

Legislative, Rules & Governmental Operations  
County Clerk/DMV Agenda  
August 30, 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: Reallocate funds (\$13,000) from A.1410 110 Salaries Regular to 4 accounts –
    - \$5,000 to Furniture/Furnishings A.1410 210
    - \$5,000 to Office Equipment A.1410 220
    - \$2,000 to Office Supplies A.1410 410
    - \$1,000 to Misc Fees & Supplies

Rationale: Down a MV Supervisor for 6 plus months, a MV License Reg Clerk for 3 months, and a Recording Clerk for 2 plus months leaving an excess of at least \$62,000 in Salaries.

    - New furniture needed for new Pistol permit clerk, updated chairs, and move Principal Legal Recording Clerk
    - New embossing seal for entire office, and new camera and fingerprint hardware for pistol permit clerk
    - Need additional training manuals for Pistol Permit clerk and updated MV Polks manuals.
    - Charges for mold testing in County Clerks office and fingerprinting for DMV Clerks.
- V. Discussion Items:
  1. 2023 Annual Report of the Warren County Clerk's Office – Receipts and Revenue. The County Clerk presents to the Committee the 2023 Annual Report of Receipts and Disbursements for the Office of the County Clerk. The attached includes:
    - a. Revenue & Disbursement Detail: Spreadsheet of system-generated Deposit Reports, Receipt by Payment Type, Bank Statements and disbursement data to NYS agencies and Warren County.
    - b. Narrative Description for all accounts including 2023 and 2022.
    - c. Warren County Clerk and DMV Revenue and Transaction/Activity Reports
  2. County Clerk/DMV Updates
- VI. Referrals/Pending Items: None.
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

# RESOLUTION REQUEST FORM NO. 10

## Request for Transfer of Funds

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

**DEPARTMENT NAME:** COUNTY CLERK

**SIGNED:**

**DATE:** 08/12/2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1410 110	Salaries-Regular	A.1410 210	Furniture/Furnishings	\$5,000
A.1410 110	Salaries-Regular	A.1410 220	Office Equipment	\$5,000
A.1410 110	Salaries-Regular	A.1410 410	Office Supplies	\$2,000
A.1410 110	Salaries-Regular	A.1410 439	Misc Fees & Expense	\$1,000

**Please state reason for transfers requested:**

Surplus in Salaries-Regular to cover needed office equipment, furniture, hardware, office supplies, etc. for County Clerk's office.

### 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.**

# Distribution Report - Summary

WARREN COUNTY NY  
CARRIE L. BLACK - County CLERK

*County Clerk  
Activity - Transactions  
Jan - Dec 2023*

1/3/2023 TO 12/29/2023

SALES ITEM	DESCRIPTION	AMOUNT
<b>COPY FEES</b>		
	Document Image Copies	535.50
	Customer Account Total	535.50
	Certification	1,145.00
	Certified Copy	6,397.95
	Copies	5,355.95
	Exemplified Copies	1,455.00
	Highway Map	2.00
	Highway Map Copies - County	26.00
	Map Copies	1,109.00
	Prepare / Certify Copies	5.00
	Copy Total	15,495.90
		16,031.40
<b>COURT AND TRUST FUND</b>		
	Court and Trust Fund	100.00
		100.00
<b>COURT FEES COUNTY</b>		
	Index Number - County	26,775.00
		26,775.00
<b>COURT FEES STATE</b>		
	Crime Victims Assistance Fee	1,155.00
	DNA Databank Fee	2,500.00
	DWI Additional Surcharge	25.00
	DWI Supplemental Surcharge	1,076.57
	Felony - Penal Law	17,517.75
	Foreclosure Case Fee	17,860.00
	Index Number - State	176,715.00
	Jury Demand	1,885.00
	Misc Judgment	0.00
	Motion / Cross Motion	35,010.00
	No Fee Docket	0.00
	Note of Issue	5,250.00
	Notice of Appeal	1,625.00
	RJI	40,850.00
	Sex Offender Registration Fee	2,100.00
	Small Claims Assessment Review - State	225.00
	Stipulation of Settlement	14,070.00
	Supplemental Sex Offender Fee	675.61
	Voluntary Discontinuance	175.00
		318,714.93
<b>COVER PAGE FEES</b>		
	Cover Page	35,045.00
		35,045.00

SALES ITEM	DESCRIPTION	AMOUNT
<b>CULTURAL EDUCATION</b>		
	Cultural Ed	101,973.00
	Cultural Ed Court	15,261.75
		<u>117,234.75</u>
<b>CUSTOMER PAYMENTS</b>		
	Customer Account Payment	1,522.00
		<u>1,522.00</u>
<b>DMV FEES</b>		
	Dept of Motor Vehicles	457,148.42
		<u>457,148.42</u>
<b>E&amp;A COUNTY</b>		
	RP5217 - County	23,607.00
		<u>23,607.00</u>
<b>E&amp;A STATE</b>		
	RP5217 All others - State	158,337.00
	RP5217 Residential/Agricultural - State	228,404.00
		<u>386,741.00</u>
<b>FILING FEE</b>		
	Affidavit	5.00
	Building Loan Agreement	1,700.00
	Certificate of Incorporation	115.00
	Certificates	267.00
	DBA Filing	5,875.00
	Dissolution of Marriage	675.00
	Federal Tax Lien	640.00
	Federal Tax Lien Discharge	1,520.00
	Income Execution	50.00
	Judgment	3,500.00
	Judgment Execution	0.00
	Judgment Issue Disposition	245.00
	Judgment Issue Transcript	480.00
	Lien	645.00
	Map Filing	920.00
	Mechanics Lien Affidavit	105.00
	Mechanic's Lien Filing or Extension	330.00
	No Fee - Filing	0.00
	Satisfaction of Judgment Filing	0.00
	Separation Agreement	85.00
	Small Claims Assessment Review - County	45.00
	Vacate Judgment	0.00
		<u>17,202.00</u>
<b>MISC FEES</b>		
	Other Fee	29,764.48
		<u>29,764.48</u>
<b>MORTGAGE TAX ADDITIONAL</b>		
	Additional	1,100,134.53
		<u>1,100,134.53</u>
<b>MORTGAGE TAX BASIC</b>		
	Basic	2,264,517.96
		<u>2,264,517.96</u>
<b>MORTGAGE TAX LOCAL</b>		
	Local	1,131,232.78
		<u>1,131,232.78</u>

<b>SALES ITEM</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b>MORTGAGE TAX SPECIAL ADDITIONAL</b>		
	Special Additional	<u>1,027,806.73</u>
		<b>1,027,806.73</b>
<b>MORTGAGE TAX WITHHELD</b>		
	Additional	-46,954.50
	Basic	-94,059.00
	Local	-47,029.50
	Special Additional	<u>-47,029.50</u>
		<b>-235,072.50</b>
<b>NOTARY FEES COUNTY</b>		
	Authentication Certificate	60.00
	Notary Fee - County	<u>3,090.00</u>
		<b>3,150.00</b>
<b>NOTARY FEES STATE</b>		
	Notary Fee - State	<u>6,120.00</u>
		<b>6,120.00</b>
<b>NY STATE ED/REC MANAGEMENT COUNTY</b>		
	Records Management - County	7,156.00
	Records Management Court Fee - County	<u>1,071.00</u>
		<b>8,227.00</b>
<b>NY STATE ED/REC MANAGEMENT STATE</b>		
	Records Management - State	33,991.00
	Records Management Court Fee - State	<u>5,087.25</u>
		<b>39,078.25</b>
<b>OVERAGES</b>		
	Overpayment	<u>2,657.13</u>
		<b>2,657.13</b>
<b>PASSPORT FEES COUNTY</b>		
	Passport Clerks Fee	<u>17,570.00</u>
		<b>17,570.00</b>
<b>PHOTO FEES</b>		
	Photo Fee	<u>6,050.00</u>
		<b>6,050.00</b>
<b>PISTOL PERMITS</b>		
	Duplicate-SAR	3,570.00
	Pistol Permit Amendment	10,587.00
	Pistol Permit Duplicate	1,255.00
	Pistol Permit Gun Dealer License	10.00
	Pistol Permit Gun Dealer Renewal	20.00
	Pistol Permit Original	5,370.00
	Pistol Permit Photo Fee	4,080.00
	Pistol Permit Transfer In	250.00
	Pistol Permit Transfer Out	<u>250.00</u>
		<b>25,392.00</b>

SALES ITEM	DESCRIPTION	AMOUNT
<b>RECORDING FEES</b>		
	Additional Names	3,089.50
	Affidavit	2,750.00
	Affidavit of Service	50.00
	Certificate of Appointment	95.00
	Cross References	2,019.50
	Lis Pendens	2,205.00
	Miscellaneous Recording	30.00
	No Fee Recording	0.00
	Notice of Transfer of Sale	19,610.00
	Number of Affidavits	620.00
	Recording Fee	328,570.00
	Returned Check Fee	90.00
	TP584	13,500.00
		<u>372,629.00</u>
<b>TRANSFER TAX</b>		
	Mansion Tax	608,766.25
	Transfer Tax - State	1,985,678.00
		<u>2,594,444.25</u>
<b>UCC FILING</b>		
	UCC Amendment	3,600.00
	UCC Filing	8,800.00
	UCC Termination	1,800.00
		<u>14,200.00</u>
	<b>Grand Total</b>	<u><u>9,808,023.11</u></u>

MONTHLY RECEIPTS DISBURSEMENTS : 2023  
 Highlighted yellow: Local Additional Mtg Tax  
 Highlighted pink: Basic Mtg Tax (to towns)  
 Highlighted green: 1255 1259 to Treasurer.

Warren County Clerk  
 Annual Report  
 January - Dec 2023

2023	JUDICIAL	MTG TAX	MTG HOLD	TRANS TAX	REC MGT	E&A	NTY	LGPC	CT & TRUST	1255 FEES	1255 MISC	1255 ADJ	INT-JUD	INT-MT	INT-TT	INT-RM	INT-CC	1259 Int cc	TOTAL
JAN	\$28,815.61	\$362,734.75	\$331,931.25	\$272,014.00	\$12,711.00	\$30,896.00	\$920.00	\$0.00	\$0.00	\$79,333.14	\$385.00	-\$86.50	\$0.00	\$38.03	\$14.98	\$0.00	\$0.00	\$4,182.00	\$1,123,889.26
FEB	\$25,570.00	\$283,934.25	\$316,986.04	\$117,752.00	\$12,312.00	\$26,951.00	\$1,240.00	\$0.00	\$100.00	\$78,599.37	\$604.00	-\$149.50	\$0.00	\$32.07	\$15.84	\$0.00	\$0.00	\$4,367.60	\$868,314.67
MAR	\$30,958.00	\$343,734.00	\$316,877.50	\$124,064.00	\$12,901.00	\$29,530.00	\$1,200.00	\$0.00	\$0.00	\$92,983.99	\$0.00	-\$255.00	\$0.00	\$20.49	\$5.18	\$0.00	\$0.00	\$5,804.80	\$957,823.96
APRIL	\$23,251.57	\$515,830.25	\$285,403.74	\$247,912.00	\$11,780.00	\$30,227.00	\$760.00	\$0.00	\$0.00	\$80,488.61	\$0.00	-\$96.00	\$0.00	\$22.49	\$1.18	\$0.00	\$0.00	\$3,976.00	\$1,199,556.84
MAY	\$30,700.00	\$453,442.00	\$38,750.00	\$223,611.00	\$14,098.00	\$32,574.00	\$720.00	\$0.00	\$0.00	\$94,690.99	\$967.37	-\$376.57	\$0.00	\$21.08	\$1.71	\$0.00	\$0.00	\$5,449.60	\$894,649.18
JUNE	\$30,793.00	\$410,973.25	\$51,062.50	\$284,226.00	\$12,844.00	\$28,601.00	\$720.00	\$0.00	\$0.00	\$87,813.78	\$7,889.34	-\$93.50	\$0.00	\$20.06	\$5.62	\$0.00	\$0.00	\$5,072.00	\$919,927.05
JULY	\$34,125.00	\$334,038.85	\$52,625.00	\$205,324.00	\$11,932.00	\$29,852.00	\$240.00	\$0.00	\$0.00	\$83,811.64	\$5,763.45	-\$578.56	\$0.00	\$16.74	\$7.73	\$0.00	\$0.00	\$3,936.40	\$761,094.25
AUG	\$32,830.00	\$736,508.65	\$55,268.75	\$213,137.25	\$16,055.00	\$40,588.00	\$200.00	\$0.00	\$0.00	\$98,350.05	\$5,237.59	-\$283.45	\$0.00	\$13.77	\$7.21	\$0.00	\$0.00	\$5,467.60	\$1,203,380.42
SEPT	\$25,741.75	\$347,162.25	\$53,706.25	\$285,221.00	\$11,951.00	\$31,618.00	\$120.00	\$0.00	\$0.00	\$79,617.42	\$4,944.01	-\$161.50	\$0.00	\$21.20	\$4.31	\$0.00	\$0.00	\$5,214.80	\$845,160.49
OCT	\$27,185.00	\$617,521.19	\$51,062.50	\$253,884.00	\$12,597.00	\$31,770.00	\$0.00	\$0.00	\$0.00	\$83,195.16	\$5,557.45	-\$367.09	\$0.00	\$20.63	\$7.34	\$0.00	\$0.00	\$4,988.40	\$1,087,421.58
NOV	\$31,875.00	\$612,829.75	\$183,404.85	\$227,955.00	\$15,276.00	\$39,615.00	\$0.00	\$0.00	\$0.00	\$90,025.03	\$5,360.52	-\$147.60	\$0.00	\$34.20	\$23.10	\$0.00	\$0.00	\$4,206.80	\$1,210,457.65
DEC	\$23,645.00	\$283,544.75	\$222,833.96	\$139,344.00	\$11,856.00	\$34,519.00	\$0.00	\$0.00	\$0.00	\$81,286.25	\$13,522.01	-\$114.00	\$0.00	\$50.57	\$19.17	\$0.00	\$0.00	\$3,617.60	\$814,124.31
<b>TOTAL</b>	<b>\$345,489.93</b>	<b>\$5,302,253.94</b>	<b>\$1,959,912.34</b>	<b>\$2,594,444.25</b>	<b>\$156,313.00</b>	<b>\$386,741.00</b>	<b>\$6,120.00</b>	<b>\$0.00</b>	<b>\$100.00</b>	<b>\$1,030,195.43</b>	<b>\$50,230.74</b>	<b>-\$2,709.27</b>	<b>\$0.00</b>	<b>\$311.33</b>	<b>\$113.37</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$56,283.60</b>	<b>\$11,885,799.66</b>
<b>DISB.</b>	<b>JUD-NYS</b>	<b>JUD-CO</b>	<b>MT-BASIC</b>	<b>MT-LOCAL</b>	<b>MT-ADDL</b>	<b>MT-SP ADDL</b>	<b>MT-HOLD</b>	<b>MT-CO INT</b>	<b>TT-NYS</b>	<b>TT-CO</b>	<b>RM-NYS</b>	<b>RM-CO</b>	<b>E &amp; A</b>	<b>NTY</b>	<b>LGPC</b>	<b>CT &amp; TR</b>	<b>1255 Fees w/ no Int</b>	<b>1259 INT fees</b>	<b>TOTAL</b>
JAN	\$26,565.61	\$2,250.00	\$147,614.47	\$73,807.24	\$71,480.25	\$69,867.16	\$331,931.25	\$3.66	\$271,813.49	\$215.49	\$12,711.00	\$0.00	\$30,896.00	\$920.00	\$0.00	\$0.00	\$111,062.64	\$4,182.00	\$1,155,320.26
FEB	\$23,445.00	\$2,125.00	\$117,297.66	\$58,648.83	\$56,620.85	\$51,504.62	\$316,877.50	\$2.90	\$117,569.92	\$197.92	\$12,312.00	\$0.00	\$26,951.00	\$1,240.00	\$0.00	\$100.00	\$85,693.87	\$4,367.60	\$835,894.67
MAR	\$28,783.00	\$2,175.00	\$125,625.94	\$62,812.97	\$60,181.79	\$56,381.90	\$355,627.50	\$1.89	\$123,852.59	\$216.59	\$12,901.00	\$0.00	\$29,530.00	\$1,200.00	\$0.00	\$0.00	\$92,728.99	\$5,804.80	\$957,823.96
APRIL	\$21,301.57	\$1,950.00	\$308,876.60	\$154,438.31	\$151,692.47	\$147,496.93	\$38,750.00	\$2.17	\$247,708.59	\$204.59	\$11,780.00	\$0.00	\$30,227.00	\$760.00	\$0.00	\$0.00	\$80,392.61	\$3,976.00	\$1,199,556.84
MAY	\$28,150.00	\$2,550.00	\$181,949.19	\$90,974.60	\$87,784.95	\$80,439.92	\$51,062.50	\$1.92	\$223,379.86	\$232.85	\$14,098.00	\$0.00	\$32,574.00	\$720.00	\$0.00	\$0.00	\$94,314.42	\$5,449.60	\$893,681.81
JUNE	\$28,468.00	\$2,325.00	\$168,658.76	\$84,329.38	\$81,415.24	\$75,025.59	\$52,625.00	\$1.84	\$284,016.81	\$214.81	\$12,844.00	\$0.00	\$28,601.00	\$720.00	\$0.00	\$0.00	\$87,720.28	\$5,072.00	\$912,037.71
JULY	\$31,550.00	\$2,575.00	\$138,619.94	\$69,309.97	\$66,528.08	\$56,952.41	\$55,268.75	\$1.44	\$205,128.87	\$202.86	\$11,932.00	\$0.00	\$29,852.00	\$240.00	\$0.00	\$0.00	\$83,233.08	\$3,936.40	\$755,330.80
AUG	\$30,430.00	\$2,400.00	\$299,121.74	\$149,560.87	\$146,535.82	\$142,865.16	\$53,706.25	\$1.33	\$212,860.86	\$283.60	\$16,055.00	\$0.00	\$40,588.00	\$200.00	\$0.00	\$0.00	\$98,066.60	\$5,467.60	\$1,198,142.83
SEPT	\$23,991.75	\$1,750.00	\$144,895.78	\$72,447.89	\$69,694.23	\$62,787.40	\$51,062.50	\$1.90	\$284,992.16	\$233.15	\$11,951.00	\$0.00	\$31,618.00	\$120.00	\$0.00	\$0.00	\$79,455.92	\$5,214.80	\$840,216.48
OCT	\$24,985.00	\$2,200.00	\$197,648.37	\$98,824.19	\$96,192.86	\$86,482.04	\$189,455.00	\$1.86	\$253,662.67	\$228.67	\$12,597.00	\$0.00	\$31,770.00	\$0.00	\$0.00	\$0.00	\$82,828.07	\$4,988.40	\$1,081,864.13
NOV	\$29,375.00	\$2,500.00	\$233,503.11	\$116,753.53	\$115,661.41	\$107,412.55	\$222,935.00	\$3.20	\$227,688.55	\$289.55	\$15,276.00	\$0.00	\$39,615.00	\$0.00	\$0.00	\$0.00	\$89,877.43	\$4,206.80	\$1,205,097.13
DEC	\$21,670.00	\$1,975.00	\$168,734.81	\$84,392.67	\$81,868.35	\$74,570.10	\$96,858.75	\$4.60	\$139,114.59	\$248.58	\$11,856.00	\$0.00	\$34,519.00	\$0.00	\$0.00	\$0.00	\$81,172.25	\$3,617.60	\$800,602.30
<b>TOTAL</b>	<b>\$318,714.93</b>	<b>\$26,775.00</b>	<b>\$2,232,546.37</b>	<b>\$1,116,300.45</b>	<b>\$1,085,656.30</b>	<b>\$1,011,785.78</b>	<b>\$1,816,160.00</b>	<b>\$28.71</b>	<b>\$2,591,788.96</b>	<b>\$2,768.66</b>	<b>\$156,313.00</b>	<b>\$0.00</b>	<b>\$386,741.00</b>	<b>\$6,120.00</b>	<b>\$0.00</b>	<b>\$100.00</b>	<b>\$1,077,716.91</b>	<b>\$56,283.60</b>	<b>\$11,885,799.66</b>
TOTAL REV. HANDLED: CC \$11,885,799.66; DMV \$9,669,821.47; MV USE \$493,642.85; NYS IT2663 \$1,186,030.30 = \$23,235,294.28																			

DMV Revenue  
Jan-Dec 2023

2023 MONTH	CREDIT CARD TOTAL	DMV GROSS	BAD CHECKS	DMV NET	SALES TAX NET	(STATE) 1/2 INTEREST	DMV RETENTION	SALES TAX RETENTION	SURR	(COUNTY) 1/2 INTEREST	TOTAL DEPOSIT	\$\$ +/-
JANUARY	\$ 478,978.95	\$ (258,279.84)	\$ 152.00	\$ (258,431.84)	\$ 405,454.43	\$ -	\$ 30,876.89	\$ 615.50	603	\$ -	\$ 179,284.98	\$15.00
FEBRUARY	\$ 655,780.53	\$ (432,861.68)		\$ (432,861.68)	\$ 574,201.72		\$ 31,172.09	\$ 617.00	547		\$ 173,676.13	\$0.00
MARCH	\$ 583,343.66	\$ (289,566.56)		\$ (289,566.56)	\$ 475,080.83		\$ 42,511.78	\$ 787.50	644		\$ 229,465.05	\$7.50
APRIL	\$ 349,289.39	\$ (73,806.11)	\$ 597.25	\$ (74,403.36)	\$ 309,207.61		\$ 38,160.52	\$ 575.00	556		\$ 274,693.02	\$0.00
MAY	\$ 443,564.96	\$ (152,641.18)		\$ (152,641.18)	\$ 384,145.77		\$ 40,328.22	\$ 789.75	697		\$ 273,313.56	(\$6.00)
JUNE	\$ 530,365.49	\$ (270,749.65)	\$ 224.00	\$ (270,973.65)	\$ 495,042.42		\$ 37,858.18	\$ 689.75	628		\$ 263,509.13	\$40.43
JULY	\$ 795,815.07	\$ (513,563.38)		\$ (513,563.38)	\$ 711,786.49		\$ 39,369.06	\$ 653.00	589		\$ 238,825.17	(\$9.00)
AUGUST	\$ 1,104,121.80	\$ (830,835.69)		\$ (830,835.69)	\$ 1,049,425.21		\$ 40,388.89	\$ 669.00	752		\$ 260,399.41	\$0.00
SEPTEMBER	\$ 583,496.38	\$ (351,177.73)		\$ (351,177.73)	\$ 542,626.10		\$ 32,655.63	\$ 723.50	652		\$ 225,427.25	(\$52.25)
OCTOBER	\$ 613,966.61	\$ (366,032.06)		\$ (366,032.06)	\$ 539,046.23	\$ 2.56	\$ 34,081.20	\$ 694.50	761	\$ 2.55	\$ 208,550.87	\$0.00
NOVEMBER	\$ 417,405.40	\$ (183,432.14)		\$ (183,432.14)	\$ 416,092.39	\$ 12.04	\$ 37,572.99	\$ 664.50	678	\$ 12.04	\$ 271,593.99	\$18.25
DECEMBER	\$ 306,741.81	\$ (50,602.95)		\$ (50,697.45)	\$ 221,685.50	\$ 3.07	\$ 35,908.81	\$ 602.50	619	\$ 3.07	\$ 208,212.86	\$0.00
	\$ 6,862,870.05	\$ (3,773,548.97)	\$ 973.25	\$ (3,774,616.72)	\$ 6,123,794.70	\$ 17.67	\$ 440,884.26	\$ 8,081.50	7726	\$ 17.66	\$ 2,806,951.42	\$ 13.93

**DMV FEES**

GROSS	\$ (3,773,548.97)		
RETENTION	\$ 440,884.26		
SURRENDERS	\$ 7,726.00		
C - INTEREST	\$ 17.66		
<b>TOTAL</b>	<b>\$ (3,324,921.05)</b>	<b>TOTAL FEES</b>	
<b>TAX &amp; FINANCE</b>		<b>DMV FEES</b>	\$ (3,324,921.05)
<b>SALES TAX</b>	\$ 6,123,794.70	<b>TAX &amp; FINAN.</b>	\$ 6,131,893.87
<b>RETENTION</b>	\$ 8,081.50	<b>TOTAL</b>	<b>\$ 2,806,972.82</b>
<b>S - INTEREST</b>	\$ 17.67		
<b>TOTAL</b>	<b>\$ 6,131,893.87</b>		
<b>CNTY RETN. FEES</b>			
<b>DMV RETENTION</b>	\$ 440,884.26		
<b>SURRENDERS</b>	\$ 7,726.00		
<b>TOTAL</b>	<b>\$ 448,610.26</b>	<b>TOTAL FEES</b>	
		<b>DMV FEES</b>	\$ 448,610.26
<b>TAX RETENTION</b>	\$ 8,081.50	<b>TAX FEES</b>	\$ 8,099.16
<b>C - INTEREST</b>	\$ 17.66	<b>TOTAL</b>	<b>\$ 456,709.42</b>
<b>TOTAL</b>	<b>\$ 8,099.16</b>		

**COUNTY RETENTION FEES BY MONTH**

January	\$ 32,095.39
February	\$ 32,336.09
March	\$ 43,943.28
April	\$ 39,291.52
May	\$ 41,814.97
June	\$ 39,175.93
July	\$ 40,611.06
August	\$ 41,809.89
September	\$ 34,031.13
October	\$ 35,539.25
November	\$ 38,927.53
December	\$ 37,133.38
<b>TOTALS</b>	<b>\$ 456,709.42</b>

**INTEREST**

State	\$ 17.67
County	\$ 17.66
<b>TOTAL</b>	<b>\$ 35.33</b>

Total Deposit	\$ 2,806,951.42
\$\$ +/-	\$ (13.93)
Interest	\$ 35.33
<b>TOTAL</b>	<b>\$ 2,806,972.82</b>

DMV Revenue  
Inhouse Transactions  
Jan-Dec 2023

# DMV Transactions Jan-Dec 2023

## TRANSACTION TOTALS

2023	REGS	SALES														MONTHLY TOTALS	
		BOAT REGS	SNOW-MOBILES	LICENSES	RECIP	PERMITS	NON DRIV. ID	PLATE SURR	CIVIL PEN	DUP TITLE	TITLE ONLY	TAX ONLY	CDL TESTS	ABS	ENF TRANS		ITP PERMITS
JANUARY	1944	52	146	457	34	90	79	635	32	49	77	212	24	33	60	3	3927
FEBRUARY	1889	54	51	492	37	109	111	581	32	50	83	253	30	16	60	2	3850
MARCH	2734	129	47	564	30	156	86	656	25	71	78	265	29	4	76	2	4952
APRIL	2747	273	2	532	39	167	91	585	26	44	49	49	28	46	66	0	4744
MAY	2887	454	2	495	34	143	92	731	21	62	54	236	25	44	54	1	5335
JUNE	2639	166	0	508	36	161	93	672	20	74	70	199	18	46	60	1	4763
JULY	2366	101	0	517	54	167	123	626	32	66	72	242	6	26	23	3	4424
AUGUST	2561	194	32	573	48	174	146	798	23	59	84	286	34	99	52	1	5164
SEPTEMBER	2111	89	34	480	37	152	108	676	38	62	59	20	23	26	48	3	3966
OCTOBER	2759	58	47	470	41	119	93	790	12	57	57	175	40	30	58	2	4808
NOVEMBER	2939	24	97	459	40	103	60	689	22	116	60	167	10	22	58	0	4866
DECEMBER	2395	22	144	420	33	85	60	655	21	118	59	154	15	23	48	3	4255
<b>Yearly Totals</b>	<b>29971</b>	<b>1616</b>	<b>602</b>	<b>5967</b>	<b>463</b>	<b>1626</b>	<b>1142</b>	<b>8094</b>	<b>304</b>	<b>828</b>	<b>802</b>	<b>2258</b>	<b>282</b>	<b>415</b>	<b>663</b>	<b>21</b>	<b>55054</b>
																	lic & recip= 6430

Motor Voter	Warren Co	Other Co	Total Co	"NO"	Total Y/N	Licenses	Orgin	RID	EDL	Recip	Permits	Orgin	RID	EDL
January	124	25	149	442	591	January	251	48	158	34	January	55	13	22
February	139	36	175	498	673	February	257	50	185	37	February	55	28	26
March	152	37	189	581	770	March	321	194	49	30	March	99	25	32
April	146	39	185	552	737	April	287	55	190	39	April	117	24	26
May	152	24	176	513	689	May	255	51	189	34	May	101	14	28
June	164	32	196	517	713	June	247	58	203	36	June	114	20	27
July	144	47	191	572	763	July	248	58	211	54	July	100	32	35
August	168	58	226	610	836	August	292	59	222	48	August	119	28	27
September	133	32	165	521	686	Sept.	253	50	177	37	Sept.	96	25	31
October	162	44	206	446	652	October	248	40	182	41	October	80	22	17
November	117	32	149	437	586	November	249	49	161	40	November	65	20	18
December	119	23	142	391	533	December	219	44	157	33	December	44	16	25
<b>Yearly Totals</b>	<b>1720</b>	<b>429</b>	<b>2149</b>	<b>6080</b>	<b>8229</b>	<b>Yrly Total</b>	<b>3127</b>	<b>756</b>	<b>2084</b>	<b>463</b>	<b>Yrly Total</b>	<b>1045</b>	<b>267</b>	<b>314</b>
										6430				1626

Non-Driv ID	January	February	March	April	May	June	July	August	Sept.	October	November	December	G-Total
ORIG	61	78	64	68	68	76	104	119	83	72	44	49	
RID	8	17	16	13	10	7	8	18	16	9	7	5	
EDL	10	16	6	10	14	10	11	9	9	12	9	6	
<b>Monthly Total</b>	<b>79</b>	<b>111</b>	<b>86</b>	<b>91</b>	<b>92</b>	<b>93</b>	<b>123</b>	<b>146</b>	<b>108</b>	<b>93</b>	<b>60</b>	<b>60</b>	<b>1142</b>

Co. Bulk Mail	January	February	March	April	May	June	July	August	Sept	October	November	December	Total
	260	324	596	429	296	296	350	406	263	249	245	167	3881

Office of the Warren County Clerk  
 CARRIE L. BLACK, COUNTY CLERK  
 LINDA MORGAN, DEPUTY

**2023 Financial Accounts Receipts & Disbursements – Narrative**

**Judicial Funds Account:**

The County Clerk is the Clerk of the Supreme and County Courts and the Office is the official repository for all court documents submitted: Supreme and County Courts, both Civil and Criminal. The Clerk’s Office works closely with the Supreme Court Justices, law clerks, confidential secretaries, and as well with the Combined Courts Office – Chief Clerk and staff. The County Clerk authorizes, along with BOS resolutions, the Combined Court staff as deputies to receive the criminal documents. In addition, the County Clerk acts as the treasurer for court fees: including but not limited to: filing fees, surcharges, and fines. The fees are processed through the County Clerk’s Electronic Document and Financial Management System – an integrated computer and digital imaging system. The Clerk is responsible for reconciling the Judicial Funds Account each month and disbursing Judicial fees and interest to the New York State Dept. of Taxation and Finance (AC 909). Based on statute, a portion of court fees and 50 % of interest earned is disbursed to the County Clerk. Clerk fees are then distributed to the Warren County Treasurer (A 1410 1255) at the end of each month.

<b>Revenue:</b>	<b>2022</b>	<b>2023</b>
Judicial Receipts:	\$ 313,535.00	\$ 345,489.93
Judicial Account Interest:	\$ 2.41	\$ 0.00
<b>Total: Judicial Revenue:</b>	<b>\$ 313,537.41</b>	<b>\$ 345,489.93</b>

<b>Disbursements:</b>		
Judicial: NYS Dept. of Taxation and Finance:	\$ 289,111.21	\$ 318,714.93
Judicial: Warren County Clerk	\$ 24,426.20	\$ 26,775.00
<b>Total Judicial Disbursements</b>	<b>\$ 313,537.41</b>	<b>\$ 345,489.93</b>

**Mortgage Tax Account:**

Warren County levies a mortgage tax by statute (Tax Law, Article 11, Section 253) on the amount of money borrowed to finance real property. Mortgages that are refinanced are taxed only on the new money borrowed. Warren County’s current mortgage tax is 1 ¼ % representing 4 separate taxes – Basic (Towns), Local (Warren Co.) Additional, (CDTA.) and Special Additional (NYS). At the end of each month, Local tax is disbursed to the Warren Co. Treasurer (A 1410 1256); Additional tax is disbursed to the Treasurer to be held for payment to the CDTA per Res. 233 of 2023. Basic tax is disbursed to the Treasurer to hold for semi-annual distribution to towns; and NYS Special Additional Tax is disbursed to SONYMA. Interest is disbursed, 50% split, between NYS and Warren Co. Taxes are outlined as follows:

**Basic** – ½ of 1%, 50 cents per \$ 100, c. (1906-07); collected for towns and disbursed to the towns where the mortgage property is located. Clerk deposits basic tax with the County Treasurer each month. In April and October of each year, County Clerk creates the disbursement report, verifies calculations of tax and interest, sends to NYS Dept of Taxation and Finance for approval, upon approval from NYS DTF, Clerk and Treasurer sign, Clerk forwards to the Warren County Board of Supervisors for resolution to disburse to the towns. This distribution is referred to as the Semi-Annual: April-Sept and Oct-March.

**Additional** – Imposed by Res. 228 of 1999, ¼ of 1%, 25 cents per \$ 100, less a \$10,000 deduction for 1-2 family residential, no expiration. **Effective 2024, Additional tax will be disbursed to CDTA by Warren Co. BOS resolution 233 of 2023.**

**Local** – Imposed by Local Law 5 of 2008, ¼ of 1%, 25 cents per \$ 100, must be renewed every 2 years (start date: 12/1).

**Special Additional** – ¼ of 1%, 25 cents per \$ 100, no expiration. Paid to NYS: SONYMA.

<b>REVENUE:</b>	<b>2022</b>	<b>2023</b>
Mortgage Tax Receipts:	\$ 7,087,148.67	\$ 5,302,253.94
Mortgage Tax Hold:	\$ 1,480,700.87	\$ 1,959,912.34
Mortgage Tax Account Interest:	\$ 202.82	\$ 311.33
<b>Total Mortgage Tax Revenue:</b>	<b>\$ 8,568,052.36</b>	<b>\$ 8,568,052.36</b>
<b>DISBURSEMENTS:</b>		
Basic Tax & Interest	\$ 2,789,891.29	\$ 2,232,546.37
Local Tax & Interest	\$ 1,397,413.21	\$ 1,116,300.45
Additional Tax & Interest	\$ 1,346,333.01	\$ 1,085,656.30
Special Additional NYS	\$ 1,232,257.70	\$ 1,011,785.78
Warren Co. Clerk Interest	\$ 18.40	\$ 28.71
<b>Subtotal Disbursements:</b>	<b>\$ 6,765,913.61</b>	<b>\$ 5,446,317.61</b>
Total Mortgage Tax Hold	\$ 1,802,138.75	\$ 1,816,160.00
<b>Total Mortgage Tax Collected</b>	<b>\$ 8,568,052.36</b>	<b>\$ 7,262,477.61</b>

**Real Estate Transfer Tax Fund Account:**

Article 31 (Section 1402) of the NYS Tax Law imposes a real estate transfer tax on the conveyance of real property over \$ 500 consideration at a tax rate of \$ 4 per \$ 1000.

The tax is collected by the Warren County Clerk for NYS at the time of the recording of a deed. The County Clerk reconciles the account each day, and does a final accounting at the end of each month. Tax collected for the month is disbursed to NYS Dept. of Taxation by the Clerk, and includes as well 50% of interest earned on the account, less a fee of \$ 1 per deed which is in turn distributed to the County Clerk. Warren County does not impose its own transfer tax.

<b>Revenue:</b>	<b>2022</b>	<b>2023</b>
Transfer Tax Receipts:	\$ 3,260,144.60	\$ 2,594,444.25
RETT Account Interest	\$ 98.87	\$ 113.37
<b>Total Transfer Tax Revenue</b>	<b>\$ 3,260,243.47</b>	<b>\$ 2,594,557.62</b>
<b>Disbursements:</b>		
RETT & Interest: NYS DTF	\$ 3,256,788.06	\$ 2,591,788.96
RETT fee & Interest: Warren Co. Clerk	\$ 3,455.41	\$ 2,768.66
<b>Total Transfer Tax Disbursements:</b>	<b>\$ 3,260,243.47</b>	<b>\$ 2,594,557.62</b>

**Records Management Account:**

Originally passed by NYS in 1995, the Records Management fee was first added to recording and filings for purposes of preserving and managing government records under the auspices of the Local Government Records Management Improvement Fund and administration. The RM fee is \$ 5.00: \$ 4.75 to NYS Archives, administration, and LGRMIF; .25 retained by the Warren County Clerk's Office. A second fee of \$ 15 was added in 2002 to support Cultural Education. The distribution at the time of filing and/or recording was \$ 14.25 to NYS (Cultural) Ed, and .75 to the Warren County Clerk's Office. The \$ 1 to the County is retained as part of Clerk Fees, ultimately disbursed to the Treasurer (A 1410 1255); only the county's portion of interest earned from the Records Management Account (ie: 50%) is disbursed separately to the county.

<b>Revenue:</b>	<b>2022</b>	<b>2023</b>
Records Mgt Account Receipts	\$ 197,201.00	\$ 156,313.00
Records Mgt Account Interest	\$ 1.52	\$ 0.00

<b>Total Records Mgt. Account Revenue</b>	<b>\$ 197,202.52</b>	<b>\$ 156,313.00</b>
<b>Disbursements:</b>	<b>2022</b>	<b>2023</b>
NYS Records Mgt. Fees & Interest	\$ 197,201.76	\$ 156,313.00
Warren Co. Records Mgt. Interest:	\$ 0.76	\$ 0.00
<b>Total Records Mgt Account Disbursements:</b>	<b>\$ 197,202.52</b>	<b>\$ 156,313.00</b>

**Boat Permit Fees State (Lake George Park Commission): \$ 0 Revenue/Disbursements in 2023.**

**Note: Due to COVID-19, boat permit fees were not collected/disbursed in 2020,2021,2022. It is unknown if LGPC will renew this optional program.**

NYS law requires all vessels meeting select requirements and operating on Lake George to register with the LGPC and display a registration decal. When program is running, the Warren County Clerk serves as agent to the LGPC for the collection of specified boat fees. Registration typically occurs between April-October. A fee based on annual or daily use (\$ 1, \$ 3) is retained by the County Clerk as part of the vendor agreement. Fees to LGPC are sent at the end of each month; Fees to Clerk are deposited in A1410 1255 at month end.

**NYS Office of Real Property Services (ORPS):**

According to NYS RPL Article 9, Section 333, a Real Property Transfer Report (RP-5217) is used to document information associated with the sale and transfer of real property within NYS. The RP 5217 must accompany a deed when presented for recording at the Office of the County Clerk. Staff is required to check for completeness, collect the required NYS fees, enter recording information, image the form as an attachment to the deed, and forward and/or provide the form to the Real Property Tax Service. The Clerk has a separate application built into its electronic system to permit the RPTS to access the scanned RP 5217. The Clerk disburses E & A fees to NYS ORPS at the end of each month; retains \$9 from the NYS fees (deposited into Clerk account; reconciled and disbursed to Warren Co. Treasurer at the end of each month - (A1410 1255).

<b>Revenue:</b>	<b>2022</b>	<b>2023</b>
RP 5217 Fees (ORPS)	\$ 447,756.00	\$ 386,741.00
<b>Total RP 5217 Fees:</b>	<b>\$ 447,756.00</b>	<b>\$ 386,741.00</b>
<b>Disbursement:</b>		
RP 5217 Fees (ORPS)	\$ 447,756.00	\$ 386,741.00
<b>Total RP 5217 (ORPS) disbursed :</b>	<b>\$ 447,756.00</b>	<b>\$ 386,741.00</b>

NB: RP 5217 Fees collected by Warren Co.(see A 1410 1255: 2022: \$ 27,306, 2023: \$ 23,607)

**NYS Dept. of State Notary Renewals:**

The County Clerk provides no-fee notarial services as well as processes, maintains, and files the records and signatures for all notaries commissioned by NYS who reside in Warren County. The notary renewal fee of \$ 60 (for all other than exempt) is disbursed as follows: \$ 40 NYS, \$ 20 Warren County). The County Clerk reconciles notary fees on a monthly basis and forwards reports and reconciled fees to NYS Dept. of State at the end of each month. The Clerk retention of \$ 20 is deposited with the County Treasurer into Clerk Fees Revenue Account A1410 1255 at the end of the month. **Note: Significant changes will occur with Notary Renewals in 2023 & 2024.**

<b>Revenue:</b>	<b>2022</b>	<b>2023</b>
<b>Notary Renewal Fees Received:</b>	<b>\$ 11,000.00</b>	<b>\$ 6,120.00</b>

**Disbursements:**

Notary Renewals – NYS Dept. of State	\$ 11,000.00	\$ 6,120.00
<b>Total Notary Renewals Disbursed:</b>	<b>\$ 11,000.00</b>	<b>\$ 6,120.00</b>

NB: Notary Renewal fees collected by Warren Co. see A.1410 1255: 2022: \$5,566, 2023: \$ 3,150.)

**Court and Trust Fund:**

Funds paid into court as per judicial order or other (discharge of mechanic's lien, estate, civil judgments) are received at the County Clerk's Office, processed, recorded in the Court and Trust Fund Register/or electronic equivalent, and then forwarded to the Warren County Treasurer, for holding until released by court order.

<b>Revenue:</b>	<b>2022</b>	<b>2023</b>
<b>Court &amp; Trust Payments Received:</b>	<b>\$ 5,001.00</b>	<b>\$ 100.00</b>

<b>Disbursements:</b>		
<b>Court &amp; Trust to Warren Co. Treasurer:</b>	<b>\$ 5,001.00</b>	<b>\$ 100.00</b>

**Miscellaneous County Clerk Fees: Clerk Fees: 1255**

The County Clerk serves as chief Filing Officer and chief Recording Officer for the County of Warren. In addition to the fees for document filing and/or recording and interest previously mentioned as being retained by the County Clerk, other filing, recording, service and processing fees are also collected by the County Clerk in the administration of its duties. These fees include: copies, boat permits, cover page and recording fees, RP fee, notaries and certifications, passports, photos, pistol permits, records management, ucc's as well DMV fees retained by Warren County (10.75% retention fee). All of these fees are deposited into the County Clerk account on a daily basis, reconciled daily and monthly, and then forwarded to the County Treasurer at the end of each month (less any adjustments due to bank charges, returned checks, bank fees), entered into Clerk Fees Revenue Account A1410 1255. Auto-payments from NYS DMV online retention fees (effective Jan. 1, 2024 also at 10.75%) and NYS Dept. of State are forwarded directly to the County Treasurer, added to County Clerk A. 1410 1255 revenue (on spreadsheet report – 1255 Misc).

<b>Revenue:</b>	<b><u>2022</u></b>	<b><u>2023</u></b>
Boat Permit Fee County	\$ 0	\$ 0
Copy Fees	\$ 17,626.25	\$ 16,031.40
Cover Page Fee	\$ 46,360.00	\$ 35,045.00
Customer Payments	\$ 1,410.50	\$ 1,522.00
DMV Fees(day lag DMV to WC Clerk)	\$ 499,243.73	\$ 457,148.42
E & A (ORPS) County	\$ 27,306.00	\$ 23,607.00
Filing Fees	\$ 18,612.00	\$ 17,202.00
Misc Fees	\$ 27,489.51	\$ 29,764.48
Notary Fees County	\$ 5,566.00	\$ 3,150.00
NYS Ed/Rec Mgt County	\$ 10,380.00	\$ 8,227.00
Overages	\$ 4,631.76	\$ 2,657.13
Passports	\$ 14,980.00	\$ 17,570.00
Photos	\$ 5,170.00	\$ 6,050.00
Pistol Permits	\$ 32,923.00	\$ 25,392.00
Recording Fees	\$ 513,436.00	\$ 372,629.00
UCCs	\$ 12,240.00	\$ 14,200.00
Account Adj.	\$ 0.00	0.00
<b>A.1410 1255 Counter</b>	<b>\$ 1,237,374.75</b>	<b>\$ 1,030,195.43</b>

<b>Additional Auto Payments:</b>	<b>2022</b>	<b>2023</b>
Direct to Treasurer: Online DMV, Dept. of State		
<b>A.1410 1255 Revenue:</b>	<b>\$ 46,034.43</b>	<b>\$ 50,230.74</b>
<b>GFNB Account Interest:</b>	<b>\$ 11.06</b>	<b>\$ 0.00</b>
<b>Less 1255 Adjustments:</b>	<b>\$ - 1,950.38</b>	<b>\$ - 2,709.27</b>
(Charged copies, bank fees, billing)		
<b>Total 1255 Revenue</b>	<b>\$ 1,281,469.86</b>	<b>\$ 1,077,716.90</b>
<b>Disbursements:</b>		
<b>2022 Clerk Fees to Treasurer</b>		
(Credited to A1410 1255 & A.1410 2401)	<b>\$ 1,281,469.86</b>	<b>\$ 1,077,716.90</b>

**Department of Motor Vehicles:**

Pursuant to Article 205 NYS Vehicle and Traffic Law, the County Clerk serves as agent to the Commissioner of Motor Vehicles and operates a full-service DMV office. All DMV transactions are processed at the Warren County (Lake George) office as set forth in statute, commissioner's rules and regulations. NYS DMV provides electronic equipment, paper, technology support, forms, brochures, informational updates. The county provides knowledgeable, trained Civil Service staff: DMV Supervisor, Sr. MV Examiner, Sr. MV Examiner-Accounting, Motor Vehicles Clerks. Fees processed are reconciled on a daily basis (1 day lag), deposited in the DMV Account, and retention disbursed by check to the Warren County Clerk (10.75% retained on transactions processed at the Warren County DMV (to County Clerk and then at month end into A1410 1255), and by ACH to the NYS Commissioner of Motor Vehicles. Sales tax remains in the DMV. Interest on the DMV is split (50%) between NYS DTF and Warren County. While there are many fee-based motor vehicle transactions that support both NYS and Warren County, there are numerous transactions performed by the local DMV office for which no fee is collected. The county DMV offices continue to seek reimbursement from NYS for these transactions. All transactions, personnel, procedures, and administration are subject to audit by the NYS DMV. While certain audits are performed on a daily and monthly basis, comprehensive audits are conducted against the entire office on a periodic and unannounced basis. It should also be noted that the DMV staff is subject to Federal and NYS criminal history background checks in compliance with Federal Dept. of Homeland Security requirements. Warren County DMV include both fee-based transactions and motor voter totals. **Notes:**  
**1. The recording A significant change occurred on 1/1/2024 re: county retention for both in-office and on-line transactions – flat 10.75 %, no online threshold.**

	<b>2022</b>	<b>2023***</b>
<b>Total Transactions Processed:</b>	<b>58,689 #</b>	<b>55,054 #</b>
<b>Total Fees &amp; Tax Collected:</b>	<b>\$ 5,956,594.85</b>	<b>\$ 2,806,951.42</b>
<b>Total Interest Received:</b>	<b>\$ 67.44</b>	<b>\$ 35.33</b>
<b>Less Differential/adjustments</b>	<b>\$ - 106.50</b>	<b>\$ - 13.93</b>
<b>Total Fees,Tax, Interest Revenue</b>	<b>\$ 5,956,555.79</b>	<b>\$ 2,806,972.82</b>
<b>Disbursed:</b>		
NYS DMV Commissioner	\$ 637,242.30	\$(3,773,548.97)
NYS Sales Tax: DTF	\$ 4,823,654.58	\$ 6,123,794.70
NYS Sales Tax Interest:DTF	\$ 33.73	\$ 17.67
<b>Total NYS</b>	<b>\$ 5,460,930.61</b>	<b>\$ 2,350,263.40</b>
	<b>2022</b>	<b>2023</b>
Warren Co. DMV Fees Retention	\$ 479,220.11	\$ 440,884.26
Warren Co. Plate Surrenders	\$ 7,630.00	\$ 7,726.00

Warren Co. Sales Tax Retention	\$ 8,741.36	\$ 8,081.50
Warren Co. Sales Tax Interest	\$ 33.71	\$ 17.66
<b>Total to Warren County</b>	<b>\$ 495,625.18</b>	<b>\$ 456,709.42</b>

(dep.into Clerk acct, then to A 1410 1255)

<b>Total DMV Disbursements:</b>	<b>\$ 5,956,555.79</b>	<b>\$ 2,806,972.82</b>
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\*\*\*The figures for 2023 do not accurately reflect actual money handled due to credit card payments being deposited directly to NYS. Going forward we will account for revenue in the following way:

	2022	2023
NYS DMV Sales Tax	\$4,823,688.31	\$6,123,812.37
NYS DMV Revenue	\$3,784,793.41	\$3,089,299.68
<b>Total NYS</b>	<b>\$8,608,481.72</b>	<b>\$9,213,112.05</b>

	2022	2023
County DMV Rev. Retention (in-house)	\$ 479,253.82	\$ 440,901.92
County DMV Sales Tax Retention	\$ 8,741.36	\$ 8,081.50
County DMV Surrenders	\$ 7,630.00	\$ 7,726.00
<b>Total Warren County</b>	<b>\$ 495,625.18</b>	<b>\$ 456,709.42</b>

<b>Total DMV Fees, Tax, Interest Revenue</b>	<b>\$9,104,106.90</b>	<b>\$9,669,821.47</b>
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An additional gross amount: Credit Cards is also transmitted directly into DMV computer system:

Total Credit Card Totals:	\$ 3,147,512.05	\$ 6,862,870.05
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In addition to DMV transactions at the Warren County DMV office, the county also receives the following revenue:

**Warren County Motor Vehicle Use Tax: (A.1410 1136)**

With the approval by the NYS Legislature and the passage of Local Law 1 of 2010, Warren County imposed a modest motor vehicle use tax on passenger and commercial vehicles (collected every two years). The tax amounts to approx. \$5 per year/passenger; and \$ 10 per year/commercial vehicle; is based as well on vehicle weight. The tax is collected regardless of where the registration transaction occurs (ie: at Warren County DMV or at any other DMV office/or online transaction). NYS deducts a minimal administrative fee from the MV Use Tax collected, and distributes the remainder to the Warren County Treasurer on a monthly basis (some lag occurs), It is deposited into County Clerk revenue code A. 1410 1136. The tax helps in reducing property taxes for Warren County residents.

<b>Total Motor Vehicle Use Tax Revenue:</b>	<b>\$ 462,654.56</b>	<b>\$ 493,642.85</b>
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**Online/Partner County Revenue Sharing: COPRSMR (Added to A.1410 1255)**

Fees collected from on-line DMV transactions, are retained by NYS DMV until such time as the threshold, established by NYS, is met. Once DMV fees exceed the threshold, DMV distributes to the county approx. 2% retention fee against the total fees collected. Fees are sent directly to the Warren County Treasurer, deposited into the Warren County Clerk Fees Account A 1410 1255 (along with all other miscellaneous fees including DMV office fees). This fee is separate from the MV Use Tax Revenue Account. **Note: A significant change will occur with this program and office retentions effective 1/1.2024, Retentions for both office and on-line transactions will reflect 10.75%; thresholds for on-line will be eliminated.**

<b>Total DMV Revenue Sharing Received:</b>	<b>\$ 39,606.47</b>	<b>\$ 43,094.74</b>
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**Clerk Internet Sales Revenue Account: (A.1410 1259)**

Coded as Revenue Account **A 1410 1259**, the County Clerk receives a credit against the appropriation account A 1410 425 (reproduction expense) for the Clerk's EDMS System Contract. The account includes contractual expenses for all computer services to the Clerk's Office as well as credit for the sale of any online documents and/or subscriptions. The contract is with Info Quick Solutions and includes an internet site to search, view, and reproduce selected public records recorded or filed with the County Clerk. The site is hosted by the EDMS vendor, IQS. At the time of monthly invoicing, Internet fees are credited back to the County Clerk as revenue under account A 1410 1259. The fees are not reflected in the receipt and disbursement module of the Clerk's Office, however, are identified as revenue in the Clerk's annual budget under New World. The amount of revenue generated would be in addition to Clerk receipts and disbursements.

	<b>2022</b>	<b>2023</b>
<b>Total Clerk Internet Sales Revenue:</b>	<b>\$ 63,915.20</b>	<b>\$ 56,283.60</b>

**NYS Taxation & Finance IT 2663 Transmittal:**

As per NYS Tax Law Article 22, Section 663, non-residents of NYS must file income tax form IT 2663 along with full payment of the estimated tax when selling or transferring real property situated in NYS. Form accompanies real property conveyances submitted for recording at the Clerk's Office; Office completes the transmittal and forwards payments to NYS daily-weekly basis.

	<b>2022</b>	<b>2023</b>
<b>IT 2663 transmitted for est. tax payments:</b>	<b>\$ 1,688,274.02</b>	<b>\$ 1,186,030.30</b>

**Miscellaneous Account Interest:**

The Warren County Clerk maintains five bank checking accounts to service the Clerk's Office and one checking account for the Warren Count DMV. **Note: Interest was recalculated by GFNB and Warren Co. Treasurer in 2023. Not all accounts receive interest at this time.**

Clerk accounts include: Judicial Funds, Mortgage Tax, Real Estate Transfer Tax, Records Management and the Warren County Clerk. All receipts are deposited on a daily basis into the Warren County Clerk Account. Following report generation, revenue specific to each of the special revenue accounts (Judicial, MT, RETT, and Records Mgt) is written from the Clerk to these accounts. Funds are maintained in the account until the end of each month when disbursement occurs. Interest, if earned, is distributed between NYS and Warren County – 50% each.. A full description of the special accounts and the DMV account occur in the initial pages of this summary: Judicial, Mortgage Tax, Real Estate Transfer Tax, and Records Management, and DMV.

	<b>2022</b>	<b>2023</b>
Judicial Funds Account:	\$ 2.41	\$ 0.00
Mortgage Tax Account:	\$ 202.82	\$ 311.33
Real Estate Transfer Tax Acct:	\$ 94.82	\$ 113.37
Records Mgt. Account:	\$ 1.52	\$ 0.00
Warren County Clerk Acct.	\$ 11.06	\$ 0.00
Warren County DMV	\$ 67.44	\$ 17.66
<b>Total Interest Generated &amp; Distributed:</b>	<b>\$ 380.07</b>	<b>\$ 442.36</b>

**Final Totals of Receipts-County Clerk/DMV:**

<b>Warren County Clerk:</b>	<b>\$ 11,885,799.66</b>	<b>(spreadsheet)</b>
<b>DMV Revenue</b>	<b>\$ 9,669,821.47</b>	<b>(recalculated figure above)</b>
<b>Warren Co. Motor Vehicle Use Tax:</b>	<b>\$ 493,642.85</b>	<b>(A.1410 1136)</b>
<b>NYS IT 2663</b>	<b>\$ 1,186,030.30</b>	
<b>Total:</b>	<b>\$ 23,235,294.28</b>	

This concludes this financial report.  
Carrie L. Black, Warren County Clerk  
8/24/2024