

**Upper Saucon Township**  
**Administration and Finance Committee**  
**Meeting Agenda**  
**Tuesday, October 1, 2024 – 4:00 pm**  
**Township Building**

**Preliminary 2025 Budget Discussions**

1. 2025 budget requests:
  - a. Community Development Department (4:15 pm to 4:30 pm)
  - b. Water & Sewer Department (4:30 pm to 5:30 pm)
  - c. Administration Department (5:30 pm to 6:pm)
  
2. Future meeting schedule to review department budget requests:
  - a. Thursday, October 3, 2024 at 10:00 am
    - i. Finance Department (10:00 am to 10:15 am)
    - ii. Road Department (10:15 am to 11:00 am)
    - iii. Park & Recreation (11:00 am to 11:20 am)
    - iv. Building and Grounds (11:20 am to 11:40 am)
    - v. Police Department (11:40 am to 12:30 pm)
  - b. Wednesday, October 30, 2024 at 4:00 pm - Meeting to review budget recommended by staff
  - c. Wednesday, November 13, 2024 at 10:00 am - Meeting to finalize Committee's budget recommendation to Board of Supervisors