



AGENDA

CITIZENS' BUDGET ADVISORY BOARD

Regular Meeting No. 2019-03

Tuesday, March 19, 2019 – 6:30 P.M.

City Hall Council Chambers, 120 Malabar Road, SE

CALL TO ORDER:

ROLL CALL:

ADOPTION OF MINUTES:

1. Regular Meeting No. 2019-02; February 12, 2019

PUBLIC COMMENTS: (Non-agenda items only)

Public Comments on Agenda Items – Individuals wishing to speak on specific agenda items can do so at the time the item is being considered by the Board. The Chairperson will ask if there are any public comments prior to the Board taking action on the item. All speakers will be limited to three (3) minutes each.

NEW BUSINESS:

1. Department Presentations
2. Discussion: Establish and maintain, a \$7 million road maintenance reserve account, to maintain roads paved under the road bond program. (D. Bittar)

ADJOURNMENT:

If an individual decides to appeal any decision made by the Citizens' Budget Advisory Board with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based (FS 286.0105). Such person must provide a method for recording the proceedings verbatim.

In accordance with the Americans with Disabilities Act, persons needing special accommodations for this meeting shall, at least 48 hours prior to the meeting, contact the Finance Department at (321) 952-3418 or Florida Relay System at 711.

CBAB Meeting Dates - Remainder of FY 19

Monthly Meeting Dates - 6:30 p.m.

3rd Tuesday	March 19, 2019	
3rd Tuesday	April 16, 2019	
3rd Wednesday	May 15, 2019	
3rd Wednesday	June 19, 2019	
2nd Monday	July 8, 2019	Additional Meeting
3rd Tuesday	July 16, 2019	
3rd Tuesday	August 20, 2019	
3rd Tuesday	September 17, 2019	
3rd Tuesday	October 15, 2019	
3rd Tuesday	November 19, 2019	
3rd Wednesday	December 18, 2019	

Updated: 3/1/19

CITY OF PALM BAY CITIZENS BUDGET ADVISORY BOARD

FY 2020 Budget Calendar of Events - Revised 03/01/19

Date	Activity/Description
01/02/19-05/14/2019	Internal communications, data compilation, review, input and upload is performed by all departments and the Budget Office.
01/08/19	CBAB Meeting - Presentation: Budget Process and Budget Calendar
02/12/19	CBAB Meeting - Presentation: Fund Accounting and General Fund Budget Overview
02/26/19	Budget Kick-Off Meeting with Departments
03/19/19	CBAB Meeting - Department Presentations
03/25/19	Budget Module Opened to Departments for input of FY 19 Year End Estimates and FY 20 Base Budget Requests
04/16/19	CBAB Meeting - Department Presentations
05/14/19	Budget Module Closed to Departments Departments submit Capital and Budget Adjustment Requests
05/15/19	CBAB Meeting - Department Presentations
05/28/19 - 05/31/19	Departments scheduled to meet with City Manager to review budget request submissions
06/01/19	Estimated Taxable Property Value due from the Property Appraiser
06/03/19 - 06/04/19	Departments scheduled, if needed, to meet with City Manager to review budget request submissions
06/18/19	Council Mid-Year Review Budget Workshop
06/19/19	CBAB Meeting - Discussion: Dept Presentations & Council Budget Workshop held on 06/18/19
06/25/19	Funding Requests approved by the City Manager for inclusion in the FY 2020 Proposed Budget
07/01/19	Certified Taxable Property Value due from the Property Appraiser
07/08/19	CBAB Meeting (Additional) - Discuss potential recommendations to be made to Council at or prior to Council adopting the Tentative Millage Rate on 7/18/19 or Budget Workshop on 8/8/19
07/16/19	CBAB Meeting - (Regular) - Discuss potential recommendations to be made to Council at or prior to Council adopting the Tentative Millage Rate on 7/18/19 or Budget Workshop on 8/8/19
07/18/19	Council approves Tentative Millage Rate Public Hearings are set for TRIM notices to citizens and for forwarding to the County Property Appraiser.
07/22/19	Proposed Budget distributed to Council and Budget Advisory Committee
08/05/19	Budget Advisory Committee recommendations due to City Council
08/08/19	Council Budget Workshop

FY 2020 Budget Calendar of Events - Revised 03/01/19	
Date	Activity/Description
08/20/19	CBAB Meeting Date
08/22/19	Council Budget Workshop (If Scheduled)
9/17/2019	CBAB Meeting Date
Sept - Date TBD**	First Public Hearing on Proposed Budget (TRIM Requirement) Adopt Tentative Millage Rate & Proposed Budget
Sept - Date TBD**	TRIM Newspaper Ad (Required)
Sept - Date TBD**	Second Public Hearing (TRIM Requirement) Final Adoption of Millage Rate and Budget
10/15/19	CBAB Meeting Date
11/19/19	CBAB Meeting Date
12/18/19	CBAB Meeting Date

** Date pending Council approval