

Bayfield County Register of Deeds

2022 Proposed Budget Summary

The Register of Deeds budget proposal has estimated revenues of \$200,000 up \$10,000 from 2021. Estimated Expenditures are \$192,930 up 1.1% from 2021. Estimated revenues will cover expenditures in 2022 with a \$7000 return to the General Fund. A capital request of \$3000 is in the CIP section.

Revenue

- Real estate transfer fee revenue for 2021 is up from the estimated amount of \$65,000 with a projected total of \$99,653 for the year.
The 2022 estimated amount is cautiously increased to \$70,000.
- All other revenue for 2021 is up from the estimated amount of \$110,000 with a projected total of \$132,483 for the year.
The 2022 estimated amount is cautiously increased to \$112,000.

Expenditures

- Personnel, our most valuable asset, has increased nominally as it does each year. It is holding steady at about 64% of the budget.
- Office supplies increased from \$1,250 to \$1,650 to account for two label printers necessary for new software. The additional amount of \$400 is contingent on the choice of new software/upgrade.
- Postage decreased from \$850 to \$775. This is attributed to our new copy billing process which now relies on email.
- All other expense estimates including telephone, maintenance, travel, registration fees, printing & duplication have not changed.

Capital Equipment

- Capital equipment is requested in the amount of \$3,000 for three desk scanners needed for new software at \$1,000 each. This amount is contingent on the choice of new software/upgrade.

Contractual Services

- Vendor contract fees are based on documents recorded and copies provided through licensed software. These fees are up based on the increase in services provided. A change or upgrade in software is being considered. Costs are expected to decrease considerably with any of the options while increasing services specifically to individuals within Bayfield County. Initial costs of staff training in the amount of \$2,500 and equipment in the amount \$3,400 are nominal as compared to the savings over the next 5 years. Beyond the 5-year mark, the cost savings are projected to be even greater.