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Alameda Corridor Transportation Authority

To: Governing Board
Meeting Date: February 20, 2025
From: Kevin L. Scott, Chief Financial Officer 
Subject: INFORMATION on Fiscal Year 2025/2026 (FY 2026) 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 6, 2025 – Draft operating budget completed by ACTA staff.
- March 13, 2025 – Draft budget circulated in-house for review by ACTA management.
- March 20, 2025 – Draft budget emailed to Ports' staff for review/comment.
- April 11, 2025 – Draft budget distributed to Governing Board in meeting package.
- April 17, 2025 – Draft budget presented to the Governing Board at Governing Board meeting.
- May 15, 2025 or June 2025 – Final FY 2026 Budget presented to Governing Board for adoption.

If the April Governing Board meeting is cancelled, the draft budget will be presented at the May Governing Board meeting. The June Governing Board meeting will be a special meeting since the regular date is a holiday; the June meeting will need to be scheduled so that the budget is approved prior to July 1, 2025.

Co-General Counsel Review:

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