

TOMPKINS COUNTY CLERK

2023 Annual Report



Maureen Reynolds, County Clerk

Rachel Graham, Executive Deputy County Clerk

Julie Seely, Deputy County Clerk

www.tompkinscountyny.gov/cclerk
www.tompkinscountyny.gov/dmv



Welcome to Ithaca and Tompkins County!

The **Tompkins County Clerk's Office** is located in the Tompkins County Courthouse at 320 N. Tioga St. and the **Department of Motor Vehicles** is conveniently located at 301 Third Street in the Hancock Plaza.

Both offices are known for our fast-moving lines, quick turnaround of documents, friendly and helpful staff, and ease of access – either in person or online. Our goal is to provide excellent service to our customers.

- Need a copy of your deed?
- Renewing your driver's license?
- Transferring a pistol permit?
- Planning to travel abroad and need a passport?
- Need a notary?
- Registering a vehicle?
- Starting a business?
- Have a question about court records?
- Researching your family history?



How may we help you?

Maureen Reynolds, Tompkins County Clerk

County Clerk Staff:

Maureen Reynolds, County Clerk

Rachel Graham, Executive Deputy County Clerk

Regina Genung, Administrative Recording Clerk

Dawn Cowles, Senior Recording Clerk

Keri Porter, Senior Recording Clerk

Kimie Searles, Senior Recording Clerk

Jennifer Chevallard, Recording Clerk

Paul Moreno, Recording Clerk

Nathaniel Ferriss, Admin Assistant 1

320 N Tioga St, Ithaca, NY

DMV Staff:

Julie Seely, Deputy County Clerk

Jason Trabucco, Head Motor Vehicle Examiner

Brenda Sipes, Senior Motor Vehicle Examiner

Vacant, Senior Motor Vehicle Examiner

Rebecca Anderson, Motor Vehicle Examiner

Billie Bradford, Motor Vehicle Examiner

Bivian Coty, Motor Vehicle Examiner

Dennis Grover, Motor Vehicle Examiner

D.R. Hover, Motor Vehicle Examiner


Lauren Simoens, Motor Vehicle Examiner

301 Third St, Ithaca, NY

COUNTY CLERK/DMV

2023

Our mission is to provide exceptional customer service for the public, be it at DMV or the County Clerk's Office, while generating revenue for the County in order to reduce the property tax burden.



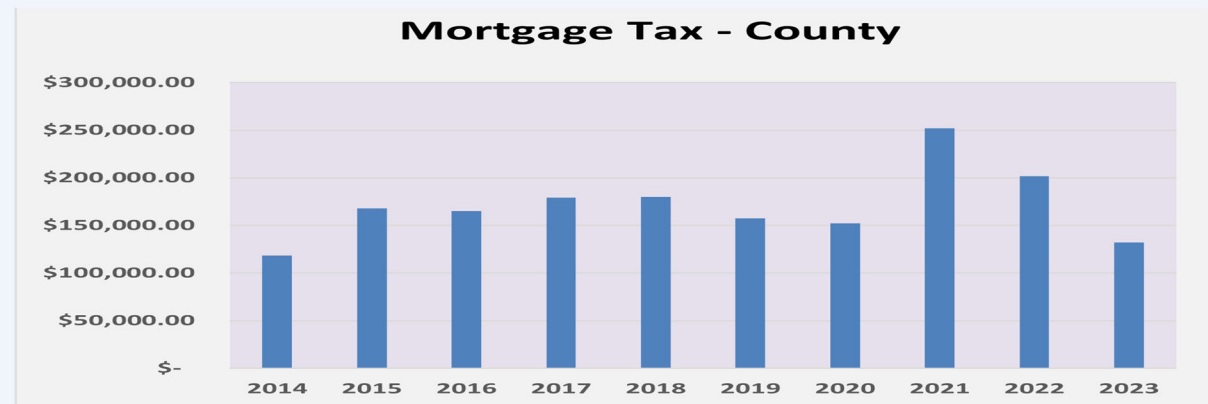
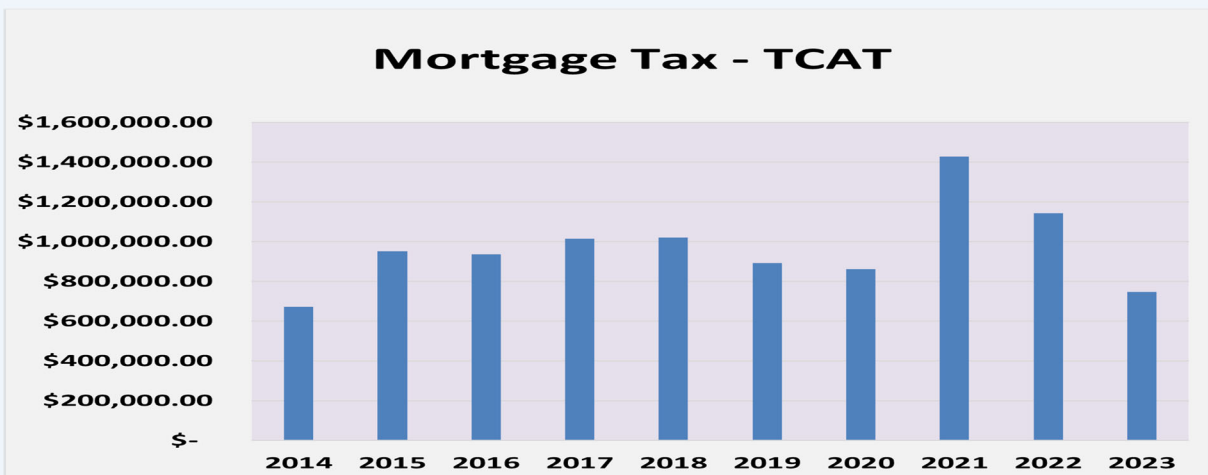
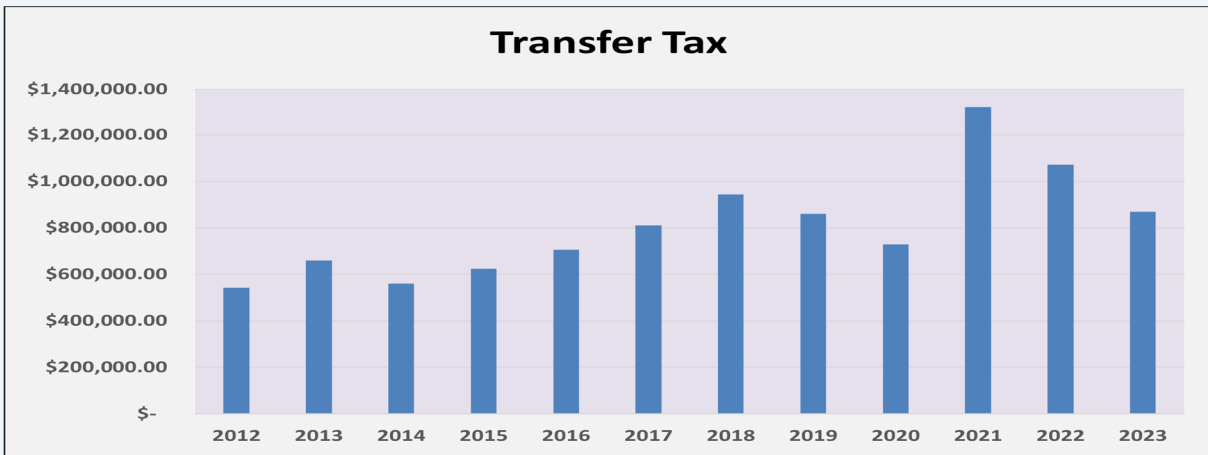
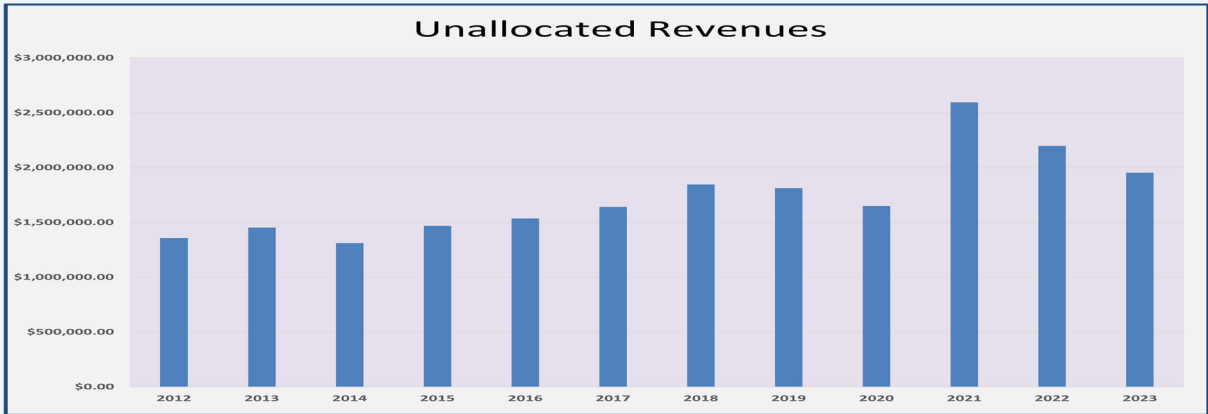
County Clerk Fees Collected:

- ◆ Fees for the County's Unallocated Revenues in the amount of \$1,953,967 (\$866,663) of which is from the transfer tax fee).
- ◆ \$368,577 in reimbursement from the state for expenses incurred for processing mortgages.
- ◆ \$7,527 for the records management department through a per document fee.
- ◆ DWI fines for STOP DWI in the amount of \$6,800.
- ◆ \$2,077,028 in mortgage tax for all of the towns, villages & City of Ithaca.
- ◆ \$747,785 in mortgage tax for TCAT.
- ◆ \$131,962 in mortgage tax for Tompkins County.
- ◆ \$3,367,534 in fees & taxes for different state departments (Dept. of State, SONYMA, Dept. of Taxation & Finance, NYS ORPS, & Office of Court Administration).

DMV Fees Collected:

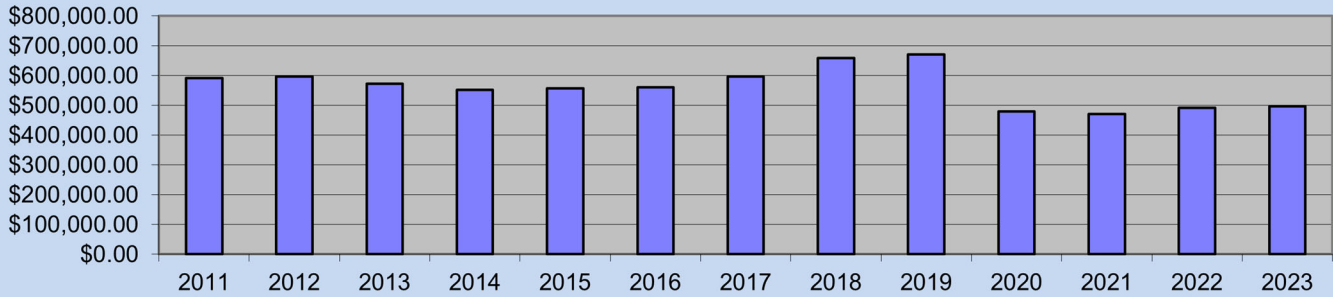
- ◆ \$496,522 in clerk's retention fees.
- ◆ \$143,990 in motor vehicle use fee.
- ◆ \$1,699,866 in sales tax for the state.
- ◆ \$3,970,600 in DMV fees for the state.
- ◆ \$345,265 in DMV use fee for the county.
- ◆ \$32,988 in internet sharing revenue.

2023 County Clerk Revenues

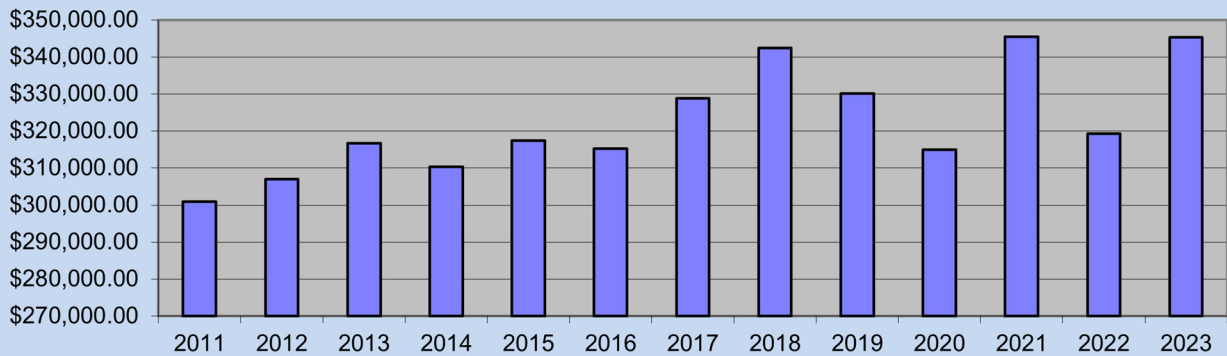


2023 DMV Revenues

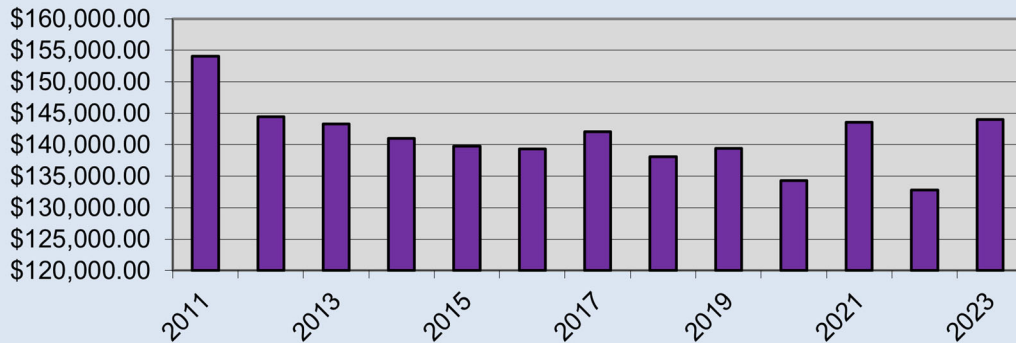
DMV Clerk Fees



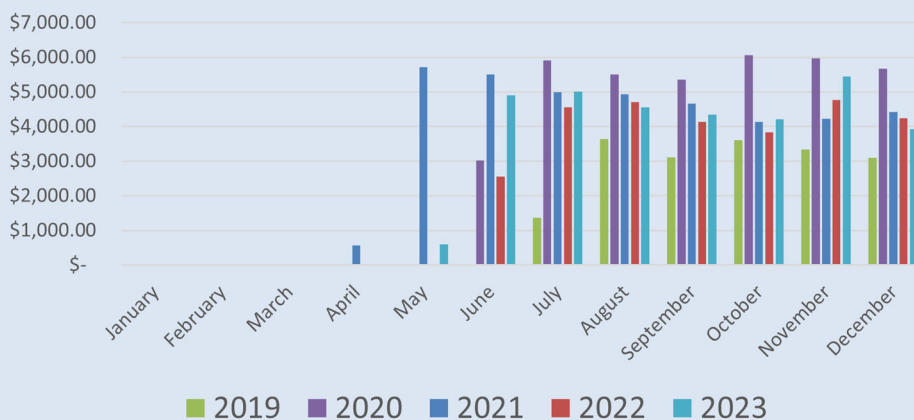
DMV Use Fee - County \$ - D Fund



DMV Use Fee



Internet Sharing Revenue



TOMPKINS COUNTY CLERK

2023 HIGHLIGHTS

In 2023, we held 0 naturalization ceremonies and welcomed 0 new citizens to Tompkins County. INS has informed us these can resume in 2024.



Assisted 959 customers obtain US Passports.



COUNTY CLERK WEBSITE

2023 HIGHLIGHTS

[How Do I?](#)

[Tompkins A-Z](#)

Search



County Clerk

[Home](#)

[Online Records Search](#)

[Laserfiche Public Portal](#)

[Recording/Civil Filing Cover Page](#)

[Civil Services](#)

[Divorce File/Document Request](#)

[Name Change Request Form](#)

[Criminal Records Request](#)

[Clerk Certificate Request](#)

[Notarial Certificate Request](#)

[Military Discharge Request \(DD214\)](#)

[Request for an Income Execution](#)

[Land Services](#)

[Naturalization Services](#)

[Pistol Permits](#)

[F.A.V.O.R](#)

[Passport Services](#)

[Business Certificates](#)

[Other Services](#)

[Notary Name Change Form](#)

[Fee Schedule](#)

[In the News](#)

[Annual Report](#)

[Motor Vehicles \(DMV\)](#)

[T.S.S.E.R.R. \(Shared Services](#)

[Electronic Records Repository\)](#)

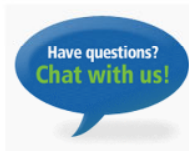
Tompkins County Clerk



Tompkins County Clerk

Maureen Reynolds

[Email the County Clerk](#)



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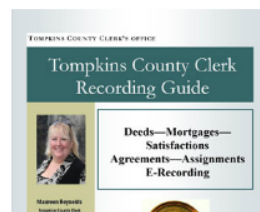
Maureen Reynolds, Tompkins County Clerk

Open Monday-Friday: 8:30 AM to 12 pm and 1 pm to 4:30 PM

[Click Here For Passport Information and Hours](#)



Please take a minute and let us know how we are doing - click the image above.





Tompkins County Clerk

New York

Tompkins County Clerk Online Services

Welcome! Our New Online Services provides a convenient and centralized way to Search the indexes of land records and court filings within the Tompkins County Clerk's Office.

Additional information about the site is available once you login. you can also visit our [Home Page](#) for additional information.

Maureen Reynolds, Tompkins County Clerk

Tompkins County Clerk
320 N. Tioga St.
Ithaca, NY 14850
(607) 274-5431

Guest users please log in here.

[Login as Guest](#)

Registered users please log in here.

Username:

Password:

[Forgot Password?](#) | [Need Help?](#)

[Login](#)

[Clear](#)



Build: 1053 221216_1249_A22_R2
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Dept of Motor Vehicles

[County Clerk Home](#)

[Motor Vehicles \(DMV\) Home](#)

DMV Helpful Links

[NYS Dept. of Motor Vehicles Website](#)

[New York State Donate Life Registry](#)

Contact DMV

DEPARTMENT OF MOTOR VEHICLES

Maureen Reynolds, County Clerk

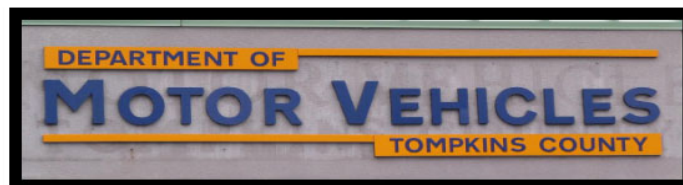
301 Third St.
Ithaca, NY 14850

Phone: (607) 273-7187

[Email Tompkins County DMV](#)

[View Map to DMV](#)

Department Of Motor Vehicles



DMV OFFICE HOURS ARE 8:30 am to 12:45 pm and 2 pm to 4 pm

Address For Our Local Mail-In Processing:

Tompkins County DMV
301 Third Street Ithaca, NY 14850

Register a Car, Truck, Motorcycle, or Trailer, or Transfer License Plates

Transferring plates:

- MV-82 <https://dmv.ny.gov/forms/mv82.pdf>
- DTF-802 https://www.tax.ny.gov/pdf/current_forms/st/df802.pdf
- Proof of insurance
- Title
- Blank check made payable to Tompkins County Clerk – or credit card authorization
- Copy of license

Registering a new to you vehicle:

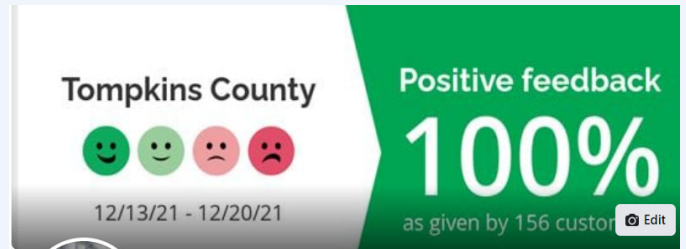
Laserfiche Public Portal

Laserfiche			
		Search in Weblink	Advanced
TompkinsCounty > County Clerk > Public Weblink 39 Entries			
<input type="checkbox"/>	Name	Page count	Volume name
<input type="checkbox"/>	Abstracts		DEFAULT
<input type="checkbox"/>	Alcohol License Permits		DEFAULT
<input type="checkbox"/>	Alcohol Prohibition		DEFAULT
<input type="checkbox"/>	Assignment and Releases		DEFAULT
<input type="checkbox"/>	Box (2.4L) Executions 1819-1830		DEFAULT
<input type="checkbox"/>	Census Books		DEFAULT
<input type="checkbox"/>	Chattel Mortgages		DEFAULT
<input type="checkbox"/>	Civil Filings		DEFAULT
<input type="checkbox"/>	Civil War		DEFAULT
<input type="checkbox"/>	Conditional Sales of Goods and Ch...		DEFAULT
<input type="checkbox"/>	Corporations		DEFAULT
<input type="checkbox"/>	Criminal		DEFAULT
<input type="checkbox"/>	DBA		DEFAULT
<input type="checkbox"/>	Deed Books		DEFAULT
<input type="checkbox"/>	Discharges		DEFAULT
<input type="checkbox"/>	Fire Department Discharges		DEFAULT
<input type="checkbox"/>	Homestead Exemption		DEFAULT
<input type="checkbox"/>	Indexes		DEFAULT
<input type="checkbox"/>	Judgment Index Books		DEFAULT
<input type="checkbox"/>	Licensing		DEFAULT
<input type="checkbox"/>	Lis Pendens		DEFAULT
<input type="checkbox"/>	Maps		DEFAULT
<input type="checkbox"/>	Miscellaneous Books		DEFAULT
<input type="checkbox"/>	Mortgage Books		DEFAULT
<input type="checkbox"/>	Muster Roll		DEFAULT
<input type="checkbox"/>	Naturalization Records		DEFAULT
<input type="checkbox"/>	Surrogates Court Indexes		DEFAULT
<input type="checkbox"/>	Tax Foreclosures - County		DEFAULT
<input type="checkbox"/>	Town Papers		DEFAULT
<input type="checkbox"/>	Waterways		DEFAULT
<input type="checkbox"/>	Welfare Liens		DEFAULT
<input type="checkbox"/>	1863 Record of Deaths, Tompkins ...	32	DEFAULT2
<input type="checkbox"/>	1906 - 1918 Auburn Water Supply -...	15	DEFAULT2
<input type="checkbox"/>	1992 Bob Eastman's Guide Maples...	100	DEFAULT2
<input type="checkbox"/>	Balloting Book and Documents Rel...	188	DEFAULT2
<input type="checkbox"/>	Hear Ye, Hear Ye	2	DEFAULT2
<input type="checkbox"/>	Power of Attorney 1 (1885 - 1942)	500	DEFAULT2
<input type="checkbox"/>	Registration Book - Land Title Regis...	20	DEFAULT2
<input type="checkbox"/>	Tompkins County Clerk History of ...	2	DEFAULT2

COUNTY CLERK/DMV SOCIAL MEDIA



Tompkins County Clerk



Tompkins County DMV
@tompkinsdmv · Local business

TWITTER.COM ⓘ

Anthony on Twitter

"Tompkins County DMV putting the stereotypes to shame. In and out in 13 minutes for a Drivers License Renewal + Enhanced upgrade. I've had sandwich orders take longer. #twithaca"

★★★★★ a month ago

Tompkins County DMV was so helpful. I made a common but potentially disastrous mistake on some paperwork. Cortland County DMV had an attitude of "too bad, so sad" and their only recommendation was nearly impossible to fulfill. I was a basket case but tried Tompkins County DMV. They were like, "happens all the time, here's what to do". Paperwork completed in 3 minutes. Team member #8 was helpful, professional, friendly, and a life saver. I will definitely make the trip to Ithaca again for my DMV needs.

I have NEVER ever imagined that I *could* want to leave a positive review for a DMV. But wow. I hit that green smiley face button as I left the Ithaca DMV enthusiastically. While I was in there, no one waited more than a minute in line. The attendants were friendly, upbeat, genuinely kind. They were informative and understanding of the challenges in supplying many forms of verification for a drivers license. While I was there someone walked in and was greeted by an attendant as they began jovially discussing solutions to a certain issue. This DMV belongs in a Hallmark movie about small town kindness. The DMVs in Charlottesville, VA could NEVER. Thank you.

👍 Like

★★★★★ 2 months ago

No line out the door and friendly, courteous service . . . Are we sure this is a DMV?!?! I went in at 11:30 and left before noon. I didn't have to take a number and I was only in line for 5 minutes. The DMVs in California need to take note!

RECORDS MANAGEMENT

2023

TSSERR

Home

Contact Information

SHARED SERVICES ELECTRONIC
RECORDS REPOSITORY
320 N. Tioga St.
Ithaca, NY 14850
(607) 274-5431
[Email Us](#)
[View Full Info and Map](#)



Tompkins Shared Services Electronic Records Repository (TSSERR) - is a group created to provide, oversee and coordinate shared records management within Tompkins County

[Agendas](#)

[Minutes](#)

[By-Laws](#)

[Group Agreement](#)

[Shared Data Systems Policy and Procedure - Draft](#)

Presentations

[NYCOM](#)

[NACRC](#)

[NYSACC 2016-01](#)

[Presentation from Laserfiche Conference January 2014:](#)

[Tompkins County: Transparent Records Management in Action](#)

[Panel discussion from Laserfiche Conference January 2015:](#)

[Records Management Panel: Aligning IT and Records Managers to Meet Challenges and Demands](#)



Every individual success is a TSSERR group effort!
Alan K

- ◆ Continued scanning documents for our TSSERR partners
- ◆ Continued working on scanning for departments that will be moving to the new county building
- ◆ Worked with all county departments to institute “born-digital” protocols and scan their old paper files into Laserfiche
- ◆ Our Laserfiche Shared Services Solution has been highlighted in 25 tech publications

DEPARTMENT OF MOTOR VEHICLES

2023 HIGHLIGHTS

REAL ID License—May 7, 2025 Deadline!

REAL ID LICENSE, PERMIT, & ID

Do You Have the Right Documents?

Social Security Card  & 2 Proofs of NYS Residency &

Valid U.S. Passport



OR



U.S. Birth Certificate &
 4 Additional Documents:
Utility Bill,
Credit / Debit Card,
Pay Stub, Marriage
Certificate, etc.



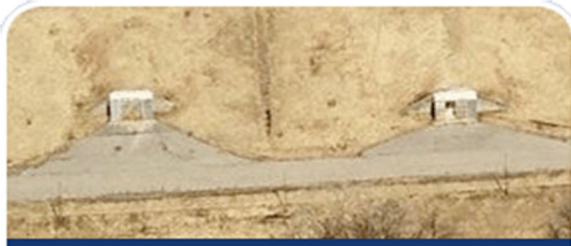
Valid Foreign Passport & Green Card &
 1 Additional Document

> Learn more at DMV.NY.GOV/REALID

ALL DOCUMENTS MUST BE **ORIGINAL**. PHOTOCOPIES ARE **NOT** ACCEPTABLE.

Document Type	Enhanced (EDL)	Federal REAL ID	Standard*
Displayed on document			NOT FOR FEDERAL PURPOSES
Boarding a domestic (U.S.) flight (starting October 2020)	X	X	
Entry into a Federal Building or Military Base	X	X	
U.S. Border Crossing from Canada, Mexico, some Caribbean countries	X		

Former Seneca Army Depot Bunkers



CLOSE-UP AERIAL VIEW OF BUNKERS



BUNKER EXTERIOR - BEFORE AND AFTER



BUNKER MECHANICAL ROOM



BUNKER INTERIOR - BEFORE AND AFTER



Tompkins County Clerk's Office - Annual Report for 2023

The following represents funds collected during 2023 in the County Clerk's Office and the DMV.

Records Management (1460.42770):	\$	7,527.00
County Clerk Coversheets (1410.42770):	\$	32,795.00
County Transfer Tax (9999.1189):	\$	868,662.50
DMV Clerk's Fees (1411.41255):	\$	496,521.71
STOP DWI (4250.2615):	\$	6,800.00
New Mortgage Tax - TCAT portion (5630.41188):	\$	747,785.36
85%		
New Mortgage Tax - County portion (5630.41187):	\$	131,962.13
15%		
County Clerk's Fees (9999.1255):	\$	1,085,304.74
Comptroller's Expenses (1310.41230):	\$	23,390.00
Clerk's Mortgage Tax Expenses (1410.41255):	\$	345,187.00
DMV Use Fee (1411.41256):	\$	143,990.00
DMV Use Fee (to General Fund):	\$	345,264.44
DMV Internet Revenue Sharing:	\$	32,988.25
Misc Revenue:	\$	54,530.00
State Grants:	\$	46,002.00
Total Collected for Tompkins County:	\$	4,368,710.13
Mortgage Tax Collected for City, Towns and Villages:	\$	2,898,330.03
Office of Court Administration:	\$	239,670.00
Transfer Tax:	\$	1,975,427.84
Dept. of Education:	\$	143,013.00
Real Property:	\$	247,482.00
SONYMA:	\$	724,386.11
Mortgage Tax for Other Counties:	\$	32,645.50
Notary:	\$	4,910.00
DMV Sales Tax:	\$	1,699,866.40
DMV Fees:	\$	3,970,599.90
Total Collected for NYS:	\$	9,038,000.75
Total Collected:	\$	16,305,040.91