

FISCAL YEAR
2019

MAYOR KEVIN L. FAULCONER
Budget Development Process

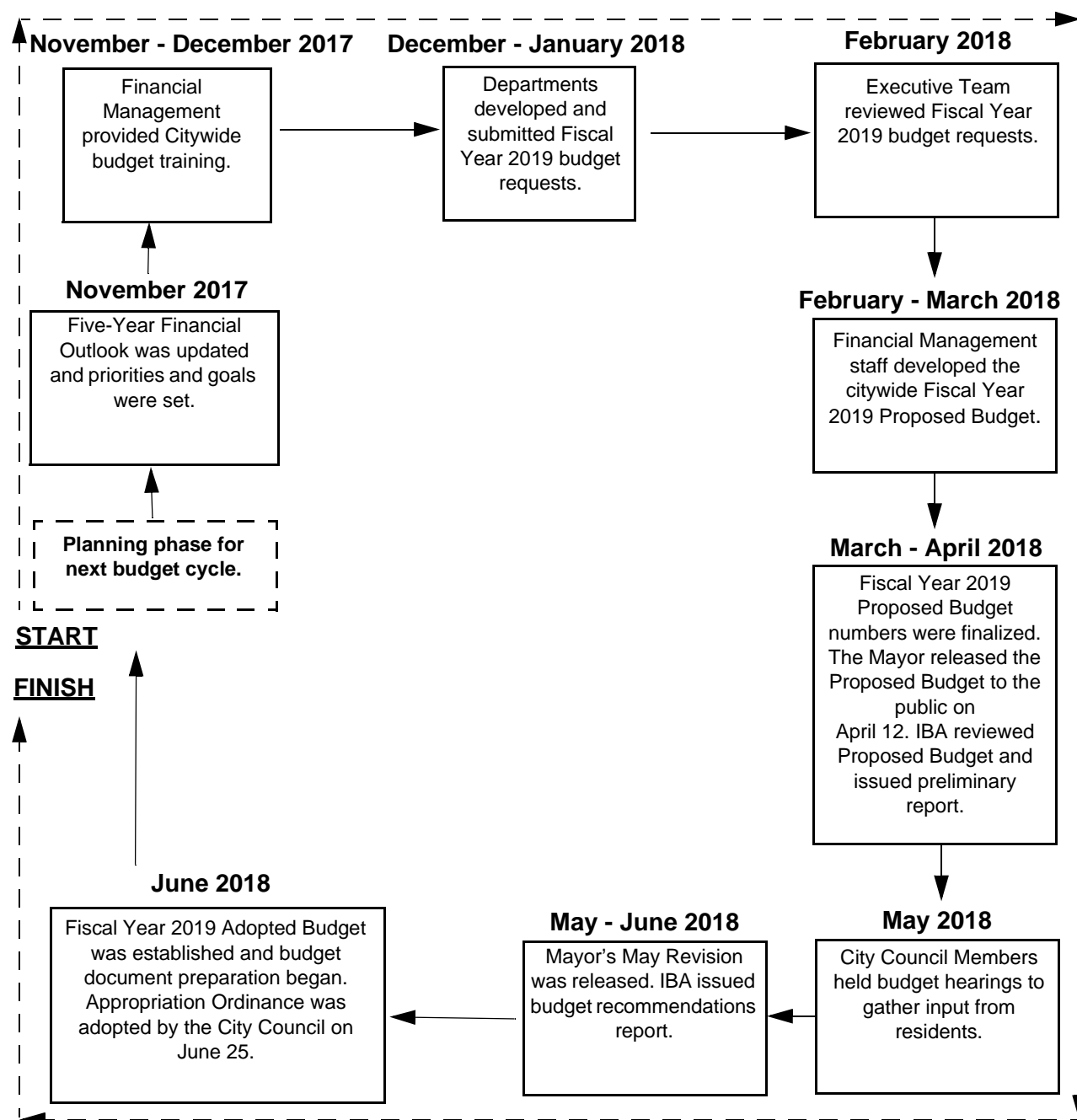


ADOPTED
BUDGET

The City of
SAN DIEGO 

Budget Development Process

The City of San Diego's operating budget is created in conjunction with the Mayor, City Council, City departments and public input. The budget development process considers the fiscal and policy goals for the upcoming fiscal year, while following a timeline for budget publication codified within the City of San Diego's Charter. This section provides an overview of the annual workflow and the specific processes that contribute to producing the City's budget for Fiscal Year 2019. The chart below summarizes the process, and more detailed descriptions of key points are listed on the following pages.



Budget Development Process

The Budget Development Process consists of three main phases: Budget Development, Budget Review, and Budget Adoption.

Budget Development

November 2017: Fiscal Planning

The Five-Year Financial Outlook for Fiscal Years 2019 through 2023 was released on November 8, 2017 and served as the framework for the development of the Fiscal Year 2019 Proposed Budget by incorporating a variety of economic assumptions and priority initiative expenditure requirements into the budget document.

November - December 2017: Citywide Budget Development Training

Budget development training on the budgeting system and the current budget process was provided to all City departments. At these trainings, guidance and expectations were provided to department representatives for developing budget requests within the goals and priorities established for the Fiscal Year 2019 Proposed Budget.

December 2017 - January 2018: Budget Submission

Departments developed and submitted proposed budget requests for the coming fiscal year. Financial Management staff analyzed budget submissions and prepared a summary of changes and adjustment recommendations for discussion at the Executive Budget Reviews (EBRs).

February 2018: Budget Meetings

The EBRs took place throughout the month of February. In these meetings, Department Directors and department support staff met with the Chief Operating Officer, Assistant Chief Operating Officer, Chief Financial Officer, Deputy Chief Operating Officers, and the Financial Management Director to discuss strategic priorities. City Management reviewed the departments' budget proposals and ensured that requests were aligned with the City's fiscal policies.

February - March 2018: Budget Development

Based on information provided by management, Financial Management staff began the development of the Proposed Budget. During the development of the budget, General Fund revenues were balanced with expenditures and adjustments were made to keep the budget in line with the City's fiscal policies and priorities.

Budget Development Process

March - April 2018: Proposed Budget Finalized

In March, General Fund expenditures and revenues were balanced, along with changes to the non-general funds and capital improvement projects, and the Fiscal Year 2019 Proposed Budget numbers were finalized. The budget document was then created during the month of March and the beginning of April. The Mayor released the Fiscal Year 2019 Proposed Budget to the public on April 12, 2018 in compliance with the City of San Diego Charter [Article VII, Section 69, Item (c)]. The Mayor presented the Proposed Budget to the City Council on April 16, 2018. The Office of the Independent Budget Analyst (IBA) reviewed the Fiscal Year 2019 Proposed Budget and issued a preliminary report on April 27, 2018.

Budget Review

May 2018: City Council Budget Hearings

During the month of May, the City Council held a series of public budget hearings to obtain input from San Diego residents on spending priorities. Council members used the information received at these hearings to develop the districts' priorities and to recommend changes to the Fiscal Year 2019 Proposed Budget.

May - June 2018: Mayor's/IBA Recommended Revision Reports

On May 15, 2018, the Mayor's May Revision to the Fiscal Year 2019 Proposed Budget was released. In this report, the Mayor recommended changes to the budget based on up-to-date policy-related issues and revised Fiscal Year 2018 year-end expenditures and revenue projections. On May 30, 2018, the IBA issued a report of budget recommendations to the City Council based on the allocations in the Fiscal Year 2019 Proposed Budget and the Mayor's May Revision Report.

Budget Adoption

May - June 2018: Adopted Budget

On May 17, 2018, the Budget Review Committee began their review of the Mayor's May Revision and the Year-End Budget Monitoring Report. The final modifications to the budget were presented to the City Council on June 11, 2018. The Mayor's veto period began on June 13, 2018 and ended on June 19, 2018.

June 2018: Adopted Budget Finalized

At the end of June, the final changes to the Fiscal Year 2019 budget were implemented. Once these changes were made, the Fiscal Year 2019 Adopted Budget was completed. The Change Letter was created to summarize the May Revision and Council Action changes to the Fiscal Year 2019 Proposed Budget by fund and department.

Budget Development Process

June 2018: Appropriation Ordinance

On June 20, 2018, the Fiscal Year 2019 Appropriation Ordinance was presented to the Budget and Government Efficiency Committee. On June 25, 2018, the Appropriation Ordinance was presented and adopted by the City Council, codifying the Fiscal Year 2019 Adopted Budget into law.