



Salem Area Mass Transit District

**BUDGET CALENDAR**

Fiscal Year 2025-2026

Day	Date	Time	Responsible	Activity
Thursday	October 24, 2024	5:30 PM	Finance	Board adopts FY 2025-2026 Budget Calendar (for FY 2025-26 Budget Process)
Mon - Fri	Week of April 14, 2025		Finance	Publish Notice of Budget Committee Meeting at least 10 days prior
Wednesday	April 16, 2025		Executive Leadership Team	SAMTD Executive Leadership Team approves draft for Budget Committee consideration
Mon – Fri	Month of April, 2025		Finance	Budget Committee Orientation with Committee members upon request
Tuesday	May 6, 2025	5:30 PM	Senior Leadership Team	First Budget Committee Meeting – <ul style="list-style-type: none"> <li>Election of Officers &amp; Budget Message</li> <li>Deliberation &amp; Approval</li> </ul>
Wednesday	May 7, 2025	5:30 PM	Senior Leadership Team	Second Budget Committee Meeting – (if necessary) <ul style="list-style-type: none"> <li>Deliberation &amp; Approval</li> </ul>
Thursday	May 8, 2025	5:30 PM	Senior Leadership Team	Third Budget Committee Meeting – (if necessary) <ul style="list-style-type: none"> <li>Deliberation &amp; Approval</li> </ul>
Tues - Fri	Week of May 26, 2025		Finance	Publish Budget Summary and Notice of Budget Hearing (5-30 Days Prior)
Thursday	June 26, 2025	5:30 PM	Budget Committee	Board holds Budget Hearing
Thursday	June 26, 2025	5:30 PM	Board	Board adopts FY2025-26 Budget, makes appropriation, levies taxes
Mon - Fri	Week of July 7, 2025		Finance	Adopted budget and levy certification form due to County Assessors (submission required by July 15, 2025)