



**Department of Natural Resources and Conservation Geocoding/Ownership Update Information**  
**Prepared for Water Policy Interim Committee**  
**December 11, 2019**

**Ownership Update Fee Information**

Total Ownership Update fees collected 2014-2019: **\$2,850,059**

Average fee per ownership update is \$62.25 (2.25 water rights per ownership update)

Average number of updates processed annually 2016-2018: 10,731

Total annual fees expected annually 2016-2018: \$668,005

Total average number of updates not processed annually due to lack of payment 2016-2018: 1704

Total average amount of fees collected and billed annually 2016-2018: **\$774,079**

\*This is the current cost to perform all ownership updates. This number is still increasing; therefore, higher allotments would likely be required in the future.

**Fee Letter for Ownership Updates**

Total number of fee letters sent to date that were paid and processed: **29,874**

\*These are ownership updates that were likely missed by buyers, sellers, and any professionals assisting in the transfer of the real property. These updates likely would not have occurred without a fee letter.

**Total number of corrections completed on updates based with fee letters: 1,512 (5%) which means 95% were accurate**

Fee letter billed 2014-2018: \$1,476,228

Fee letter payment 2014-2018: \$1,078,010 (73%) which means 27% will remain with outdated ownership records

**Ownership Update Processing Timelines**

Correct and complete ownership updates are processed at the end of every month in batch or offices may process them individually throughout the month as needed.

DOR based update with NO fee letter sent—average processing timeline is 38 days from receipt

DOR based update with a fee letter sent—average processing timeline is 18 days from the date the fee was paid

Average timeline between fee letter sent and payment received: 30 days

Average from time of correct and complete form receipt to processing date: 15 days

Overall average from time of correct and complete entry to processing for ALL updates: **28 days**

\*Note that these timelines have had outliers removed prior to calculation. It is not uncommon for ownership update fees to be paid long after the update occurred and those were removed when calculating as they represent a minority.

**Department of Revenue Involvement**

DNRC and DOR have a good process for exchanging data. There is potential room for improvement regarding data exchange but, generally speaking, all data is exchanged in a timely manner. No other agency in the state has access to all property transfer data, therefore, the process simply would not work without cooperation from DOR. Without this exchange, DNRC would be relegated to using paper update forms just like the pre-HB39 process which will result in more outdated ownership records.

**Recent Ownership Update Statistics:**

DNRC batch processed 704 ownership updates which included 1,376 water rights for the month of November.

Billings:	96	Glasgow:	78	Helena:	96	Lewistown:	2
Bozeman:	22	Havre:	9	Kalispell:	258	Missoula:	143

DNRC batch processed 870 ownership updates which included 1,482 water rights for the month of October.

Billings:	74	Glasgow:	53	Helena:	232	Lewistown:	19
Bozeman:	44	Havre:	23	Kalispell:	293	Missoula:	132

*Please see documents submitted to the committee in September and November for additional ownership update, geocoding, and correction information.*