

Legislative, Rules & Governmental Operations  
County Clerk/DMV Agenda  
May 1, 2024

COMMITTEE MEMBERS: Supervisors STROUGH, Conover, Wild, Driscoll, Maday, Geraci and Thomas.

- Chair of the Board shall serve as an Ex-Officio member when needed in accordance with Section C (4) of the Rules of the Board.

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Privilege of the Floor and public comment
- IV. Action Agenda/New Business Items:
  1. Request: Request to transfer \$18,000 from Budget Code A.1410 110, *County Clerk, Salaries-Regular* to Budget Code A.1410 130, *County Clerk, Salaries-Part-Time, (\$12,000)*, and Budget Code A.1410 444, *County Clerk, Travel/Education/Conference, (\$6,000)*.  
Rationale: For this current year, the DMV Supervisor position has been vacant since January 26<sup>th</sup>. The vacancy will leave around \$20,000 in surplus in the Salaries-Regular budget line. We currently have a need for part-time assistance in both the DMV and the pistol permit office but there is not enough funding in that budget line. Travel/Education/Conference budget line of only \$750 does not even cover two conferences for the County Clerk let alone the Deputy County Clerk or any of the remaining 20 staff members.
- V. Discussion Items:
- VI. Referrals/Pending Items: None.
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

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Attachments:

# RESOLUTION REQUEST FORM NO. 10

## Request for Transfer of Funds

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: County Clerk/DMV

SIGNED: *Camp & Black*

DATE: 4/12/2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1410 110	Salaries-Regular	A.1410 130	Salaries-Part-Time	12,000
A.1410 110	Salaries-Regular	A.1410 444	Travel/Education/Conference	6,000

**Please state reason for transfers requested:**

For this current year, the DMV Supervisor position has been vacant since January 26th. The vacancy will leave around \$20,000 in surplus in the Salaries-Regular budget line. We currently have a need for part-time assistance in both the DMV and the pistol permit office but there is not enough funding in that budget line. Travel/Education/Conference budget line of only \$750 does not even cover two conferences for the County Clerk let alone the Deputy County clerk or any of the remaining 20 staff members.

### CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.