
Herlong Public Utility District

POLICY HANDBOOK

POLICY TITLE: Budget Preparation

POLICY NUMBER: 3020

3020.1 An annual budget proposal shall be prepared by the General Manager and District Clerk.

3020.2 Prior to review by the Board of Directors, the Board's standing Finance Committee shall meet with the General Manager and review his/her annual budget proposal.

3020.3 The proposed annual budget as reviewed and amended by the Finance Committee shall be reviewed by the Board at its regular meeting in November.

3020.4 The proposed annual budget as amended by the Board during its review shall be adopted at its regular meeting in December.