

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO. 96-10-8-3)))))	IN THE MATTER OF AMENDING CHAPTER 4 OF LANE MANUAL TO ADD A NEW POLICY TO LANE COUNTY'S FINANCIAL MANAGEMENT POLICIES (LM 4.010(20))
---------------------	-----------------------	--

The Board of County Commissioners of Lane County orders as follows:

Lane Manual Chapter 4 is hereby amended by removing and substituting the following page:

REMOVE THIS PAGE

4.010(11) - 4.010(19),
i.e. 4-2
(a total of one page)

INSERT THIS PAGE

4.010(11) - 4.010(20),
i.e. 4-2
(a total of one page)

Said page is attached hereto and incorporated herein by reference. The purpose of this substitution is to add a new policy to Lane County's Financial Management Policies (LM 4.010(20)).

Adopted this 8th day of October, 1996.



 Chair, Lane County Board of
 Commissioners

FILED

OCT 10 1996

COUNTY CLERK
BY Pam DeWille

APPROVED AS TO FORM
DATE <u>9/26/96</u> Lane county
<u>Jessica J. Mills</u>
OFFICE OF LEGAL COUNSEL

4.010(11)

Lane Manual

4.010(20)

(11) The County's cash management program will seek to minimize the overall cost of cash management banking services while maximizing the rate of return on all cash investments, consistent with safety and liquidity requirements of state law.

(12) Nonrecurring revenue will normally not be used for operating purposes but will be used for one-time capital expenditures or project.

(13) Contracting for services will be considered when cost effective and consistent with labor policies.

(14) Lane County will endeavor to prepare and publish a comprehensive disclosure of its financial affairs in a format intelligible to the interested public with the goal of obtaining the Certificate of Conformance of the Governmental Finance Officers Association, the highest form of recognition in the field of governmental financial reporting.

(15) Lane County will manage its separate funds to insure that one fund does not improperly subsidize another fund.

(16) Lane County will increase efforts to review programs effectiveness to insure maximum return from extremely limited resources. One major effort will be an expanded performance audit capability.

(17) Intergovernment services agreements shall be encouraged wherever services used by several departments can be more effectively provided on a collective basis. Service billings to user agencies will be sufficient to fully recover costs of operation, including depreciation of equipment used to provide the services.

(18) Lane County will strive to maintain a minimum of a 5% Prudent Person Reserve in all funds.

(19) Department expenditures shall not exceed appropriation, and they may not expend more discretionary General Fund dollars than they have in their approved budgets, except upon written board authorization.

(20) Lane County will charge the allowable indirect to all departments and funds in the most equitable manner possible and will recover the allowable indirect from all grants, contracts and intergovernmental agreements, except upon written board authorization. The Board may grant exceptions by category or on a case-by-case basis.

REDLINING indicates material being added
STRIKEOUT indicates material being deleted

LEGISLATIVE
FORMAT

4.010(11)

Lane Manual

4.010(~~1920~~)

BOOK 158 PAGE 0753

(11) The County's cash management program will seek to minimize the overall cost of cash management banking services while maximizing the rate of return on all cash investments, consistent with safety and liquidity requirements of state law.

(12) Nonrecurring revenue will normally not be used for operating purposes but will be used for one-time capital expenditures or project.

(13) Contracting for services will be considered when cost effective and consistent with labor policies.

(14) Lane County will endeavor to prepare and publish a comprehensive disclosure of its financial affairs in a format intelligible to the interested public with the goal of obtaining the Certificate of Conformance of the Governmental Finance Officers Association, the highest form of recognition in the field of governmental financial reporting.

(15) Lane County will manage its separate funds to insure that one fund does not improperly subsidize another fund.

(16) Lane County will increase efforts to review programs effectiveness to insure maximum return from extremely limited resources. One major effort will be an expanded performance audit capability.

(17) Intergovernment services agreements shall be encouraged wherever services used by several departments can be more effectively provided on a collective basis. Service billings to user agencies will be sufficient to fully recover costs of operation, including depreciation of equipment used to provide the services.

(18) Lane County will strive to maintain a minimum of a 5% Prudent Person Reserve in all funds.

(19) Department expenditures shall not exceed appropriation, and they may not expend more discretionary General Fund dollars than they have in their approved budgets, except upon written board authorization.

(20) Lane County will charge the allowable indirect to all departments and funds in the most equitable manner possible and will recover the allowable indirect from all grants, contracts and intergovernmental agreements, except upon written board authorization. The Board may grant exceptions by category or on a case-by-case basis.