

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Budget Preparation
POLICY NUMBER: 3020
ADOPTED: December 09, 2002
REVIEWED: December 18, 2013, August 9, 2016, August 12, 2020
REVISED: March 24, 2014, September 14, 2020

3020.10 An annual budget proposal shall be prepared by the General Manager with assistance from the Finance Officer, Public Works Superintendent and Fire Chief.

3020.20 Prior to review by the Board of Directors, the Board's Finance and Audit Committee shall review the annual budget proposal.

3020.30 The proposed annual budget as reviewed and amended by the Finance and Audit Committee shall be reviewed by the Board no later than the second meeting in April.

3020.31 In the event of a proposed rate increase, there is a forty-five (45) day legal notification and publication process (Proposition 218).

3020.40 The proposed annual budget as amended by the Board during its review shall be adopted no later than mid-June pending unforeseen circumstances.