for existing tax parcels.
- **Splits:** We current through the end of July. Newly recorded documents are reviewed to determine what parcels are affected.
 - New legal descriptions mapped in AutoCAD as necessary.
 - PINs assigned and acreages calculated for the newly created parcels.
 - Legal descriptions and acreages reviewed for remaining lands. Changes to existing parcels can include combinations.

- **Pins Verified on Department of Revenue website:** After being behind as described above, we are now current through the end of July.
- **Assessment rolls:** As of end of June, we have processed work rolls for 41 out of the 44 municipalities (22 of 24 towns, 11 of 11 villages and 8 of 9 cities) and Open Book changes to 38 and Board of Review for 36 of them. 35 Statements of Assessment have been filed with the DOR.
- **Survey Reviews:** As of end of June, 20 currently under review (5 are re-reviews); 31 have been completed in 2015.

Additional projects/activities:

- Review of Site Address information: Completed evaluation of the cities and starting to evaluate files for the villages. Will be followed up by review of all the questions we have in various municipalities for resolution.
- Continuing work verifying test data for the new Land Information Management System (LIMS); application successfully loaded onto Dodge County system to enable testing of our data for final data conversion.
- Continued participation in coordinated bi-weekly meetings between GCS, TriMin and Dodge County staff to clarify integration of these systems (i.e., expectation for transfer of property data between Register of Deeds Office through TriMin application to auto-populate this information into LIMS.
- Continued work preparing for the Master Address Repository (MAR).
- Participated in 3 days of workflows and requirements review for development of MAR by Spatial Focus during their on-site
- Review of School District information: no further progress.
- Review of Parcel Acreages: no further progress.

On-going activities:

- On-going maintenance of Tax Assessment Database.
- All documents recorded in Register of Deeds Office need to be **processed on a timely (daily) basis-working hard to keep current with this task (see note above).**
- Participation in mapping project to register parcel file to overlay the new orthophotography.
- Assist public with general property and assessment questions at the counter, on the phone or via email.
- Assist businesses (i.e., private surveyors, assessors, attorneys, abstractors, realtors, appraisers and title companies) with general property questions, data requests and general information and assist in determining accurate legal descriptions and ownership info.
- Provide technical support for property and assessment questions from tax mapping, survey and other internal system users.
- Process address changes from Treasurer and other sources.
- Consult with County Code Administrator regarding possible land division violations.
- Assist county offices and government agencies with general property questions.
- Enter Plat codes for older subdivisions.
- Document filing and archiving.