

COUNTY CLERK

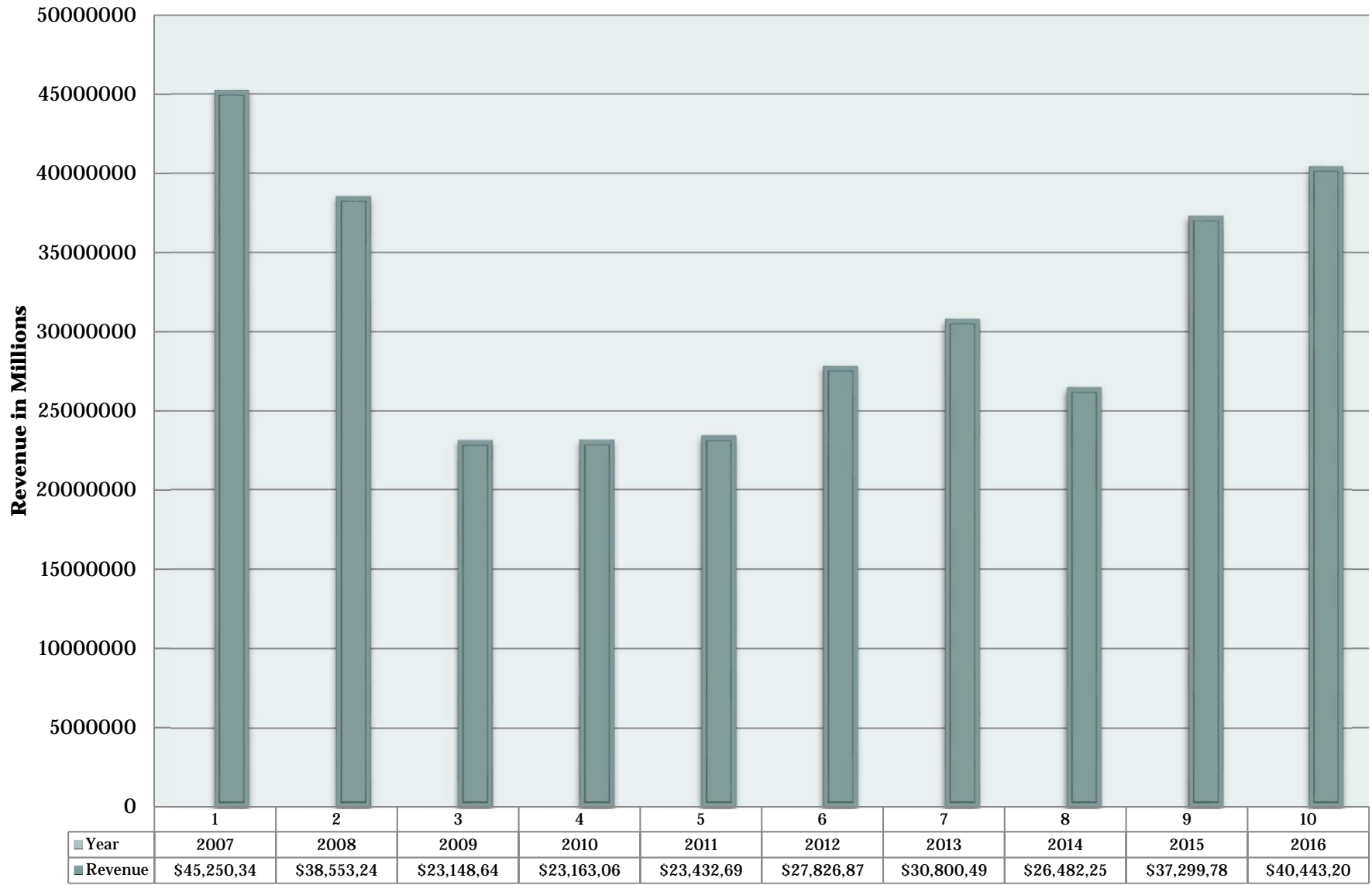
2017 Budget Presentation

2016 ACCOMPLISHMENTS COUNTY CLERK

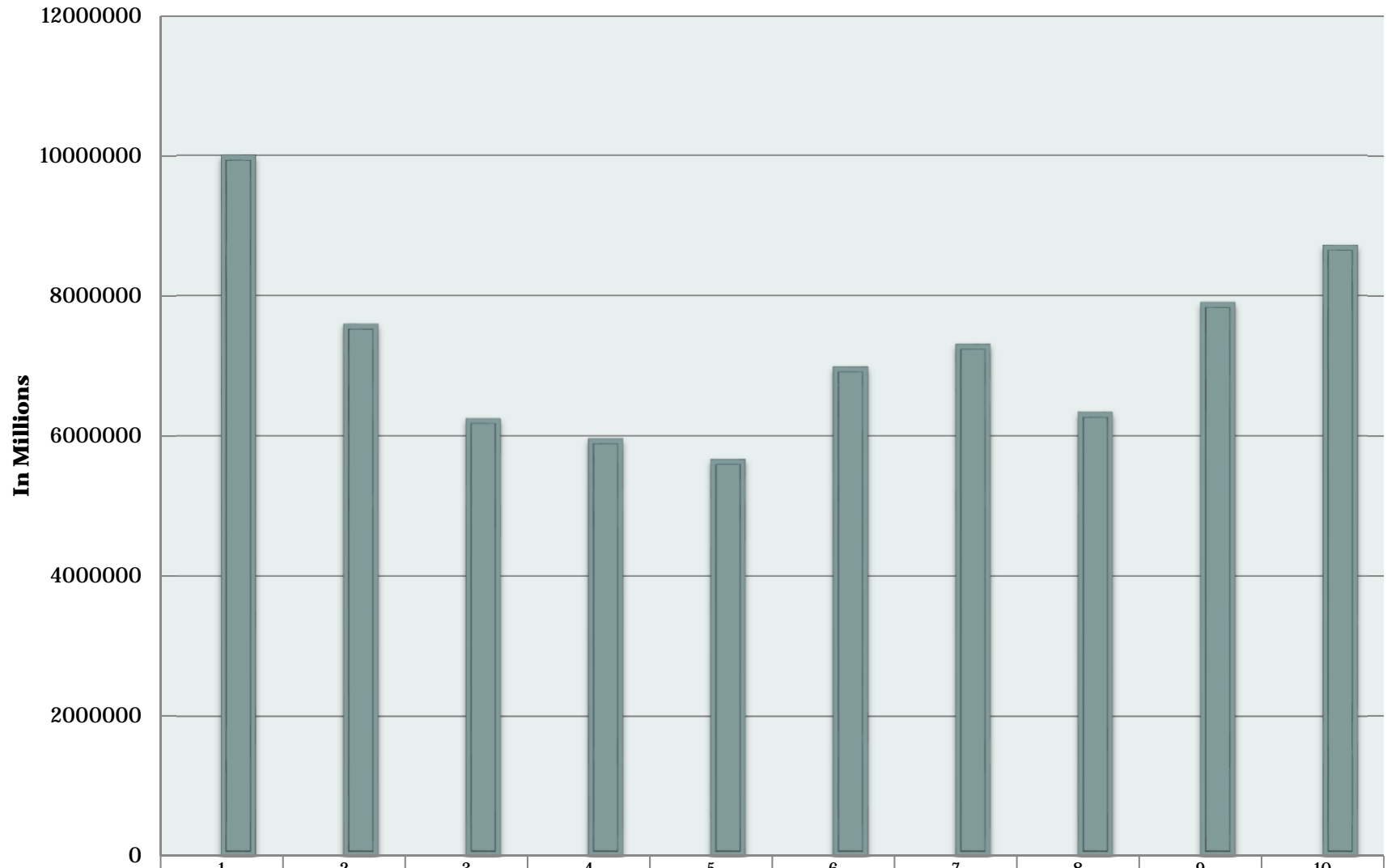
Recording Division

- **Property document recording volume increased 12% over 2015, with revenues increasing to \$39 million**
- **E-Recording was expanded in 2014 and now over 10% of all documents are recorded electronically, saving postage and eliminating paper**
- **More than 1.16 million property searches were conducted on the County Clerk's website in 2016, 30% increase over 2015**
- **Over 75 mortgage and deed books were back scanned and made available on the County Clerk's website, allowing for an online search back to 1982, while the index goes back to 1977**
- **The County Clerk's imaging, e-filing and microfilming functions were recertified by the Division of Archives and Records Management**
- **Over \$148,000 was collected for the Homeless Trust Fund in 2016, bringing the total to more than \$972,000 since the Fund's inception. The County Clerk is an active Trust Fund Board member.**

Union County Clerk's Office Total Revenue - 2016

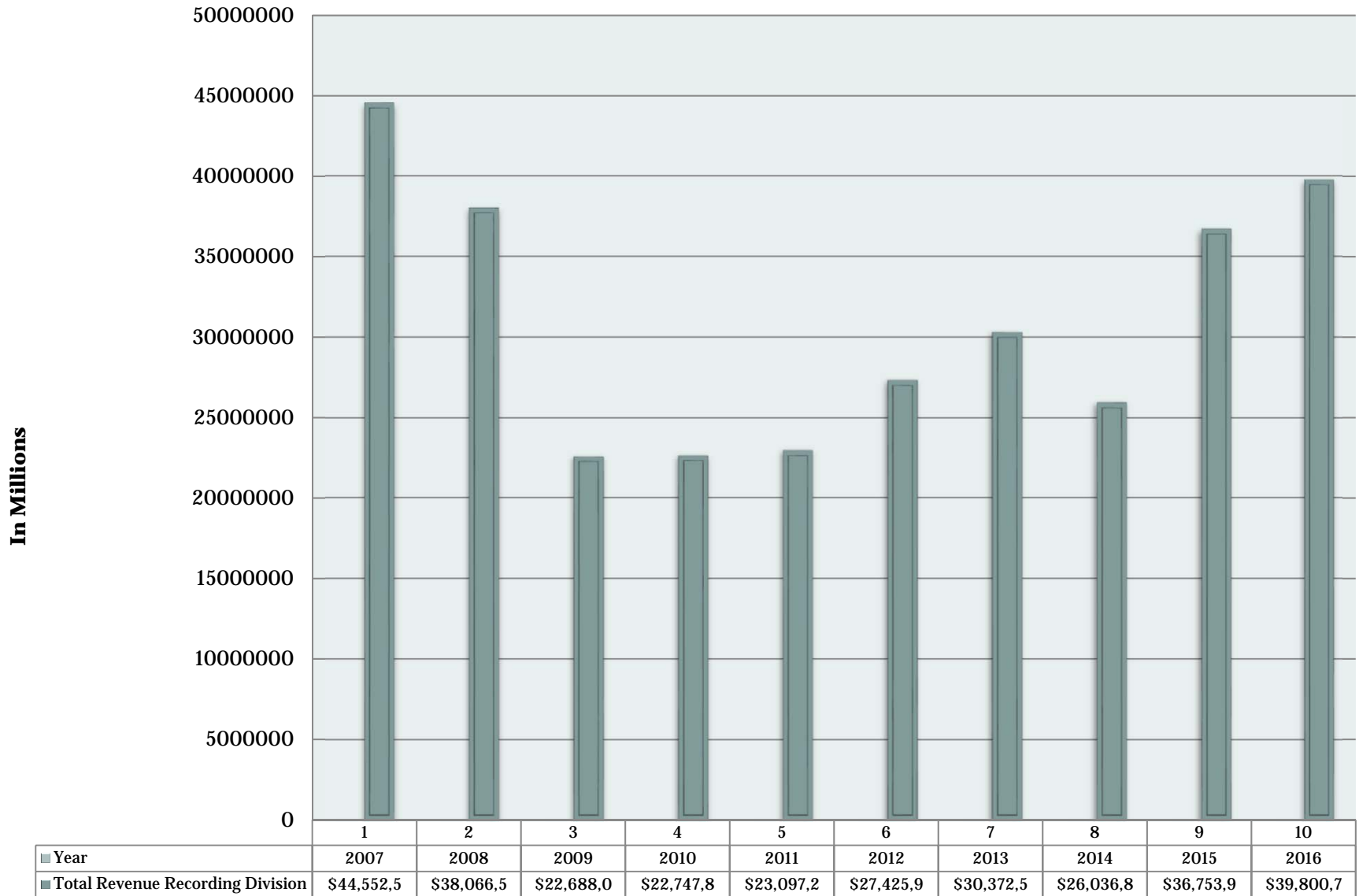


Union County Clerk's Office Total County Revenue - 2016



Year	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Total County Revenue	\$10,007,78	\$7,603,567	\$6,258,043	\$5,970,329	\$5,674,952	\$6,993,095	\$7,313,991	\$6,346,488	\$7,911,208	\$8,724,042

Union County Clerk's Office Total Revenue - Recording Division - 2016

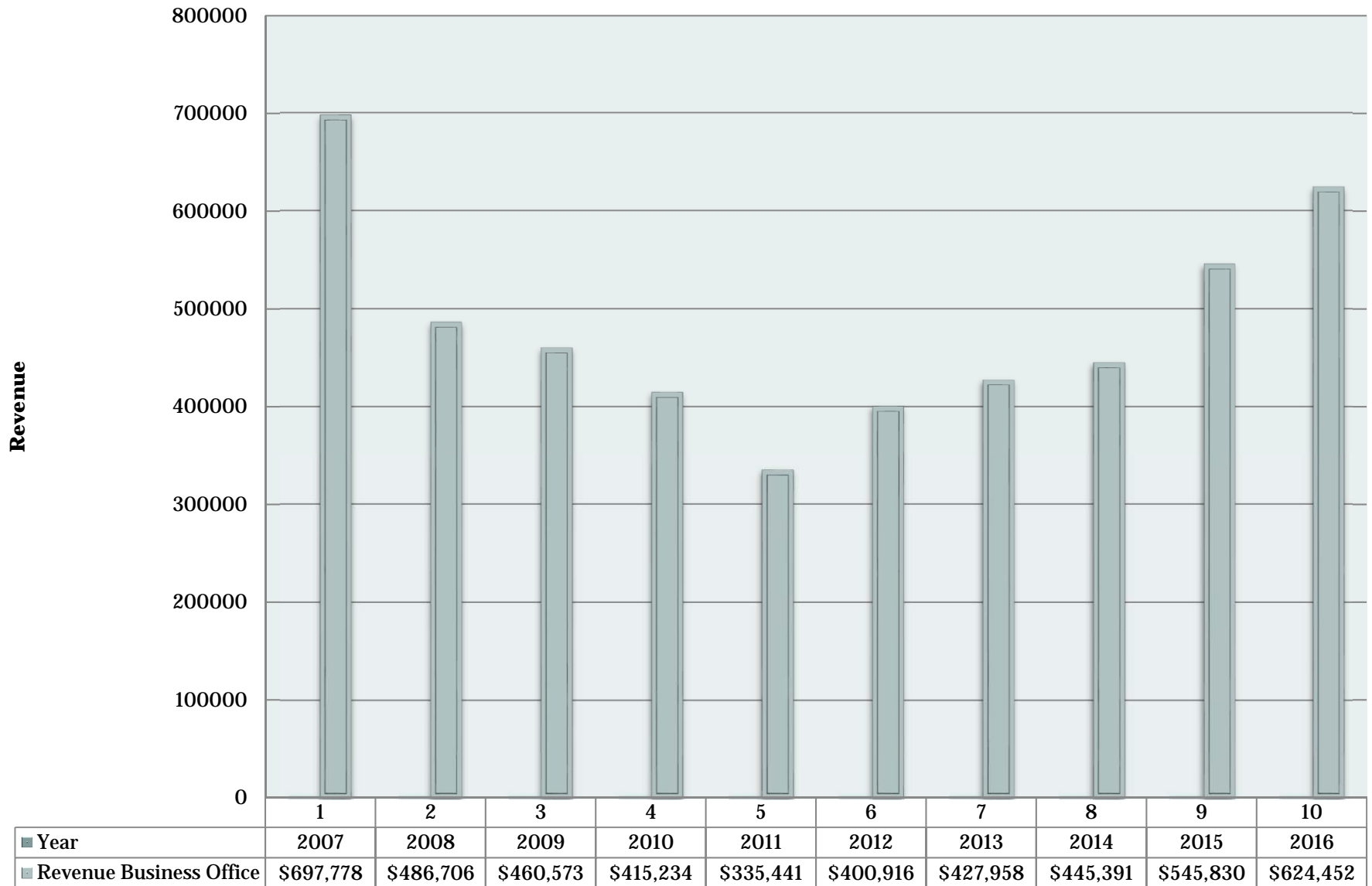


2016 ACCOMPLISHMENTS COUNTY CLERK

Business Division

- **Revenues for the business division totaled more than \$600,000, the highest since 2007**
- **Passport day was sponsored in April and more than 180 passports were processed in the one-day period**
- **Two successful educational Notary Seminars were held in March and September for over 60 prospective and current notaries**
- **13 staff members attended a rigorous one day training conducted by the National Passport Center – all were tested and certified**
- **Union County Clerk’s Elizabeth and Westfield Passport Offices were inspected by the National Passport Center for compliance and both offices passed the inspection**

Union County Clerk's Office Total Revenue: Business Office – 2016



2017 GOALS & OBJECTIVES COUNTY CLERK

Recording Division

- **Continued expansion of the e-recording system to include Federal Tax Liens and Releases**
- **Continued preservation effort to re-canvass older book binders and back-scanning of documents to the website for increased public access**
- **Continued participation in the Homeless Trust Fund**
- **Continued outreach to attorneys, clients and others relative to recording, veterans' services and passports**

2017 GOALS & OBJECTIVES

COUNTY CLERK

Business Division

- Notary education seminars will be continued in 2017: March 3 & September 8
- Passport staff will be re-trained and certified in 2017 and both offices will continue to conform to the standards set by the National Passport Center
- Passport office will continue to meet the high demands of clients through early mornings in Elizabeth and continued evening and Saturday hours in Westfield
- January - February 2016: 2,555
January - February 2017: 3,749
Includes Total Transactions for Passport Books, Passport Cards and Passport Books & Cards
- Factors affecting increased passport business include 10 year cycle for a passport requirement to travel to Mexico, Canada & the Caribbean, the President's ban on immigration, the REAL ID Act, and potential fee increase
- **As fears of deportation grow, many seek U.S. passports for their kids**
By: Ted Sherman & Karen Yi / Sunday Star Ledger – March 5, 2017

County Clerk

Description	2016 Adopted Budget	2016 Modified Budget	2016 Expenditures	2017 Budget Request
Salaries	2,032,915	2,032,915	1,947,988.60	2,205,399
Overtime	56,000	56,000	81,723.72	66,000
Seasonal	35,500	35,500	29,963.70	20,000
Other Expenses	163,200	163,200	132,409.20	166,200
Total	2,287,615	2,287,615	2,192,085.22	2,457,599
Request for new positions			3PT	60,000
Reduce Value of Vacancies			2	61,379
Request for new monies-			Office re-org	15,000

2016 ACCOMPLISHMENTS COUNTY CLERK ELECTIONS

- **Five elections were held in 2016: Westfield Special School Board Election in January; Plainfield Board of Education Election in April; Primary Election in June; New Providence Special School Board Election in September and the General Election in November**
- **One nominating petition challenge in the Primary Election for two Freeholder Candidates on the Bernie Sanders' Line. Another nominating petition challenge for candidates in the Elizabeth School Board Election.**
- **Union County Votes App updated to include new buttons: "Early Voting;" "Are you 17?" "Presidential Candidates;" "Party Declaration;" and "Registration Data."**
- **New Election Website created: www.unioncountyvotes.com**
- **The County Clerk produced an exhibit of historic Union County Presidential memorabilia in the Courthouse Rotunda**
- **Historic election results from 1917-1986 were microfilmed, imaged and uploaded to the election website**

2016 ACCOMPLISHMENTS COUNTY CLERK ELECTIONS

- **Annual Election Date Brochure and Calendar were produced in house and distributed to Union County libraries, municipalities, colleges and universities and elected and appointed officials**
- **The live, continuous tally on the Clerk's website was introduced in 2014 and continued through the 2016 elections**
- **The Clerk was honored by the League of Women Voters of Berkeley Heights, New Providence and Summit with their "Making Democracy Work" Award in December.**

2017 INITIATIVES COUNTY CLERK ELECTIONS

- **Union County Votes App will be updated and a visibility media campaign will continue**
- **The popular Westfield Annex Office will continue to offer voting services for the Gubernatorial Primary and General Elections and any special elections which may occur**
- **Continued community outreach will be hosted by the County Clerk for candidates interested in running for office**
- **The election date calendar and brochures will be produced in house and distributed**

County Clerk-Elections

Description	2016 Adopted Budget	2016 Modified Budget	2016 Expenditures	2017 Budget Request
Salaries	136,037	136,037	139,780.31	148,620
Overtime	17,000	17,000	20,458.26	16,000
Seasonal	13,500	13,500	-	13,500
Other Expenses	1,142,817	1,142,817	836,319.92	1,126,350
Total	1,309,354	1,309,354	996,558.49	1,304,470