

**Lane County - Service Option Sheet - FY 19-20 Adopted**

SOS C5: **Financial Services - Central**  
 Dept: CAO-Operations  
 Contact: Robert Tintle x4199

**Service Category: General Government**

<b>Mandate</b>	None	Related	<b>SHALL</b>
<b>Leverage</b>	<b>None</b>	Some	HIGH

**Executive Summary**

Provides payroll and benefit processing; accounts payable and vendor maintenance; accounts receivable and cash receipts processing; cash management and investment of public funds; accounting analysis and reporting services; debt issuance and management; and financial reporting and coordination of external audit. Purchasing and procurement functions are budgeted and reflected within the Financial Services' total.

**Service Descriptions**

	Revenue	Expense Total	General Fund	FTE
<b>Adopted Budget Total</b>	\$1,784,016	\$1,882,286	\$98,270	13.00

Provides payroll and benefit processing; accounts payable and vendor maintenance; accounts receivable and cash receipts processing; cash management and investment of public funds; accounting analysis and reporting services; purchasing & procurement, debt issuance and management; and financial reporting and coordination of external audit.

**State/Federal Mandate**

Ex-Officio: Treasurer and Finance Officer. County Treasurer - ORS 205, 208, & 246, and Oregon Constitution Articles VI, 6 and 8; Article VII, 15. While the Oregon Revised Statutes and the Oregon Constitution state that a County shall have a County Treasurer, the duties that must be performed could not be performed without a County Treasurer. ORS 294 - Financial administration/reporting - requires audit, ORS 208 - Disbursement of County funds, IRS - payroll and 1099 reporting, Oregon Dept. of Revenue, BOLI law, FLSA - Payroll and benefit administration, Bonded debt covenants.

**Leverage Details**

The General Fund portion of this program leverages the following:

_____ \$0	back to the Discretionary General Fund
_____ \$0	into other non Discretionary County Funds
_____ \$0	directly to community members (child support payments)