



THE CITY OF NEW YORK

BOROUGH OF THE BRONX

COMMUNITY BOARD #5

Honorable Vanessa Gibson.. Bronx Borough President

**Chairperson
Osiris Guzman**

**District Manager
Kenneth Brown**

Ad Hoc Budget committee

Tuesday, April 14, 2026

Meeting location:

Morris Heights Health Center. Senior Housing Community Room.

57-69 West Burnside Avenue. 3rd Floor. Bronx, NY.

Meeting time: 5:30PM.

AGENDA

Committee chair: Nekeisha Afful

Budget committee – First Meeting Agenda (60 Minutes)

1. Welcome, Introductions & Meeting Purpose (5 min)

- Introductions of voting and non-voting members
- Quick overview of why the Budget Subcommittee exists
- Purpose: Coordinate district needs, prepare budget requests, manage the calendar, lead hearings, and liaise with agencies.

2. Charter Overview: Roles, Authority & Requirements (10 min)

- Review Subcommittee authority and scope, including maintaining the budget calendar, preparing the District Needs Statement, and supporting public hearings
- Monthly meeting requirement (Oct–June) and sunset clause overview

3. Annual Budget Calendar Walkthrough (10 min)

High-level review of NYC's budget cycle milestones:

BCC Campus * Gould Hall, Room 200 * 2155 University Avenue * Bronx, New York 10453
Telephone (718) 364-2030 * Facsimile (718) 220-8426 * bx05@cb.nyc.gov

Serving these Neighborhoods:
Fordham, Morris Heights, Mount Hope, University Heights

- Needs assessment (June–Nov)
- Request development (late summer–Oct)
- Fall public hearing (Sept/Oct)
- Preliminary Budget review + winter hearing (Jan–Feb)
- Executive Budget review (April–May)

4. Deliverables & Workflow for the Year (15 min)

Review required outputs:

- District Needs Statement
- Up to 40 Capital and 25 Expense Requests
- Statements on Preliminary and Executive Budgets
- Oversight of required public hearings
- Monthly reports to Executive Committee & Full Board
- Discussion:
- How standing committees will provide input (must submit recommendations **30 days before deadlines
- How prioritization will be conducted
- Expectations for recordkeeping and reviewing prior-year requests

5. Immediate Priorities & Early-Cycle Action Steps (10 min)

- Identify early data needs
- Outline communication with standing committees
- Determine which past budget requests need status review from agencies