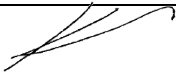


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Alameda Corridor Transportation Authority

March 11, 2021

To:	Governing Board
From:	Kevin L. Scott, Chief Financial Officer 
Subject:	<i>Fiscal Year 2021/2022 (FY 2022) 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 15, 2021** – Draft operating budget completed by ACTA staff.
- **March 22, 2021** – Draft budget circulated in-house for review by ACTA management.
- **March 29 2021** – Draft budget emailed to Ports' staff for review/comment.
- **April 2, 2021** – Draft budget included in Governing Board package.
- **April 8, 2021** – Draft budget presented as information to the Governing Board at regularly scheduled Governing Board meeting.
- **June 10, 2021** – Final FY 2022 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, 2021 to adopt the budget.

Co-General Counsel:

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

