



Court Communication Item

A. Item Description:

Request approval to move the funding and positions for one Accounting Tech and one Account/Office Clerk from the County Clerk department to Treasury. These two positions report to the Treasury Administrator in the Treasury department and their expenditures should be recorded in this department.

B. Options:

1. Leave the positions and funding in the County Clerk's budget while the positions report to Treasury.
2. Approve moving the positions and funding to correspond with the department's structure.

C. Supports Countywide Goal #:

1. To provide quality public services in a cost-effective manner.

E. Background on item:

Currently there are four positions reporting to the Treasury Administrator, (two Deputy County Clerk II positions, one Accounting Tech position, and one Account/Office Clerk). Only the two Deputy County Clerk II positions are being recorded in the Treasury department. The Accounting Tech position and the Account/Office Clerk position are recorded currently in the County Clerk's budget. The County Clerk's office has requested that these positions be moved to correct the budget.

F. Financial information:

Funding for the FY 2009 Accounting Tech and Account/Office Clerk positions is available to be moved from the County Clerk's department to Treasury. This will allow the FY2010 budget to properly reflect the structure of both departments.

G. Recommendation

It is recommended that option 2 be approved to correct the budget.