

Salem Area Mass Transit District

**BUDGET CALENDAR
 Fiscal Year 2017-2018**

Day	Date	Time	Responsible	Activity
Thursday	October 27, 2016	6:30 PM	Finance	Board adopts FY 2016-2017 Budget Calendar
Mon - Fri	Week of April 10, 2017		Finance	Publish First Notice of Budget Committee Meeting (10-30 Days)
Mon - Fri	Week of April 17, 2017		Finance	Publish Second Notice of Budget Committee Meeting (5-30 Days)
Friday	April 28, 2017		Executive Team	Executive Team approves draft for Budget Committee consideration
Thursday	May 4, 2017	6:00 PM	Finance	Budget Committee Orientation
Thursday	May 11, 2017	6:00 PM	Executive Team	First Budget Committee Meeting - Election of Officers & Budget Message
Thursday	May 18, 2017	6:00 PM	Finance	Second Budget Committee meeting - Deliberation & Approval
Thursday	June 1, 2017	6:00 PM	Finance	Third Budget Committee Meeting - Deliberation & Approval (if necessary)
Mon - Fri	Week of June 5, 2017		Finance	Publish Budget Summary and Notice of Budget Hearing (5-30 Days)
Thursday	June 22, 2017	6:30 PM	Budget Committee	Board holds Budget Hearing
Thursday	June 22, 2017	6:30 PM	Board	Board of Directors adopts 2017/2018 Budget, makes appropriation and levies taxes
Friday	July 14, 2017		Finance	Adopted budget and levy certification form due to County Assessors (July 15, 2017)