

TUMALO IRRIGATION DISTRICT

B. ANNUAL BUDGET

1. Budget by Calendar Year: The Board shall operate based on an annual budget for each calendar year. The budget shall include all anticipated revenues, expenditures, and special funds.
2. Bonded Indebtedness, Charges and Fees: Bonded Indebtedness, Charges and Fees are controlled by Section D of the Rules and Regulations.
3. Budget Resolution: At the Annual Meeting, the Board shall pass a budget resolution which states: (1) the number of acres and fractions thereof with an irrigation water right which is to be billed; (2) the number of these acres and fractions thereof owned by each landowner; (3) the amount of money necessary for repair, cure, operation, maintenance and other anticipated expenses of the District for the calendar year; (4) the amount of money necessary for payments to become due to the United States during the calendar year; (5) the amount to be charged against each tract; (6) the dates when the bills are due and payable, and where; (7) the date after which the bills are delinquent.
4. Approval of Vouchers: All voucher checks must be approved by the Board prior to payment, except in exceptional cases.
5. Petty Cash: The Board shall set up a revolving cash fund of \$300.00 to be known as the Petty Cash Fund to be held in the District office. The District Manager is authorized to draw upon this fund as may be required to carry out District business, depositing in the fund a receipt covering each withdrawal, and at the end of the month submitting an itemized expense account supported by vouchers where practicable, covering these withdrawals. Any unexpended withdrawals are to be returned to the fund before the end of the month. Upon approval of the expense account by the Board, the latter will authorize the District Manager to replenish the account with such sums as may be necessary to bring the total back to \$300.00.