

Lane County - Service Option Sheet - FY 20-21 Adopted

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

Service Category: General Government

Mandate	None	Related	SHALL
Leverage	None	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
Adopted Budget Total	\$1,869,810	\$1,988,209	\$118,399	14.00

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. This budget reflected a new Accounting Analyst position.

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)