# COUNTY CLERK

2016 Budget Presentation

### 2015 ACCOMPLISHMENTS COUNTY CLERK

#### **Recording Division**

- Property document recording 11% increase over 2014. Revenues totaled \$39 million
- Initiated the Fraud Alert Notification Program a free program for our residents
- Increased volume in E-Recording eliminating paper, adding to the greening of the county and saving postage
- County Clerk's Website More than 900,000 property searches
- Over 40 Mortgage and Deed Books scanned and uploaded to the website, allowing for greater public accessibility
- Imaging and Microfilming functions have been recertified by NJ DORES
- Approximately \$138,000 collected for the Union County Homeless Trust Fund for a total of more than \$825,000 since the fund's inception
- Out reach to senior centers, historical societies, attorneys and clients

### 2016 GOALS & OBJECTIVES COUNTY CLERK

#### **Recording Division**

- Expansion of the E-Recording system to include Federal Tax Liens and Releases
- Continued preservation effort to re-canvass older book binders in the Records Room
- Continued back scanning of Deed and Mortgage books from 1983-1977 so they can be published to the website for greater accessibly
- Continued participation on the Union County Homeless Trust Fund Committee
- Reconfiguring office space for greater efficiency

#### **Business Division**

- Two countywide Passport Events will be held to encourage residents to apply the first is planned for April 9
- Notary Seminars will be held to educate current and prospective notaries the first is planned for March 18
- Reconfiguring office space for greater efficiency and customer accessibility

County Clerk						
Description	2015 Adopted Budget	2015 Modified Budget	2015 Expenditures	2016 Budget Request		
Salaries	1,967,031	1,967,031	1,804,190.61	2,065,915		
Overtime	51,000	51,000	54,029.73	56,000		
Seasonal	35,500	35,500	33,709.59	35,500		
Other Expenses	161,250	161,250	79,300.80	163,200		
Total	2,214,781	2,214,781	1,971,230.73	2,320,615		

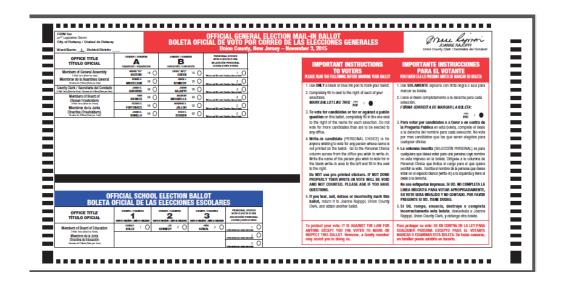
Request for new positions	1	100,000	Shared position with Surrogate & Sheriff
Request for promotions	1	2,000	
Request for			
new monies-	Office re-org	15,000	
	Increase salary		
	for vacant		
	position	24,474	
		39,474	
Vacancies	1	68,000	

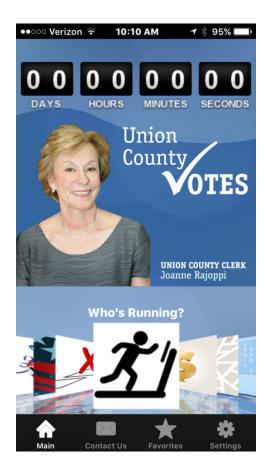
## 2015 ACCOMPLISHMENTS COUNTY CLERK ELECTIONS

#### **Elections Division**

- Three elections held in 2015: Primary Election in June, General Election in November and the Hillside Runoff Election in December
- Petition Challenge for Plainfield in the General Election
- Vote By Mail and Provisional Ballots were redesigned to mirror the Official Machine Ballots and Sample Ballots
- Union County Votes App Updated
- Historic Election Results books from 1917 though 1993 have been scanned and microfilmed
- Continued success of Vote By Mail availability in Westfield
- 2015 Election Date Brochure and Calendars published in-house and distributed county wide. The County Clerk was honored in May by the Westfield Historical Society with its Trustee Award for publication of the calendars.
- Election Night Reporting Module for continuous election night results continued success in 2015

# 2015 ACCOMPLISHMENTS COUNTY CLERK ELECTIONS





## 2016 INITITIATIVES COUNTY CLERK ELECTIONS

#### **Election Division**

- Union County Votes App will be updated and publicized. New special features planned for the 2016 Presidential Election
- Scanned images of Election Results from 1917 to 2004 will be uploaded to the Election Website providing users with a comprehensive perspective of Election History in Union County
- Vote by Mail availability will continue in both Elizabeth and Westfield Offices
- Reconfiguring office space for greater efficiency

County Clerk-Elections						
Description	2015 Adopted Budget	2015 Modified Budget	2015 Expenditures	2016 Budget Request		
Salaries	129,532	129,532	128,279.66	136,037		
Overtime	10,000	10,000	12,660.24	17,000		
Seasonal	13,500	13,500	_	13,500		
Other Expenses	968,810	968,810	733,132.91	1,142,817		
Total	1,121,842	1,121,842	874,072.81	1,309,354		

Request for promotions	1	2,000