

UNIFIED FIRE AUTHORITY BOARD POLICY MANUAL	
Chapter 4 <i>Finance Policies</i>	Section 9 <i>Budget Process</i>

Relevant Information: The UFA adopts an annual budget every year for a fiscal year that runs July 1 to June 30.

Policy Statement: It is the policy of the Board that UFA is committed to effective management and monitoring of the organization’s funds. This will be accomplished by developing an annual budget for UFA that is approved first by the Finance Committee and then the entire Board. Benefits and compensation costs will be evaluated by the Compensation Committee and it will make recommendations to the Finance Committee as part of the budget process. The Finance Division will monitor income and expenditures against the budget on a regular basis and report any issues to the Finance Committee and/or Board. The Board will take appropriate action when there is a significant variation between projected and actual figures including amending the budget through a formal amendment process, including appropriate public hearings.