



WESTCHESTER COUNTY CLERK

Timothy C. Idoni
County Clerk

January 30, 2025

Honorable Kenneth Jenkins
County Executive
148 Martine Avenue
White Plains, New York 10601

Honorable Members of the
Westchester County Legislature
148 Martine Avenue
White Plains, New York 10601

Honorable Colleagues:

In compliance with County Law §406, I hereby submit the Annual Report of the Westchester County Clerk for the fiscal year 2024. The duties of the County Clerk are mandated by the New York State Constitution and by federal, state and local law. These duties are carried out by dedicated staff who work diligently to serve the public.

Each service provided by the County Clerk's office impacts the lives of residents and businesses throughout the county and the nation. Deeds, mortgages, court records, judgments, business certification or incorporation records, and pistol licenses are filed and/or recorded in the Office of the Westchester County Clerk.

The Office of the Westchester County Clerk collected \$179,405,867.79 in 2024, of which \$21,577,887.12 was disbursed to the County. The expenditures for the County Clerk's office in 2024, totaling \$6,470,405.28 are offset by the \$6,897,265.66 in revenue collected.

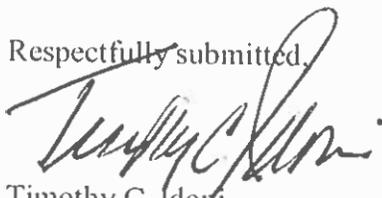
Our office collects fees on behalf of numerous federal and state agencies, and paid out the following 2024 revenue:

- \$78,964,343.45 to the New York State Department of Taxation and Finance for transfer tax
- \$31,551,724.37 to the Metropolitan Transit Authority for mortgage tax
- \$5,853,403.00 to the Unified Court System for court filing fees
- \$2,771,418.46 to the State of New York Mortgage Agency for mortgage tax
- \$1,728,969.00 to the New York State Office of Real Property Tax Services
- \$951,615.00 to the New York State Cultural Education Fund
- \$335,459.25 to the New York State Records Management Improvement Fund

In 2024, approximately 71% of land records such as deeds and mortgages were being submitted to the office electronically as part of a voluntary e-Recording initiative and over 92% of civil cases were commenced electronically pursuant to state mandate or voluntarily. As we enter 2025, my goals for the Office of the Westchester County Clerk continue to include service through technology, increase productivity through professional management and a customer friendly environment, and facilitate commerce throughout the County through cooperation and efficiency. We remain committed to improving our services while reducing costs to our residents.

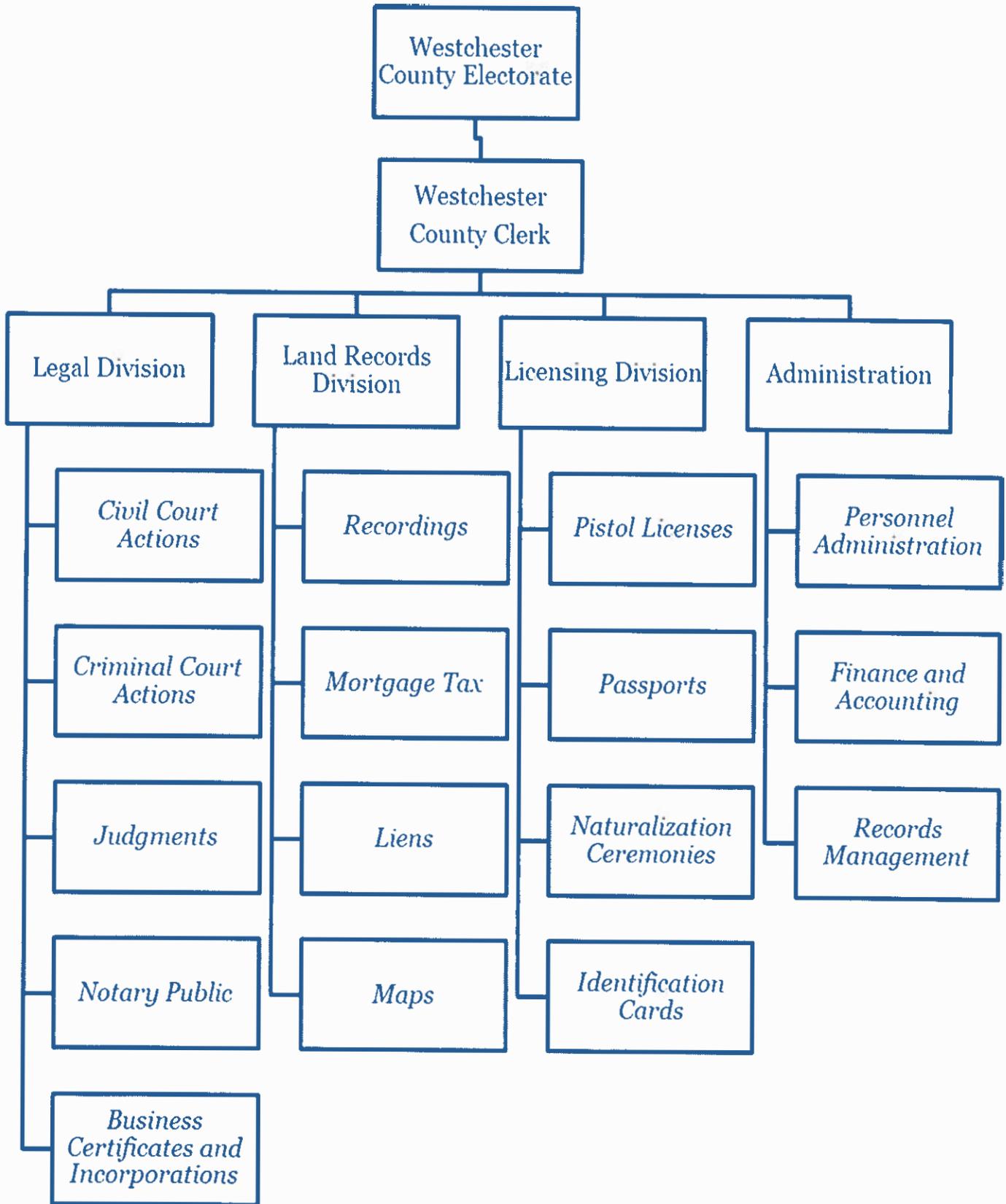
This is my last annual report as County Clerk as I have decided not to seek re-election. My successor in office will submit the Annual Report for the 2025 Fiscal Year. Accordingly, I want to take this opportunity to express my appreciation for the dedication of my staff and the continuous support of the County Executive and the County Legislature. Your efforts are reflected in the advancements and achievements of this Office in meeting the needs of those we serve. Thank you.

Respectfully submitted,



Timothy C. Idoni
Westchester County Clerk

Office of the Westchester County Clerk Organizational Chart



Services Provided by the Office of the County Clerk

Land Records Division

- Recording land records, including deeds, mortgages, assignments, and satisfactions
- Collection and processing of New York State mortgage and transfer taxes
- Filing of maps, UCC statements, Federal tax liens, Notices of Common Charges, and other federal liens

Legal Division

- Fee collection and filing of court records for Supreme and Westchester County courts
- Administration of Notary Public and Commissioner of Deeds licenses
- Administration of the Domestic Partnership Registry
- Filing of Business Certificates and Incorporation records from New York State
- Filing of Small Claims Assessment Review petitions
- Filing of Veterans Military Discharge papers

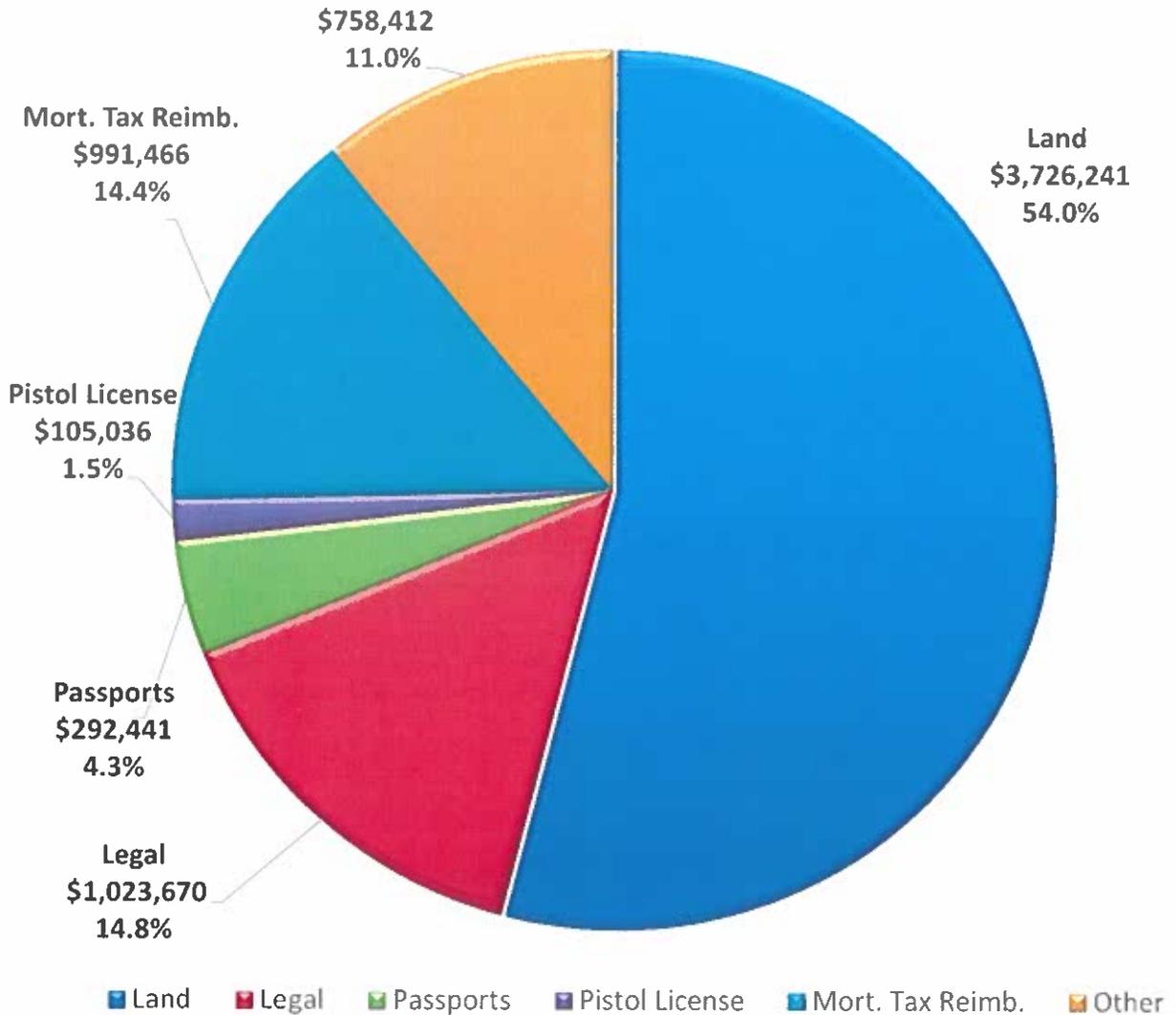
Licensing Division

- Processing of United States Passport applications
- Administration of Pistol Licenses
- Issuance of Westchester County Identification Cards
- Host and Administration of Oath of Allegiance to newly naturalized United States citizens
- Operation of Mobile Passport Office to bring services to municipalities and events throughout the County

Administration

- Subscription Service for online access to land and legal records, foreclosure lists, judgments, and other records ("WRO")
- Financial Reporting to partners in federal, state and county government
- Administering and Filing of Oaths of Office
- Provision of certified copies of all recordings and filings

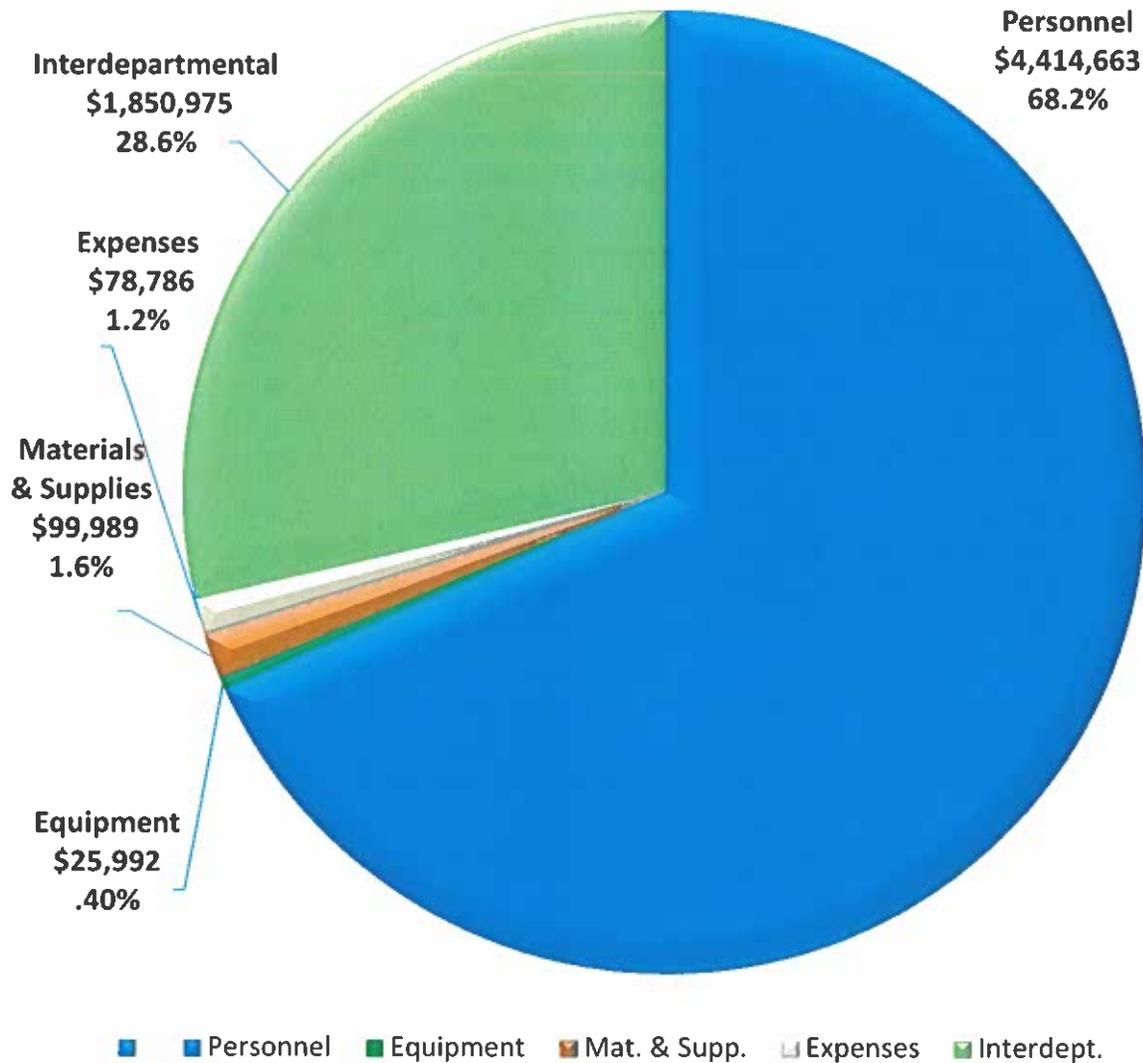
2024 REVENUE AT \$6,897,266



2024 Revenue

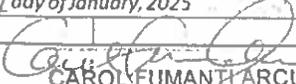
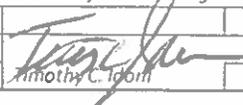
Fees paid in connection with the recording of land records such as deeds and mortgages make up the majority (54.0%) of our revenue. Court and legal fees provide an additional 14.8% of the revenue collected by our office. New York State reimburses us for expenses in connection with the processing of mortgage tax and this accounts for 14.4% of our revenue. Passports and pistol licenses make up 5.8%. The remaining 11% is comprised of equalization and assessment fees, interest income, online access to records, transfer tax revenue, public copier and overpayment of fees.

2024 EXPENSES AT \$6,470,405



2024 Expenses

Our largest expenses are personnel costs which include salaries and overtime, representing approximately 68% of our expenses for 2024. Interdepartmental charges represent the next largest portion of our expense budget, at approximately 28% of our budget funding items such as our DoIT support team, the Archives, Department of Public Works and Transportation, and the Law Department. Our general expenses, which make up approximately 1% of our expense budget, include items such as scanning and equipment rental. Our materials and supplies expenses continue to remain modest at less than 2% as our e-initiatives expand and additional and replacement equipment making up less than 1% of the budgeted expenses.

Office of the Westchester County Clerk				
Total Funds Collected and Distributed for Fiscal Year Ending 12/31/2024				
County Clerk Fees Collected				
	Land Records Division			
		Recording Fees	\$3,723,749.60	
		Real Property Transfer Report Fee	\$124,281.00	
		Administrative Fee, Refund Processing	\$2,491.25	
		Interest	\$3,534.69	
	Legal Division			
		Filing Fees	\$906,585.06	
		DWI Surcharges	\$60,797.09	
		Criminal Fines	\$56,288.00	
		Interest	\$1,125.56	
	Licensing Division			
		Filing Fees	\$397,477.15	
		Interest	\$1,594.78	
	Other (Online Access, Copiers)		\$535,600.00	
		Public Copiers	\$480.60	
		Unclaimed funds	\$14.50	
				\$5,814,019.28
Mortgage Tax Collected				
	Paid to Westchester County			
		Westchester County Mortgage Tax	\$15,672,087.16	
		Local Mortgage Tax	\$31,272,217.50	
		Yonkers Mortgage Tax	\$3,407,364.94	
		Reimbursement for Processing Costs	\$991,465.70	
		Interest, County Portion	\$28,541.99	
	Paid to Metropolitan Transit Authority		\$31,551,724.37	
	Paid to State of New York Mortgage Agency		\$2,771,418.46	\$85,694,820.12
New York State Real Estate Transfer Tax				
	Paid to Westchester County			
		Recording Officer's Fee	\$12,022.25	
		Interest, County Portion	\$51,216.44	
	Paid to the Department of Taxation and Finance		\$78,964,343.45	\$79,027,582.14
Court Revenue				
	Paid to the Unified Court System			\$5,853,403.00
Notary Revenue				
	Paid to the New York State Department of State			\$0.00
Records Management Improvement Fund				
	Collected from Court Filings		\$103,977.50	
	Collected from Land Records Filings		\$231,481.75	
Cultural Education Fund				
	Collected from Court Filings		\$311,918.25	
	Collected from Land Records Filings		\$639,696.75	\$1,287,074.25
Equalization and Assessment				
	Paid to NYS Office of Real Property Tax Services			\$1,728,969.00
Total Collected and Disbursed:				\$179,405,867.79
State of New York				
County of Westchester				
Timothy C. Idoni, being duly sworn, says he is the County Clerk of the County of Westchester; that the foregoing statement is in all respects a full and true statement of moneys received by him as such clerk to the best of his knowledge and belief.				
Sworn to before me this <u>29th</u> day of January, 2025				
 CAROL FUMANTI ARCURI Notary Public, State of New York No. 04AR4665201 Qualified in Westchester County Commission Expires 09/30/2026			 Timothy C. Idoni	

Archived File - Not ADA Compliant

Legal Division - Total Funds Collected and Distributed for Fiscal Year ending 12/31/2024					
	Cost	Fee	No Fee	State Share	County Share
Business Certificates	\$25.00	1,067	104	\$0.00	\$26,675.00
Incorporations from NYS	varies	6,030	22	\$0.00	\$52,635.00
Religious Corporations	\$25.00	29	0	\$0.00	\$725.00
Certified Copies	varies	10,104	0	\$0.00	\$80,246.64
Commissions	varies	327	0	\$0.00	\$1,706.25
Executions	\$5.00	248	0	\$0.00	\$1,240.00
Exemplifications	\$10.00	440	0	\$0.00	\$4,400.00
Matrimonial Dissolutions	\$5.00	3,097	1	\$0.00	\$15,485.00
Transcripts Issued	\$5.00	183	0	\$0.00	\$915.00
Veteran's Permits	\$0.00	0	1	\$0.00	\$0.00
Commencements (Index Numbers)	\$210.00	20,705	466	\$3,809,720.00	\$538,330.00
Foreclosure Surcharge	\$190.00	761	0	\$144,590.00	\$0.00
Judgment Transcripts Filed	\$10.00	1,556	7,410	\$0.00	\$15,560.00
Judgments Entered	\$45.00	3,280	150	\$147,600.00	\$0.00
Jury Demand	\$65.00	1,061	0	\$68,965.00	\$0.00
Liens/Small Liens	varies	2,124	342	\$22,496.00	\$35,136.00
Motion	\$45.00	6,381	11	\$287,145.00	\$0.00
Note of Issue	\$30.00	5,181	17	\$155,430.00	\$0.00
Notice of Appeal	\$65.00	938	0	\$60,970.00	\$0.00
Order to Show Cause	\$45.00	2,129	46	\$95,805.00	\$0.00
Request for Judicial Intervention	\$95.00	9,706	117	\$922,070.00	\$0.00
Separation Agreement	\$5.00	19	0	\$0.00	\$95.00
Small Claims Assessment Review	\$30.00	4,551	0	\$113,775.00	\$22,755.00
Stipulation	\$35.00	9,371	19	\$327,985.00	\$0.00
Subpoenas	\$20.00	37	0	\$0.00	\$740.00
Trial De Novo	\$75.00	0	0	\$0.00	\$0.00
Criminal Fines	varies	69	0	\$0.00	\$56,288.00
Felony Surcharge	varies	168	0	\$45,026.00	\$0.00
Misdemeanor Surcharge	varies	98	0	\$15,716.00	\$0.00
Violation Surcharge	varies	55	0	\$10,701.00	\$0.00
Sex Offender Registration	\$50.00	10	0	\$500.00	\$0.00
DNA Data Bank Registration	\$50.00	188	0	\$9,400.00	\$0.00
Crime Victims Assistance Fee	varies	268	0	\$7,760.00	\$0.00
Supplemental Sex Offender	\$0.00	9	0	\$9,000.00	\$0.00
Criminal Penalty for DWI	varies	75	0	\$14,475.00	\$0.00
Criminal Fine for DWI	varies	106	0	\$0.00	\$60,797.09
Domestic Partnership New filings	\$25.00	228	0	\$0.00	\$5,700.00
Domestic Partnership Amendments	\$25.00	0	0	\$0.00	\$0.00
Domestic Partnership Terminations	\$25.00	32	0	\$0.00	\$800.00
Authentication of Notaries Public	\$3.00	13,688	0	\$0.00	\$41,064.00
Character Cards Filed	\$10.00	68	0	\$0.00	\$680.00
Character Cards Issued	\$5.00	49	0	\$0.00	\$245.00
Notary Public Renewals	\$20.00	2,409	0	\$0.00	\$48,180.00
Business Filing Report	\$20.00	0	0	\$0.00	\$0.00
Foreclosure Filing Report	\$20.00	24	0	\$0.00	\$480.00
Judgment/Lien Report	\$30.00	0	0	\$0.00	\$0.00
Other Filings & Services	varies	1,971	0	\$19.75	\$13,263.17
Adjustments					-\$471.00
2024 Total Legal Division:				\$6,269,148.75	\$1,023,670.15

Archived File - Not ADA Compliant

Land Records Division - Total Funds Collected and Distributed for Fiscal Year ending 12/31/2024				
	Fee	No Fee	State Share	County Share
Conveyances:				
Assignment of Lease and Rents	582	0	\$11,058.00	\$45,735.00
Contract	12	0	\$228.00	\$1,092.00
Declaration	186	24	\$3,534.00	\$15,002.00
Dedication	9	3	\$171.00	\$744.00
Deed	13,739	8	\$261,041.00	\$584,706.00
Deed Agreement	181	1	\$3,439.00	\$13,186.00
Deed, Correction	67	0	\$1,254.00	\$2,982.50
Easement	299	3	\$5,681.00	\$25,574.00
Lease Agreement	936	2	\$17,784.00	\$43,088.50
Letters of Patent	0	0	\$0.00	\$0.00
Release of Lien of Estate Tax	45	0	\$855.00	\$1,895.50
Release of Mortgage	105	0	\$1,995.00	\$5,595.00
Real Property Law 291 Notices	12,537	0	\$0.00	\$125,370.00
Mortgages:				
Assignment of Mortgage	4,899	4	\$93,081.00	\$199,004.50
Mortgage	10,794	37	\$205,086.00	\$1,207,507.00
Mortgage Agreement	246	7	\$4,674.00	\$19,648.00
Mortgage, Correction	89	0	\$1,691.00	\$11,525.00
Registered Agreement	1,225	0	\$23,275.00	\$189,744.00
Satisfactions of Mortgage	11,986	14	\$227,734.00	\$601,036.00
Miscellaneous:				
Affidavit	0	8	\$0.00	\$0.00
Agreement	7	0	\$133.00	\$432.00
Certificate	0	0	\$0.00	\$0.00
Commitment	0	0	\$0.00	\$0.00
Judgment	7	0	\$133.00	\$327.00
Negative Pledge Agreement	1	0	\$19.00	\$51.00
Notice of Appropriation	0	16	\$0.00	\$0.00
Order	52	1	\$988.00	\$2,947.00
Power of Attorney	3,249	0	\$61,731.00	\$178,799.00
Power of Attorney, Revocation	2	0	\$38.00	\$67.00
Statement Identifying Property	14	0	\$266.00	\$579.00
Waiver	1	0	\$19.00	\$41.00
Cross-References Entered	48,080	0	\$0.00	\$24,040.00
Transfer Tax Return Filing Fee	14,340	0	\$0.00	\$71,700.00
Mortgage Tax Affidavit Filing Fee	3,689	0	\$0.00	\$18,445.00
Certified Copies, Copies, Searches	2,248	0	\$0.00	\$23,102.60
Map Copies	111	0	\$0.00	\$1,161.00
Administrative Fee, Refund Processing	0	0	\$0.00	\$2,491.25
Adjustments	0	0	\$0.00	\$667.50
Ucc Filed	6,863	0	\$0.00	\$251,130.00
Federal tax liens filed	1,374	0	\$0.00	\$54,360.00
Other Federal Liens	36	0	\$0.00	\$252.00
Notices of Common Charges	311	0	\$0.00	\$1,535.00
Certified Copies, Copies, Searches	42	0	\$0.00	\$678.50
2024 Land Records Division Total:			\$925,908.00	\$3,726,240.85

Licensing Division - Total Funds Collected and Distributed for Fiscal Year ending 12/31/2024					
	<i>Fee Count</i>	<i>No Fee</i>	<i>Cost</i>	<i>Total</i>	
Passport Fees Collected:					
Processing Fees	5,879	0	\$35.00	\$205,765.00	
Photo Fees	4,484	0	\$10.00	\$44,840.00	
Photo Fees (Senior)	455	0	\$7.00	\$3,185.00	
Miscellaneous	2	0		\$12.00	\$253,802.00
Pistol License Administration:					
New Applications	1,609	83	\$10.00*	\$24,660.00	
Amendments	4,338	0	\$3.00*	\$23,379.00	
Recertifications	1,386	0	\$10.00*	\$36,135.00	
Dealer/Gunsmith	17	0	varies	\$2,175.00	
Transfers	169	0	\$5.00	\$845.00	
Photo Fees	1,752	0	\$10.00	\$17,520.00	
Replacement	31	0	\$5.00	\$155.00	
Photo Fees (Senior)	3	0	\$7.00	\$21.00	
Miscellaneous	37			\$145.99	\$105,035.99
*By County Law, effective December 4, 2024, the fees were changed to \$175 for new applications and recertifications; \$125 for amendments with restriction change; \$25 for amendments without restriction change.					
Naturalization Ceremony Administration:					
Ceremony Administration Fees				\$17,076.16	
Certified Petitions	15	0	\$5.00	\$75.00	
Certified Letters	290	0	\$5.00	\$1,450.00	\$18,601.16
Westchester County Identification Cards:					
Cards Issued	1,130	0	\$8.00	\$9,040.00	
Photo Fees (Senior)	39	0	\$7.00	\$273.00	
Photo Fees	1,101	0	\$10.00	\$11,010.00	\$20,323.00
Adjustments					-\$285.00
2024 Licensing Division Total:					\$397,477.15

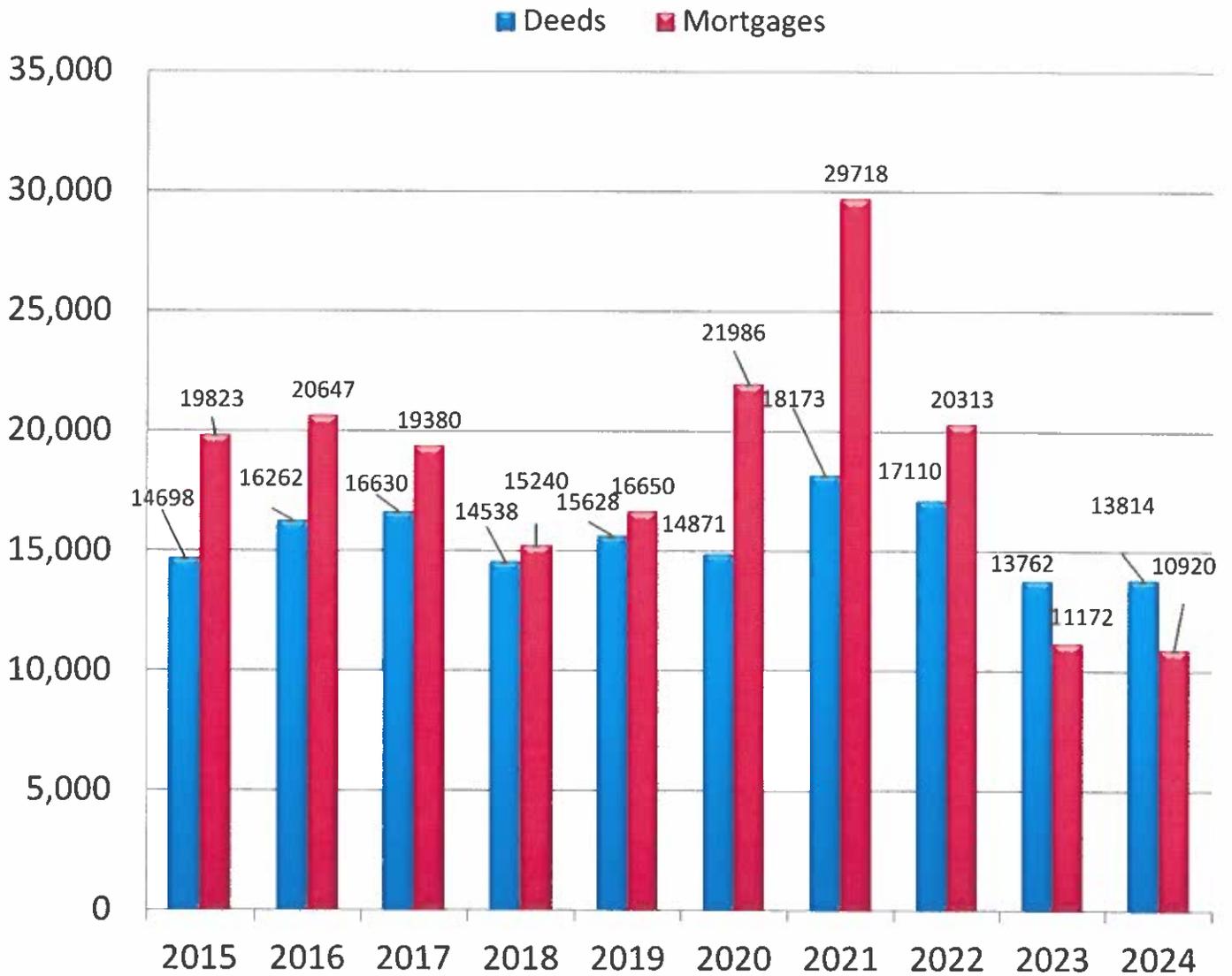
Initiatives & Highlights

- **Facilitating E-filing in New York State:** As a member of the New York State Association of County Clerks' Court Committee and its Legislative Committee, and first ever Chair of the Supreme Court Steering Committee for Supreme Court E-filing, the County Clerk remains committed to advance automation throughout the State. The committees coordinate responses from the county clerks and legal community leaders and make recommendations to the State Chief Administrative Judge on the creation or expansion of mandatory electronic filing programs. The committees' initiatives have resulted in 61 of the 62 counties in the State now providing e-filing. Working with dedicated and diverse legal community leaders has enhanced the ability of the Clerk's Office to serve pro se litigants and attorneys.
- **E-Filing and E-recording:** Over 92% of civil actions are commenced electronically through the NYS electronic filing system and approximately 71% of the land record documents are currently e-recorded. Electronic recording has significantly increased the efficiency of the filing and recording and reducing manual labor. Further reduction in paper filings is anticipated with the recent authorization of e-filing of election law cases, special proceedings under the Mental Hygiene Law, and name change applications.
- **Recording enactments:** In 2024, NYS enacted the Transfer on Death law permitting the recording of a revocable deed used to hold property that automatically transfers ownership of real property to the named beneficiary upon the death of the transferor; and the Judicial Security Act restricting public access to certain personal information of judges and certain family members from recorded and filed documents. The Office, in conjunction with the IT staff, is prepared to comply with both enactments.
- **Renovation in Office Space:** The renovation of the 32,000 square feet of space occupied by the Clerk's office is near completion. With the automation of department functions and the resultant reduction in staffing needs, space has been opened up for adaptive reuse by the County Public Safety department and the District Attorney. The renovation enhances the efficiency and the environment for an improved staff and visitor experience.
- **Westchester County Personal Identification Card:** Over the years, the number of cards issued rose from 31 when first permitted in 2010 to 1,130 in 2024. Obtaining "a certified copy of a birth certificate" as required by Laws of Westchester County §265.181(2) had been a major obstacle in qualifying for the ID card. This Office proposed an amendment to permit other proofs of birth and identity in lieu of or in addition to the birth certificate. In March 2022, the amendment was adopted by the Board of Legislators and approved by the County Executive. To assist in providing this service, the County ID application and guidelines are available in to Spanish, Haitian Creole, Portuguese, Italian, Chinese, French, Arabic, Tagalog, Japanese, and Albanian.
- **Naturalization:** The County Clerk requested and received approval from the Court and USCIS to increase the number of naturalization candidates to 100 at its monthly session in 2025. The County Clerk administered the oath of allegiance to 1067 naturalized citizens in 2024.
- **Foreclosure Data Captured and Shared:** The Clerk's Office continues to capture information from foreclosure cases to provide County residents with the data needed to secure funds to assist municipalities and individuals impacted by the foreclosure crisis. In 2024, 722 foreclosure actions were filed and 298 foreclosure judgments were entered.
- **Mobile Community Outreach Vehicle:** The County Clerk's Community Outreach truck stops in every County town and city from April through November. The mobile office staff is authorized to accept passport applications and answer questions about passport applications and renewals, and take passport photos. Notary, veterans, and business licensing services are also available.
- **Pistol Licensing:** In June 2022, the US Supreme Court struck down that portion of the NYS firearm licensing law requiring the showing of "proper cause" or a special need to carry a concealed handgun outside of the home. Thereafter, NYS enacted revisions to the firearm licensing laws, effective 9/1/2022. As a result of the ruling, there has been a significant increase in initial applications for full carry concealed licenses and applications to amend and delete restrictions on current licenses. The number of amendment applications doubled in 2022 to 6,181. As full carry concealed licenses have a 3-year term, the Office anticipates a significant increase in recertifications in 2025.
- **Digitized Records Designation.** The Office has been proactive in converting hard-copy documents to digital format. The County Clerk proposed legislation that would designate all digitally created or digitally converted records filed in the Office as the official copies of the records. The legislation was adopted by the Legislators and approved by the County Executive, resulting in a reduction in storage costs and increased efficiency in accessibility and sharing of documents.

STATISTICS OF INTEREST

Indicators from our Land Records Division

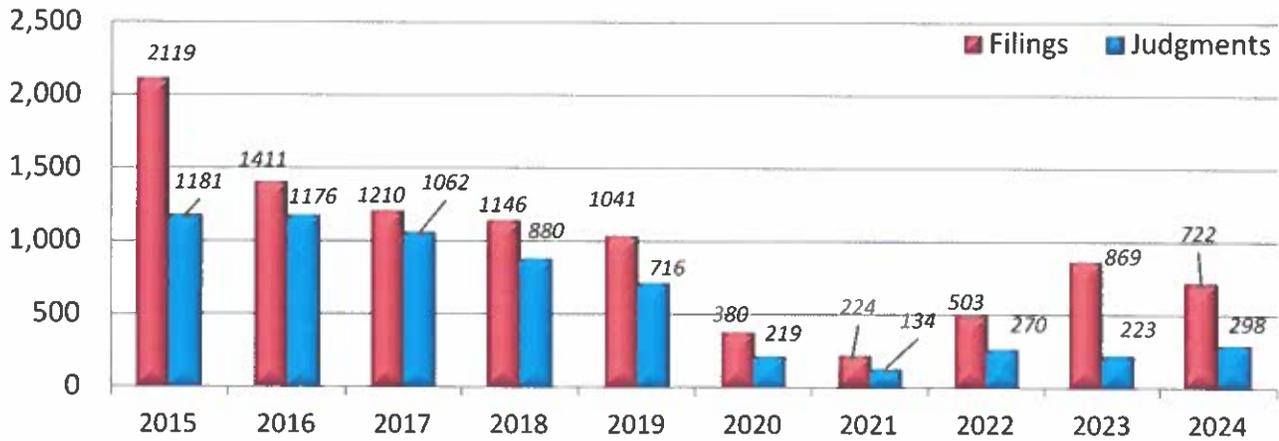
Deeds and Mortgages Recorded



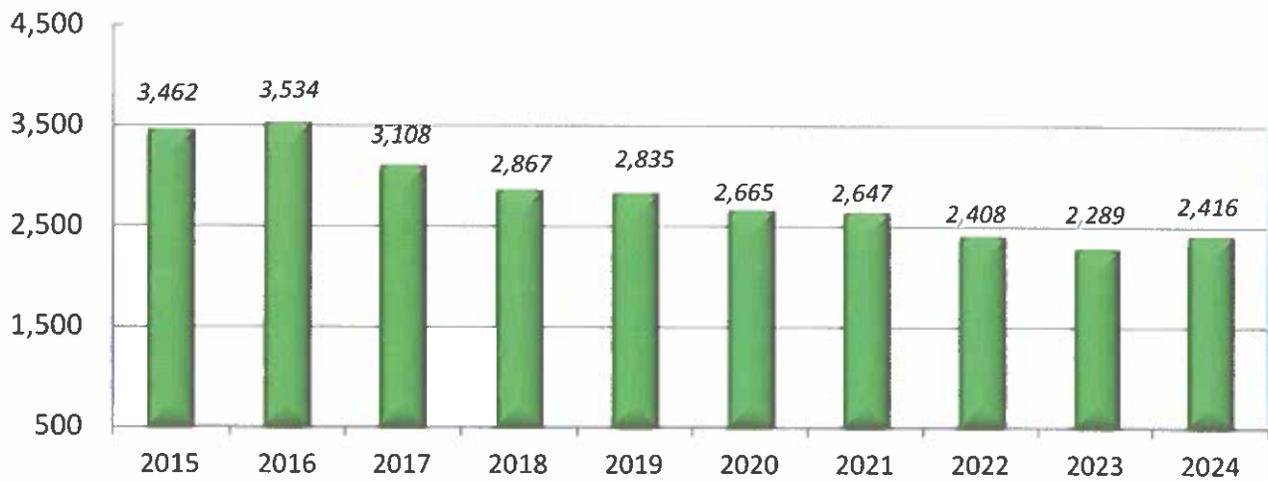
Statistics of Interest

Indicators from our Legal Division

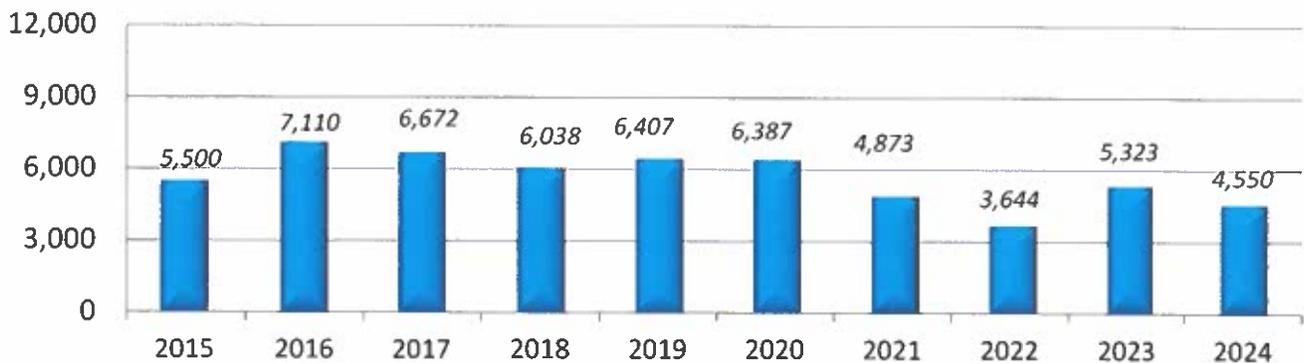
Foreclosure Filings and Judgments



Tax Certiorari Proceedings Commenced

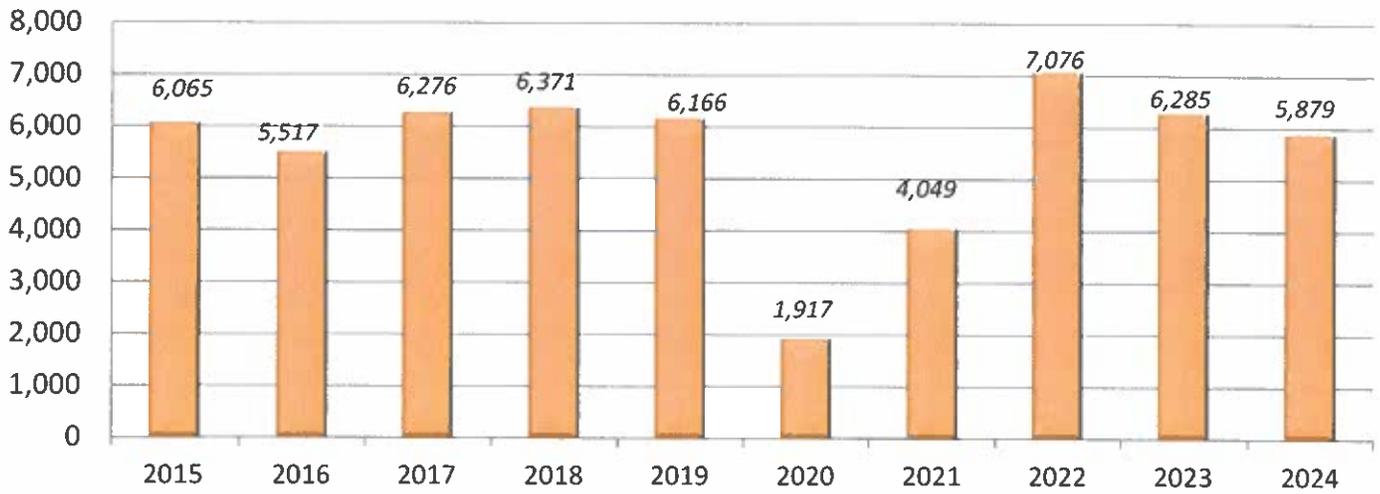


Small Claims Assessment Review Petitions Filed

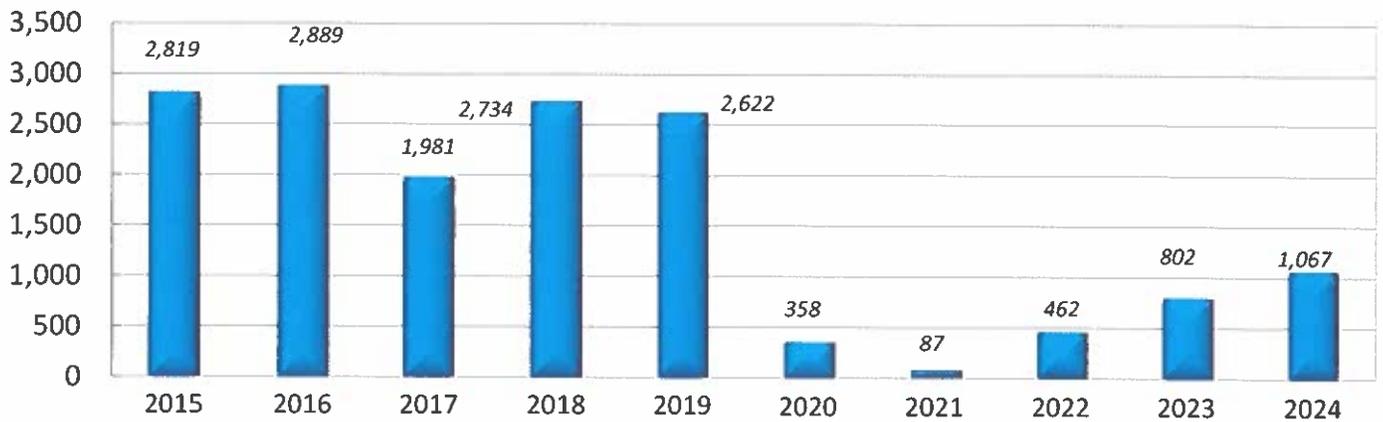


Statistics of Interest Indicators from our Licensing Division

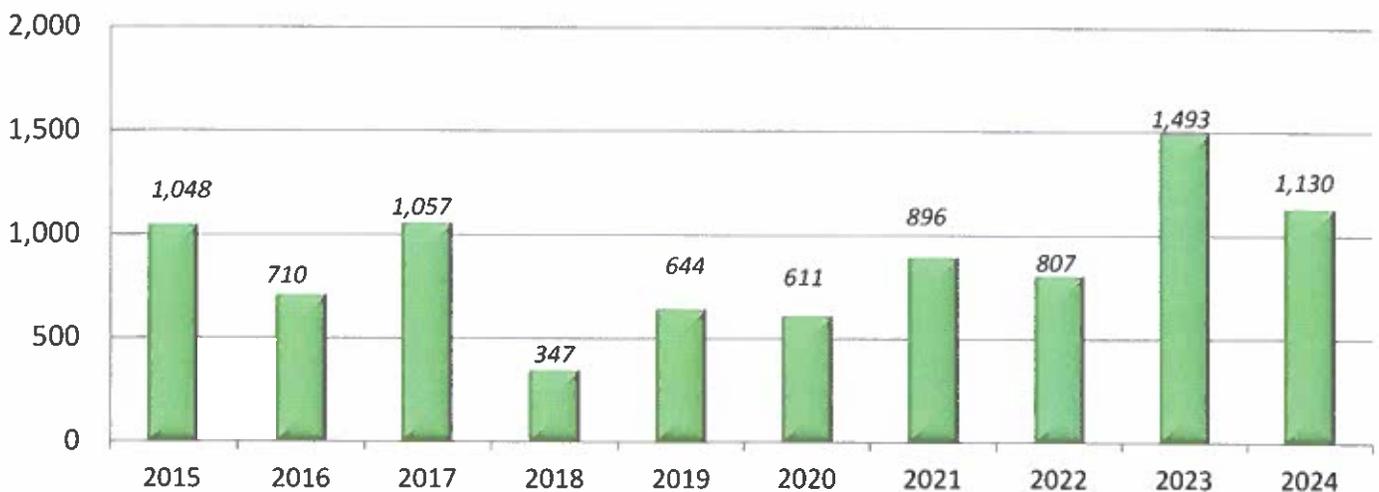
Passport Applications



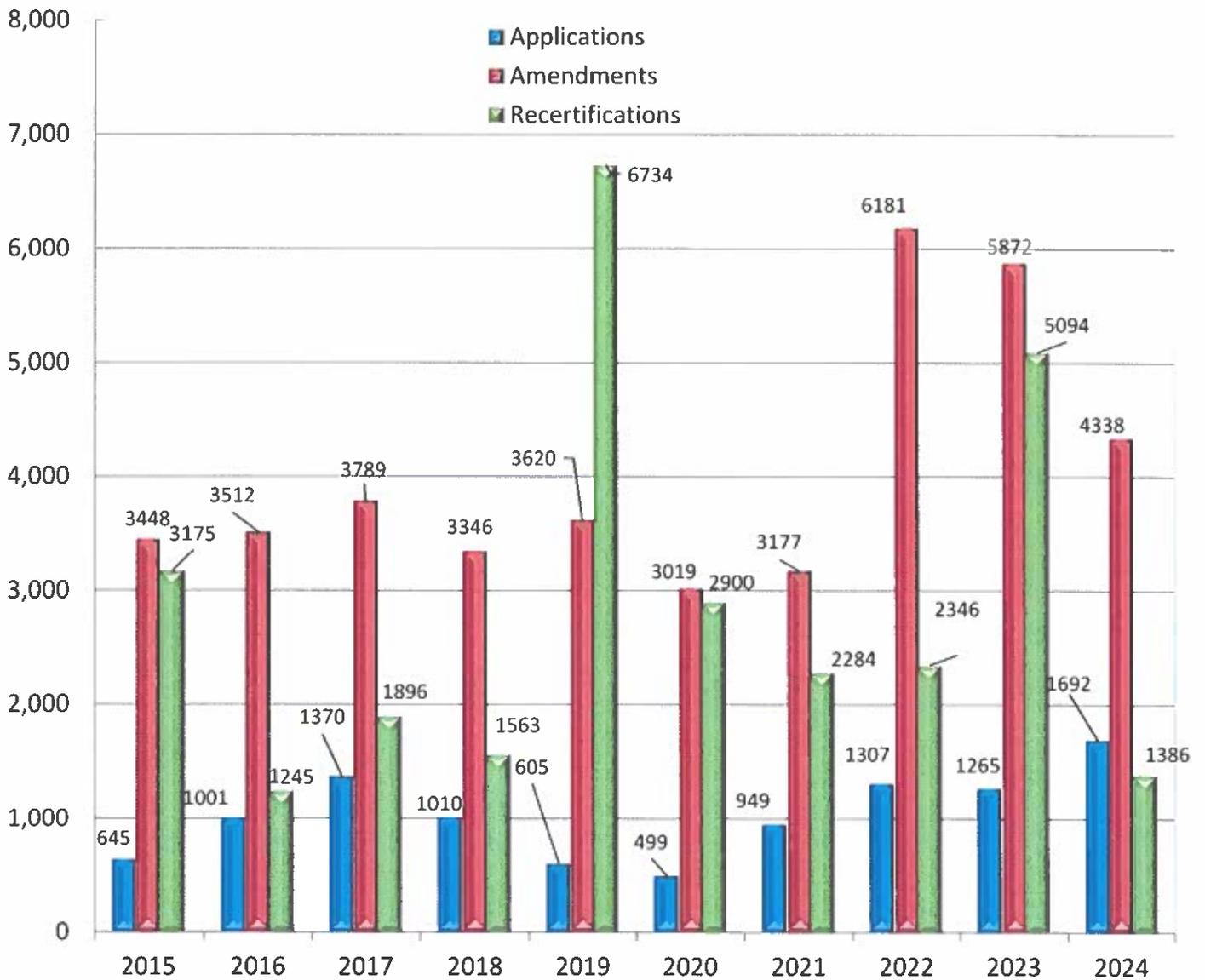
Naturalizations



County Residence Personal IDs



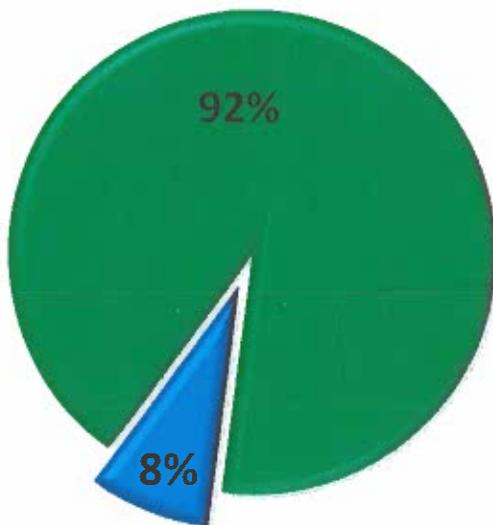
PISTOL LICENSE APPLICATIONS, AMENDMENTS AND RECERTIFICATIONS



Electronic Filing and Recording

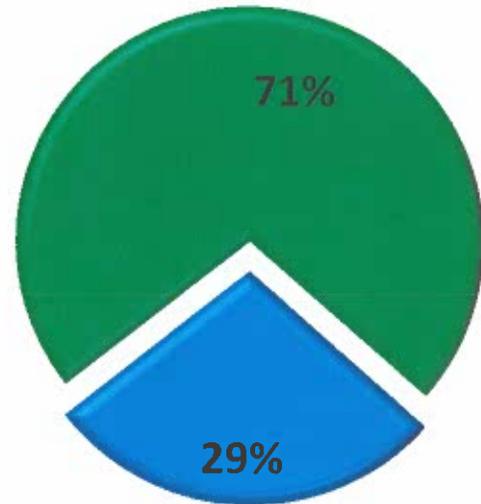
Civil Actions

Over **92%** of our civil actions are commenced electronically through the NYS Courts electronic filing system.



Land Records

Approximately **71%** of the documents submitted to the Land Records Division are submitted electronically as part of a **voluntary** eRecording program.



County Clerk's Westchester Records Online Program ("WRO").

In 2024, **3,246,619** searches were conducted in WRO. Local municipalities and federal and state agencies are granted free remote access to WRO through "no cost" agreements. Free access to local municipalities has been expanded to include access to WRO reports of foreclosure filings and judgments as a "shared service" to assist in preventing zombie homes.