

ANNUAL REPORT

FOR THE YEAR ENDED DECEMBER 31, 2011, YATES COUNTY CLERK'S OFFICE

Julie D. Betts, County Clerk

Virginia A. Fenton	-Deputy Clerk	Sandra K. Harris	-DMV Supervisor
Ellen S. Stephansky	-Recording Clerk	Lois E. Hall	-DMV Cashier
Kay M. Williamson	-Recording Clerk	Teresa Hines	-DMV Cashier

County Law §525. County Clerk; duties

1. The county clerk shall perform the duties prescribed by law as register, and be the clerk of the supreme court and clerk of the county court within his county. He shall perform such additional and related duties as may be prescribed by law and directed by the board of supervisors.
2. He shall provide at the expense of the county, all books, files and other necessary equipment for the filing, recording and depositing of documents, maps, papers in actions and special proceedings of both civil and criminal nature, judgment and lien dockets and books for the indexing of the same as directed or authorized by law.

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I, JULIE D. BETTS, Yates County Clerk, do hereby respectfully submit the Annual Report for the year ending December 31, 2011, on this 30th day of March, 2012.

COUNTY CLERK'S OFFICE REVENUE 2011

REVENUES COLLECTED BY THE COUNTY CLERK'S OFFICE AND PAID TO NYS AGENCIES

Court fees 7 th Judicial District—NYS Commissioner of Tax & Finance	106,063.00
State Cultural Education funds—NYS Education Department	56,045.25
Notary Public fees—NYS Division of Licensing	1,840.00
Records Management fees—NYS Education Department	18,681.75
Equalization & Assessment fees—NYS Office of Real Property Tax Services	111,818.00
Real Estate Transfer Tax fees—NYS Dept. of Taxation & Finance (includes \$7.42 interest)	301,327.00
Mortgage Tax—NYS Mortgage Tax Agency (SONYMA) (includes \$5.71 interest)	153,864.56
Sub-Total—Recording Office	<u>749,639.56</u>

Motor Vehicle fees—NYS Comm. of Motor Vehicles	943,502.07
Motor Vehicle fees (paid by Credit Card) *(minus Auto Use Tax reimbursed to treasurer)	497,010.93 (146,996.36)
Sales Tax—NYS Dept. of Taxation & Finance	373,142.70
Sub-Total—DMV	<u>1,666,659.34</u>

2,416,298.90

TOTAL PAID TO STATE

COUNTY REVENUE

General Receipts for Recording Office including DMV fees	440,492.08
Real Estate Transfer Tax	1,073.00
Court Receipts	9,950.00
Records Management	3,933.00
Equalization & Assessment	7,182.00
Mortgage Tax Expense Reimbursement	51,905.25
Pistol Permits	1,905.00
Local Mortgage Tax	191,762.10
Interest	0.00
Office Rent (credited by treasurer)	3,000.00
Tax Redemptions (credited by treasurer)	1,645.00
Copies (billed and credited by treasurer)	2,111.85
*Auto Use Tax (credited by treasurer)	<u>146,996.36</u>

TOTAL RECEIVED BY COUNTY

861,955.64

MORTGAGE TAX PAID TO TREASURER

For distribution to Towns and Villages semi-annually

382,234.59

TOTAL COLLECTION

3,660,489.13

County Maps sold for Highway Department; not included in County Clerk office revenues

114.00

**Auto Use Tax is collected locally on top of state DMV fees and deposited with State DMV monies. The tax is reimbursed to the County Clerk through the County Treasurer and included in county revenues.*

COMPARISON OF RECEIPTS 2010 – 2011

	<u>2010</u>	<u>2011</u>
TOTAL COLLECTION	\$3,853,175.17	3,660,489.13
 <u>STATE REVENUE</u>		
Recording Office	798,188.41	749,639.56
DMV	986,478.85	943,502.07
DMV paid by credit card	459,410.29	497,010.93
Minus *Auto Use Tax reimbursed to treasurer and included in County Revenue	(144,869.84)	(146,996.36)
DMV Sales Tax	391,003.68	373,142.70
TOTAL	\$2,490,211.39	\$2,416,298.90
 <u>COUNTY REVENUE</u>		
Recording Office	558,195.82	510,513.73
DMV Fees @12.7% (includes \$1 plate surrender fees)	202,186.75	201,332.05
DMV Sales Tax at \$1 per receipt	3,289.00	3,113.50
DMV *Auto Use Tax	144,869.84	146,996.36
TOTAL	\$908,541.41	861,955.64
 <u>MORTGAGE TAX PAID TO TREASURER For Distribution to Towns.</u>	 \$454,422.37	 382,234.59

COMPARISON OF RECORDING OFFICE TRANSACTIONS 2010 - 2011

	<u>2010</u>	<u>2011</u>
REAL ESTATE TRANSACTIONS		
Deeds, Easements, Leases etc.	1,106	1,064
Mortgages (originals, assignments, releases and agreements)	1,331	1,307
Mortgage Discharge	960	959
TP 584's filed	990	1,026
RP 5217's filed	896	812
Miscellaneous Recordings	71	63
Power of Attorney	66	47
Estate Tax Recording	56	48
Total	5,476	5,326
FILINGS & MISCELLANEOUS TRANSACTIONS		
Map Filing	301	257
Miscellaneous Files	259	259
Other Transactions	746	675
Total	1,306	1,191
COURT FILINGS		
Civil Files Commenced	580	457
Papers filed in connection with civil cases	2,613	3,540
Criminal Files Commenced	93	78
Papers filed in connection with criminal cases	465	390
Searches of Criminal & Civil Files	118	176
Lis Pendens (Notice of Foreclosure)	46	38
Total	3,915	4,679
LIEN TRANSACTIONS		
Judgments, Federal Tax Liens, Liens and Mechanic's Liens	1,274	1,278
Notice of Lending	24	15
Financing Statements (originals UCC filings & searches)	68	56
Total	1,366	1,349
NOTARY PUBLIC RENEWALS & CERTIFICATES	141	152
PASSPORTS & PASSPORT CARDS EXECUTED	226	184
PASSPORT & PISTOL PERMIT PHOTOS	326	266
INCORPORATIONS FILED	31	13
CERTIFICATES OF ASSUMED NAME (DBAs) FILED	333	246
PISTOL PERMIT TRANSACTIONS	456	484
CERTIFICATES OF REDEMPTION OF	336	329
TAXES (filed and processed)		
TOTAL TRANSACTIONS*	13,912	14,219

***I have omitted copies in this year's comparison report**

COMPARISON OF MOTOR VEHICLE TRANSACTIONS 2010 - 2011

	<u>2010</u>	<u>2011</u>
<u>Vehicle Registrations Issued</u>	11,973	11,900
<i>Re-registrations</i>	2,752	2,240
2-year renewals	4,403	4,507
2-year originals	1,982	1,841
<i>Other</i>	2,836	3,312
Boat Registrations Issued	980	899
Snowmobile Registrations Issued	337	325
Miscellaneous Transactions	833	968
In-Transit permits	53	62
Duplicate titles	231	234
International Registration titles	131	105
Drivers' licenses	4,146	4,424
Photo identification cards	303	361
License abstracts	321	318
Learners' permits	659	592
<u>Financial Security Transactions</u>		
<i>Plate surrender</i>	2,276	2,193
<i>Duplicate plate surrender</i>	256	236
<i>Surrender for insurance lapse</i>	447	436
<i>Civil penalties for insurance lapse</i>	173	169
<i>amount collected</i>	\$28,002	\$25,444
<i>Inquiry letters processed – no lapse</i>	0	0
<i>Rescissions of suspensions</i>	6	12
<i>Driver Responsibility Act</i>	257	214
<i>amount collected</i>	\$60,950	\$51,000
<i>Escort Certification</i>	0	9
<i>Escort Certification Fee</i>	0	\$360
<u>Enforcement Transactions</u>		
<i>Civil penalties</i>	12	12
<i>amount collected</i>	\$6,750	\$7,000
<i>License compliance</i>	15	16
<i>\$25 Suspension termination fee</i>	76	83
<i>Drinker Driver Program Enrollment</i>	39	32
<i>Conditional licenses</i>	34	24
<i>Restricted licenses</i>	17	12
<i>Full license restoration</i>	71	48
Sales Tax receipts	4,640	4,511
Fee payment receipts	509	442
TOTAL TRANSACTIONS	28,705	28,637
<i>Voter Registration enrollment</i>	350	386
<i>Declined to enroll</i>	4,758	4,956

EQUIPMENT & CONTRACTUAL EXPENSES—2011

Accounts	Original Appropriation	Revised Budget	YTD Expended	Encumbrance	Available Budget	Percentage Used
EQUIPMENT						
A1410.2115 Computer Hardware	1,084.00	1,084.00	1,029.00	0.00	55.00	94.9%
A1410.2120 Copier	0	304.99	304.99	0.00	0	100.00%
TOTAL EQUIPMENT	1,084.00	1,388.99	1,333.99	0.00	55.00	96.0%
CONTRACTUAL EXPENSES				0.00		
A1410.4002 Archival of Records	45,820.00	45,820.00	45,009.35	0.00	810.65	98.2%
A1410.4470 Office Supplies	2,200.00	2,859.80	2600.45	0.00	259.35	90.9%
A1410.471 Photographic Supplies	405.00	421.76	421.76	0.00	0.00	100.0%
A1410.4507 Copier Charges	1,700.00	1,225.66	1,052.60	0.00	173.06	85.9%
A1410.4515 Postage	2,100.00	1,900.00	1,821.03	0.00	78.97	95.8%
A1410.4516 Printing	250.00	264.00	264.00	0.00	0.00	100.0%
A1410.4522 Shipments	1,050.00	1,195.00	1,194.07	0.00	.93	99.9%
A1410.4653 Gasoline	50.00	50.00	0.00	0.00	50.00	0.0%
A1410.4660 Travel Expenses	300.00	198.24	198.00	0.00	.24	99.9%
A1410.4682 Utilities Tel/Fax	1,250.00	1,150.00	1,103.86	0.00	46.14	96.0%
A1410.4907 NYSACC Dues	150.00	150.00	150.00	0.00	0.00	100.0%
A1410.4916 Publications	1,200.00	1,229.34	1,229.34	0.00	0.00	100.0%
A1410.4964 Leases; Film Storage	650.00	661.20	661.20	0.00	0.00	100.0%
TOTAL CONTRACTUAL	57,125.00	57,125.00	55,705.66	0.00	1,419.34	97.5%