



THE CITY OF SAN DIEGO

OFFICE OF THE INDEPENDENT BUDGET ANALYST REPORT

Date Issued: September 7, 2021

IBA Report Number: 21-22

Budget & Government Efficiency Committee Docket Date: September 15, 2021

Item Number: TBD

FY 2023 Budget Development and FY 2022 Budget Monitoring Key Dates

OVERVIEW

The draft FY 2023 Budget Development and FY 2022 Budget Monitoring calendar (“Key Dates”) are prepared with input from the Office of the IBA, the Department of Finance, Engineering and Capital Projects, Public Utilities, Human Resources, the Budget and Government Efficiency Committee Consultant, the Active Transportation and Infrastructure Committee Consultant, and the Director of Legislative Affairs. The Key Dates are based on timelines required by the City Charter as well as those established by the previous fiscal year’s legislative calendar. The Key Dates include planned release dates of budget-related reports for both the operating and Capital Improvements Program (CIP) budgets, and their corresponding presentations to Council committees and to the full City Council.

The Office of the IBA believes that the proposed Key Dates for the development and adoption of the FY 2022 budget provide numerous opportunities for input from the public and for City Council review and deliberation, while complying with all City Charter requirements. We recommend that the Budget and Government Efficiency Committee review and approve the calendar and forward it to the City Council for consideration.

Charles Modica
Fiscal & Policy Analyst

APPROVED: Andrea Tevlin
Independent Budget Analyst

Attachment: Fiscal Year 2023 Budget Development and Fiscal Year 2022 Budget Monitoring Key Dates

THE CITY OF SAN DIEGO



Fiscal Year 2023 Budget Development & Fiscal Year 2022 Budget Monitoring KEY DATES

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| Friday, September 3, 2021 | Call memorandum issued for City Councilmember FY 2023 priority Capital Improvement Program (CIP) projects. |
| Friday, October 8, 2021 | Councilmember CIP priorities due to Engineering & Capital Projects staff for inclusion in FY 2023-2027 Five-Year Capital Infrastructure Planning Outlook. |
| Friday, November 5, 2021 | Release of FY 2022 CIP Mid-Year Budget Monitoring Report. |
| Wednesday, November 10, 2021 | Release of FY 2023-2027 Five-Year Financial Outlook, Public Utilities FY 2023-2027 Five-Year Financial Outlook and FY 2022 First Quarter Budget Monitoring Report. Active Transportation and Infrastructure Committee reviews FY 2022 CIP Mid-Year Budget Monitoring Report. |
| Friday, November 19, 2021 | Budget and Government Efficiency Committee reviews FY 2023-2027 Five-Year Financial Outlook, Public Utilities FY 2023-2027 Five-Year Financial Outlook and FY 2022 First Quarter Budget Monitoring Report. |
| Tuesday, December 7, 2021 | City Council reviews FY 2022 CIP Mid-Year Budget Monitoring Report to City Council and review by Office of the Independent Budget Analyst. |
| Tuesday, December 14, 2021 | City Council reviews FY 2023-2027 Five-Year Financial Outlook, Public Utilities FY 2023-2027 Five-Year Financial Outlook, FY 2022 First Quarter Budget Monitoring Report, and related reports by Office of the Independent Budget Analyst. |

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| Wednesday, December 15, 2021 | Call memorandum issued for FY 2023 City Council budget priority memoranda. |
| Friday, January 14, 2022 | <p>City Council budget priority memoranda due to Office of the Independent Budget Analyst.</p> <p>Release of FY 2023-2027 Five-Year Capital Infrastructure Planning Outlook.</p> |
| Wednesday, January 26, 2022 | <p>IBA releases report on FY 2023 City Council Budget Priorities.</p> <p>Active Transportation and Infrastructure Committee reviews FY 2023-2027 Five-Year Capital Infrastructure Planning Outlook.</p> |
| Friday, January 28, 2022 | Release of FY 2022 Mid-Year Budget Monitoring Report |
| Wednesday, February 2, 2022 | Budget and Government Efficiency Committee reviews Office of the Independent Budget Analyst's report on FY 2023 City Council Budget Priorities and FY 2022 Mid-Year Budget Monitoring Report. |
| Monday, February 7, 2022 | <p>City Council reviews and approves FY 2023 Budget Priorities Resolution, presented by Office of the Independent Budget Analyst.</p> <p>City Council reviews FY 2023-2027 Five-Year Capital Infrastructure Planning Outlook and related report by Office of the Independent Budget Analyst.</p> |
| Monday, February 14, 2022 | City Council reviews and approves FY 2022 Mid-Year Budget Monitoring Report, any recommended budgetary actions, and related report by Office of the Independent Budget Analyst. |
| Tuesday, April 12, 2022 | City Council reviews and approves FY 2023 Salary Ordinance. Per City Charter, Council shall introduce a Salary Ordinance no later than April 15. |
| Friday, April 15, 2022 | Release of Mayor's FY 2023 Proposed Budget online and printed copies provided to City Councilmembers and Office of the Independent Budget Analyst. |

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| Monday, April 18, 2022 | Mayor presents FY 2022 Proposed Budget at City Council. |
| Friday, April 29, 2022 | Release of Independent Budget Analyst's Review of the Mayor's FY 2023 Proposed Budget. Call memorandum issued for FY 2023 City Council final budget modification priority memoranda. |
| Wednesday, May 4 through Tuesday, May 10, 2022 | Budget Review Committee hearings, including: IBA Review of FY 2023 Proposed Budget to be presented on May 4, presentations by City departments and agencies, and corresponding IBA presentations. |
| Wednesday, May 4, 2022 | 6:00 PM Budget Review Committee hearing for public input on FY 2023 Proposed Budget. |
| Wednesday, May 11, 2022 | Release of FY 2022 CIP Year-End Budget Monitoring Report. |
| Monday, May 16, 2022 | 6:00 PM City Council meeting for public input on FY 2023 Proposed Budget. |
| Tuesday, May 17, 2022 | Release of Mayor's May Revision to FY 2023 Proposed Budget (May Revision) and FY 2022 Third Quarter Budget Monitoring Report. |
| Thursday, May 19, 2022 | Budget Review Committee reviews FY 2023 May Revision and FY 2022 Third Quarter Budget Monitoring Report. |
| Wednesday, May 25, 2022 | Active Transportation and Infrastructure Committee reviews FY 2022 CIP Year-End Budget Monitoring Report. |
| Friday, May 27, 2022 | City Council final budget modification priority memoranda due to Office of the Independent Budget Analyst. |
| Wednesday, June 8, 2022 | Release of Independent Budget Analyst's final report on recommended City Council modifications to the Mayor's Proposed FY 2023 Budget and May Revision. |

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| Monday, June 13, 2022 | City Council approval of FY 2023 Budget and any final budget modifications. Per City Charter, budget adoption is required no later than June 15. City Council also reviews and approves FY 2022 CIP Year-End Budget Monitoring Report, FY 2022 Third Quarter Budget Monitoring Report, any recommended budgetary actions, and related reports by Office of the Independent Budget Analyst. |
| <i>Tuesday, June 14, 2022</i> | <i>Available for additional Council decisions and final budget adoption. (The following key dates for City Clerk transmittal and subsequent Mayor veto period would be extended by one day if this additional day is needed.)</i> |
| Tuesday, June 14, 2022 | City Clerk to transmit resolution to Mayor within forty-eight hours of passage. |
| Wednesday, June 15, 2022 | Mayor's veto period begins (Mayor's veto period is five business days after receipt of budget resolution from the City Clerk). |
| | Release of FY 2023 Appropriation Ordinance (text only). |
| Tuesday, June 21, 2022 | Mayor's veto period ends. If appropriate, Council has five business days to override Mayor's veto. |
| Wednesday, June 22, 2022 | Budget and Government Efficiency Committee reviews FY 2023 Appropriation Ordinance (text only). |
| Tuesday, June 28, 2022 | City Council consideration and adoption of the FY 2023 Appropriation Ordinance. Per the City Charter, the adoption of the Appropriation Ordinance is required no later than June 30. |
| | <i>If applicable, Council's time period to override a Mayor's veto ends.</i> |
| Wednesday, July 13, 2022 | Budget and Government Efficiency Committee reviews FY 2023 Statement of Budgetary Principles. |
| Monday, August 1, 2022 | City Council consideration and adoption of the FY 2023 Statement of Budgetary Principles. |

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| Wednesday, October 12, 2022 | Release of FY 2022 Year-End Performance Report. |
| Wednesday, October 19, 2022 | Budget and Government Efficiency Committee reviews FY 2022 Year-End Performance Report. |
| Monday, October 31, 2022 | City Council reviews FY 2022 Year-End Performance Report. |