

Effective Date: 12/14/2007
Revised: 9/2015, 12/2022
Expiration: 12/2025



BUDGET ADJUSTMENTS

Purpose:

As with any organization, unanticipated issues occur which require adjustment of the adopted budget. Procedures are needed to accommodate unexpected changes that occur each year.

POLICY

I. Policy Statement

The LHTAC Administrator has the discretion to operate within the approved annual budget total as deemed necessary to ensure the smooth running of the Organization.

II. Procedure

- A. This policy does not supersede the approval limits established in Council Policy No. 001 "Acquisition and Disposal of Equipment".
- B. If a budget line item is over the budget amount by \$25,000 or more, an amended budget will be prepared and approved by the council.
- C. If additional capital expenses, a new line item, or additions in personnel are required, an amended budget will be presented to the council for approval.

A handwritten signature in black ink, appearing to read "Neal Gier", is written over a horizontal line.

Neal Gier, Chairman
Local Highway Technical Assistance Council