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Alameda Corridor Transportation Authority

March 14, 2019

To:	Governing Board
From:	James P. Preusch, Chief Financial Officer
Subject:	<i>Fiscal Year 2019/2020 (FY 2020) 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 22, 2018** – Draft operating budget completed by ACTA staff.
- **March 25, 2018** – Draft budget circulated in-house for review by ACTA management.
- **April 1, 2018** – Draft budget emailed to Ports' staff for review/comment.
- **April 5, 2018** – Draft budget included in Governing Board package.
- **April 11, 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, 2019 to adopt the budget.

Co-General Counsel Review:

ACTA's Co-General Counsel has reviewed this Board Report and there are no legal issues at this time.

