



County Administration South  
601 N. Ross Street, Santa Ana, CA 92701 | (714) 834-2500

## WELCOME

Newsletter - June 2021

*Thank you for your interest in the Orange County Clerk-Recorder Department's newsletter. We will be bringing you periodic updates on the latest news, information and events affecting the department. I am honored and privileged to serve as your County Clerk-Recorder. Please contact my office at (714) 834-2500 or visit us at [OCRecorder.com](http://OCRecorder.com) for more information about the department and the services provided to the public.*

*Sincerely,*

*Hugh Nguyen  
County Clerk-Recorder*

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Visit us at [OCREORDER.COM](http://OCREORDER.COM)



**ORANGE COUNTY CLERK-RECORDER**

**CALL CENTER**

**WE ARE HERE TO ANSWER YOUR QUESTIONS  
MONDAY TO FRIDAY: 8 A.M. TO 4:30 P.M.**

**(714) 834 - 2500**



The National Association of Counties is proud to award the Orange County Clerk-Recorder Department with a

## 2021 Achievement Award

for “Hitched with Virtual Marriage Services” in the Information Technology category.

### Orange County Clerk-Recorder Earns Second National Achievement Award for “COVID-19: Hitched with Virtual Wedding Services”

**WASHINGTON** – The Orange County Clerk-Recorder Department has been recognized with a second 2021 Achievement Award from the National Association of Counties (NACo). The awards honor innovative, effective county government programs that strengthen services for residents.

NACo recognized **“COVID-19: Hitched with Virtual Wedding Services”** in the award category of **Information Technology**. Dedicated to offering as many safe options as possible, Clerk-Recorder Hugh Nguyen began offering virtual marriage services following Governor Gavin Newsom’s executive order allowing marriage services through videoconference. The creative joining of the department’s existing technological resources and online services allowed it to construct a process that was operationally effective, cost effective, and simple. More importantly, this creative use of technology allowed high risk individuals, first responders, and many others who were unable to visit the department’s offices in-person to access essential government services.

**“This is amazing,” Clerk-Recorder Hugh Nguyen said. “We have worked so hard this past year and being awarded two awards in the same year validates our efforts. The virtual marriages program was very important to us because we were able to serve Orange County’s most vulnerable persons from the safety of their own home without risking anyone’s health. Marriage services are crucial, and I’m happy that we could offer a safe service option for all residents during the pandemic.”**

NACo President Gary Moore said, “Over the past year, county officials and frontline employees have demonstrated bold, inspirational leadership. This year’s Achievement Award winning programs illustrate the innovative ways counties build healthy, safe and vibrant communities across America.”

Nationally, awards are given in 18 different categories that reflect the vast, comprehensive services counties provide. The categories include children and youth, criminal justice and public safety, county administration, information technology, health, civic engagement and many more.

Started in 1970, NACo’s annual Achievement Awards program is designed to recognize county government innovations. Each nominee is judged on its own merits and not against other applications received.



# NEWS



## FRIENDLY REMINDER THAT PASSPORT SERVICES ARE NOW AVAILABLE AT OUR ANAHEIM AND SANTA ANA OFFICE LOCATIONS

After a year of halting services due to COVID-19, the department is excited to get passport services up and running again. Effective Monday, May 17, 2021, the department began offering passport services **by appointment only** at the Old County Courthouse in Santa Ana and at its North County branch office in Anaheim. **Only new passport applications are accepted.** No passport renewal services are available. Service is by appointment only. No passport services are available at the Laguna Hills office.

To complete a passport application and to book an appointment, customers must visit [OCRecorder.com](https://ocrecorder.com). Applicants must complete their application online and make an appointment prior to visiting the offices. The Old County Courthouse is located at 211 West Santa Ana Blvd. in downtown Santa Ana and offers appointments from 8 am to 4 pm. The North County branch office is located at 222 S. Harbor Blvd., Ste. 110 in Anaheim, inside the Wells Fargo Building and is offering appointments from 9 am to 4 pm. No walk-in service will be available at either location. For those looking to renew a passport, please visit the U.S. Department of State's website at [travel.state.gov](https://travel.state.gov).

**OCRecorder.com**

# Interested in getting a passport?

Passport services are by appointment only. Please bring the required documents below, along with a completed and unsigned [DS11](#) form and the correct fees (on the next page) to your appointment. To schedule an appointment, please visit [OCRecorder.com](https://ocrecorder.com).

## PASSPORT CHECKLIST

☐

### Proof of U.S. Citizenship

(certified copy of birth, citizenship or naturalization certificate, expired passport, etc.)

☐

### Proof of Identity

(Driver's License, Identification Card, Military ID, Naturalization Certificate, etc.)

Note: Minors under 16 years of age must submit copies of both parent's IDs

☐

### Recent Passport Photographs in Color

(taken within the last six months and 2"x 2" in size)

☐

### Passport Fees

(Please see reverse side for fees and payment requirements.)

☐

### Social Security Number

(The application requires the social security number only. We do not require to see the actual social security card but please know your social security number to complete the application.)

☐

### Expired Passport and a Certified Copy of the Applicant's Birth Certificate

(For minors under 16 years of age to obtain a new passport)

**All applicants must be present.**

**Please ensure you follow additional instructions listed on your passport application.**

**Fee information listed on other side of this checklist.**

**Appointments are highly recommended.**

To find out which of our locations offer passport services or to make an appointment, please visit us at:

**[OCRecorder.com](https://ocrecorder.com)**





# Interested in getting a passport?

Passport services require two separate fees. The Passport Application Fee must be paid by check or money order to the U.S. Department of State. The processing fee is paid to the Clerk-Recorder department by any method: cash, check, money order, or card. Passport services are by appointment only. To schedule an appointment, please visit [OCRecorder.com](http://OCRecorder.com).

## Passport Fees

Passport Application Fees and Processing Fees are **paid separately**.  
Passport application fees are paid to the U.S. Department of State with a **check or money order only**.  
Processing and passport photo fees **must be paid** to the Clerk-Recorder Department with any form of payment—check, cash or credit/debit card.

Adult Applicants (Age 16 Years and Older)		
	Passport Application Fee <small>Paid to U.S. Department of State with a check or money order only</small>	Processing Fee <small>Paid to Clerk-Recorder Department with any form of payment</small>
Passport Book	\$110	\$35
Passport Card*	\$30	\$35
Passport Book and Card*	\$140	\$35

**Passport Renewals** – The Clerk-Recorder Department does not process renewals.  
For more information on how to renew your passport, please visit the U.S. Department of State's website at: [www.travel.state.gov](http://www.travel.state.gov)

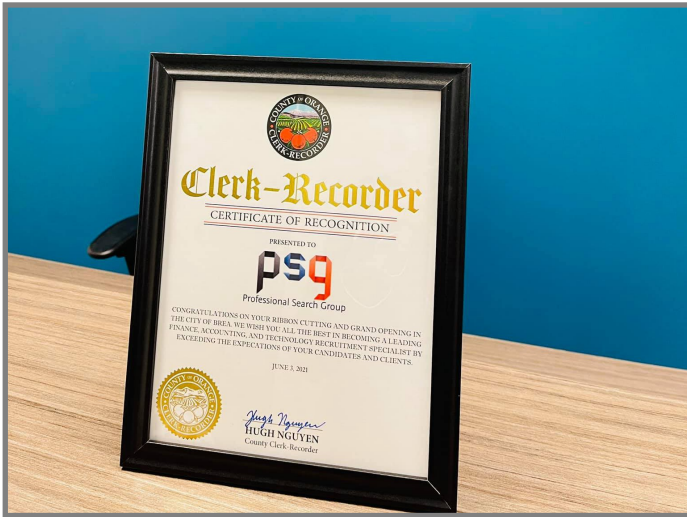
Minor Applicants (Under Age 16)		
	Passport Application Fee <small>Paid to U.S. Department of State with a check or money order only</small>	Processing Fee <small>Paid to Clerk-Recorder Department with any form of payment</small>
Passport Book	\$80	\$35
Passport Card*	\$15	\$35
Passport Book and Card*	\$95	\$35

Other Fees		
Expedite Fee	Paid per application, in addition to application fees. Provides faster processing than routine service. Fee can be paid with a check or money order <b>payable to the U.S. Department of State</b> as part of the passport application fee if requested. This fee is subject to change without notice.	\$60
Passport Photos	This fee is <b>paid to the Clerk-Recorder Department</b> using any form of payment.	\$10

\* A passport card is valid only for travel by land and sea to Canada, Mexico, Bermuda and the Caribbean.

# COMMUNITY OUTREACH

## During the month of June:



Congratulations to Professional Search Group on their ribbon cutting and grand opening in the City of Brea. We wish them the very best in becoming a leading finance, accounting, and technology recruitment specialist by exceeding the expectations of their candidates and clients.



Congratulations to Rosie on opening her Whimsical Charm store in Costa Mesa. My staff had the opportunity to join other dignitaries and the Costa Mesa Chamber of Commerce to present a certificate of recognition. We thank her for having her store in Orange County after 10 years of business in L.A. County. We wish them the very best on their line of unique baby blankets, robes, and gifts designed to provide children with warmth, comfort and style.



Congratulations to A2D Sports on their ribbon cutting and grand opening in the City of Orange. We wish them all the best in offering comprehensive programs designed to develop the complete athlete through their multi-functional sports facility.



# COMMUNITY OUTREACH

## During the month of June:



Congratulations to Cardio Haus on their ribbon cutting in the City of Brea. We wish them the very best in being a company that offers various fitness classes to help Orange County residents be healthier.



Congratulations to Restoration Pros on their ribbon cutting in the City of Huntington Beach. We wish them continued success in providing expert remediation and restoration services for residents living with mold, fire, and water damage.



This past Thursday, my team attended the ribbon cutting ceremony for the new UPS store in the City of Garden Grove. We welcome them to the business community and wish them great success while helping Orange County residents pioneer more sustainable solutions, deliver packages more efficiently, create more connections around the world and make a difference in the communities that they serve.



# COMMUNITY OUTREACH

## During the month of June:



Recently my team attended the ribbon cutting event for VonKeith Real Estate to welcome them to the City of Dana Point. As the Vice Chair of California Regional Multiple Listing Services, Mr. Caleb Gonzales and his team of real estate professionals continue to bring over 20 years of experience in contract negotiation, real estate investment, marketing, design, and home remodeling.



This week my team attended the ribbon cutting event for Veganic Nail Spa to welcome them to the City of Costa Mesa. We were honored to be invited to the event and were able to present a certificate of recognition to congratulate Dr. Sam on her new concept. We wish her and her team the very best in providing the most comfortable and cleanest spa experience that shies away from harmful chemicals while using mostly natural and organic products combined with special herbal spa treatments.



This past Wednesday, my team attended the ribbon cutting event for Assisting Hands Home Care in the City of Mission Viejo. We wish them all the best in allowing patients to remain independent, safe, and comfortable in their own homes through highly personalized in-home care.



# AWARDS AND RECOGNITIONS



## Orange County Clerk-Recorder *Employee of the Month*



**Congratulations!**  
***Nancy Bailon***

**Dedicated to Providing Excellent Customer Service**

Each month we recognize an employee who goes above and beyond their normal duties and offers excellent service to our customers. The Employee of the Month receives a certificate of recognition, has their name placed on a recognition plaque and may dress casual during their month of recognition.

It gives me great pleasure to announce Nancy Bailon as Employee of the Month for June.

Despite only being with the department for about four months, Nancy has already made a positive impact during her short tenure. In addition to indexing and imaging documents for the Data Entry Unit, Nancy also supervises the batching desk. Her job includes selecting appropriate document title codes from a complex coding system, verifying extracted information, scanning real property documents into LandDocs, and writing work orders as needed. Nancy also provides quality control for all documents and fixes any issues that arise.

Although Nancy works in a challenging unit, she can be counted on to yield high quality work and to keep a positive attitude regardless of any circumstance. She is habitually meticulous with her assignments and works independently, which is beneficial to her unit. Nancy learns fast, picking up new tasks quickly and enjoys staying busy. She is easy to work with and has mastered the skills and competencies of the Data Entry Unit, making her a valuable member to the department's operations.

Please join me in congratulating Nancy on her achievement!

**OCRecorder.com**

# CUSTOMERS ARE SAYING...

**We received the following letters commending Adriana, Kayla, and Richard on their excellent customer service. Congratulations!**

Subject: Ms. Adriana Gomez, County Recorder's Office

Every once in while I have a customer experience that is so positive that it demands to be given the recognition that it deserves.

This past Monday May 17<sup>th</sup> I had just such an experience.

On April 12<sup>th</sup> I had ordered on-line a copy of our property title, on May 17<sup>th</sup> I realized that I had not received the requested document (I had been significantly distracted by a water leak in our kitchen that caused considerable damage).

I called and spoke with Ms. Adriana Gomez in the Recorder's Office, after describing my issue Ms. Gomez explained what might have happened, why I had not received the requested document, and that she would see what could be done to resolve my issue. It was apparent from the very beginning that Ms. Gomez wanted to resolve my issue, she cared; and she intended to resolve my issue. She excused herself from the phone for a few minutes, upon her return she explained what would be necessary to achieve my objective. I followed Ms. Gomez's instructions and sure enough the documents arrived at my home within the following week.

Ms. Gomes was so professional, efficient, patient and effective in solving my issue that I feel I must congratulate you on having such a fine staff member in your organization.

And most importantly to me, Ms. Gomes deserves this letter of recognition, she is most definitely the exception and not the rule in this day and age.

**Dear Mr. Nguyen,**

**This is just a short note to compliment you and your employees, Richard and Kayla. Today, I visited your office at the County Administration South for the purpose of obtaining some maps of property concerning my church. I expected long lines of irate people waiting for assistance. What I found was exactly the opposite. The lobby was almost vacant. Kayla was immediately available to help me with my request. She sent me to Richard who fulfilled my request within minutes. The most difficult portion of this episode was finding a parking place for my car.**

**As a side note, the restrooms were clean and spotless which is unusual for a public building.**

**Thank you, and please thank these two employees for their assistance.**



# JUNE IN O.C. HISTORY



Grand Canal, Balboa Island, late 1930s.

- |                      |   |
|----------------------|---|
| <b>June 2, 1903</b>  | The Santa Ana City Council unanimously banned the sale of "intoxicating liquors" for all but medicinal purposes. Many saloons soon relocated to adjacent communities.   |
| <b>June 9, 1940</b>  | The 1,100-foot Newport Pier was dedicated. The original pier at this site was the commercial McFadden Wharf, built in 1888.   |
| <b>June 19, 1909</b> | The last rail of the Huntington Beach to Santa Ana line was laid. This line, which also ran through Talbert (Fountain Valley), was used by the Pacific Electric Railway's trolleys, but primarily served the sugar beet industry. |
| <b>June 19, 1937</b> | The sea wall and walkway surrounding Balboa Island were completed.  |
| <b>June 21, 1948</b> | Pioneer Laguna Beach artist Frank Cuprien died. Days later, every business in town closed during his funeral.   |

Historical facts provided by Assistant Archivist Chris Jepsen. Photo: Courtesy of the Orange County Archives.

Courtesy of the Orange County Archives, a function under the Office of Clerk-Recorder Hugh Nguyen.



# OUT AND ABOUT



One of our staff visited the Cholla Cactus Garden  
on a recent trip to Joshua Tree National Park.

Visit our webpage at: [OCRecorder.com](http://OCRecorder.com)

For more information about  
the Orange County Archives visit:  
[OCArchives.com](http://OCArchives.com)

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