

**LAND INFORMATION COMMITTEE MEETING**  
**December 12, 2014**

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

The Dodge County Land Information Committee meeting was called to order by Chairman Harold Johnson at 8:30 A.M., Room 1A, Dodge County Administration Building, 127 E. Oak Street, Juneau, Wisconsin. It was noted that the room location was changed from Rm 3A to 1A due to the lack of elevator service to the upper floors of the Administration Building; proper signage was posted to redirect the public to the meeting location. 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 September 12, 2014 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 Revenue Report including the Fee Summary Comparisons from the previous month/last 3 years and a Summary of Fees collected so far in 2014 which reports amounts returned to the State and amounts retained by the County in various revenue accounts. She noted that the number of real estate documents recorded in September (965) was down 90 from the previous month; down from 1026 in 2013; and down from 1352 recorded in September 2012. Planasch noted that overall revenues were down due to several large transfer returns in August. The number of real estate documents recorded in October (1037) was up 72 from the previous month; down from 1136 in 2013; and down from 1714 recorded in October 2012. Overall revenues were up. The number of real estate documents recorded in November (830) was down 207 from the previous month; down from 974 in 2013; and down from 1506 recorded in November 2012. Planasch noted that overall revenues were down in November due to fewer working days. She reported that in 2014 overall recording numbers would be down significantly, anticipating approximately 12,000 for the year which is a much smaller number than a normal year in which 18,000-19,000 real estate documents are recorded. She cited several reasons for the lower numbers including the looser lending laws practiced in the mid-2000's which have now been tightened. Revenues overall are not as severely impacted due to the size of transfer fees because values are up. No committee action was required.

Planasch presented a 2014 Budget report after distributing the October 31, 2014 Revenue and Expenditure report provided by the Finance Department. She noted that although revenues were down and would not meet the Register of Deeds' portion of the Wisconsin Land Information Program (WLIP) retained fees (\$15/document), overall budgeted revenues would be met due to the increase in transfer fees.

Planasch presented the Register of Deeds Activity Report. Progress has slowed somewhat in verifying paper documents with the imaging index that will create an abbreviated index in LandLink for availability on-line through LandShark. Twenty-five volumes (Volume 610 to 635) have been imported into LandLink to date. 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 November 1949 through November 1964. Staff is keeping up with new recordings and each has a project to work on as time permits. There are 12 subscriptions (no increase), 134 (no increase) escrow accounts, and 1995 self-registered accounts in LandShark. No committee action was required.

Fiacco presented the Revenue Report for the Land Resources and Parks, Land Information Division business units October through November. She reported that budgeted revenues continue to lag anticipated levels in the Land Information Office business units because of continued lower than expected document recordings. No committee action was required.

Fiacco presented a spreadsheet summarizing the Land Resources and Parks 2014 Budget by business unit. Based on early December figures, it is anticipated that of the 26 business units, only 4 will require a request for small reallocation of funds totaling \$5545 to cover overdrafts and if allowed a carryover request for several parks and trail projects (net of \$60,344), \$165,961 would be available to return to the general fund and sales tax fund balance. No committee action was required.

Fiacco reported that invoices from Spatial Focus (\$21,325) as approved for payment by County Board Resolution #14-34 (August 19, 2014 meeting) and annual GIS maintenance agreement for ESRI software (\$14,400) as approved in 2015 budget had been paid. No committee action was required.

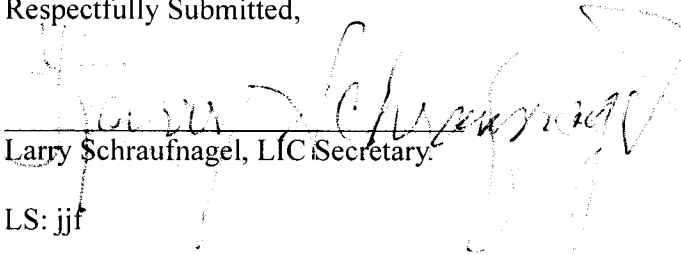
Fiacco reported that the Addressing Management Strategic Implementation Plan had been delivered and a proposal for development of the master address repository (MAR) was under review. She also reported that contract negotiations with the selected vendor for the Land Information Management System (LIMS) were underway and project kickoff was anticipated in January. No committee action was required.

Fiacco distributed and presented a summary of the 2014 Wisconsin Land Information Program (WLIP) Report and an update from the Land Information Officers Network (LION) quarterly meeting.

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 reported that new employees, Jeremy Nocerini (Survey and Mapping Specialist) and Nicole Hoepfner (Property Listing Specialist) became regular Dodge County employees December 9<sup>th</sup>. No committee action was required.

The meeting was adjourned at 9:25 A.M by order of the Chairman. Nelson requested that he be excused from the January meeting; request granted. The next regular meeting will be Friday, January 09, 2015 beginning 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.**