

38078

37095

RESOLUTION No. 37095

Adopt and amend Accounting Administrative Rule FIN 6.10 Cash. (Resolution)

WHEREAS, on September 1, 2004, through resolution #36248, City Council adopted nine Accounting Administrative Rules for the City of Portland and on September 6, 2006, through resolution #36435, City Council adopted five additional Accounting Administrative Rules, and

WHEREAS, Portland City Code 3.15.040 establishes the City Controller with specific authority to establish, maintain, and enforce Citywide accounting policies, and Portland City Code 3.15.010 delegates to the Chief Administrative Officer the authority to formulate, approve and issue administrative rules and systems for providing City administrative services, and

WHEREAS the City's Accounting Administrative Rules have not been updated since 2006, and

WHEREAS, Accounting Administrative Rule FIN 6.10 Cash contains directions and requirements that are out-of-date with current technologies and best practices, and

WHEREAS, the Office of Management and Finance has prepared amendments to FIN 6.10 Cash with extensive involvement and input from accounting and financial staff in City bureaus, City Budget Office, and the City Attorney's Office,

WHEREAS, the amendments to FIN 6.10 strengthen the City's internal controls over City assets, clarify bureau responsibilities for timely deposit, recording and reconciliation of cash, and update the accounting rule to reflect new technologies, including electronic signatures and electronic scanning devices.

WHEREAS, the Office of Management and Finance has written a new procedure related to FIN 6.10 Cash to direction guidance to bureaus about options for making deposits entitled FIN 6.10.01 Deposits, and

NOW, THEREFORE, BE IT RESOLVED, Accounting Administrative Rule FIN 6.10 Cash is amended as shown in Exhibit A.

BE IT FURTHER RESOLVED, Accounting Administrative Rule FIN 6.10 is binding City policy.

BE IT FURTHER RESOLVED that the Office of Management and Finance will continue to review and update existing Accounting Administrative Rules and, as necessary, create new Accounting Administrative Rules to ensure Citywide compliance with best accounting practices.

Adopted by the Council: NOV 12 2014

Mayor Charlie Hales

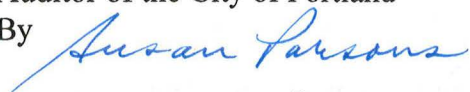
Prepared by: Celia Heron

Date Prepared: October 27, 2014

LaVonne Griffin-Valade

Auditor of the City of Portland

By



Deputy

1140

1185-
Agenda No. 37095
RESOLUTION NO.
Title

Adopt and amend Accounting Administrative Rule FIN 6.10 Cash. (Resolution)

<p>INTRODUCED BY Commissioner/Auditor: Mayor Charlie Hales</p> <p>COMMISSIONER APPROVAL Mayor—Finance and Administration - Hales</p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Novick</p> <p>BUREAU APPROVAL Bureau: OMF Bureau Head: Fred Miller</p> <p>Prepared by: Celia Heron Date Prepared: October 27, 2014</p> <p>Financial Impact & Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p> <p>Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>City Auditor Office Approval: required for Code Ordinances</p> <p>City Attorney Approval: required for contract, code, easement, franchise, charter, Comp Plan</p> <p>Council Meeting Date November 12, 2014</p>	<p>CLERK USE: DATE FILED <u>NOV 07 2014</u></p> <p style="text-align: right;">LaVonne Griffin-Valade Auditor of the City of Portland</p> <p>By: <u>[Signature]</u> Deputy</p> <p>ACTION TAKEN:</p>
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AGENDA
<p>TIME CERTAIN <input type="checkbox"/></p> <p>Start time:</p> <p>Total amount of time needed: (for presentation, testimony and discussion)</p> <p>CONSENT <input type="checkbox"/></p> <p>REGULAR <input checked="" type="checkbox"/></p> <p>Total amount of time needed: 5 minutes (for presentation, testimony and discussion)</p>

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:	
	YEAS	NAYS
1. Fritz	<u> </u>	
2. Fish	✓	
3. Saltzman	<u> </u>	
4. Novick	✓	
Hales	✓	