

BARNSTABLE COUNTY ASSEMBLY OF DELEGATES

In the Year Two Thousand and Twelve

Proposed Ordinance 12 - 06

To create the position of Director of Administrative Services and Finance

Barnstable County hereby ordains:

Section 1

The Administrative Services and Finance Department should encompass the management of all financial and support services, including accounting, treasury management, grants management, purchasing, and facilities maintenance. The department should include the functions of the Resource Development Office. The information technology function of the County should be integrated into the proposed department. This Administrative Services and Finance Department would include approximately 35.8 personnel and have a budget of approximately \$5,701,572 (FY2012). Therefore it is necessary to create a new position, the Director of Administrative Services and Finance.

- (a) The County Administrator serves as the County's Finance Director. The County Administrator/Finance Director functions as the Treasurer of other organizations established by the County, or with the assistance of the County. The County Administrator/Finance Director also serves as a member of the Barnstable County Retirement Board.
- (b) The County Administrator's role should be changed. Currently, the County Administrator has a direct role in financial management, which should always be the case, but the role should be one of operational oversight, not direct management. The County Administrator should not serve as the Finance Director.
- (c) The Administrative Services and Finance Department should include the various finance functions in the County, including accounting, treasury management, grants management, purchasing, facilities maintenance, and related services. This proposed department should be responsible for personnel in the County's Resource Development Office. The information technology function of the County should also be integrated into the Administrative Services and Finance Department.

Submitted by: Spyro Mitrokostas, Delegate from Yarmouth at a regular Assembly meeting on May 16, 2012.