

**LA PLATA COUNTY
POSITION DESCRIPTION
VOLUNTEER – LONG TERM FINANCE COMMITTEE**

Strategic Plan Alignment: Organizational Excellence

Purpose: To act solely in an advisory capacity to the Board of County Commissioners with respect to long-term financial planning.

Duties:

- a. Review revenue and expenditure trends with a view to identifying potential financial threats and opportunities;
- b. Make recommendations to maintain a structurally balanced budget and preserve the County's fiscal soundness;
- c. Review capital improvement programs and the recommendations for funding those improvements.

Full Resolution creating the Long Term Finance Committee can be found in the La Plata County Code: Chapter 2, Article III, Division 4, Sec. 2-166 through 2-169.

Qualifications:

1. Members must be residents of La Plata County;
2. Members must be impartial observers of the County's long-term financial interests;
3. The Director of Finance shall be an ex-officio member of the Long Term Finance Committee;
4. Members of the Long Term Finance Committee, excluding ex-officio members, shall not hold any other office in county government or be an employee of La Plata County.

Personal Commitments:

1. To attend all meetings of the Long Term Finance Committee unless previously excused by the Chair;
2. To follow the direction and formal guidance of the Board of County Commissioners;
3. To be well informed and prepared to discuss the proposed issues and business at scheduled meetings, including having read all materials relevant to the topic at hand prior to the meetings;
4. To fully participate in meetings of the Long Term Finance Committee;
5. To avoid any conflicts of interest or circumstances which would create a perception of impropriety;
6. To observe local, state and federal laws, particularly open meetings and open records laws;
7. To cooperatively work with and respect the opinions of other Long Term Finance Committee members;
8. To treat all constituents and staff members with honor, dignity and respect;
9. To avoid the acceptance of any gifts or favors related to one's service in this position;
10. To honor and comply with the La Plata County Code of Ethics Policy (attached);
11. To attend at least one Boards and Commissions volunteer orientation during the duration of my appointment.

I understand and agree to abide by these personal commitments and understand that I serve at the pleasure of the La Plata County Board of County Commissioners.

Name: _____ Date: _____

Signature: _____