



# Administrative Regulation 3150 ADOPTION OF THE FINAL BUDGET

**Responsible Office:** Office of Business & Finance

## REGULATION

1. The final budget must be adopted on or before June 1 of each year. After the public hearing on the budget, the Board of Trustees shall adopt a budget and direct the Chief Financial Officer to complete the official budget forms in accordance with the approved budget. Official copies of the budget shall be signed by the members of the Board of Trustees who voted to approve the budget.
2. The Office of Business & Finance shall transmit the required number of copies of the official budget, together with the affidavit of proof of publication of the notice of the public hearing, to the Department of Taxation and it shall be distributed as determined by that department.

## IMPLEMENTATION GUIDELINES & ASSOCIATED DOCUMENTS

1. This regulation reflects the goals of the District's Strategic Plan, Envision WCSD 2015 – Investing in Our Future.
2. This regulation complies with Board Policy 3150, Adoption of the Final Budget.
3. This regulation complies with Nevada Revised Statutes (NRS) Chapter 354, Local Financial Administration, and specifically:
  - a. NRS 354.598: Final budget: Adoption; budget by default; certification; appropriation; limitations; changes.

## REGULATION HISTORY

Date	Revision	Modification
8-22-1967	1.0	Adopted
5-28-1968	2.0	Revised
6-15-1984	3.0	Revised
5-12-1992	4.0	Revised
11-11-1997	5.0	Revised