



Salem Area Mass Transit District

BUDGET CALENDAR

Fiscal Year 2024-2025

Day	Date	Time	Responsible	Activity
Thursday	October 26, 2023	5:30 PM	Finance	Board adopts FY 2024-2025 Budget Calendar (for FY 2024-25 Budget Process)
Mon - Fri	Week of April 8, 2024		Finance	Publish First Notice of Budget Committee Meeting (10-30 Days)
Mon - Fri	Week of April 22, 2024		Finance	Publish Second Notice of Budget Committee Meeting (5-30 Days)
Wednesday	April 12, 2024		Executive Leadership Team	SAMTD Executive Leadership Team approves draft for Budget Committee consideration
Mon - Fri	Month of April, 2024		Finance	Budget Committee Orientation with Committee members upon request
Tuesday	May 7, 2024	5:30 PM	Senior Leadership Team	First Budget Committee Meeting - <ul style="list-style-type: none"> Election of Officers & Budget Message
Wednesday	May 8, 2024	5:30 PM	Senior Leadership Team	Second Budget Committee Meeting - (if necessary) <ul style="list-style-type: none"> Deliberation & Approval
Thursday	May 9, 2024	5:30 PM	Senior Leadership Team	Third Budget Committee Meeting - (if necessary) <ul style="list-style-type: none"> Deliberation & Approval
Tues - Fri	Week of May 28, 2024		Finance	Publish Budget Summary and Notice of Budget Hearing (5-30 Days)
Thursday	June 27, 2024	5:30 PM	Budget Committee	Board holds Budget Hearing
Thursday	June 27, 2024	5:30 PM	Board	Board adopts FY2023-24 Budget, makes appropriation, levies taxes
Mon - Fri	Week of July 15, 2024		Finance	Adopted budget and levy certification form due to County Assessors (submission required by July 31, 2024)