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Alameda Corridor Transportation Authority

To: Governing Board
Meeting Date: March 21, 2024
From: Kevin L. Scott, Chief Financial Officer 
Subject: INFORMATION on Fiscal Year 2024/2025 (FY 2025) Preliminary Budget Schedule

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.

Discussion:

- March 7, 2024 – Draft operating budget completed by ACTA staff.
- March 14, 2024 – Draft budget circulated in-house for review by ACTA management.
- March 21, 2024 – Draft budget emailed to Ports' staff for review/comment.
- April 11, 2024 – Draft budget included in Governing Board package.
- April 18, 2024 – Draft budget presented as information to the Governing Board at regularly scheduled Governing Board meeting.
- May 30, 2024 – Draft budget included in the Governing Board package.
- June 20, 2024 – Final FY 2025 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, 2024, 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.