



CITY OF NEW BERN
Fiscal Year 2019-20 Budget
Calendar



<u>DATE</u>	<u>EVENT</u>
<u>TBD</u>	DUE: FY20-FY24 Capital Request Forms - SharePoint
<u>January 18th</u>	FY 20 Budget Package to Dept Heads - Sharepoint
<u>January 26th</u>	Board of Alderman Pre-Budget Retreat
<u>February 1</u>	DUE: Requests for Position Changes/Modifications - To Sonya <u>***Note: If requests are not received by this date they may not be considered***</u>
<u>February 15</u>	DUE: Final Budget Requests (including current Year Estimates) to JR via email as a PDF file AND have final spreadsheets saved in Sharepoint DUE: Fee Schedule Change Requests
<u>March 18-20 & April 2-4</u>	Budget Committee Meetings w/ Dept Heads to discuss budget requests - Books for committee members will be made with FY20 requests
<u>April 12</u>	Budget is Balanced (Follow up budget committee meetings scheduled as needed)
<u>April 23</u>	Call for Public Hearing - BOA meeting agenda item City Manager submits recommended budget to Board - BOA meeting
<u>April 23</u>	Discuss Lobbying Requests which are not considered contractual in nature - BOA meeting
<u>April 30 & May 1</u>	Budget Workshops with Board (5pm)
<u>May 7</u>	Conduct Public Hearing - BOA Meeting
<u>May 21</u>	Request Board to Adopt Budget & New Fee Schedule - BOA meeting