

# **CITRUS COMMUNITY COLLEGE DISTRICT ADMINISTRATIVE SERVICES**

## **BP 6250 BUDGET MANAGEMENT**

**References:** Title 5 Sections 58307 and 58308

The budget shall be managed in accordance with Title 5 and the California Community Colleges Budget and Accounting Manual. Budget revisions shall be made only in accordance with these policies and as provided by law.

The District's unrestricted general reserves shall be no less than two months of total general fund operating expenditures, such as salaries, benefits, supplies and materials.

Revenues accruing to the District in excess of amounts budgeted shall be added to the District's reserve for contingencies. They are available for appropriation only upon resolution of the Board of Trustees that sets forth the need according to major budget classifications in accordance with applicable law.

Board approval is required for changes between major expenditure classifications. Transfers from the reserve for contingencies to any expenditure classification must be approved by a two-thirds vote of the members of the Board of Trustees. Transfers between expenditure classifications must be approved by a majority vote of the members of the Board of Trustees.

See Administrative Procedure 6250 Budget Management.

Board Approved	07/21/09
Desk Review	02/04/13
Revised	04/17/15
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