

**LAND INFORMATION COMMITTEE MEETING**  
**March 11, 2016**

Members Present: Harold Johnson, Larry Bischoff, Ed Nelson, Larry Schraufnagel, Wayne Uttke  
Also Present: Chris Planasch, Joyce Fiacco, Ted Dumke

The Dodge County Land Information Committee meeting was called to order by Chairman Harold Johnson at 8:30 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 Nelson to approve minutes from the February 12, 2016 meeting. Motion carried.

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

Planasch presented the Register of Deeds February Revenue Report which included a monthly Summary of fees collected so far in 2016 which reports amounts returned to the State and amounts retained by the County in various revenue accounts. She also presented the Monthly Fees Summary Comparison from the previous month/last four (4) years with document recordings of 917, 911, 801, and 1224 for years 2016 back through 2013 respectively. No committee action was required.

Planasch presented the Register of Deeds Activity Report. 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 as currently, only grantor/grantees have been indexed (March 16, 1999 to January 20, 1999). She anticipates completion of the project to compare birth records to the index (1894-1915) to be completed by the end of 2016. Removal of confidential information from the birth records (current records back to December 1975 and May, 1946 through July 1964) and marriage records (records back 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), 147 (increase of 1) escrow accounts, and 2393 self-registered accounts in LandShark. No committee action was required.

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

Fiacco reported that the draft of the mandated three year update to the Dodge County Land Information Plan: 2016-2018 had received approval and recommendation of the Dodge County Land Information Council at their February 11<sup>th</sup> meeting. Dodge County Land Information Council approval of the countywide plan for land records modernization is required for continued participation in the Wisconsin Land Information Program (WLIP). The Plan will serve as a guide for planned land information activities and projects designed to improve government efficiency, to improve services to county offices, residents and businesses and to improve access to data held in Dodge County's land information system. Based on this recommendation and review of the Plan by members of the Land Information Committee (LIC), Schraufnagel motioned, second by Bischoff to forward the LIC's recommendation to the Department of Administration (DOA) along with the Plan document by the March 31, 2016 deadline. Motion carried.

Ted Dumke, Senior Land Surveyor, presented an oral report regarding need and opportunity to upgrade our existing Leica Real Time Kinematic (RTK) GPS field controller (controls both the GPS unit and the robotic total

station) to achieve greater efficiency in the field as the upgrade will provide better on board software, a larger display, laser range finder and a better camera. Additionally Leica is allowing a trade-in of \$3000 for the existing controller bringing the cost down to \$5,330 plus savings of \$900 annual maintenance on the old controller as maintenance is covered on the new unit the first year. Funds are available in the 2016 budget. Bischoff motioned, second by Schraufnagel to recommend the upgrade purchase and trade-in. Motion carried.

Fiacco requested authorization to sell the retired manual total station (purchased in 2001) which was replaced by the new robotic total station in 2014. Dumke reported that staff had looked to other county departments to repurpose the equipment but it was determined that this was not a viable option given the age of the unit. Johnson suggested staff contact the Highway Department regarding procedure to list the equipment on the on-line auction. General consensus of the committee was to proceed with sale of this old survey equipment.

Fiacco presented a request she had received for participation in a "Bridges to Opportunity" services collaboration with USDA's Farm Service Agency (FSA). The goal is to establish a process to more quickly and efficiently connect their agricultural customers with partner organizations having resources (data, information and expertise) and services useful to those local customers. Her understanding is that several other county departments have also been contacted. She did not anticipate that participation would be a hardship on staff and requested committee approval to look at this more closely. The general consensus was for her to do so.

Fiacco reported on the first draft of the Wisconsin Land Information Council's WLIP Program Plan: 2015-2020 which will be the guiding document for setting WLIP program priorities and grant funding priorities. Copies of the Plan were distributed in the electronic meeting packet prior to the meeting and available on the Dodge County website for review. She shared comments compiled by the Land Information Officers Network and provided her individual concerns regarding the direction of the WLIP and use of money collected by the Register of Deeds Office under the WLIP and returned to the State (DOA) to fund the program.

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. She noted that property description staff had completed everything required to get the tax bill out in December but that due to issues with the new assessment application, staff was behind in processing of documents. Staff had attended the Annual Wisconsin Land Information Association (WLIA) Conference and an associated ArcGIS On-Line workshop. Fiacco reported that Department staff was working with the Sheriff's Office for completion of an office and committee meeting room risk assessment and taking a closer look at improving overall security. No committee action was required.

The meeting was adjourned at 9:54 A.M. by order of the Chair. The next regular meeting will be Friday, April 08, 2016 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.**

2016 REGISTER OF DEEDS MONTHLY SUMMARY FEES

	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
State Portion of Transfer Tax	\$ 39,503.28	\$32,738.64	\$ 46,067.52	\$ 47,578.56	\$ 69,237.84		\$ 235,125.84
State Child Abuse Fund	1,141.00	1,561.00	987.00	994.00	819.00		\$ 5,502.00 *
State Vital Record Online Revenue	3,280.00	3,513.00	3,117.00	2,891.00	2,496.00		\$ 15,297.00 #
State Vital Record Online Expedite	-	-	-	-	-		\$ - %
WI Land Information Board	6,356.00	6,419.00	6,335.00	7,406.00	8,869.00		\$ 35,385.00 ***
Sales Tax	-	-	-	-	-		\$ -
							\$ -
<b>TOTAL STATE FUNDS COLLECTED</b>	<b>\$ 50,280.28</b>	<b>\$ 44,231.64</b>	<b>\$ 56,506.52</b>	<b>\$ 58,869.56</b>	<b>\$ 81,421.84</b>	<b>\$ -</b>	<b>\$ 291,309.84</b>
							\$ -
County Portion of Transfer Tax	9,875.82	8,184.66	11,516.88	11,894.64	17,309.46		\$ 58,781.46
Real Estate Recording Fees	13,620.00	13,855.00	13,575.00	15,870.00	19,080.00		\$ 76,000.00
SSN Redaction	-	-	-	-	-		\$ -
Certified Copies (Births, Deaths, Marriages & Misc. Documents)	4,821.00	4,536.00	4,781.00	4,101.00	3,436.00		\$ 21,675.00
Misc. Copies of Recorded Documents	1,181.68	1,122.75	1,157.93	1,414.74	1,840.00		\$ 6,717.10
LandShark Copies	1,412.00	1,396.00	1,488.00	1,462.00	1,379.00		\$ 7,137.00
Document Images Non-Certified Copies	4,000.00	3,400.00	3,950.00	3,000.00	3,000.00		\$ 17,350.00 x
Rental Weatherization Stipulations	100.00	160.00	40.00	60.00	80.00		\$ 440.00 ****
FAX Charges	-	-	-	-	-		\$ -
Sub-Total	\$ 35,010.50	\$ 32,654.41	\$ 36,508.81	\$ 37,802.38	\$ 46,124.46	\$ -	\$ 188,100.56
County Land Information Office	7,264.00	7,336.00	7,240.00	8,464.00	10,136.00		\$ 40,440.00 ***
<b>TOTAL COUNTY FUNDS COLLECTED</b>	<b>\$ 42,274.50</b>	<b>\$ 39,990.41</b>	<b>\$ 43,748.81</b>	<b>\$ 46,266.38</b>	<b>\$ 56,260.46</b>	<b>\$ -</b>	<b>\$ 228,540.56</b>
							\$ -
<b>TOTAL REVENUE COLLECTED</b>	<b>\$ 92,554.78</b>	<b>\$ 84,222.05</b>	<b>\$ 100,255.33</b>	<b>\$ 105,135.94</b>	<b>\$ 137,682.30</b>	<b>\$ -</b>	<b>\$ 519,850.40</b>
<b>Document Count</b>	<b>908</b>	<b>917</b>	<b>905</b>	<b>1058</b>	<b>1267</b>		<b>5055</b>
Deposits to Escrow Accounts	\$ 3,439.00	\$ 5,799.00	\$ 6,547.00	\$ 4,333.00	\$ 5,714.00		\$ 25,832.00
Withdrawals from Escrow Accounts	\$ 5,894.00	\$ 4,599.00	\$ 5,799.00	\$ 5,164.00	\$ 4,631.00		\$ 26,087.00

\* \$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 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  
MARCH, 2016  
MONTHLY FEES SUMMARY COMPARISON

	<u>March</u> <u>2016</u>	<u>February</u> <u>2016</u>	<u>Comparison</u> <u>Mar '16 to Feb '16</u>	<u>March</u> <u>2016</u>	<u>March</u> <u>2015</u>	<u>March</u> <u>2014</u>	<u>March</u> <u>2013</u>
State Portion of Transfer Tax	\$ 46,067.52	\$32,738.64	\$ 13,328.88	\$ 46,067.52	\$ 41,239.68	\$ 45,503.52	\$ 34,584.48
State Child Abuse Fund	987.00	1,561.00	\$ (574.00)	987.00	1,099.00	1,085.00	1,176.00
State Vital Record Online Revenue	3,117.00	3,513.00	\$ (396.00)	3,117.00	2,946.00	2,969.00	2,982.00
State Vital Record Online Expedite	-	-	\$ -	-	-	-	-
WI Land Information Board	6,335.00	6,419.00	\$ (84.00)	6,335.00	7,665.00	1,900.00	2,426.00
Sales Tax			\$ -		-	0.08	0.24
			\$ -				
<b>TOTAL STATE FUNDS COLLECTED</b>	<b>\$ 56,506.52</b>	<b>\$ 44,231.64</b>	<b>\$ 12,274.88</b>	<b>\$ 56,506.52</b>	<b>\$ 52,949.68</b>	<b>\$ 51,457.60</b>	<b>\$ 41,168.72</b>
			\$ -				
County Portion of Transfer Tax	11,516.88	8,184.66	\$ 3,332.22	11,516.88	10,309.92	11,375.88	8,646.12
Real Estate Recording Fees	13,575.00	13,855.00	\$ (280.00)	13,575.00	17,145.00	14,800.00	19,070.00
SSN Redaction	-	-	\$ -	-	-	4,860.00	6,235.00
Certified Copies (Births, Deaths, Marriages & Misc. Documents	4,781.00	4,536.00	\$ 245.00	4,781.00	4,075.00	4,147.00	4,181.00
			\$ -				
Misc. Copies of Recorded Documents	1,157.93	1,122.75	\$ 35.18	1,157.93	1,329.50	1,435.57	1,131.44
LandShark Copies	1,488.00	1,396.00	\$ 92.00	1,488.00	829.00	923.00	934.00
Document Images Non-Certified Copies	3,950.00	3,400.00	\$ 550.00	3,950.00	3,000.00	4,150.00	2,650.00
Rental Weatherization Stipulations	40.00	160.00	\$ (120.00)	40.00	20.00	100.00	100.00
FAX Charges	-	-	\$ -	-	-	1.42	-
Sub-Total	\$ 36,508.81	\$ 32,654.41	\$ 3,854.40	\$ 36,508.81	\$ 36,708.42	\$ 41,792.87	\$ 42,947.56
			\$ -				
County Land Information Office	7,240.00	7,336.00	\$ (96.00)	7,240.00	6,570.00	5,700.00	7,278.00
Public Access-Housing (Co. LI Office)			\$ -		2,190.00	1,900.00	2,426.00
			\$ -				
<b>TOTAL COUNTY FUNDS COLLECTED</b>	<b>\$ 43,748.81</b>	<b>\$ 39,990.41</b>	<b>\$ 3,758.40</b>	<b>\$ 43,748.81</b>	<b>\$ 45,468.42</b>	<b>\$ 49,392.87</b>	<b>\$ 52,651.56</b>
			\$ -				
<b>TOTAL REVENUE COLLECTED</b>	<b>\$ 100,255.33</b>	<b>\$ 84,222.05</b>	<b>\$ 16,033.28</b>	<b>\$ 100,255.33</b>	<b>\$ 98,418.10</b>	<b>\$ 100,850.47</b>	<b>\$ 93,820.28</b>
<b>Document Count</b>	<b>905</b>	<b>917</b>	<b>(12)</b>	<b>905</b>	<b>1095</b>	<b>950</b>	<b>1213</b>
Deposits to Escrow Accounts	\$ 6,547.00	\$ 5,799.00	\$ 748.00	\$ 6,547.00	\$ 5,246.00	\$ 6,309.00	\$ 1,830.00
Withdrawals from Escrow Accounts	\$ 5,799.00	\$ 4,599.00	\$ 1,200.00	\$ 5,799.00	\$ 4,715.00	\$ 4,613.50	\$ 1,392.50

REGISTER OF DEEDS  
APRIL, 2016  
MONTHLY FEES SUMMARY COMPARISON

	<u>April</u> <u>2016</u>	<u>March</u> <u>2016</u>	<u>Comparison</u> <u>Apr '16 to Mar '16</u>	<u>April</u> <u>2016</u>	<u>April</u> <u>2015</u>	<u>April</u> <u>2014</u>	<u>April</u> <u>2013</u>
State Portion of Transfer Tax	\$ 47,578.56	\$ 46,067.52	\$ 1,511.04	\$ 47,578.56	\$ 44,749.68	\$ 131,083.20	\$ 43,386.00
State Child Abuse Fund	994.00	987.00	\$ 7.00	994.00	889.00	840.00	1,144.00
State Vital Record Online Revenue	2,891.00	3,117.00	\$ (226.00)	2,891.00	2,927.00	2,780.00	3,057.00
State Vital Record Online Expedite	-	-	\$ -	-	-	-	-
WI Land Information Board	7,406.00	6,335.00	\$ 1,071.00	7,406.00	8,120.00	2,012.00	2,878.00
Sales Tax	-	-	\$ -	-	-	0.16	0.40
			\$ -				
<b>TOTAL STATE FUNDS COLLECTED</b>	<b>\$ 58,869.56</b>	<b>\$ 56,506.52</b>	<b>\$ 2,363.04</b>	<b>\$ 58,869.56</b>	<b>\$ 56,685.68</b>	<b>\$ 136,715.36</b>	<b>\$ 50,465.40</b>
			\$ -				
County Portion of Transfer Tax	11,894.64	11,516.88	\$ 377.76	11,894.64	11,187.42	32,770.80	10,846.50
Real Estate Recording Fees	15,870.00	13,575.00	\$ 2,295.00	15,870.00	17,820.00	15,815.00	22,160.00
SSN Redaction	-	-	\$ -	-	-	5,165.00	7,305.00
Certified Copies (Births, Deaths, Marriages & Misc. Documents	4,101.00	4,781.00	\$ (680.00)	4,101.00	4,619.00	4,192.00	4,260.00
			\$ -				
Misc. Copies of Recorded Documents	1,414.74	1,157.93	\$ 256.81	1,414.74	1,183.69	1,211.24	1,108.84
LandShark Copies	1,462.00	1,488.00	\$ (26.00)	1,462.00	1,461.00	812.00	1,033.00
Document Images Non-Certified Copies	3,000.00	3,950.00	\$ (950.00)	3,000.00	3,000.00	2,650.00	4,550.00
Rental Weatherization Stipulations	60.00	40.00	\$ 20.00	60.00	60.00	120.00	240.00
FAX Charges	-	-	\$ -	-	-	2.84	
Sub-Total	\$ 37,802.38	\$ 36,508.81	\$ 1,293.57	\$ 37,802.38	\$ 39,331.11	\$ 62,738.88	\$ 51,503.34
			\$ -				
County Land Information Office	8,464.00	7,240.00	\$ 1,224.00	8,464.00	6,960.00	6,036.00	8,634.00
Public Access-Housing (Co. LI Office)			\$ -		2,320.00	2,012.00	2,878.00
			\$ -				
<b>TOTAL COUNTY FUNDS COLLECTED</b>	<b>\$ 46,266.38</b>	<b>\$ 43,748.81</b>	<b>\$ 2,517.57</b>	<b>\$ 46,266.38</b>	<b>\$ 48,611.11</b>	<b>\$ 70,786.88</b>	<b>\$ 63,015.34</b>
			\$ -				
<b>TOTAL REVENUE COLLECTED</b>	<b>\$ 105,135.94</b>	<b>\$ 100,255.33</b>	<b>\$ 4,880.61</b>	<b>\$ 105,135.94</b>	<b>\$ 105,296.79</b>	<b>\$ 207,502.24</b>	<b>\$ 113,480.74</b>
<b>Document Count</b>	<b>1058</b>	<b>905</b>	<b>153</b>	<b>1058</b>	<b>1160</b>	<b>1006</b>	<b>1439</b>
Deposits to Escrow Accounts	\$ 4,333.00	\$ 6,547.00	\$ (2,214.00)	\$ 4,333.00	\$ 5,256.30	\$ 6,124.00	\$ 2,455.00
Withdrawals from Escrow Accounts	\$ 5,164.00	\$ 5,799.00	\$ (635.00)	\$ 5,164.00	\$ 6,790.50	\$ 4,602.50	\$ 1,427.50

REGISTER OF DEEDS  
MAY, 2016  
MONTHLY FEES SUMMARY COMPARISON

	<u>May</u> <u>2016</u>	<u>April</u> <u>2016</u>	<u>Comparison</u> <u>May '16 to Apr '16</u>	<u>May</u> <u>2016</u>	<u>May</u> <u>2015</u>	<u>May</u> <u>2014</u>	<u>May</u> <u>2013</u>
State Portion of Transfer Tax	\$ 69,237.84	\$ 47,578.56	\$ 21,659.28	\$ 69,237.84	\$ 56,041.20	\$ 50,428.80	\$ 46,985.92
State Child Abuse Fund	819.00	994.00	\$ (175.00)	819.00	910.00	735.00	980.00
State Vital Record Online Revenue	2,496.00	2,891.00	\$ (395.00)	2,496.00	2,951.00	2,751.00	2,654.00
State Vital Record Online Expedite		-	\$ -		-	-	-
WI Land Information Board	8,869.00	7,406.00	\$ 1,463.00	8,869.00	8,239.00	1,984.00	2,996.00
Sales Tax		-	\$ -		0.08	-	0.72
			\$ -				
<b>TOTAL STATE FUNDS COLLECTED</b>	<b>\$ 81,421.84</b>	<b>\$ 58,869.56</b>	<b>\$ 22,552.28</b>	<b>\$ 81,421.84</b>	<b>\$ 68,141.28</b>	<b>\$ 55,898.80</b>	<b>\$ 53,616.64</b>
			\$ -				
County Portion of Transfer Tax	17,309.46	11,894.64	\$ 5,414.82	17,309.46	14,010.30	12,607.20	11,746.48
Real Estate Recording Fees	19,080.00	15,870.00	\$ 3,210.00	19,080.00	18,435.00	15,405.00	22,945.00
SSN Redaction	-	-	\$ -	-	-	5,065.00	7,580.00
Certified Copies (Births, Deaths, Marriages & Misc. Documents	3,436.00	4,101.00	\$ (665.00)	3,436.00	4,239.00	4,106.00	3,353.00
			\$ -				
Misc. Copies of Recorded Documents	1,840.00	1,414.74	\$ 425.26	1,840.00	1,371.97	1,620.66	1,565.78
LandShark Copies	1,379.00	1,462.00	\$ (83.00)	1,379.00	1,248.00	834.00	1,403.00
Document Images Non-Certified Copies	3,000.00	3,000.00	\$ -	3,000.00	3,250.00	3,500.00	1,750.00
Rental Weatherization Stipulations	80.00	60.00	\$ 20.00	80.00	60.00	40.00	120.00
FAX Charges	-	-	\$ -	-	1.42	-	12.78
Sub-Total	\$ 46,124.46	\$ 37,802.38	\$ 8,322.08	\$ 46,124.46	\$ 42,615.69	\$ 43,177.86	\$ 50,476.04
			\$ -				
County Land Information Office	10,136.00	8,464.00	\$ 1,672.00	10,136.00	7,062.00	5,900.00	8,988.00
Public Access-Housing (Co. LI Office)			\$ -		2,354.00	1,984.00	2,996.00
			\$ -				
<b>TOTAL COUNTY FUNDS COLLECTED</b>	<b>\$ 56,260.46</b>	<b>\$ 46,266.38</b>	<b>\$ 9,994.08</b>	<b>\$ 56,260.46</b>	<b>\$ 52,031.69</b>	<b>\$ 51,061.86</b>	<b>\$ 62,460.04</b>
			\$ -				
<b>TOTAL REVENUE COLLECTED</b>	<b>\$ 137,682.30</b>	<b>\$ 105,135.94</b>	<b>\$ 32,546.36</b>	<b>\$ 137,682.30</b>	<b>\$ 120,172.97</b>	<b>\$ 106,960.66</b>	<b>\$ 116,076.68</b>
<b>Document Count</b>	<b>1267</b>	<b>1058</b>	<b>209</b>	<b>1267</b>	<b>1177</b>	<b>992</b>	<b>1498</b>
Deposits to Escrow Accounts	\$ 5,714.00	\$ 4,333.00	\$ 1,381.00	\$ 5,714.00	\$ 5,420.00	\$ 2,610.00	\$ 1,587.00
Withdrawals from Escrow Accounts	\$ 4,631.00	\$ 5,164.00	\$ (533.00)	\$ 4,631.00	\$ 5,413.00	\$ 4,801.00	\$ 2,055.00

DODGE COUNTY, WISCONSIN  
 REVENUE AND EXPENDITURE REPORT  
 FOR REGISTER OF DEEDS BUSINESS UNITS  
 For the Twelve Months Ending December 31, 2015

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2014 JAN-DEC 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	2,142.00-	26,486.00-	24,146.00-	26,400-	86-	100.3	24,146.00-
R REVENUE	2,142.00-	26,486.00-	24,146.00-	26,400-	86-	100.3	24,146.00-
X EXPENSE							
5121 Wages-Permanent-Regula	285.00	2,150.00	5,077.50	6,500	4,350-	33.1	5,077.50
5141 Social Security/Medica	21.80	164.47	388.43	497	333-	33.1	388.43
5146 Worker's Compensation	.35	2.65	68.37	8	5-	33.1	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	37.45	0	0	.0	37.45
5818 Computer Equipment	.00	.00	5,980.00	0	0	.0	5,980.00
X EXPENSE	307.15	17,542.12	27,770.25	26,155	8,613-	67.1	27,770.25
813 PUBLIC ACCESS-HOUSING	1,834.85-	8,943.88-	3,624.25	245-	8,699-	*****	3,624.25
1001 REGISTER OF DEEDS							
R REVENUE							
4131 Real Est Trf Tax 50-50	.00	.00	14.06-	0	0	.0	14.06-
4132 Real Est Trf Tax 80-20	14,592.30-	154,410.57-	155,213.48-	110,000-	44,411-	140.4	155,213.48-
4511.101 Weatherizatio	100.00-	720.00-	1,320.00-	1,000-	280	72.0	1,320.00-
4513.101 Certified Cop	4,531.00-	50,695.00-	48,644.00-	44,000-	6,695-	115.2	48,644.00-
4514.101 Real Est Reco	16,065.00-	203,330.00-	188,070.00-	209,000-	5,670	97.3	188,070.00-
4541 Fax Document Charges	.00	1.42-	8.52-	0	1-	.0	8.52-
4542 Record Copying	1,057.50-	14,955.84-	16,375.65-	14,000-	956-	106.8	16,375.65-
4543 Copying-LandShark	1,064.00-	14,850.00-	11,187.00-	10,000-	4,850-	148.5	11,187.00-
4544 Optical Images-Non-Cer	2,750.00-	39,350.00-	39,550.00-	36,000-	3,350-	109.3	39,550.00-
4895.142 US Bank-Rebat	13.41-	20.17-	.00	0	20-	.0	.00
R REVENUE	40,173.21-	478,333.00-	460,382.71-	424,000-	54,333-	112.8	460,382.71-
X EXPENSE							
5121 Wages-Permanent-Regula	13,108.01	172,981.38	183,735.69	194,680	21,699-	88.9	183,735.69
5131 Non-Productive Pay	4,130.84	22,484.40	1,867.66	0	22,484	.0	1,867.66
5133 Longevity Pay	.00	.00	805.56	842	842-	.0	805.56
5141 Social Security/Medica	1,326.65	14,144.35	13,513.76	14,961	817-	94.5	13,513.76
5142 WI Retirement-Employer	1,207.44	13,847.82	13,500.66	13,858	10-	99.9	13,500.66
5144 Hospital\Health Insura	4,791.92	54,089.63	54,977.91	56,340	2,250-	96.0	54,977.91
5145 Life Insurance	7.85	87.05	75.92	77	10	113.1	75.92
5146 Worker's Compensation	20.82	232.91	220.31	233	0	100.0	220.31
5148 Unemployment Comp Bene	.00	.00	.00	97	97-	.0	.00
5149 Dental Insurance	283.56	3,402.72	3,351.34	3,403	0	100.0	3,351.34
5214 Data Processing Servic	.00	.00	.00	200	200-	.0	.00
5249 Computer Maint & Repai	137.46	30,695.04	16,663.20	30,540	155	100.5	16,663.20
5279.00 Shredding	21.15	63.55	73.00	100	36-	63.6	73.00
5312 Office Supls & Small E	106.92	1,769.55	2,114.44	2,900	1,130-	61.0	2,114.44
5319 Records and Volumnes	.00	3,628.00	3,793.48	4,000	372-	90.7	3,793.48
5324 Membership Dues	.00	100.00	100.00	100	0	100.0	100.00

83410  
 AMONTH R/E  
 Z1REGDEEDS

DODGE COUNTY, WISCONSIN  
 REVENUE AND EXPENDITURE REPORT  
 FOR REGISTER OF DEEDS BUSINESS UNITS  
 For the Twelve Months Ending December 31, 2015

2  
 03/31/16  
 14:02:15

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2014 JAN-DEC ACTUAL	ANNUAL BUDGET	UNEXPENDED BUDGET	PERCENT REAL/EXP	2014 YEAR END ACTUAL
00100 GENERAL FUND							
1001 REGISTER OF DEEDS							
X EXPENSE							
5325 Registration Fees & Tu	.00	545.00	480.00	555	10-	98.2	480.00
5327 Maps and Plat Books	.00	.00	42.36	0	0	.0	42.36
5332 Automobile Allowance	.00	515.55	443.52	560	44-	92.1	443.52
5335 Meals	.00	39.54	10.95	50	10-	79.1	10.95
5336 Lodging	.00	748.00	700.00	630	118	118.7	700.00
5384 Returned Check Fee	.00	.00	30.00	60	60-	.0	30.00
5413 Co. Flex Spending Adm	18.20	219.12	219.96	0	219	.0	219.96
5471 Co. Mail Services	554.06	6,560.03	6,103.67	7,000	440-	93.7	6,103.67
5473 Co. Reproduction Servi	4.23	326.42	581.88	1,000	674-	32.6	581.88
5475 Co. Telephone Services	53.44	1,492.73	605.96	760	733	196.4	605.96
5478 Co. LIO Copier/Scanner	.00	.00	6.75	20	20-	.0	6.75
5812 Furniture & Furnishing	1,013.00	1,013.00	.00	0	1,013	.0	.00
X EXPENSE	26,785.55	328,985.79	304,017.98	332,966	3,979-	98.8	304,017.98
1001 REGISTER OF DEEDS	13,387.66-	149,347.21-	156,364.73-	91,034-	58,312-	164.1	156,364.73-
1002 REGISTER OF DEEDS-REDACT							
R REVENUE							
4514.101 Recording Fee	.00	.00	61,685.00-	0	0	.0	61,685.00-
R REVENUE	.00	.00	61,685.00-	0	0	.0	61,685.00-
X EXPENSE							
5219 Other Professional Ser	7,000.00	11,000.00	40,520.68	31,360	20,360-	35.1	40,520.68
5818 Computer Equipment	.00	5,415.30	.00	6,640	1,225-	81.6	.00
X EXPENSE	7,000.00	16,415.30	40,520.68	38,000	21,585-	43.2	40,520.68
1002 REGISTER OF DEEDS-REDACT	7,000.00	16,415.30	21,164.32-	38,000	21,585-	43.2	21,164.32-
00100 GENERAL FUND	8,222.51-	141,875.79-	173,904.80-	53,279-	88,596-	266.3	173,904.80-



DODGE COUNTY, WISCONSIN  
 REVENUE AND EXPENDITURE REPORT  
 FOR REGISTER OF DEEDS BUSINESS UNITS  
 For the Three Months Ending March 31, 2016

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2015 JAN-MAR ACTUAL	ANNUAL BUDGET	UNEXPENDED BUDGET	PERCENT REAL/EXP	2015 YEAR END ACTUAL
00100 GENERAL FUND							
813 PUBLIC ACCESS-HOUSING							
R REVENUE							
4514.101 Real Est Reco	.00	.00	5,880.00-	0	0	.0	26,486.00-
R REVENUE	.00	.00	5,880.00-	0	0	.0	26,486.00-
X EXPENSE							
5121 Wages-Permanent-Regula	.00	240.00	.00	0	240	.0	2,150.00
5141 Social Security/Medica	.00	18.36	.00	0	18	.0	164.47
5146 Worker's Compensation	.00	.30	.00	0	0	.0	2.65
5219 Other Professional Ser	.00	.00	2,660.00	0	0	.0	2,660.00
5249 Computer Maint & Repai	.00	.00	12,565.00	0	0	.0	12,565.00
X EXPENSE	.00	258.66	15,225.00	0	258	.0	17,542.12
813 PUBLIC ACCESS-HOUSING	.00	258.66	9,345.00	0	258	.0	8,943.88-
1001 REGISTER OF DEEDS							
R REVENUE							
4132 Real Est Trf Tax 80-20	11,745.24-	29,320.56-	25,564.32-	125,000-	95,679	23.5	154,410.57-
4511.101 Weatherizatio	40.00-	300.00-	120.00-	600-	300	50.0	720.00-
4513.101 Certified Cop	4,981.00-	14,029.00-	12,965.00-	45,000-	30,971	31.2	50,695.00-
4514.101 Real Est Reco	14,445.00-	40,690.00-	46,425.00-	203,000-	162,310	20.0	203,330.00-
4541 Fax Document Charges	.00	.00	.00	0	0	.0	1.42-
4542 Record Copying	1,138.93-	3,418.36-	3,592.03-	13,000-	9,582	26.3	14,955.84-
4543 Copying-LandShark	1,469.00-	4,248.00-	3,172.00-	13,000-	8,752	32.7	14,850.00-
4544 Optical Images-Non-Cer	4,450.00-	11,350.00-	10,350.00-	36,000-	24,650	31.5	39,350.00-
4895.142 US Bank-Rebat	6.49-	6.49-	.00	0	6-	.0	20.17-
R REVENUE	38,275.66-	103,362.41-	102,188.35-	435,600-	332,238	23.7	478,333.00-
X EXPENSE							
5121 Wages-Permanent-Regula	14,946.75	43,296.34	44,267.69	199,035	155,739-	21.8	172,981.38
5131 Non-Productive Pay	2,221.53	4,821.44	4,701.12	0	4,821	.0	22,484.40
5141 Social Security/Medica	1,233.14	3,453.36	3,528.71	15,230	11,777-	22.7	14,144.35
5142 WI Retirement-Employer	1,133.12	3,175.82	3,474.67	13,136	9,960-	24.2	13,847.82
5144 Hospital\Health Insura	4,791.92	14,375.76	11,737.55	57,503	43,127-	25.0	54,089.63
5145 Life Insurance	7.85	23.55	19.26	77	53-	30.6	87.05
5146 Worker's Compensation	20.68	57.89	58.17	237	179-	24.4	232.91
5149 Dental Insurance	283.56	850.68	850.68	3,403	2,552-	25.0	3,402.72
5249 Computer Maint & Repai	89.76	22,034.89	30,080.00	24,500	2,465-	89.9	30,695.04
5279.00 Shredding	10.65	21.35	10.60	100	79-	21.4	63.55
5312 Office Supls & Small E	295.36	1,784.89	1,114.74	2,700	915-	66.1	1,769.55
5319 Records and Volumes	.00	.00	.00	4,000	4,000-	.0	3,628.00
5324 Membership Dues	.00	100.00	100.00	100	0	100.0	100.00
5325 Registration Fees & Tu	.00	165.00	165.00	555	390-	29.7	545.00
5327 Maps and Plat Books	.00	.00	.00	50	50-	.0	.00
5332 Automobile Allowance	30.00	113.16	119.70	590	477-	19.2	515.55
5335 Meals	.00	.00	27.69	50	50-	.0	39.54
5336 Lodging	270.00	270.00	210.00	850	580-	31.8	748.00
5384 Returned Check Fee	.00	.00	.00	60	60-	.0	.00

83410  
 AMONTH R/E  
 Z1REGDEEDS

DODGE COUNTY, WISCONSIN  
 REVENUE AND EXPENDITURE REPORT  
 FOR REGISTER OF DEEDS BUSINESS UNITS  
 For the Three Months Ending March 31, 2016

2  
 06/02/16  
 14:15:48

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2015 JAN-MAR ACTUAL	ANNUAL BUDGET	UNEXPENDED BUDGET	PERCENT REAL/EXP	2015 YEAR END ACTUAL
00100 GENERAL FUND							
1001 REGISTER OF DEEDS							
X EXPENSE							
5413 Co. Flex Spending Adm	13.08	49.48	55.32	0	49	.0	219.12
5471 Co. Mail Services	416.52	1,459.46	1,589.07	7,000	5,541-	20.9	6,560.03
5473 Co. Reproduction Servi	34.89	163.15	158.51	800	637-	20.4	326.42
5475 Co. Telephone Services	42.29	139.09	959.45	800	661-	17.4	1,492.73
5478 Co. LIO Copier/Scanner	.00	.00	.00	20	20-	.0	.00
5812 Furniture & Furnishing	565.00	565.00	.00	900	335-	62.8	1,013.00
X EXPENSE	26,406.10	96,920.31	103,227.93	331,696	234,777-	29.2	328,985.79
1001 REGISTER OF DEEDS	11,869.56-	6,442.10-	1,039.58	103,904-	97,461	6.2	149,347.21-
1002 REGISTER OF DEEDS-REDACT							
X EXPENSE							
5219 Other Professional Ser	.00	.00	.00	14,000	14,000-	.0	11,000.00
5818 Computer Equipment	.00	.00	4,750.00	500	500-	.0	5,415.30
X EXPENSE	.00	.00	4,750.00	14,500	14,500-	.0	16,415.30
1002 REGISTER OF DEEDS-REDACT	.00	.00	4,750.00	14,500	14,500-	.0	16,415.30
00100 GENERAL FUND	11,869.56-	6,183.44-	15,134.58	89,404-	83,219	6.9	141,875.79-

**REGISTER OF DEEDS OFFICE**  
**UPDATES, GOALS and PRIORITIES - June, 2016**

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 16, 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 back to January 15, 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 225. 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 (1894 - 1915) - 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 June 6, 2016 we have 12 subscription accounts and 149 escrow accounts established. We also have 2517 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](mailto:jfiacco@co.dodge.wi.us)

4/2/2016

<b>REVENUE REPORT</b>	<b>Land Information, Survey, Mapping and Property Description</b>
-----------------------	---

March 01, 2016 through March 31, 2016

### LAND INFORMATION- BU 811 and 814

<b>March</b>	none	-
--------------	------	---

<b>Subtotal of sales</b>	<b>\$</b>	<b>-</b>
--------------------------	-----------	----------

<b>March</b>	Real Estate Recording Fees- BU 811	
	# documents= 905	<b>\$ 7,240.00</b>
	[down 12 documents from 917 in Feb 2016: \$7,336]	
	[down 190 documents from 1095 in Mar 2015]	
	[2016 Total collected: \$21,840 Budgeted \$105,600 in 2016]	
	[Left to collect- \$83,760]	

<b>March</b>	Copier/Scanner Account- BU 814	<b>\$2.78</b>
	[revenues from department charge-backs for supplies]	

<b>TOTAL March Revenue- BU 811 and 814</b>	<b>\$</b>	<b>7,242.78</b>
--	-----------	-----------------

### SURVEY and MAPPING- BU 1101 and 1104

<b>March</b>	NA	-
--------------	----	---

<b>TOTAL March Revenue- BU 1101 and 1104</b>	<b>\$</b>	<b>-</b>
--	-----------	----------

### PROPERTY DESCRIPTION OFFICE- BU 1004

<b>March</b>	Municipal Maps	
	Document Reproduction	6.50

<b>TOTAL March Revenue- BU 1004</b>	<b>\$</b>	<b>6.50</b>
-------------------------------------	-----------	-------------

# 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

5/3/2016

## REVENUE REPORT Land Information, Survey, Mapping and Property Description

April 01, 2016 through April 30, 2016

### LAND INFORMATION- BU 811 and 814

*April* none -

**Subtotal of sales** \$ -

*April* Real Estate Recording Fees- BU 811  
# documents= 1058 \$ 8,464.00  
[up 153 documents from 905 in Mar 2016: \$7240]  
[down 102 documents from 1160 in Apr 2015]  
[2016 Total collected: \$30,304 Budgeted \$105,600 in 2016]  
[Left to collect- \$75,296]

*April* Copier/Scanner Account- BU 814 \$5.40  
[revenues from department charge-backs for supplies]

**TOTAL April Revenue- BU 811 and 814** \$ 8,469.40

### SURVEY and MAPPING- BU 1101 and 1104

*April* NA -

**TOTAL April Revenue- BU 1101 and 1104** \$ -

### PROPERTY DESCRIPTION OFFICE- BU 1004

*April* Municipal Maps  
Document Reproduction 6.75

**TOTAL April Revenue- BU 1004** \$ 6.75

## 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

6/1/2016

<b>REVENUE REPORT</b>	<b>Land Information, Survey, Mapping and Property Description</b>
-----------------------	---

May 01, 2016 through May 31, 2016

<b>LAND INFORMATION- BU 811 and 814</b>
---

<i>May</i>	none	-
------------	------	---

<b>Subtotal of sales</b>	<b>\$ -</b>
--------------------------	-------------

<i>May</i>	Real Estate Recording Fees- BU 811	
	# documents= 1267	<b>\$ 10,136.00</b>
	[up 209 documents from 1058 in Apr 2016: \$8464]	
	[up 90 documents from 1177 in May 2015]	
	[2016 Total collected: \$40,440 Budgeted \$105,600 in 2016]	
	[Left to collect- \$65,160]	

<i>May</i>	Copier/Scanner Account- BU 814	<b>\$11.85</b>
	[revenues from department charge-backs for supplies]	

<b>TOTAL May Revenue- BU 811 and 814</b>	<b>\$ 10,147.85</b>
--	---------------------

<b>SURVEY and MAPPING- BU 1101 and 1104</b>
---

<i>May</i>	NA	-
------------	----	---

<b>TOTAL May Revenue- BU 1101 and 1104</b>	<b>\$ -</b>
--	-------------

<b>PROPERTY DESCRIPTION OFFICE- BU 1004</b>
---

<i>May</i>	Municipal Maps	
	Document Reproduction	3.25

<b>TOTAL May Revenue- BU 1004</b>	<b>\$ 3.25</b>
-----------------------------------	----------------

For the Twelve Months Ending December 31, 2015

Division (By 811, 813, 814, 1004, 1101, 1104)

Land Information

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	JAN-DEC ACTUAL	ANNUAL BUDGET	UNEXPENDED BUDGET	PERCENT REAL/EXP	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	6,426.00-	79,458.00-	72,438.00-	79,200.00-	258-	100.3	72,438.00-
4531.021 Land Info Dat	.00	.00	.00	.00	25-		.00
4895 Rebates	.00	.00	2,500.00-	0	0	.0	2,500.00-
R REVENUE	6,426.00-	80,458.00-	75,938.00-	80,225-	233-	100.3	75,938.00-
X EXPENSE							
5121 Wages-Permanent-Regula	1,515.80	18,686.62	20,462.65	35,715	17,028-	52.3	20,462.65
5131 Non-Productive Pay	378.94	2,906.18	162.84	0	2,906	.0	162.84
5133 Longevity Pay	.00	.00	66.24	66	66-	.0	66.24
5141 Social Security/Medica	139.13	1,586.42	1,509.63	2,749	1,163-	57.7	1,509.63
5142 WI Retirement-Employer	128.19	1,480.52	1,461.81	1,454	27	101.8	1,461.81
5144 Hospital/Health Insura	336.39	3,704.63	3,700.48	3,809	104-	97.3	3,700.48
5145 Life Insurance	2.39	49.85	24.66	25	25	199.4	24.66
5146 Worker's Compensation	2.30	26.40	23.92	43	17-	61.4	23.92
5148 Unemployment Comp Bene	.00	.00	.00	18	18-	.0	.00
5149 Dental Insurance	19.69	240.66	232.42	236	5	102.0	232.42
5194 Education & Training	.00	733.00	.00	800	67-	91.6	.00
5219 Other Professional Ser	.00	29,408.14	36,393.88	50,000	20,592-	58.8	36,393.88
5225 Telephone Services	.00	124.77	124.77	0	0	.0	124.77
5242 Machinery & Eq Maint &	.00	106.95	.00	0	107	.0	.00
5249 Computer Maint & Repai	.00	16,101.46	14,782.37	16,170	69-	99.6	14,782.37
5312 Office Supls & Small E	40.50	1,910.18	3,412.83	3,500	1,590-	54.6	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	650.00	1,000	98	109.8	650.00
5327 Maps and Plat Books	.00	7.06	14.12	400	393-	1.8	14.12
5332 Automobile Allowance	.00	845.83	224.56	1,000	154-	84.6	224.56
5334 Commercial Travel	.00	.00	.00	400	400-	.0	.00
5335 Meals	.00	55.41	12.40	250	195-	22.2	12.40
5336 Lodging	.00	2,059.32	.00	1,150	909	179.1	.00
5413 Co. Flex Spending Adm	4.55	54.78	12.91	0	55	.0	12.91
5468.681 Co. UW Ext Mi	.00	200.00	.00	0	200	.0	.00
5471 Co. Mail Services	.00	44.93	69.07	100	55-	44.9	69.07
5472 Co. Parcel Delivery Se	.00	.00	.00	50	50-	.0	.00
5473 Co. Reproduction Servi	.20	3.24	96.79	100	97-	3.2	96.79
5475 Co. Telephone Services	171.70	793.40	590.18	1,000	207-	79.3	590.18
5478 Co. I/O Copier/Scanner	.00	7.63	6.00	25	17-	30.5	6.00
5812 Furniture & Furnishing	.00	400.00	.00	0	400	.0	.00
5818 Computer Equipment	5,990.00	90,711.50	66,354.50	182,230	91,519-	49.8	66,354.50
5819 Other Capital Equipmen	.00	.00	691.89	0	0	.0	691.89
X EXPENSE	8,729.78	173,372.11	151,230.92	302,610	129,239-	57.3	151,230.92
811 LAND INFORMATION OFFICE	2,303.78	92,914.11	75,292.92	222,385	129,472-	41.8	75,292.92
R REVENUE	2,142.00-	26,486.00-	24,146.00-	26,400-	86-	100.3	24,146.00-
4514.101 Real Est Reco							

811 LAND INFORMATION OFFICE 2,303.78 92,914.11 75,292.92 222,385 129,472- 41.8 75,292.92

R REVENUE 2,142.00- 26,486.00- 24,146.00- 26,400- 86- 100.3 24,146.00-

4514.101 Real Est Reco

For the Twelve Months Ending December 31, 2015

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2014		UNEXPENDED BUDGET	PERCENT REAL/EXP	2014 YEAR END ACTUAL
			JAN-DEC ACTUAL	ANNUAL BUDGET			
00100 GENERAL FUND							
813 PUBLIC ACCESS-HOUSING							
R REVENUE	2,142.00-	26,486.00-	24,146.00-	26,400-	86-	100.3	24,146.00-
X EXPENSE							
5121 Wages-Permanent-Regula	285.00	2,150.00	5,077.50	6,500	4,350-	33.1	5,077.50
5141 Social Security/Medica	21.80	164.47	388.43	497	333-	33.1	388.43
5146 Worker's Compensation	.35	2.65	68.37	8	5-	33.1	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	37.45	0	0	.0	37.45
5818 Computer Equipment	.00	.00	5,980.00	0	0	.0	5,980.00
X EXPENSE	307.15	17,542.12	27,770.25	26,155	8,613-	67.1	27,770.25
813 PUBLIC ACCESS-HOUSING	1,834.85-	8,943.88-	3,624.25	245-	8,699-	*****	3,624.25
814 COPIER/SCANNER							
R REVENUE	.00	56.77-	162.25-	250-	193	22.7	162.25-
4787.77 Co. LIO Copie	.00	56.77-	162.25-	250-	193	22.7	162.25-
R REVENUE							
X EXPENSE	80.00	960.00	960.00	960	0	100.0	960.00
5242 Machinery & Eq Maint &	.58	55.76	78.04	120	64-	46.5	78.04
5371 Copier/Scanner Supplie							
X EXPENSE	80.58	1,015.76	1,038.04	1,080	64-	94.1	1,038.04
814 COPIER/SCANNER	80.58	958.99	875.79	830	129	115.5	875.79
1004 REAL ESTATE DESCRIPTION							
R REVENUE	.00	75.00-	25.00-	50-	25-	150.0	25.00-
4511.111 Re-Review Fee	4.98-	196.22-	126.39-	200-	4	98.1	126.39-
4542 Record Copying							
R REVENUE	4.98-	271.22-	151.39-	250-	21-	108.5	151.39-
X EXPENSE							
5121 Wages-Permanent-Regula	8,577.49	99,364.66	112,818.05	114,005	14,640-	87.2	112,818.05
5122 Wages-Permanent-Over-t	.00	.00	3,345.07	0	0	.0	3,345.07
5131 Non-Productive Pay	1,665.33	18,545.23	1,246.80	0	18,545	.0	1,246.80
5133 Longevity Pay	.00	.00	540.32	400	400-	.0	540.32
5141 Social Security/Medica	774.01	8,731.84	8,529.65	8,758	26-	99.7	8,529.65
5142 WI Retirement-Employer	692.95	8,015.40	7,843.84	7,780	235	103.0	7,843.84
5144 Hospital/Health Insura	2,169.92	24,514.34	24,304.83	35,441	10,927-	69.2	24,304.83
5145 Life Insurance	4.61	49.72	54.18	52	2-	95.6	54.18
5146 Worker's Compensation	12.17	140.41	138.31	136	4	103.2	138.31
5148 Unemployment Comp Bene	.00	.00	.00	57	57-	.0	.00



DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2014		ANNUAL BUDGET	UNEXPENDED BUDGET	PERCENT REAL/EXP	2014 YEAR END ACTUAL
			JAN-DEC ACTUAL	PERCENT REAL/EXP				
00100 GENERAL FUND								
1004 REAL ESTATE DESCRIPTION								
X EXPENSE								
5149 Dental Insurance	124.31	1,491.72	1,724.47	2,199	707-	67.8	1,724.47	
5192.01 Drug/Alcohol	.00	.00	47.00	0	0	.0	47.00	
5312 Office Supls & Small E	.00	537.05	356.29	500	37	107.4	356.29	
5317 Assessment Roll Suppli	144.41	530.91	502.78	1,000	469-	53.1	502.78	
5324 Membership Dues	.00	160.00	100.00	250	90-	64.0	100.00	
5325 Registration Fees & Tu	.00	.00	240.00	100	100-	.0	240.00	
5327 Maps and Plat Books	.00	.00	21.18	0	0	.0	21.18	
5332 Automobile Allowance	.00	514.63	907.87	400	115	128.7	907.87	
5335 Meals	.00	.00	71.22	75	13	117.3	71.22	
5336 Lodging	.00	350.00	140.00	250	100	140.0	140.00	
5413 Co. Flex Spending Adm	4.55	54.78	62.08	0	55	.0	62.08	
5471 Co. Mail Services	3.40	152.62	348.13	500	347-	30.5	348.13	
5473 Co. Reproduction Servi	.00	48.87	40.05	200	151-	24.4	40.05	
5475 Co.Telephone Services	11.48	403.96	176.10	200	204	202.0	176.10	
X EXPENSE	14,184.63	163,694.12	163,558.22	172,303	8,608-	95.0	163,558.22	
1004 REAL ESTATE DESCRIPTION	14,179.65	163,422.90	163,406.83	172,053	8,629-	95.0	163,406.83	
1101 SURVEY								
R REVENUE								
4511.111 Re-Review Fee	.00	150.00-	25.00-	50-	100-	300.0	25.00-	
4511.112 Survey Inspec	.00	.00	.00	50-	50	.0	.00	
4721.111 Surveyor Serv	1,364.82-	3,192.09-	339.19-	4,800-	1,608	66.5	339.19-	
4731.111 Municipal Sur	858.22	858.22	.00	0	858	.0	.00	
4839.09 Other Propert	.00	.00	54.90-	0	0	.0	54.90-	
R REVENUE	506.60-	2,483.87-	419.09-	4,900-	2,416	50.7	419.09-	
X EXPENSE								
5121 Wages-Permanent-Regula	6,856.09	78,481.97	70,267.48	90,006	11,524-	87.2	70,267.48	
5131 Non-Productive Pay	1,276.27	10,184.68	859.12	0	10,185	.0	859.12	
5133 Longevity Pay	.00	.00	160.32	160	160-	.0	160.32	
5141 Social Security/Medica	628.58	6,675.12	5,338.82	6,903	228-	96.7	5,338.82	
5142 WI Retirement-Employer	398.56	5,361.28	4,981.18	6,131	770-	87.5	4,981.18	
5144 Hospital/Health Insura	761.46	9,862.95	10,228.98	12,304	2,441-	80.2	10,228.98	
5145 Life Insurance	1.45	14.14	14.50	18	4-	78.6	14.50	
5146 Worker's Compensation	111.51	1,204.64	939.47	1,231	26-	97.9	939.47	
5148 Unemployment Comp Bene	.00	.00	.00	45	45	.0	.00	
5149 Dental Insurance	81.50	672.81	499.06	624	49	107.8	499.06	
5192.01 Drug/Alcohol	.00	45.00	44.00	0	45	.0	44.00	
5241 Motor Vehicles	.00	.00	.00	125	125-	.0	.00	
5249 Computer Maint & Repair	.00	.00	232.00	0	0	.0	232.00	
5312 Office Supls & Small E	39.68	271.18	147.21	150	121	180.8	147.21	
5324 Membership Dues	.00	355.00	270.00	355	0	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	0	100.1	.00	
5335 Meals	.00	.00	.00	75	75-	.0	.00	

For the Twelve Months Ending December 31, 2015

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2014		UNEXPENDED BUDGET	PERCENT REAL/EXP	2014 YEAR END ACTUAL
			JAN-DEC ACTUAL	ANNUAL BUDGET			
00100 GENERAL FUND							
1101 SURVEY							
X EXPENSE							
5336 Lodging	.00	198.00	198.00	200	2-	99.0	198.00
5346 Clothing and Uniforms	.00	12.94	57.81	30	17-	43.1	57.81
5349 Other Operating Suppli	.00	2,926.47	2,291.48	3,000	74-	97.6	2,291.48
5413 Co. Flex Spending Adm	.00	.00	7.18	0	0	.0	7.18
5431 Hwy Dept Services & Su	.00	546.99	20.99	200	347	273.5	20.99
5432 Co. Vehicle Fuel Servi	15.86	880.66	1,351.50	1,200	319-	73.4	1,351.50
5471 Co. Mail Services	.00	.75	.00	10	9-	7.5	.00
5473 Co. Reproduction Servi	7.34	77.43	73.71	100	23-	77.4	73.71
5475 Co. Telephone Services	7.01	296.17	45.11	120	176	246.8	45.11
5478 Co. LIO Copier/Scanner	.00	3.53	.39-	25	21-	14.1	.39-
5512 Vehicles & Equip Liab.	.00	221.00	221.00	228	7-	96.9	221.00
5513 General Liability Insu	.00	243.00	259.00	267	24-	91.0	259.00
5517 Equipment & Vehicles	.00	2.00	2.00	2	0	100.0	2.00
5812 Furniture & Furnishing	1,457.00	1,457.00	.00	0	1,457	.0	.00
X EXPENSE	11,642.31	120,654.81	98,838.65	124,069	3,414-	97.3	98,838.65
1101 SURVEY	11,135.71	118,170.94	98,419.56	119,169	998-	99.2	98,419.56
1104 MAPPING							
R REVENUE							
4531.111 Municipal Map	.00	.00	241.71-	50-	50	.0	241.71-
R REVENUE	.00	.00	241.71-	50-	50	.0	241.71-
X EXPENSE							
5121 Wages-Permanent-Regula	5,738.87	78,159.48	85,361.70	95,568	17,409-	81.8	85,361.70
5131 Non-Productive Pay	2,844.29	16,327.67	2,578.25	0	16,328	.0	2,578.25
5133 Longevity Pay	.00	.00	388.80	389	389-	.0	388.80
5141 Social Security/Medica	649.62	6,893.92	6,422.55	7,343	449-	93.9	6,422.55
5142 WI Retirement-Employer	429.04	5,757.07	6,174.25	6,525	768-	88.2	6,174.25
5144 Hospital/Health Insura	1,547.71	18,736.09	20,672.04	21,546	2,810-	87.0	20,672.04
5145 Life Insurance	7.12	75.65	66.05	70	6	108.1	66.05
5146 Worker's Compensation	42.78	424.38	375.34	461	37-	92.1	375.34
5148 Unemployment Comp Bene	.00	.00	.00	48	48-	.0	.00
5149 Dental Insurance	136.99	1,338.69	1,229.77	1,290	49	103.8	1,229.77
5312 Office Supls & Small E	.00	.00	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	54.78	60.58	0	55	.0	60.58
5473 Co. Reproduction Servi	2.14	47.70	64.22	30	18	159.0	64.22
5475 Co. Telephone Services	1.25	172.73	55.64	60	113	287.9	55.64
5812 Furniture & Furnishing	1,979.00	1,979.00	.00	0	1,979	.0	.00
X EXPENSE	13,383.36	130,172.16	123,635.73	133,880	3,707-	97.2	123,635.73

DODGE COUNTY, WISCONSIN  
REVENUE AND EXPENDITURE REPORT  
FOR LAND RESOURCE & PARKS  
For the Twelve Months Ending December 31, 2015

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2014		UNEXPENDED BUDGET	PERCENT REAL/EXP	2014 YEAR END ACTUAL
			JAN-DEC ACTUAL	ANNUAL BUDGET			
00100 GENERAL FUND							
1104 MAPPING							
X EXPENSE							
1104 MAPPING	13,383.36	130,172.16	123,394.02	133,830	3,657-	97.3	123,394.02
7801 PLANNING AND DEVELOPMENT							
R REVENUE							
4331 Sanitary Permit Applic	1,750.00-	36,950.00-	35,150.00-	32,000-	4,950-	115.5	35,150.00-
4342 Land Use Permits	1,745.00-	61,904.70-	46,615.30-	50,000-	11,905-	123.8	46,615.30-
4343 Conditional Use Permit	1,050.00-	6,030.00-	6,650.00-	7,750-	1,720	77.8	6,650.00-
4344 Minor Subdivision Fee	505.00-	7,235.00-	9,615.00-	9,000-	1,765	80.4	9,615.00-
4345 Plat Permit	.00	370.00-	850.00-	0	370-	.0	850.00-
4398 Animal Confinement Per	.00	600.00-	250.00-	0	600-	.0	250.00-
4511.7810 Soil Test Rev	250.00-	2,672.00-	2,300.00-	1,900-	772-	140.6	2,300.00-
4511.7811 Sanitary Revi	.00	50.00-	.00	0	50-	.0	.00
4511.782 Rezoning Peti	350.00-	2,800.00-	2,650.00-	2,800-	0	100.0	2,650.00-
4511.783 Letters of In	675.00-	4,210.00-	5,625.00-	5,500-	1,290	76.6	5,625.00-
4511.784 WI Fund Fee	.00	120.00-	120.00-	120-	0	100.0	120.00-
4511.787 Building Numb	.00	860.00-	720.00-	700-	160-	122.9	720.00-
4511.788 Comprhnsive P	.00	.00	50.00-	50-	50	.0	50.00-
4521.785 Sanitary Reco	1,115.00-	53,780.00-	49,445.00-	46,000-	7,780-	116.9	49,445.00-
4531.781 Maps	.00	743.40-	1,011.39-	1,200-	457	62.0	1,011.39-
4531.782 Ordinances &	37.92-	987.96-	836.51-	1,100-	112	89.8	836.51-
4737.781 Planning Serv	.00	4,000.00-	2,020.00-	2,000-	2,000-	200.0	2,020.00-
4781.02 Co. Administr	3,944.16-	9,531.72-	9,713.38-	11,900-	2,368	80.1	9,713.38-
4851.781 WGT-FORT Dona	.00	.00	28.91-	0	0	.0	28.91-
4895.142 US Bank-Rebat	1,375.94-	1,776.54-	.00	0	1,777-	.0	.00
R REVENUE	12,798.02-	194,621.32-	173,650.49-	172,020-	22,602-	113.1	173,650.49-
X EXPENSE							
5121 Wages-Permanent-Regula	30,181.67	363,142.68	420,827.33	440,606	77,463-	82.4	420,827.33
5122 Wages-Permanent-Over-t	.00	.00	14.03	0	0	.0	14.03
5131 Non-Productive Pay	7,804.75	88,093.62	4,685.27	0	88,094	.0	4,685.27
5133 Longevity Pay	.00	.00	1,923.57	1,938	1,938-	.0	1,923.57
5141 Social Security/Medica	2,956.73	32,047.05	31,683.54	33,874	1,827-	94.6	31,683.54
5142 WI Retirement-Employer	2,569.84	28,684.99	29,916.51	30,093	1,408-	95.3	29,916.51
5144 Hospital\Health Insura	9,167.09	100,980.74	104,756.10	107,842	6,861-	93.6	104,756.10
5145 Life Insurance	14.91	169.07	140.16	142	27	119.1	140.16
5146 Worker's Compensation	171.84	1,904.68	2,061.82	2,246	341-	84.8	2,061.82
5148 Unemployment Comp Bene	.00	.00	.00	220-	220-	.0	.00
5149 Dental Insurance	550.60	6,510.14	6,496.38	6,607	97-	98.5	6,496.38
5192.01 Drug/Alcohol	.00	172.00	40.00	0	172	.0	40.00
5249 Computer Maint & Repai	239.58	2,104.33	2,207.24	2,000	104	105.2	2,207.24
5312 Office Supls & Small E	488.40	5,663.62	2,486.41	2,750	2,914	206.0	2,486.41
5321 Publication of Legal N	93.74	958.19	1,349.34	2,000	1,042-	47.9	1,349.34
5324 Membership Dues	70.00	265.00	260.00	200	65	132.5	260.00
5325 Registration Fees & Tu	.00	885.00	635.00	500	385	177.0	635.00
5327 Maps and Plat Books	.00	.00	56.48	0	0	.0	56.48
5332 Automobile Allowance	553.74	11,216.72	9,280.40	10,000	1,217	112.2	9,280.40
5334 Commercial Travel	.00	451.50	.00	0	452	.0	.00
5335 Meals	.00	373.88	224.32	250	124	149.6	224.32

83410  
AMONTH R/E  
ZILLANDPARK

DODGE COUNTY, WISCONSIN  
REVENUE AND EXPENDITURE REPORT  
FOR LAND RESOURCE & PARKS

*1st Quarter 2016*

06/02/16  
14:15:47

For the Three Months Ending March 31, 2016

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2015		UNEXPENDED BUDGET	PERCENT REAL/EXP	2015	
			JAN-MAR ACTUAL	ANNUAL BUDGET			YEAR END ACTUAL	ACTUAL
<b>00100 GENERAL FUND</b>								
<b>811 LAND INFORMATION OFFICE</b>								
R REVENUE								
4221.01 Training Reim	1,000.00-	1,000.00-	1,000.00-	1,000.00-	0	100.0	1,000.00-	
4221.087 LIO Based Gra	.00	.00	.00	50,000-	50,000	.0	50,000-	
4514.101 Real Est Reco	7,704.00-	21,648.00-	17,640.00-	105,600-	83,952	20.5	79,458.00-	
R REVENUE	8,704.00-	22,648.00-	18,640.00-	156,600-	133,952	14.5	80,458.00-	
X EXPENSE								
5121 Wages-Permanent-Regula	1,612.39	4,983.49	4,746.79	42,780	37,797-	11.7	18,686.62	
5131 Non-Productive Pay	444.85	976.21	708.35	0	976	.0	2,906.18	
5141 Social Security/Medica	148.01	429.30	406.47	3,284	2,855-	13.1	1,586.42	
5142 WI Retirement-Employer	125.05	353.41	379.12	1,444	1,091-	24.5	1,480.52	
5144 Hospital/Health Insura	323.96	971.91	828.88	3,887	2,915-	25.0	3,704.63	
5145 Life Insurance	2.39	7.16	6.19	25	18-	28.6	49.85	
5146 Worker's Compensation	2.50	7.24	6.70	51	44-	14.2	26.40	
5149 Dental Insurance	19.69	59.07	63.45	236	177-	25.0	240.66	
5194 Education & Training	.00	.00	733.00	1,000	1,000-	.0	733.00	
5219 Other Professional Ser	.00	.00	.00	33,500	33,500-	.0	29,408.14	
5225.112 Mobile Servic	24.83	301.48	.00	1,340	1,039-	22.5	.00	
5242 Machinery & Eq Maint &	.00	106.95-	.00	0	107-	.0	106.95	
5249 Computer Maint & Repai	1,338.75	17,263.75	6,897.75	27,450	10,186-	62.9	16,101.46	
5312 Office Supls & Small E	.00	.00	119.48	3,500	3,500-	.0	1,910.18	
5314 Mobile Components	.00	.00	.00	100	100-	.0	.00	
5324 Membership Dues	.00	200.00	150.00	320	120-	62.5	150.00	
5325 Registration Fees & Tu	.00	650.00	1,098.00	1,500	850-	43.3	1,098.00	
5327 Maps and Plat Books	.00	206.60	.00	350	143-	59.0	7.06	
5332 Automobile Allowance	.00	288.90	111.55	1,000	711-	28.9	845.83	
5335 Meals	.00	3.80	14.63	250	246-	1.5	55.41	
5336 Lodging	.00	410.00	220.00	1,250	840-	32.8	2,059.32	
5413 Co. Flex Spending Adm	3.27	12.37	13.83	0	12	.0	54.78	
5468.681 Co. UW Ext Mi	.00	.00	200.00	0	0	.0	200.00	
5471 Co. Mail Services	.00	.00	2.10	80	80-	.0	44.93	
5472 Co. Parcel Delivery Se	.00	.00	.00	50	50-	.0	.00	
5473 Co. Reproduction Servi	.46	1.99	.96	100	98-	2.0	3.24	
5475 Co. Telephone Services	5.00	11.99	249.06	150	138-	8.0	793.40	
5478 Co. LIO Copier/Scanner	.00	7.63	7.63	25	25-	.0	7.63	
5812 Furniture & Furnishing	.00	555.00	.00	1,400	845-	39.6	400.00	
5818 Computer Equipment	.00	.00	.00	62,100	62,100-	.0	90,711.50	
X EXPENSE	4,051.15	27,586.72	16,963.94	187,172	159,587-	14.7	173,372.11	
<b>811 LAND INFORMATION OFFICE</b>								
	4,652.85-	4,938.72	1,676.06-	30,572	25,635-	16.2	92,914.11	
<b>813 PUBLIC ACCESS-HOUSING</b>								
R REVENUE								
4514.101 Real Est Reco	.00	.00	5,880.00-	0	0	.0	26,486.00-	
R REVENUE	.00	.00	5,880.00-	0	0	.0	26,486.00-	
X EXPENSE								

*704 813 merged into Bu 811 for 2016 on*

DODGE COUNTY, WISCONSIN  
REVENUE AND EXPENDITURE REPORT  
FOR LAND RESOURCE & PARKS  
For the Three Months Ending March 31, 2016

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	JAN-MAR ACTUAL	ANNUAL BUDGET	UNEXPENDED BUDGET	PERCENT REAL/EXP	2015	
							YEAR END ACTUAL	YEAR END ACTUAL
5121 Wages-Permanent-Regula	.00	240.00	.00	0	240	0	2,150.00	
5141 Social Security/Medica	.00	18.36	.00	0	18	0	164.47	
5146 Worker's Compensation	.00	.30	.00	0	0	0	2.65	
5219 Other Professional Ser	.00	.00	2,660.00	0	0	0	2,660.00	
5249 Computer Maint & Repai	.00	.00	12,565.00	0	0	0	12,565.00	
<b>X EXPENSE</b>	.00	258.66	15,225.00	0	258	0	17,542.12	
<b>813 PUBLIC ACCESS-HOUSING</b>	.00	258.66	9,345.00	0	258	0	8,943.88	
<b>814 COPIER/SCANNER</b>								
<b>R REVENUE</b>								
4787.77 Co. LIO Copie	.00	39.00-	36.96-	150-	111	26.0	56.77-	
<b>R REVENUE</b>	.00	39.00-	36.96-	150-	111	26.0	56.77-	
<b>X EXPENSE</b>								
5242 Machinery & Eq Maint &	80.00	240.00	240.00	960	720-	25.0	960.00	
5371 Copier/Scanner Supplie	1.48	20.94	32.65	120	99-	17.5	55.76	
<b>X EXPENSE</b>	81.48	260.94	272.65	1,080	819-	24.2	1,015.76	
<b>814 COPIER/SCANNER</b>	81.48	221.94	235.69	930	708-	23.9	958.99	
<b>1004 REAL ESTATE DESCRIPTION</b>								
<b>R REVENUE</b>								
4511.111 Re-Review Fee	.00	.00	25.00-	75-	75	0	75.00-	
4542 Record Copying	1.18	12.32-	64.93-	150-	138	8.2	196.22-	
<b>R REVENUE</b>	1.18-	12.32-	89.93-	225-	213	5.5	271.22-	
<b>X EXPENSE</b>								
5121 Wages-Permanent-Regula	9,076.45	26,086.55	26,293.79	117,264	91,177-	22.3	99,364.66	
5131 Non-Productive Pay	1,166.37	2,860.55	2,658.37	0	2,861	0	18,545.23	
5141 Social Security/Medica	743.11	2,099.62	2,140.37	8,976	6,876-	23.4	8,731.84	
5144 WI Retirement-Employer	676.02	1,910.48	1,968.73	7,739	5,829-	24.7	8,015.40	
5144 Hospital Health Insura	2,172.18	6,516.53	5,320.10	36,169	29,652-	18.0	24,514.34	
5145 Life Insurance	4.61	13.83	12.96	52	38-	26.6	49.72	
5146 Worker's Compensation	12.21	34.48	34.79	140	106-	24.6	140.41	
5149 Dental Insurance	124.31	372.93	372.93	2,199	1,826-	17.0	1,491.72	
5312 Office Supls & Small E	.00	226.28	226.28	500	500-	0	537.05	
5317 Assessment Roll Suppli	.00	39.00	241.90	1,000	961-	3.9	530.91	
5324 Membership Dues	.00	.00	120.00	250	250-	0	160.00	
5325 Registration Fees & Tu	.00	.00	.00	100	100-	0	.00	
5327 Maps and Plat Books	.00	.00	.00	21	21-	0	.00	
5332 Automobile Allowance	.00	111.24	290.38	450	339-	24.7	514.63	
5335 Meals	.00	30.72	68.79	75	44-	41.0	87.98	
5336 Lodging	.00	.00	.00	250	250-	0	350.00	
5413 Co. Flex Spending Adm	6.54	24.74	13.83	0	25	0	54.78	
5471 Co. Mail Services	28.84	31.46	54.98	500	469-	6.3	152.62	
5473 Co. Reproduction Servi	.00	.00	9.87	75	75-	0	48.87	

For the Three Months Ending March 31, 2016

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2015		UNEXPENDED BUDGET	PERCENT REAL/EXP	2015 YEAR END ACTUAL
			JAN-MAR ACTUAL	ANNUAL BUDGET			
00100 GENERAL FUND							
1004 REAL ESTATE DESCRIPTION							
X EXPENSE							
5475 Co.Telephone Services	8.91	18.76	379.96	200	181-	9.4	403.96
X EXPENSE	14,019.55	40,150.89	40,208.03	175,960	135,808-	22.8	163,694.12
1004 REAL ESTATE DESCRIPTION	14,018.37	40,138.57	40,118.10	175,735	135,595-	22.8	163,422.90
1101 SURVEY							
R REVENUE							
4511.111 Re-Review Fee	.00	.00	25.00-	75-	75	.0	150.00-
4511.112 Survey Inspec	.00	.00	.00	50-	50	.0	.00
4721.111 Surveyor Serv	.00	.00	1,827.27-	400-	400	.0	3,192.09-
4731.111 Municipal Sur	.00	.00	.00	0	0	.0	858.22
R REVENUE	.00	.00	1,852.27-	525-	525	.0	2,483.87-
X EXPENSE							
5121 Wages-Permanent-Regula	6,842.21	20,382.72	19,983.79	93,834	73,451-	21.7	78,481.97
5131 Non-Productive Pay	1,290.14	2,600.04	2,878.84	0	2,600	.0	10,184.68
5141 Social Security/Medica	444.16	1,723.86	1,714.61	7,184	5,460-	24.0	6,675.12
5142 WI Retirement-Employer	388.82	1,098.83	1,554.69	6,193	5,094-	17.7	5,361.28
5144 Hospital\Health Insura	763.72	2,291.15	2,563.25	9,165	6,874-	25.0	9,862.95
5145 Life Insurance	1.45	4.35	4.46	18	14-	.0	14.14
5146 Worker's Compensation	111.50	315.05	311.86	1,285	970-	24.2	1,204.64
5149 Dental Insurance	81.50	244.50	156.12	978	734-	25.0	672.81
5192.01 Drug/Alcohol	.00	.00	.00	0	0	.0	45.00
5241 Motor Vehicles	.00	.00	.00	125-	125-	.0	.00
5312 Office Supls & Small E	.00	.00	.00	150-	150-	.0	271.18
5324 Membership Dues	.00	355.00	355.00	355	0	100.0	355.00
5325 Registration Fees & Tu	.00	480.00	460.00	360	120	133.3	460.00
5327 Maps and Plat Books	.00	.00	.00	14	14-	.0	.00
5332 Automobile Allowance	.00	327.78	200.10	250	78	131.1	200.10
5335 Meals	.00	50.45	198.00	75	25-	67.3	.00
5336 Lodging	.00	594.00	198.00	200	394	297.0	198.00
5346 Clothing and Uniforms	.00	.00	.00	30	30-	.0	12.94
5349 Other Operating Suppli	.00	275.00	.00	3,000	2,725-	9.2	2,926.47
5431 Hwy Dept Services & Su	.00	.00	3.04	200	200-	.0	546.99
5432 Co. Vehicle Fuel Servi	44.09	63.70	129.97	1,200	1,136-	5.3	880.66
5471 Co. Mail Services	1.12	.00	.00	10	10-	.0	.75
5473 Co. Reproduction Servi	5.00	6.53	13.62	100	93-	6.5	77.43
5475 Co.Telephone Services	5.00	29.33	239.70	120	91-	24.4	296.17
5478 Co. LIO Copier/Scanner	.00	.00	1.50	25	25-	.0	3.53
5512 Vehicles & Equip Liab.	.00	.00	221.00	228	228-	.0	221.00
5513 General Liability Insu	.00	.00	243.00	250	250-	.0	243.00
5517 Equipment & Vehicles	.00	.00	1.00	2	2-	.0	2.00
5812 Furniture & Furnishing	.00	.00	.00	0	0	.0	1,457.00
X EXPENSE	9,973.71	30,842.29	31,233.55	125,351	94,509-	24.6	120,654.81
1101 SURVEY	9,973.71	30,842.29	29,381.28	124,826	93,984-	24.7	118,170.94

For the Three Months Ending March 31, 2016

DESCRIPTION	CURRENT ACTIVITY	Y-T-D ACTUALS	2015 JAN-MAR ACTUAL	ANNUAL BUDGET	UNEXPENDED BUDGET	PERCENT REAL/EXP	2015	
							YEAR END ACTUAL	ACTUAL
<b>1104 MAPPING REVENUE</b>								
4531.111 Municipal Map	.00	.00	.00	50-	50	.0	.00	.00
<b>R REVENUE</b>								
				50-	50	.0	.00	.00
<b>X EXPENSE</b>								
5121 Wages-Permanent-Regula	7,447.64	21,191.86	20,442.39	99,487	78,295-	21.3	78,159.48	
5131 Non-Productive Pay	1,251.44	3,375.92	4,053.83	0	3,376	.0	16,327.67	
5141 Social Security/Medica	1,798.93	1,786.70	1,777.39	7,613	5,826-	23.5	6,893.92	
5142 WI Retirement-Employer	426.21	1,203.43	1,665.71	6,566	5,363-	18.3	5,757.07	
5144 Hospital\Health Insura	1,549.32	4,647.96	4,488.70	18,592	13,944-	25.0	18,736.09	
5145 Life Insurance	7.12	21.36	17.41	70	49-	30.5	75.65	
5146 Worker's Compensation	42.97	121.38	117.62	493	372-	24.6	424.38	
5149 Dental Insurance	136.99	410.65	322.59	1,644	1,233-	25.0	1,338.69	
5312 Office Supls & Small E	.00	.00	.00	150	150-	0	85.00	
5324 Membership Dues	.00	85.00	85.00	85	190-	0	120.00	
5325 Registration Fees & Tu	.00	.00	120.00	190	25-	0	100.00	
5335 Meals	.00	.00	.00	25	100-	0	54.78	
5336 Lodging	.00	.00	.00	100	12	0	47.70	
5413 Co. Flex Spending Adm	3.27	12.37	13.83	0	18-	41.3	172.73	
5473 Co. Reproduction Servi	3.67	12.39	12.09	30	47-	21.1	1,979.00	
5475 Co.Telephone Services	3.34	12.66	121.73	60	0	0		
5812 Furniture & Furnishing	.00	.00	.00	0				
<b>X EXPENSE</b>								
	11,670.90	32,881.68	33,238.29	135,105	102,224-	24.3	130,172.16	
<b>1104 MAPPING</b>								
	11,670.90	32,881.68	33,238.29	135,055	102,174-	24.4	130,172.16	
<b>7801 PLANNING AND DEVELOPMENT REVENUE</b>								
4331 Sanitary Permit Applic	4,100.00-	7,200.00-	4,650.00-	32,000-	24,800	22.5	36,950.00-	
4342 Land Use Permits	3,607.00-	6,574.00-	7,125.00-	50,000-	43,426	13.2	61,904.70-	
4343 Conditional Use Permit	350.00-	2,800.00-	1,400.00-	5,000-	2,200	56.0	6,030.00-	
4344 Minor Subdivision Fee	965.00-	2,160.00-	2,090.00-	7,000-	4,840	30.9	7,235.00-	
4345 Plat Permit	.00	.00	.00	0	0	0	370.00-	
4398 Animal Confinement Per	250.00-	625.00-	300.00-	500-	500	0	600.00-	
4511.7810 Soil Test Rev	.00	.00	572.00-	1,900-	1,275	32.9	2,672.00-	
4511.7811 Sanitary Revi	.00	.00	.00	0	0	0	50.00-	
4511.782 Rezoning Peti	350.00-	700.00-	2,100.00-	2,800-	2,100	25.0	2,800.00-	
4511.783 Letters of In	525.00-	1,275.00-	1,200.00-	4,800-	3,525	26.6	4,210.00-	
4511.784 WI Fund Fee	.00	.00	120.00-	0	0	0	120.00-	
4511.787 Building Numb	160.00-	260.00-	240.00-	700-	440	37.1	860.00-	
4511.788 Comprhnsive P	.00	.00	.00	50	50	0	53,780.00-	
4521.785 Sanitary Reco	30.00-	690.00-	725.00-	46,000-	45,310	1.5	743.40-	
4531.781 Maps	48.35-	94.80-	491.01-	1,000-	905	9.5	987.96-	
4531.782 Ordinances &	246.44-	917.77-	605.46-	1,100-	182	83.4	4,000.00-	
4737.781 Planning Serv	.00	1,000.00-	1,000.00-	0	1,000-	0	9,531.72-	
4781.02 Co. Administr	.00	.00	1,369.50-	12,000-	12,000-	0	1,776.54-	
4895.142 US Bank-Rebat	96.89-	96.89-	.00	0	97-	0		
<b>R REVENUE</b>								
	10,728.68-	24,393.46-	23,987.97-	164,850-	140,456	14.8	194,621.32-	

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN MEMBERS,

WHEREAS, the Dodge County Land Information Committee has studied and analyzed the personnel needs of the Land Information Division of the Dodge County Land Resources and Parks Department; and,

WHEREAS, as a result of this study and analysis, the Land Information Committee has formed the following considered conclusions:

- A. That one full-time, benefited position of *Property Listing Specialist* in the Land Information Division of the Land Resources and Parks Department should be abolished because it no longer fulfills the needs of the Department, effective August 3, 2016; and,
- B. That one new, full-time, benefited position of *LIS Specialist (Land Information System Specialist)* in the Land Information Division of the Land Resources and Parks Department should be established to better meet Department needs, effective August 3, 2016; and,

WHEREAS, job descriptions for the position of *Property Listing Specialist* and for the proposed position of *LIS Specialist* have been marked for identification as Exhibits “A” and “B” respectively, and have been attached hereto; and,

WHEREAS, it is the responsibility of the Dodge County Human Resources and Labor Negotiations Committee to establish the wage rate for the proposed new full-time, benefited position of *LIS Specialist*; and,

WHEREAS, it is reasonably anticipated that there will be monies in the 2016 Budget of the Land Resources and Parks Department sufficient to fund the proposed position of *LIS Specialist* for the remainder of the calendar year of 2016;

SO, NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Supervisors hereby:

- A. Abolishes one full-time, benefited position of *Property Listing Specialist* in the Land Information Division of the Dodge County Land Resources and Parks Department, effective August 3, 2016; and,
- B. Creates one full-time, benefited position of *LIS Specialist* in the Land Information Division of the Dodge County Land Resources and Parks Department, effective August 3, 2016; and,



BE IT FURTHER RESOLVED, that the Dodge County Human Resources and Labor Negotiations Committee shall establish the wage rate for the position of *LIS Specialist*; and,

BE IT FINALLY RESOLVED, that monies from the 2016 Budget of the Dodge County Land Resources and Parks Department shall be used to fund the new, benefited full-time position of *LIS Specialist* for the remainder of the calendar year of 2016.

All of which is respectfully submitted this 19th day of July, 2016.

**Dodge County Land Information Committee:**

\_\_\_\_\_  
Harold Johnson

\_\_\_\_\_  
Allen Behl

\_\_\_\_\_  
Becky Glewen

\_\_\_\_\_  
Larry Schraufnagel

\_\_\_\_\_  
Wayne Uttke

**FISCAL NOTE:**

Is the referenced expenditure included in the adopted 2016 Budget? \_\_\_\_ Yes or **X** No

Fiscal Impact on the adopted 2016 Budget:

\_\_\_\_\_

Fiscal Impact reviewed by the Dodge County Finance Committee on \_\_\_\_\_, 2016.

\_\_\_\_\_  
David Frohling, Chairman  
Dodge County Finance Committee

# Dodge County Land Information Committee

Administration Building  
127 East Oak Street Juneau, WI 53039-1329  
Phone: (920) 386-3960 Fax: (920) 386-3979

---

DATE: June 10, 2016  
TO: Town Chairman, Town Clerks  
FROM: Dodge County Land Information Committee  
RE: Disturbance, Destruction or Covering of Public Land Survey System (PLSS)  
Monuments during Road Construction and Resurfacing Projects

The Dodge County Land Information Committee is responsible for oversight of Survey activities of the Land Information Division of the Land Resources and Parks Department. The Committee and staff wish to thank you for your past cooperation in notifying the County when your Township was planning road construction work which would disturb, destroy, or cover Public Land Survey System (PLSS) Monuments. Affected section corners will be included in the Dodge County PLSS Maintenance Program. Staff works hard to replace all lost section corner markers reported so that accurate monumentation remains available to all users of this critical information.

The Land Information Committee is again requesting cooperation from your Township to notify the County of 2014 road projects that may interfere with a PLSS Monument. The *Towns of Calamus, Lebanon, Lomira, Portland and Theresa* have already notified us and we wish to thank Town officials for being proactive.

**Please include ANY road project, not just projects that would destroy the road surface with milling or grinding or for new road construction. Please provide notification even if you have NO work planned.**

To assist you in the notification process, a map of your town has been included. Please indicate roads that you plan to work on in the coming year with a colored highlighter, provide an approximate starting date for each project planned if possible, and return the map to the Dodge County Clerk, as statutes require. The County Clerk will forward the map to the Senior Land Surveyor, Land Resources and Parks Department. Or, if you prefer, you may call Mike Canniff, Senior Land Surveyor, at (920)-386-3803 or Joyce Fiacco, Director Land Resources and Parks Department, at (920)-386-3960 with a list of affected roads. This information can also be emailed to the Department using the following email address: [landresources@co.dodge.wi.us](mailto:landresources@co.dodge.wi.us).

**Please notify us of your planned 2016 road work as soon as you have this information available.** If you have questions regarding this letter, please contact Mike Canniff or Joyce Fiacco at the numbers provided. Thank you in advance for your cooperation this year and thank you for your 2015 notification.

As a reminder of the importance and justification of this request, please note that if you do not notify the County, your Township will be liable for the cost to replace any PLSS Monuments

# Dodge County Land Information Committee

Administration Building  
127 East Oak Street Juneau, WI 53039-1329  
Phone: (920) 386-3960 Fax: (920) 386-3979

---

disturbed, destroyed or covered, pursuant to §59.74(2) (f) Wis. Statutes and may be fined. The relevant Statute is provided below as a reference.

Wisconsin Statute Section 59.74 (2) (f) states that,

[a]ny person who destroys, removes or covers any landmark, monument or corner post rendering them inaccessible for use, without first complying with [Section 59.74(2) (a) 1. and (b) 1.] **shall** be liable for damages to the county in which the landmark is located, for the amount of any additional expense incurred by the county because of such destruction, removal or covering. (Emphasis added.)

In addition to being liable to the County for the cost to replace a PLSS Monument, if the Township fails to notify the County of any road construction work which will disturb, destroy, or cover a PLSS Monument, the Township will be fined. Wisconsin Statute Section 59.74(2) (e) 1. states that,

any person who removes, destroys or makes inaccessible any landmark, monument of survey, corner post of government survey, survey made by the county surveyor (or designated county representative) or survey of public record without first complying with this subsection **shall be fined** not to exceed \$1,000 or imprisoned in the county jail for not more than one year. (Emphasis added.)

Both subsections 59.74 (2) (e) and (f) are **mandatory**. Therefore to avoid a fine up to \$1,000 and replacement costs for each corner destroyed, removed, or covered, the Committee strongly urges your Township to notify the Dodge County Clerk, pursuant to Wis. Stat. Sec. 59.74 (2) (b) 1, any time a road construction project will destroy, remove or cover any PLSS Monument.

Remember to include ANY road project and please notify us even if NO work is planned this year. If you have any questions, please contact the Land Resources and Parks Department, and a surveyor will assist you.

The Land Information Committee and County staff appreciate your cooperation in reporting your planned road projects to the county so this valuable information can be maintained for use by surveyors to accurately define property boundaries in your town. Thank you,

## Contact Information for Dodge County:

Karen J. Gibson, County Clerk  
127 E. Oak St.  
Juneau, WI 53039-1329  
(920) 386-3600

Mike Canniff, Senior Land Surveyor  
Land Resources and Parks Department  
(920) 386-3803

Joyce A. Fiacco, Director  
Land Resources and Parks Department  
(920) 386-3960

LAND RESOURCES AND PARKS DEPARTMENT-  
LAND INFORMATION DIVISION

*March/April 2016 Activity Report*

**PROPERTY DESCRIPTION OFFICE- (David Addison, Nicole Hoepfner)**

**Note:** Staff has spent majority of time receiving and processing assessment files in addition to continued testing/retesting to resolve data issues associated with the GCS conversion. Daily document processing had been delayed until issues related to overwriting of data entered for new documents received were resolved. Process and workflow changes and adjustments are far from over but processing of new documents is now proceeding as quickly and accurately as possible. Due to the amount of time that had to be devoted to problem resolution and data processing, Dave wasn't able to provide a full report for April, so this report is not complete for month of April. Dave submitted the following: "It is April 21 and I am just getting to the March report if that is any indication of how busy we have been. The content of this document will reflect the status at this moment in time, not necessarily where we were at end of March." Please note efforts to streamline and alter/develop/change processes, procedures, operational workflows, and data flow as staff adapt to the new system, including going "paperless", incorporating checks and balances important to accurate processing of assessment files which are currently not available in the new system, new process for delivering and or posting totals/rolls as completed, and extensive adjustment required for processing personal property files.

**Work completed:**

- 1) **Document processing:** We are just finishing up March documents. Had hoped to be caught up but we had a lot of assessor data files to deal with and those took priority.
  - a) **Name changes and Splits:** We have roughly a dozen document to work on involving splits (more complicated and time consuming). Should have those completed in the next couple days.
  - b) **Document printing:** We have gone completely "paperless" with our document processing and have formulated a "plan" to distribute that information to others as well as how to archive.
  
- 2) **Assessment rolls:**
  - a. **Municipalities processed:** We received our first file on March 13<sup>th</sup>. As of March 31<sup>st</sup>, have received and processed files for 12 of 24 towns, 4 of 11 villages and 4 of 9 cities. Working hard to process files as they are received. April has been very busy month!
  - b. **Real Estate Data files:** Much effort was put into developing procedures to process the files in a way to include the checks and balances we were accustomed to having on the AS400. We believe we have covered those checks, but the process is much more time consuming than in the past. We are working on ways to continue to streamline that process
  - c. **Personal Property Date files:** As with the old system, the PP files have proved to be much more challenging than the RE files. We are still working on finding the best way to accomplish this. Because of that, to date most of this work has been done manually.
  
- 3) **Survey Reviews:** 12 under review (2 are re-reviews). 22 have been completed in 2016.
  
- 4) **Land Information Management System (LIMS):**
  - a. More time spent correcting issues with the data conversion.
  - b. We are reasonably confident we have found and fixed all of the issues with incorrect data. As a result of that however, there is a lot of data that still need to be populated (specifically the tract data). That will take place as time permits over a period of years as it may be difficult to automate that process.

- c. Have continued to work and meet with IT and vendor to “fix” problems in the program; developed list of unfulfilled tasks/functionality promised in LIMS RFP from GCS

### Additional projects/activities:

- Review of Site Address information: Still need to complete a review of the villages.
- Review of School District information: No time to do further research on Dodge County districts but hope to get back to this project at some point this year (something DPI and DOA might be asking for). Have received no further word from Department of Public Instruction (DPI) and DOA regarding recent mandate for submittal of school district boundaries (polygons by school district) in GIS format based on data maintained in the assessment database. DPI had stated they would provide tools to assist in verification, reconciliation of discrepancies but nothing received as of April 30<sup>th</sup>.

### *On-going activities:*

- All documents recorded in Register of Deeds Office need to be **processed on a timely (daily) basis-staff doing their best to accomplish this.**
- 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. This workflow will be reviewed once the new system is working as it should and time is available for discussion of improvements in workflow.
- 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.

### **LAND INFORMATION- (Jesse O’Neill)**

#### *Work completed:*

- 18 building number(s) issued
- 6 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 14 LOI/6 Town Rezonings/5 CUP/3 BOA for public hearings of PD&P committee, Board of Adjustment and County Board
- Filled 7 wide-format printing/scanning requests for other departments (e.g., Corp Council, Physical Facilities, IT, HDOB)
- Filled 10 substantial electronic data orders, 1 large scale plots, and 5 walk-in/general mapping requests
- Completed countywide surface water analysis and associated map/data table (T-Beaver Dam, DOSO, Admin)
- Beaver Dam Lake analysis (requested by T-Beaver Dam, expanded by county admin)
- Year-end mapping data submittal and integration to ADC.
- Apache leasing map update - Beaver Dam
- Survey data management refinement - figured out how to build multiple polygons for duplicate records
- Gold Star Memorial Trail map edits
- Performance Self-Evaluation
- Maiden Lane Rd county-auctioned land addressing problems and fixes.

- Regional triangle (Madison-Fox Valley-Milwaukee) map for tourism
- V-2 (Version 2) Statewide parcels & zoning...database config, loading, manipulation, and submittal
- Town election map edits to account for annexations and school district consolidations
- HDOB survey/land division map for county admin.
- Survey Finder application final touches and rollout to internal staff for testing.
- DCSO updates to fix centerline and MSAG issues.
- Farmland preservation status map update for Land Conservation Dpt/Code
- C-Beaver Dam mapping for Neal Stippich
- T-Chester address mapping and database for Jeff Duchac
- Farmland preservation zoning map/ database to T-Beaver Dam
- ESRI license reset after IT server updates (2 times)
- Centerline updates for DOSO in response to reported validation errors
- New set of test civic/highway maps for new hire testing at DOSO
- County supervisory map update (included clickable PDF on website)
- Install Survey Finder app on property description PCs, train staff on how to use it.
- DOR/DOA meeting in Madison on XML/V2 Parcel Schema
- Historical sites mapping for Planning staff
- C-Waupun parcel map series for K. Schlieve
- Recent address database for county clerk
- Maiden Ln - T-Lowell addressing problems for county-owned parcel and new owners (research, calls, letters, etc.).

***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, Mike Canniff, Steven Noe)**

***Work completed:***

- IT and LRP Dpt staff meeting to develop list of unfulfilled tasks promised in LIMS RFP from GCS
- Working with new PCs and new Autodesk Map 3D 2017
- Floodplain/wetland GPS staking for Code Administration in T-Beaver Dam
- PLSS section corner maintenance in Towns of Hustisford, Beaver Dam, Chester, and Elba

- GPS collection of property corners for parcel mapping in T-Fox Lake
- Tested and updated web version of Survey Finder app
- Prepped older Leica total station for surplus online auction
- Oil change on Survey truck
- Performed field check on sample of recorded CSMs
- Collected survey coordinates on STH 26 mile markers for GIS staff.
- Attended Wis. County Surveyors (WCSA) quarterly meeting
- GPS collection of property corners for parcel mapping projects in V-Hustisford and T-Lebanon
- Completed and recorded CSM for Neosho Hwy shop renovation project
- Provided property description for location of Gold Star Trail proposal
- Met with Leica support and received training on new data controller
- CSM Review Process Team meeting to review process and discuss need for change
- Completed and recorded CSM for Neosho Hwy shop renovation project
- Provided property description for location of Gold Star Trail proposal
- Met with Leica support and received training on new data controller
- Finished mapping V-Hustisford as part of parcel mapping accuracy update
- Began clean-up and review of V-Hustiford maps
- Began preparation for mapping upgrade to V-Randolph, next on the list
- Participated in meetings with Jesse & Ted on survey finder application
- Wrote code for changes to object data for use in survey finder application
- Discussion with Highway staff regarding update to Highway Register spreadsheet
- Setup processes for parcel mapping updates and started update
- Setup new version of AutoCAD on new computers for self and other staff
- Met with private surveyor regarding survey in NE quarter, section 7, T-Oak Grove
- Continued participated in follow-up meetings 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
- Continued consolidation and reorganization of Survey records in Mapping office
- 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 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
- Review, index and scan survey maps
- Review plats of surveys and participate in courtesy reviews when requested
- Perform rechecks of problem surveys as required; field verification if deemed necessary to validate
- 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

LAND RESOURCES AND PARKS DEPARTMENT-  
LAND INFORMATION DIVISION

*May 2016 Activity Report*

**PROPERTY DESCRIPTION OFFICE- (David Addison, Nicole Hoepfner)**

*Work completed:*

- 1) **Document processing:** Current through May 11<sup>th</sup>.
  - a) **Name changes and Splits:** Current through May 11<sup>th</sup>.
  - b) **Document printing:** Paperless processing of documents is working well.
- 2) **Assessment rolls:**
  - a. **Municipalities processed:** We received our first file on March 13<sup>th</sup>. To date we have received and processed files for 21 of 24 towns, 9 of 11 villages and 7 of 9 cities. 35 Open Books have been completed. 24 Board of Reviews have been completed. April and May have been very busy months!
  - b. **Statements of Assessment:** We have filed 13 SOA with the DOR. Have to wait one 9 municipalities (not all ready now) until the DOR has updated their records for the new consolidated Herman-Neosho-Rubicon School District as they won't update until "official" in July.
  - c. **XML date file submissions:** To date have only filed one. Same issue with the new school district as above
  - d. **Real Estate Data files:** The new processes are going rather smoothly and we believe we have streamlined the process fairly well, but will keep looking for better ways to do so.
  - e. **Personal Property Date files:** We are still working on this process. Now most are being done thru data transfers, but the process needs additional refinement and documentation.
- 3) **Survey Reviews:** 22 under review (4 are re-reviews). 25 completed in 2016.
- 4) **Land Information Management System (LIMS):**
  - a. Still working on various issues. Not much progress from last month.
  - b. Still waiting on several remaining items with IT.
  - c. List of unfulfilled tasks/functionality promised in LIMS RFP from GCS compiled in April was delivered to GCS and we are awaiting a response. Anticipate meeting 1<sup>st</sup> or 2<sup>nd</sup> week of June depending on availability of staff (County and GCS).
  - d. Road trip to Adams County along with Kenosha County Real Estate Description Office staff to evaluate GCS software in Adams County

**LAND INFORMATION- (Jesse O'Neill)**

*Work completed:*

- 6 building number(s) issued
- 7 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 6 LOI/7 Town Rezoning/1 CUP/3 BOA for public hearings of PD&P committee, Board of Adjustment and County Board
- Filled 7 wide-format printing/scanning requests for other departments (e.g., Corp Council, Physical Facilities, IT, HDOB)
- Filled 13 substantial electronic data orders, 3 large scale plots, and 6 walk-in/general mapping requests
- Old GPS (Trimble Pathfinder) unit testing/reactivation (new batteries, field testing, software updates, etc.)
- Located/updated old Wild Goose State Trail map for Parks
- Historical sites map updates for Planning and Economic Development Division's publication "*It Happened Here*"- A Historical Reflection of Dodge County now available on the Dodge County website (Chapters 1-4); additional set of chapters to be released in June
- Sanitary district map updates for Dave Addison



- Crime/buffer map for Lt. Brian Drumm and Sheriff Dale Schmidt
- Install ArcGIS and ArcView3x on new computers on 3<sup>rd</sup> floor (Jon D., Robert B., Nicole H., Jesse O. and GIS2)
- Highly-Developed Shoreline analysis/mapping/printing/workflow for Code Enforcement
- Highly-Developed Shoreline web map build for testing workflow
- T-Beaver Dam Farmland Preservation Zoning map edits (submitted to Dean for checking)
- Dodge County Parks brochure map final revisions and export for printing
- Mapping for Corp Council – location maps, ownership questions
- Secured and sent out REST endpoint for aerial photo service inclusion in Parks tree mapping program to support DNR Forestry grant awarded to Parks and Trails Division
- Several DCSO Dispatch edits to centerline and alias file
- Emails, mapping, and investigation of Telco/MSAG discrepancy between Columbia and Dodge County
- Participated in conference call with Woolpert regarding specifications and quote for services to acquire orthoimagery and elevation data (LiDAR) in Spring 2017

**SURVEY AND TAX MAPPING- (Mike Canniff, Steven Noe; Ted Dumke resigned effective May 4<sup>th</sup>)**

*Please note resignation of Ted Dumke, Senior Land Surveyor, effective May 4<sup>th</sup>. Ted had been with the County since December 2008. Ted accepted a position with the Washington County Highway Department as a professional land surveyor. He is responsible for maintaining their PLSS and assisting the Highway Dpt with some of their work.*

*An extremely qualified Mike Canniff accepted the Senior Land Surveyor position, leaving his Senior Survey and Mapping Specialist position vacant. That position should be posted following the June 7<sup>th</sup> HR Committee meeting and we will immediately proceed with finding a qualified candidate.*

**Work completed:**

- Participated with IT and LRP Dpt staff to complete list of unfulfilled tasks promised in LIMS RFP from GCS (awaiting response)
- Working with new PCs and testing of new install and customization of Autodesk Map 3D 2017 (Mapping, PDO), Civil 3D 2017 crossgrade (survey), and other related software apps
- Updating of parcels
- Added addresses to V-Clyman and V-Hustisford maps
- Continued preparation for V-Randolph maps to be updated as part of improved accuracy project
- Inventory, Consolidation, and Reorganization of Survey records and space in Survey office
- PLSS section corner maintenance in Towns of Beaver Dam and Hustisford
- Considerable time spent in Discussion and Documentation of software, applications, processes, procedures and policies for Survey Office before and following Ted's last day May 4<sup>th</sup>
- Additional discussion and testing of new updated web version of Survey Finder app
- Prepared and Listed retired Leica total station for sale on surplus online auction (sold for \$612 June 7)
- Oil change and thorough cleaning of Survey truck (inside and out)
- Performed thorough cleaning and testing of GPS and Robotic Total Station equipment
- Performed field checks on sample of recorded CSMs
- Participated in CSM Review Process Team meeting to review process, checklist and discuss changes
- Participated in reviews of CSMs as part of CSM Review process
- Finished review of V-Hustiford maps; printed out for PDO staff review
- Started mapping upgrade to V-Randolph
- Continued consolidation and reorganization of Survey records and space in Mapping office
- Filed survey folders in Cartographer's office in provided file cabinets
- Discussion with Highway, LRP Department staff and private surveyor regarding specific problematic survey reviews
- Compile correspondence from Township contacts for 2016 road projects affecting PLSS section corners
- Review, index and scan survey maps
- Assisted surveyors with requests for data and survey questions
- Assisted land owners with survey questions on the phone and at the counter