

## **BUDGET MANAGEMENT POLICY**

**Approved by Board of Directors 11/16/2000  
Amended by the Board of Directors 8/23/2014  
Amended by the Board of Directors 10/28/17**

| The General Manager shall adhere to the department operating budget totals and may add a line item or adjust a line item by up to 20% not to exceed \$5,000. All variances are to be reported/approved by the Finance Committee.

The General Manager shall regularly review the status of the budget with the Finance Committee and propose appropriate corrective actions if revenues or expenditures vary materially from the approved budget.

The Finance Committee shall review expenses requested by a committee and/or staff exceeding the budget or not covered by the budget. The Finance Committee shall adhere to the department budget totals and may add a line item or adjust a line item by up to 20% not to exceed \$20,000. All requests for additional funding over \$20,000 must have Board approval prior to the expenditure.

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