

COUNTY CLERK



County Clerk's Office

Susan M. Dwyer

County Clerk

MONTHLY REPORT- MARCH 2020

DEPARTMENT OF MOTOR VEHICLES

Data from Feb. 1- Feb. 29

Total retention to Clerks Office in Jan. (in-office transactions):
\$45,113.05 – (2020 YTD: \$94,708.81)

- i Total transactions completed in DMV office in Feb.: 4,946 (YTD 10,430)
- i Total online transactions conducted by Cayuga County residents in Feb.: 1,519 (YTD 3,092)

USE YOUR LOCAL DMV OFFICE! See those numbers above? At the VERY least, \$2,000 more dollars would have stayed in Cayuga County if everyone used our DMV. Keep your \$\$ local and this revenue could help with our tax rate!

- i Total online County Sharing retention: 0 dollars
- i Sales Tax collected and paid to the NYS Dept. of Taxation and Finance: \$83,222.91
- i Total DMV Retention (in-office transactions + County online sharing): \$94,708.81

*****CONGRATS TO OUR CAYUGA COUNTY DMV TEAM!*****

The State DMV Modernization Committee requested suggestions that would make their processes make sense and be more efficient. Our DMV staff came up with an idea and submitted it and the idea was

chosen to be utilized in their modernization updates. It was nice to receive a personal thank you note from the State DMV Commissioner.

As we get closer to October 2020 when the new travel requirements begin, we are finding that more and more people are opting to upgrade their license to an Enhanced Driver's License (EDL). These transactions are complex, require a two-staff person process, and are very time consuming. As a result, our DMV staff will be challenged to keep up with the demand as the State DMV will be heavily marketing the EDL. Another option for customers is to obtain a U S Passport which is also a REAL ID document and is the ONLY document that will allow a person to travel by air outside of the US.

In addition to that challenge, we started processing driver's licenses for people who are in our country illegally. Those transactions have also proven to be very time consuming and often take several visits to our DMV office. Challenges have been language barriers, and customers having difficulty passing the permit test even though the test is offered in many languages. We are doing the best we can to assist these customers.

COUNTY CLERK'S RECORDING OFFICE

i Data from Feb. 1- Feb. 29

- i Total amount remitted to County Treasurer in February: \$105,909.32
- i County Clerk Revenue Feb: \$60,796; YTD: \$123,977
- i Below is a list of the transactions processed in which fees are collected
- i 522 Land documents: Deeds, easements, mortgages, mortgage discharges & assignments, etc. (this includes electronically-submitted recordings)
- i 28 Business Certificates: DBA/Partnership/Corporation – new, amendments, discontinuances
- i 62 Passport applications submitted to the US Department of State;
- i 129 Passport Photos for new and renewals
- i \$4,200 Fees collected for Passport Photos and Processing:
- i 319 Judgments filed and docketed: Supreme Court, lower courts, & NYS
- i 12 Notary Public transactions: New and renewals (this does not include the number of documents that were notarized by staff as a free service mandated by the State of New York)
- i 136 Supreme Court Index Numbers issued: Supreme Court cases started this month

- ┆ 21 Uniform Commercial Code (UCC) transactions: New, continuation, termination, search
- ┆ 1 Military Discharges filed (Veterans are not charged a fee to file or obtain copies of their DD214)
- ┆ 13 Survey Maps filed
- ┆ Online Land Records Revenue: **YTD \$7,381.50** (generated quarterly)

County Clerk Activities/Meetings in Feb.

- ┆ February: Participated in interviews over the course of several days with candidates for the position of Records Retention Manager.
- ┆ Feb. 12: Met with the Alzheimer's Association and DMV Supervisor Shereen Androsko to discuss how we could help families who are concerned with impaired/elderly drivers. We devised a plan and we obtained helpful literature to give customers. We also included the Health Dept and Office for the Aging in our emails about how to best approach this topic and to help families.
- ┆ Feb. 13: Government Operations Committee Meeting
- ┆ Feb. 18: Ways & Means Meeting
- ┆ Feb. 19: Met with IT Dept. and Deputy Dawn Wolff to discuss how the new phone system would affect our 4 departments.
- ┆ Feb. 20: Phone conference with NYS DONATE LIFE Task Force and discussed plans and incentives for the upcoming Organ Donor Month in April.
- ┆ Feb. 24: Appeared on local radio station to give updates about my 4 depts.
- ┆ Feb: Held several Leadership meetings with Deputy Clerks to discuss the amendment to the Real Property Law and how we were going to implement the changes and get the information out to our customers; The Office of Court Administration (OCA) gave us the long-awaited news that they are granting my office permission to destroy Civil Court files from 2011 forward. We discussed what steps we need to take to tackle this large project. I want to especially thank Deputy Clerk Dawn Wolff for working on this project for many, many months and for making sure all of the details were provided to OCA.
- ┆ Feb 25: Attended Legislature Meeting

RECORDS RETENTION CENTER

Data from Feb. 1 – Feb. 29

In the last week of February, we welcomed our new Records Retention Manager, Mr. Michael McNeill. Michael. I will be formally introducing him to County staff in March.

PROJECTS:

- i Dept. of Social Services shredding & invoicing completed
- i Environmental Health Dept. scanning project in progress
- i Reservation Deed Index Project in progress

OPERATIONS:

- i 5949 documents scanned
- i 168 records requests

HISTORIAN'S OFFICE

Data from Feb. 1 – Feb. 29

- i Look for Ruth Bradley's columns in The Auburn Citizen – they are informative and delightful!
- i 27 in-person visitors to the office with queries and research projects
- i 16 Queries through phone, email and letter requests
- i Some highlights:

-A historian from Groveland, NY, spent two days in our office researching the life of a female physician from Moravia and her involvement with the 19th century "water cure"

-Assisted a local researcher working on verifying the childhood home of notable Auburnian "Brud" Holland, with the goal of installing a historic marker at his family's house

Worked with a volunteer from the Port Byron "Lock 52" Historic Society, and staff from the Seymour Library to move forward with digitizing microfilms of 19th century Port Byron newspapers held in the County Historian's Collection.

Monthly report respectfully submitted by Sue Dwyer, Cayuga County Clerk

Many thanks to the following for assisting me in compiling information and data for this monthly report:

Deputy Clerk Dawn Wolff; DMV Supervisor Shereen Androsko; Records Retention Coordinator Bill Hulik; and County Historian Dr. Ruth Bradley