

**37318** As Amended

**RESOLUTION No.**

Amend and repeal Citywide Accounting Administrative Rules relating to capital asset accounting (Resolution; repeal FIN 6.09, repeal and replace FIN 6.11 and amend FIN 6.12)

WHEREAS, per Portland City Code 3.15.040C, the Accounting Division in the Bureau of Revenue and Financial Services of the Office of Management and Finance (OMF) is led by the City Controller who has the authority to establish, maintain, and enforce Citywide accounting policies, practices, rules and regulations; and

WHEREAS, the Controller, Chief Finance Officer, and Chief Administrative Officer of OMF may submit Citywide administrative rules to Council for adoption to highlight the significance of the rules and/or notable changes; and

WHEREAS, the City of Portland has a number of Accounting Administrative Rules that relate to requirements and best practices for capital asset accounting, primarily FIN 6.09 Capitalization of Computer Software Developed or Obtained for Internal Use, FIN 6.11 Capital Assets, and FIN 6.12 Disposal of Capital Assets; and

WHEREAS, through observation, and internal and external audits, the Accounting Division has determined that the Accounting Administrative Rules relating to capital assets are in need of review and revision, and that City bureaus' practices regarding capital asset financing are not always best practices nor consistent from bureau to bureau; and

WHEREAS, the Accounting Division has recently undertaken a review and update of FIN 6.09, FIN 6.11, and FIN 6.12, including a review and comment period for City staff; and

WHEREAS, the Accounting Division has determined that FIN 6.09 should be repealed; that FIN 6.11 should be repealed and replaced with updated language as a new FIN 6.11; and that FIN 6.12 should be updated.

NOW, THEREFORE BE, IT RESOLVED that FIN 6.09 Capitalization of Computer Software Developed or Obtained for Internal Use is repealed; and

BE IT FURTHER RESOLVED that FIN 6.11 Capital Assets is repealed and replaced with updated and new language, as shown in Exhibit A, and is binding City policy; and

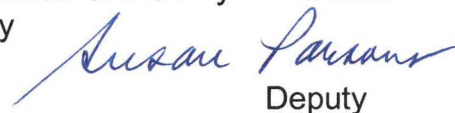
BE IT FURTHER RESOLVED that FIN 6.12 Disposal of Capital Assets is amended, as shown in Exhibit B, and is binding City policy.

Adopted by the Council: SEP 20 2017

Mayor Ted Wheeler  
Prepared by Michelle Kunec-North  
Date Prepared: August 30, 2017


**Mary Hull Caballero**  
Auditor of the City of Portland

By

  
Deputy

Agenda No. **37316** As Amended  
**RESOLUTION NO. 37316**  
 Title

Amend and repeal Citywide Accounting Administrative Rules relating to capital asset accounting (Resolution); *repeal FIN 6.09, repeal and replace FIN 6.11 and amend FIN 6.12*

<p><b>INTRODUCED BY</b>                  Commissioner/Auditor:                  Mayor Wheeler</p>	CLERK USE: DATE FILED <u>SEP 12 2017</u>
<p><b>COMMISSIONER APPROVAL</b></p>	<p style="text-align: center;">Mary Hull Caballero                  Auditor of the City of Portland</p> <p>By:                   Deputy</p> <p><b>ACTION TAKEN:</b></p>
Mayor—Finance & Administration – Wheeler <i>WC</i>	
Position 1/Utilities - Fritz	
Position 2/Works - Fish	
Position 3/Affairs - Saltzman	
Position 4/Safety - Eudaly	
<p><b>BUREAU APPROVAL</b></p>	
Bureau: OMF <i>TR</i> Bureau Head: Tom Rinehart	
Prepared by: Michelle Kunec-North Date Prepared: 08/30/2017	
Impact Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/>	
Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<p><b>City Auditor Office Approval:</b>                  required for Code Ordinances</p>	
<p><b>City Attorney Approval:</b>                  required for contract, code, easement, franchise, charter, Comp Plan <i>SS</i></p>	
Council Meeting Date 09/20/2017	

<b>AGENDA</b>
<p><b>TIME CERTAIN</b> <input type="checkbox"/></p> <p>Start time: _____</p> <p>Total amount of time needed: _____                  (for presentation, testimony and discussion)</p>
<p><b>CONSENT</b> <input type="checkbox"/></p>
<p><b>REGULAR</b> <input checked="" type="checkbox"/> <i>120</i></p> <p>Total amount of time needed: <u>1</u> minutes                  (for presentation, testimony and discussion)</p>

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:	
	YEAS	NAYS
1. Fritz	✓	
2. Fish	✓	
3. Saltzman	✓	
4. Eudaly	✓	
Wheeler	✓	