

**FRESNO COUNTY EMPLOYEES' RETIREMENT ASSOCIATION (FCERA)  
BUDGET COMMITTEE CHARTER**

**I. Introduction**

- 1) The Board of Retirement has established a Budget Committee to assist the Board in the annual budgeting process. The Budget Committee shall be comprised of three board members and one alternate or four board members with no alternate.
- 2) The staff contact for the Budget Committee will be the Retirement Administrator.

**II. Duties and Responsibilities**

- 1) The Budget Committee will:
  - a) Review and approve or modify the annual Operating Budget proposed by the Retirement Administrator;
  - b) Recommend the annual Operating Budget to the Board;
  - c) Review changes to the Budget that may be recommended throughout the year by the Retirement Administrator and make recommendations to the Board;
  - d) Periodically review the budget process and format with the Retirement Administrator; and
  - e) Perform any other duties that are assigned to it by the Board.

**III. Reporting**

- 1) The Budget Committee will report regularly to the Board on its activities.

**IV. Charter Review and History**

- 1) The Board shall review this charter at least every three years.
- 2) This Charter was adopted by the Board on April 4, 2007.
- 3) The Board of Retirement reviewed this Charter on September 19, 2007, August 4, 2010, and October 7, 2015.

**V. Secretary's Certificate**

I, Donald Kendig, the duly appointed Secretary of the Fresno County Employees' Retirement Association, hereby certify the adoption of this Policy.

October 7, 2015

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***Date of Action:***

Donald C. Kendig

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***By: Retirement Administrator***