

2020 BUDGET POLICY

- 1) No new position or vacancy replacement will be allowed until the Elected Official or Department Head first take their request before the Personnel Committee. The Personnel Committee will then recommend to the full Board of Commissioners a plan of action for filling/not filling a new position or vacancy replacement.

The exception to this policy for filling vacancies will be where the County is paid in a fee for service contract. Staffing levels can be maintained in accordance to the payment schedule under a contract with notification being made to the Personnel Committee.

- 2) At the end of any fiscal year, if the Unrestricted Fund Balance is less than 30.00% of the adopted, current annual budget, all part-time and temporary positions funded by the General fund will be terminated.
- 3) At the end of any fiscal year, if the Unrestricted Fund Balance is less than 19.97% of the adopted annual budget, layoff notices to employees will be given.
- 4) Any non-mandated job funded by a local, state or federal grant will be terminated at the end of that grant period if not renewed by the local, state or federal agency responsible for the funding of that grant.
- 5) Any non-mandated job funded by a local, state or federal grant will be decreased if the local, state or federal agency responsible for funding the grant decreases its funding of the grant.
- 6) The current fund Balance Policy, the Tax Revolving Fund Policy, the Travel Policy, the Bidding/Purchasing Policy, the Disposal of Assets Policy, the Disposal of Property Policy, and the Educational Opportunities Policy, be included.
- 7) The county continues to update fees as required.
- 8) Cost Allocation be applied where applicable.