

**TOWN OF MIDDLETON
CODE A - GENERAL ADMINISTRATION**

Subject: Budget Reallocation

Number: 1.16

Coverage: Management

Approved by: Council & CAO

Effective Date : January 3, 1995

Revision Date: August 8, 2006

Rationale

This policy is written to provide an avenue for approval of budget reallocation requirements for Department Heads allowing Council to focus more on policy matters.

Policy Statement

Department Heads are to submit written reallocation requests to the CAO. The request shall detail the reason for requesting the allocation item involved and the item or activity to be cut to accommodate the reallocation.


Previous Policies

The previous policy 1/46 "Budget Reallocation Policy", approved January 3, 1995, is hereby amended.

Certification

THIS IS TO CERTIFY that this policy was duly passed by a majority vote of the whole Council at a duly called Council meeting held on the 8th day of August, 2006.

GIVEN under the hand of the CAO and under the seal of the Town of Middleton this 5th day of March, 2007



Raymond C. Rice
Chief Administrative Officer