



MEMORANDUM

TO: Mayor and Members of the City Council

FROM: Rich Olson, City Manager

DATE: May 17, 2016

REF: Consideration – Call for a Public Hearing on FY 2016-2017 Budget

BACKGROUND:

On April 8, 2016, City staff provided a copy of the recommended City of Elizabeth City budget for fiscal year 2016-2017 to members of the City Council. Pursuant to the budget meetings calendar adopted on March 28, 2016, the City Council has conducted four budget work sessions, as follows:

Meeting Date	Action
April 11, 2016	Staff presented budget overview
April 18, 2016	Reviewed General Fund
May 2, 2016	Began Review of Enterprise Funds
May 16, 2016	Completed Enterprise Funds Review and Began Discussion on Council-requested Changes to Recommended Budget

Since there was insufficient time to complete the budget discussion on May 16, the Council forwarded the discussion to the already-scheduled Council Work Session on May 23, 2016.

Also included in the budget meetings calendar were the dates on which budget actions would be taken during the 7 p.m. Regular Sessions in order to complete the budget process. Remaining to be accomplished are the following:

Meeting Date	Action
May 23, 2016	Call for Public Hearing
June 13, 2016	Hold Public Hearing
June 27, 2016	Adopt Fiscal Year 2016-2017 Budget

ANALYSIS:

NCGS §159-12 requires the City to publish notice that the proposed budget has been submitted to the governing body and that it is on file with the city clerk and available for public inspection. This notice must also include the time and date for the public hearing and must appear once in a newspaper of general circulation at least ten days before the public hearing is held. The Council's

Rules of Procedure require the Council to call for all public hearings by majority vote.

STAFF RECOMMENDATION:

By motion, call for a public hearing to be held on June 13, 2016 in City Council Chambers of the Municipal Administration Building, 306 E. Colonial Avenue at 7:30 p.m. (or as soon thereafter as the agenda allows) to receive public comment on the proposed fiscal year 2016-2017 City of Elizabeth City Budget; and further

Instruct the City Clerk to advertise the public hearing as required by NCGS §159-12.

RCO/vdw