



# Recorder of Deeds

Mary Ellen Vanderventer

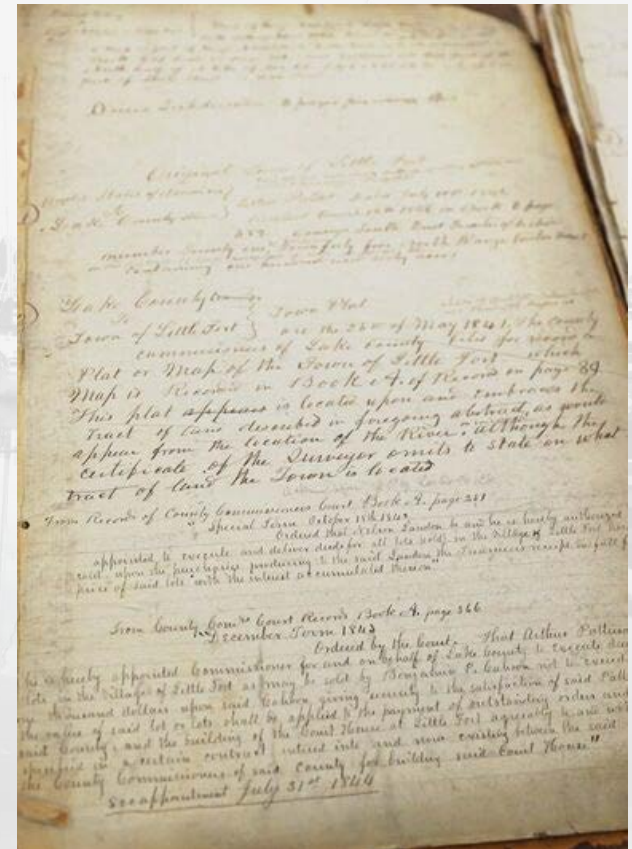
# RECORDER OF DEEDS

The Recorder of Deeds Office is responsible for recording, archiving and retrieving any document submitted to be recorded. We are the "keepers of history"; and are doing all we can to protect that history while providing accessible information!

# WE ARE THE “KEEPERS OF HISTORY”

**Documents in our office date  
back to 1844.**

Currently, we have nearly 7.5  
million documents recorded  
and catalogued in the  
Recorder's office!



# MARY ELLEN VANDERVENTER

## *YOUR* RECORDER OF DEEDS



Mary Ellen has been serving the residents of Lake County for 23 years!

First elected in 1996, Mary Ellen is the first woman in Lake County's history to serve as Lake County Recorder of Deeds.

Mary Ellen has been at the forefront of the technological advancement of the office while keeping the friendly, hands-on, PERSONAL level of customer service and old-fashioned traditions that are hard to find in this day and age!

# OUR MISSION

The mission of the Recorder of Deeds is to promptly record, preserve and provide access to public records in the most accurate, efficient, responsible and professional manner.



# OUR VISION

The vision of the Recorder of Deeds is to continue using advanced technology, yet keep the old-fashioned traditions of the office alive. Each and every phone call is personally answered!



# OUR GUIDING PHILOSOPHY

We are committed to providing all customers of the Recorder of Deeds Office with current and accurate information. Through dedicated personnel and emerging technology, we continue "Doing Good Deeds for You."



# THE RECORDER FAMILY

Over the past 2 years, we have said “goodbye” to many of our longtime family members who retired!





# THE RECORDER FAMILY

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Due to these retirements, our staff was significantly reduced.

Our overall position count has declined as we left positions vacant.

We currently have a Full Time staff of 15 plus 2 administrative positions and 1 IT position.

Additionally, we have reallocated many of our positions out of the GENERAL FUND and into the Recorder’s Automation, saving money for the General Fund.

**14 staff members are allocated to our Automation Fund.**

# FUNDS

The Recorder's Office's Budget is made up of 3 Budget Funds.

## **The General Fund**

The General County Fund receives **\$22** of every Recorded Document Fee collected by the Recorder's Office.

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## **THE GIS FUND**

Proceeds from the dedicated GIS Automated Fee are used to fund improvements to the Countywide Geographic Mapping System. **\$23** of every recorded document that is collected by the Recorder's Office is given directly to the County at year's end.

# FUNDS

The Recorder's Office's Budget is made up of 3 Budget Funds.

## **The Recorder's Automation Fund**

Per statute, the Recorder's Automation fund may only be used by the Recorder's Office to provide for efficient and effective retrieval of recorded documents. We make every effort to use this fund for computer equipment and maintenance and STAFF, so as to save funds for the General Fund. \$15 of every recorded document is allocated to this fund.

# DID YOU KNOW?

YOUR Recorder of Deeds Office is not only the Keeper of History—

We are the Gatekeeper to the Property Tax Levy, Collection & Distribution System!

**It ALL starts with US!**



# DID YOU KNOW?

YOUR Recorder of Deeds Office is not only the Keeper of History—

We are the Gatekeeper to the Property Tax Levy, Collection & Distribution System!

Once a deed is recorded in our office, the information flows to:

- GIS Division/Mapping
- The Assessor's Office
- Township Assessor's Offices
- The Treasurer's Office
- The Clerk of the Circuit Court's Office

# DID YOU KNOW?

YOUR Recorder of Deeds Office is playing an integral role in the Conversion of Lake County's Property Tax Information to the Tyler Technologies iasWorld Platform?



# DID YOU KNOW?

Because our Grantor/Grantee information is more accurate than what was able to be converted into The iasWorld platform, we were called upon to transfer the data from our database.

We are in the process of transferring property transfer records dating back to 1980, including:

- PINs

- Sales Price

- Sale Date

- Recording Date

- Document Type

- Document Number

- Grantors

- Grantees



# DID YOU KNOW?

- Our office records nearly 100,000 documents per year.
- We provide Electronic Recording of documents or, E-Recording.
- We provide an ONLINE SEARCH tool, allowing residents and businesses to search land records from outside of our office 24/7.
- We publish 12 newsletters per year.
- Our office is consistently participating in Community Outreach and Education!

# DID YOU KNOW?



# DID YOU KNOW?

- Our office tapes up to 4 informative cable shows per year! Be sure to tune in to “Doing Good Deeds for YOU”.
- Last year, our program informing residents of potential Deeds Scams was the highest viewed Lake County cable program.



# DID YOU KNOW?

Our office is always looking for ways to aid Lake County residents in combatting mortgage fraud and identity theft.

We offer **PROPERTY CHECK!** A FREE online, 24/7, easy to use system that alerts users when a document is recorded against them or their property.

**Currently, over 8,500 people are registered users! SIGN UP TODAY!**

We mail out “Quit Claim Postcards” alerting people when a QUIT CLAIM DEED has been recorded against their property. This can be a potential indication of fraud and we take great care in notifying residents!

**We mailed out 3,834 Quit Claim Postcards in 2018.**

# DID YOU KNOW?

Documents recorded in our Office can be a good indicator of the Housing market and Foreclosure climate in Lake County.

## **Foreclosure Related Filings**

2012	9,379*
2013	7,106
2014	4,923
2015	4,064
2016	3,121
2017	2,637
2018	2,182
2019	YTD 580

# DID YOU KNOW?

**Stay TUNED for NEW WAYS we are helping our VETS!**



# DID YOU KNOW?

Cristo Rey St. Martin College Prep, here in Waukegan, is celebrating its 15<sup>th</sup> year!

And, **YOUR Recorder of Deeds is celebrating its 15<sup>th</sup> year as a PROUD BUSINESS PARTNER!**

We've been honored to partner with CRSM since the beginning and proud to have partnered and mentored so many Lake County students!



# DID YOU KNOW?

YOUR Recorder of Deeds Office compiles and publishes a FREE Senior Services Brochure outlining services available to Seniors throughout the county?

**LAKE COUNTY  
SENIOR  
SERVICES**  
from the office of

  
Lake County RECORDER OF DEEDS

18 N County St – 6<sup>th</sup> Floor  
Waukegan, IL 60085-4358

Phone: (847) 377-2575  
Fax: (847) 984-5860

email: [recorder@lakecountyil.gov](mailto:recorder@lakecountyil.gov)  
website: [www.lakecountyil.gov/recorder](http://www.lakecountyil.gov/recorder)



Like us on Facebook



Lake County – Illinois Recorder of Deeds

**We offer our Senior Citizens  
FREE copies of their DEEDS!**



# DID YOU KNOW?

Our friendly staff answers every single call personally! You'll never be put into an automated system!

**Our small but mighty staff answered nearly 17,000 phone calls in 2018. That's over 1,400 calls answered IN PERSON EACH MONTH. This is up from 1,300 in 2017!**

Many other departments transfer phone calls to our office when they cannot find an answer. Our staff ALWAYS goes the extra mile to answer every question, even those not pertaining to our office.

**Our staff is friendly, knowledgeable and courteous! We are proud of how willing they all are to "go the extra mile" for our Lake County Residents! WE really are known throughout the County for DOING GOOD DEEDS!**

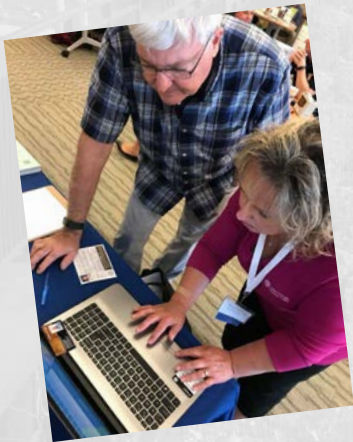
# WE INVITE YOU TO VISIT US ON THE 6<sup>TH</sup> FLOOR!

**Take a tour!**

**Search your name and property records!**

**Conduct a historical or genealogical search!**

**Meet our amazing staff!**



**DOING GOOD DEEDS FOR  
YOU**

