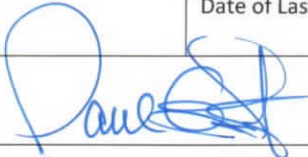


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| <b>SUNSET EMPIRE TRANSPORTATION DISTRICT<br/>BOARD OF COMMISSIONERS</b><br><br><b>ADMINISTRATION OF THE BUDGET</b> | Policy #<br><b>B-803</b>  | Effective Date:<br><i>October 25, 2012</i> |
|  | Signature<br> | Date of Last Review                        |

**POLICY:**

1. The adopted budget is the financial plan developed to carry out the programs supporting the SETD and NWRC goals and objectives.
2. The Executive Director will provide financial reports on a regularly scheduled basis showing comparison of revenues and expenditures with budgeted appropriations.
3. The BOC must authorize all transfers of appropriations from one fund to another or within a fund through either a board resolution or the adoption of a supplemental budget.
4. In the event of an emergency or natural disaster, it may be necessary to respond quickly in order to protect public health or safety. In such cases, any expenditures or loans made outside the budget will be authorized by the Board of Commissioners through resolution, or by written order of the Executive Director or his/her designee.