

Budget Calendar 2018-2019 FY

Date	Time	Meeting Information and Budget Schedule
December 12, 2017	4:00 p.m.	Town Council Regular Meeting - Adoption of Budget Calendar
December 13-15, 2017		2018-2019 FY Budget Calendar placed on town website; public notice provided through scheduled legal advertisements
January		RFP for Insurance – March 20 th return date with presentation to Council anticipated April 10 th
January 25, 2018 (1 or 2 day)	8:30 a.m.	Town Council Planning Retreat
February 9, 2018		Distribute budget information to Department Heads
February 13, 2018	4:00 p.m.	Town Council Regular Meeting
February 22-23, 2018		NC School of Government: <i>Essentials of Municipal Government - Location: Doubletree Biltmore 115 Hendersonville Road Asheville, NC 28803</i>
March 5-9, 2018		Town Manager and Finance Officer meet individually with Department Heads to discuss budget and receive all budget requests (<i>1st meeting</i>)
March 13, 2018	4:00 p.m.	Town Council Regular Meeting
March 20, 2018	10:00 a.m.	Town Council Meeting – Planning Retreat II
March 30, 2018		Finalize departmental budget requests with Department Heads (<i>2nd meeting</i>)
April 10, 2018	4:00 p.m.	Town Council Regular Meeting – Presentation of RFP’s for Insurance

Town Council Meeting Location Unless Otherwise Stated:

Town Hall Council Chamber Room

403 Beech Mountain Parkway Beech Mountain, NC 28604

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Date	Time	Meeting Information and Budget Schedule
April 13, 2018		Tax Administrator submits projected collection amount
April 24, 2018	10:00 a.m.	Town Council Meeting – Budget Workshop I - Public Presentation of the Budget
April 25-26, 2018		Proposed 2018-2019 FY Budget placed on town website and made available to the public
April 25-27, 2018		Town Manager and Finance Officer meet individually with Department Heads (<i>meetings as needed</i>)
May 8, 2018	4:00 p.m.	Town Council Regular Meeting – 1st Public Hearing on Budget
May 22, 2018	2:00 p.m.	Town Council Meeting – Budget Workshop II
June 12, 2018	4:00 p.m.	Town Council Meeting – 2nd Public Hearing on Budget; Town Council Adopts FY 2018-2019 Budget

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Town Hall Council Chamber Room
403 Beech Mountain Parkway Beech Mountain, NC 28604