



Policy 4.04

EFFECTIVE 22 SEP 20

SUPERSEDES 26 JUN 18

FINANCIAL PLANNING AND BUDGETARY CONTROL

IT IS THE POLICY OF THE EAST BAY MUNICIPAL UTILITY DISTRICT TO:

Establish a financial plan and biennial budget for the Water System and the Wastewater System, to include:

Financial Planning	<ul style="list-style-type: none">• Prepare financial forecasts for a minimum of five years using reasonable assumptions and historical data to anticipate changes in revenues and expenses in order to plan for long term financial stability.• Develop programs which set levels of operating, capital, and debt service expenditures including staffing that may be necessary during the biennial budget period.• Establish a budget that supports financial stability which is based on fair and reasonable water and wastewater rates.						
Financial Monitoring	<ul style="list-style-type: none">• Monitor the budget to ensure that the total amount expended and committed does not exceed the total revenue and receipts available during the fiscal year.• Provide periodic status reports on expenditures, revenues, and investments.						
Transfers	<p>The General Manager is authorized to transfer up to five percent of the fiscal year adopted budget between the capital and operating budgets provided that the total adopted budget remains unchanged. Budget transfers between the Water and Wastewater Systems are prohibited.</p>						
Authority	<p>Resolution 27058, August 27, 1974 As amended by Resolution 32874-94, August 9, 1994 As amended by Resolution 33177-99, November 23, 1999 As amended by Resolution 33577-07, January 9, 2007 As amended by Resolution 33710-09, April 28, 2009 As amended by Resolution 35099-18, June 26, 2018 As amended by Resolution 35203-20, September 22, 2020</p>						
References	<table><tr><td>Policy 4.02</td><td>Cash Reserves and Debt Management</td></tr><tr><td>Policy 7.03</td><td>Emergency Preparedness/Business Continuity</td></tr><tr><td>Procedure 417</td><td>Financial Planning and Budgetary Control</td></tr></table>	Policy 4.02	Cash Reserves and Debt Management	Policy 7.03	Emergency Preparedness/Business Continuity	Procedure 417	Financial Planning and Budgetary Control
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