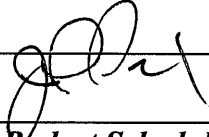


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Alameda Corridor Transportation Authority

February 8, 2018

To:	Governing Board
From:	James P. Preusch, Chief Financial Officer 
Subject:	<i>Fiscal Year 2018/2019 (FY 2019) Preliminary Budget Schedule (INFORMATION)</i>

Information:

To ensure the timely preparation of the annual budget, ACTA staff has developed a preliminary budget schedule as follows. It includes the key budget preparation, review, and approval dates.

- **March 19, 2018** – Draft operating budget completed by ACTA staff.
- **March 26, 2018** – Draft budget circulated in-house for review by ACTA management.
- **April 2, 2018** – Draft budget emailed to Ports' staff for review/comment.
- **April 6, 2018** – Draft budget included in Governing Board package.
- **April 12, 2018** – Draft budget presented as information to the Governing Board at regularly scheduled Governing Board meeting.
- **June 14, 2018** – Final FY 2019 Budget presented to Governing Board for adoption.

Should the April Governing Board meeting be cancelled, the draft budget will be presented at the May Governing Board meeting. Should the June Governing Board meeting be cancelled, a special meeting will be required prior to July 1, 2018 to adopt the budget.

