

## **ANNUAL REPORT**

### **FOR THE YEAR ENDED DECEMBER 31, 2012, YATES COUNTY CLERK'S OFFICE**

Julie D. Betts, County Clerk

Virginia A. Fenton	-Deputy Clerk	Sandra K. Harris	-DMV Supervisor <i>Until 09/26/12</i>
Ellen S. Stephansky	-Recording Clerk	Lois E. Hall	-DMV Cashier -DMV Supervisor <i>Effective 11/13/12</i>
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, 2012, on this 28<sup>th</sup> day of March, 2013.

**COUNTY CLERK'S OFFICE REVENUE 2012**

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

Court fees 7 <sup>th</sup> Judicial District—NYS Commissioner of Tax & Finance	94,455.00
State Cultural Education funds—NYS Education Department	63,455.25
Notary Public fees—NYS Division of Licensing	400.00
Records Management fees—NYS Education Department	21,151.75
Equalization & Assessment fees—NYS Office of Real Property Tax Services	126,822.00
Real Estate Transfer Tax fees—NYS Dept. of Taxation & Finance	357,054.00
Mortgage Tax—NYS Mortgage Tax Agency (SONYMA)	205,289.97
<b>Sub-Total—Recording Office</b>	<b><u>868,627.97</u></b>

Motor Vehicle fees—NYS Comm. of Motor Vehicles	881,667.75
Motor Vehicle fees (paid by Credit Card)	533,955.18
*(minus Auto Use Tax reimbursed to treasurer)	(143,653.19)
Sales Tax—NYS Dept. of Taxation & Finance	369,781.92
<b>Sub-Total—DMV</b>	<b><u>1,641,751.66</u></b>

**2,510,379.63**

**TOTAL PAID TO STATE**

**COUNTY REVENUE**

General Receipts for Recording Office including DMV fees	479,448.78
Real Estate Transfer Tax	1,196.00
Court Receipts	8,600.00
Records Management	4,453.00
Equalization & Assessment	7,803.00
Mortgage Tax Expense Reimbursement	53,457.00
Pistol Permits	4,163.00
Local Mortgage Tax	244,679.56
Office Rent (credited by treasurer)	3,000.00
Tax Redemptions (credited by treasurer)	1,610.00
Copies ( billed and credited by treasurer)	2,334.15
*Auto Use Tax (credited by treasurer)	143,653.19
LPS Sale of images (credited by treasurer)	13,754.95
DMV Internet (credited by treasurer)	244.54
Notary fees electronic deposit (credited by treasurer)	20.00

**TOTAL RECEIVED BY COUNTY**

**968,417.17**

**MORTGAGE TAX PAID TO TREASURER**

For distribution to Towns and Villages semi-annually

**489,428.59**

**TOTAL COLLECTION**

**3,968,225.39**

County maps are sold for the Highway Department and not included in County Clerk revenues. 111.00

*\*Auto Use Tax is collected locally in addition to State DMV fees and deposited with State DMV receipts. Tax is reimbursed to the County Treasurer and credited to the County Clerk to be included in county revenues.*

**COMPARISON OF RECEIPTS 2011 – 2012**

	<b><u>2011</u></b>	<b><u>2012</u></b>
<b>TOTAL COLLECTION</b>	<b>3,660,489.13</b>	<b>3,968,336.39</b>
 <b><u>STATE REVENUE</u></b>		
Recording Office	749,639.56	868,627.97
DMV	943,502.07	881,667.75
DMV paid by credit card	497,010.93	533,955.18
Minus *Auto Use Tax reimbursed to treasurer and included in County Revenue	(146,996.36)	(143,653.19)
DMV Sales Tax	373,142.70	369,781.92
<b>TOTAL</b>	<b>\$2,416,298.90</b>	<b>2,510,379.63</b>
 <b><u>COUNTY REVENUE</u></b>		
Recording Office	510,513.73	622,371.47
DMV Fees @12.7% (includes \$1 plate surrender fees)	201,332.05	199,353.01
DMV Sales Tax at \$1 per receipt	3,113.50	3,039.50
DMV *Auto Use Tax	146,996.36	143,653.19
<b>TOTAL</b>	<b>861,955.64</b>	<b>968,417.17</b>
 <b><u>MORTGAGE TAX PAID TO TREASURER for distribution to towns and villages</u></b>	 <b>382,234.59</b>	 <b>489,428.59</b>

**COMPARISON OF RECORDING OFFICE TRANSACTIONS 2011 - 2012**

	<b><u>2011</u></b>	<b><u>2012</u></b>
<b>REAL ESTATE TRANSACTIONS</b>		
Deeds, Easements, Boundary Line;Leases etc.	1,064	1,282
Mortgages (originals, assignments, releases and agreements)	1,307	1,636
Mortgage Discharge	959	1,018
TP 584's filed	1,026	1,157
RP 5217's filed	812	874
Miscellaneous Recordings	63	88
Power of Attorney	47	56
Estate Tax Recording	48	39
<b>Total</b>	<b>5,326</b>	<b>6,150</b>
 <b>FILINGS &amp; MISCELLANEOUS TRANSACTIONS</b>		
Map Filing	257	291
Miscellaneous Files	259	264
Other Transactions- affidavits etc.	675	754
<b>Total</b>	<b>1,191</b>	<b>1,309</b>
 <b>COURT FILINGS</b>		
Civil Files Commenced	457	390
Papers filed in connection with civil cases	3,540	3,090
Criminal Matters Commenced	78	122
Papers filed in connection with criminal cases	390	610
Searches of Criminal & Civil Files	176	179
Lis Pendens (Notice of Foreclosure)	38	42
<b>Total</b>	<b>4,679</b>	<b>4,433</b>
 <b>LIEN TRANSACTIONS</b>		
Judgments, Federal Tax Liens, Liens and Mechanic's Liens	1,278	1,312
Notice of Lending	15	14
Financing Statements (originals UCC filings & searches)	56	66
<b>Total</b>	<b>1,349</b>	<b>1,392</b>
 <b>NOTARY PUBLIC RENEWALS &amp; CERTIFICATES</b>	<b>152</b>	<b>61</b>
 <b>PASSPORTS &amp; PASSPORT CARDS EXECUTED</b>	<b>184</b>	<b>202</b>
<b>PASSPORT &amp; PISTOL PERMIT PHOTOS</b>	<b>266</b>	<b>553</b>
 <b>INCORPORATIONS FILED</b>	<b>13</b>	<b>18</b>
<b>CERTIFICATES OF ASSUMED NAME (DBAs) FILED</b>	<b>246</b>	<b>316</b>
 <b>PISTOL PERMIT TRANSACTIONS</b>	<b>484</b>	<b>978</b>
 <b>VETERANS' DISCOUNT CARD</b>	<b>0</b>	<b>240</b>
(new program in 2012)		
<b>CERTIFICATES OF REDEMPTION ( TAXES)</b>	<b>329</b>	<b>322</b>
(filed and processed)		
 <b>TOTAL TRANSACTIONS</b>	<b>14,219</b>	<b>15,974</b>
<b>Copies generated \$13,979.82 in county revenue</b>		

**COMPARISON OF MOTOR VEHICLE TRANSACTIONS 2011 - 2012**

	<u>2011</u>	<u>2012</u>
<b><u>Vehicle Registrations Issued</u></b>	<b>11,900</b>	<b>14,473</b>
<i>(including 2-year originals and and 2-year renewals)</i>	<i>1,841 4,507</i>	<i>1727 4416</i>
<b>Boat Registrations Issued</b>	<b>899</b>	<b>986</b>
<b>Snowmobile Registrations Issued</b>	<b>325</b>	<b>286</b>
<b>Miscellaneous Transactions</b>	<b>968</b>	<b>757</b>
<b>In-Transit permits</b>	<b>62</b>	<b>70</b>
<b>Duplicate titles</b>	<b>234</b>	<b>241</b>
<b>International Registration titles</b>	<b>105</b>	<b>129</b>
<b>Drivers' licenses</b>	<b>4,424</b>	<b>4,228</b>
<b>Photo identification cards</b>	<b>361</b>	<b>389</b>
<b>License abstracts</b>	<b>318</b>	<b>311</b>
<b>Learners' permits</b>	<b>592</b>	<b>651</b>
<b><u>Financial Security Transactions</u></b>		
<i>Plate surrender</i>	<i>2,193</i>	<i>2,066</i>
<i>Duplicate plate surrender</i>	<i>236</i>	<i>197</i>
<i>Surrender for insurance lapse</i>	<i>436</i>	<i>418</i>
<i>Civil penalties for insurance lapse amount collected</i>	<i>169 \$25,444.00</i>	<i>190 \$29,840.00</i>
<i>Inquiry letters processed – no lapse</i>	<i>0</i>	<i>2</i>
<i>Rescissions of suspensions</i>	<i>12</i>	<i>10</i>
<i>Driver Responsibility Act amount collected</i>	<i>214 \$51,000</i>	<i>234 \$56,225.00</i>
<i>Escort Certification</i>	<i>9</i>	<i>5</i>
<i>Escort Certification Fee</i>	<i>\$360.00</i>	<i>\$200.00</i>
<b><u>Enforcement Transactions</u></b>		
<i>Civil penalties amount collected</i>	<i>12 \$7,000</i>	<i>9 \$5,050.00</i>
<i>License compliance</i>	<i>16</i>	<i>3</i>
<i>\$25 Suspension termination fee</i>	<i>83</i>	<i>61</i>
<i>Drinker Driver Program Enrollment</i>	<i>32</i>	<i>40</i>
<i>Full license restoration</i>	<i>48</i>	<i>47</i>
<i>( Conditional)</i>	<i>24</i>	<i>29</i>
<i>( Restricted)</i>	<i>12</i>	<i>18</i>
<b>Sales Tax receipts</b>	<b>4,511</b>	<b>3,369</b>
<b>Fee payment receipts</b>	<b>442</b>	<b>457</b>
<b>TOTAL TRANSACTIONS</b>	<b>28,637</b>	<b>29,629</b>
<i>Voter Registration enrollment</i>	<i>386</i>	<i>345</i>

**EQUIPMENT & CONTRACTUAL EXPENSES—2012**

<b>Accounts</b>	<b>Original Appropriation</b>	<b>Revised Budget</b>	<b>YTD Expended</b>	<b>Encumbrance</b>	<b>Available Budget</b>	<b>Percentage Used</b>
<b>EQUIPMENT</b>	0.00	0.00	0.00	0.00	0.00	0.00
A1410.2115 Computer Hardware	0.00	0.00	0.00	0.00	0.00	0.00
A1410.2120 Copier	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL EQUIPMENT</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>CONTRACTUAL EXPENSES</b>						
A1410.4002 Archival of Records	45,780.00	46,512.50	46,512.50	0.00	0.00	100.00%
A1410.4408 Equipment Maintenance	0.00	90.00	90.00	0.00	0.00	100.00%
A1410.4470 Office Supplies	2000.00	2072.10	2021.12	0.00	50.98	97.5%
A1410.471 Photographic Supplies	205.00	219.89	219.89	0.00	0.00	100.00%
A1410.4507 Copier Charges	1,400.00	1097.61	1,076.60	0.00	21.01	98.1%
A1410.4515 Postage	1,800.00	2,248.09	2,248.09	0.00	0.00	100.00%
A1410.4516 Printing	225.00	210.00	210.00	0.00	0.00	100.00%
A1410.4522 Shipments	1,100.00	960.00	958.94	0.00	1.06	99.9%
A1410.4653 Gasoline	30.00	30.00	0.00	0.00	30.00	0.00%
A1410.4660 Travel Expenses	0.00	0.00	0.00	0.00	0.00	0.00%
A1410.4682 Utilities Tel/Fax	1,150.00	1,050.00	1,003.20	0.00	46.80	95.5%
A1410.4907 NYSACC Dues	150.00	150.00	150.00	0.00	0.00	100.00%
A1410.4916 Publications	1,200.00	1,307.50	1,307.50	0.00	0.00	100.00%
A1410.4964 Leases; Film Storage	675.00	698.90	698.90	0.00	0.00	100.00%
<b>TOTAL CONTRACTUAL</b>	<b>55,715.00</b>	<b>56,646.59</b>	<b>56,496.74</b>	<b>0.00</b>	<b>149.85</b>	<b>99.7%</b>