



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 1

Agenda Date: April 13, 2023

In Control: City Council Special Session

DEPARTMENT: Office of Management & Budget

DEPARTMENT HEAD: Justina Tate

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

City Council Goal Setting Session for the FY 2024 Budget

SUMMARY:

On April 13, 2023, the City Council FY 2024 Budget Goal Setting Session will be held at the Henry B. Gonzalez Convention Center. The purpose of the Budget Goal Setting Session is to obtain City Council policy direction that will guide the City Manager and staff in developing the FY 2024 Trial Budget and ultimately FY 2024 Proposed Budget and the FY 2025 Budget Plan. City Council may take action to approve certain policy and priority matters related to the Budget Goal Setting Process.

BACKGROUND INFORMATION:

The City of San Antonio's fiscal year begins on October 1 and ends September 30. Each year, the City Manager transmits a budget development calendar to the City Council with key dates for each phase of the budget process. The phases include (1) City Council Goal Setting Session, (2) Five-Year Financial Forecast and Trial Budget, (3) Community input before the budget is prepared, (4) Proposed Budget for the upcoming fiscal year, (5) City Council budget worksessions and community input meetings, and public hearings on the proposed budget, and (6) adoption of the budget for the next fiscal year. The Annual Operating and Capital Budget must be approved by

the City Council not later than September 27 of every year in accordance with the City Charter.

City Council Budget Goal Setting Session: On April 13, 2023, the City Council FY 2024 Budget Goal Setting Session will be held. The purpose of the Budget Goal Setting Session is to discuss City Council policy direction that will guide the City Manager and staff in developing the FY 2024 Trial Budget and ultimately FY 2024 Proposed Budget and the FY 2025 Budget-Plan.

Five-Year Financial Forecast and Trial Budget: On May 10, 2023, City Council will be provided a briefing on the City's Five-Year Financial Forecast covering Fiscal Year 2024 through Fiscal Year 2028 focusing on the City's General Fund, Hotel Occupancy Tax, Solid Waste, and Development Services. During this presentation, the FY 2024 Trial Budget will be presented which will incorporate budget priorities and policy issues discussed during the April 13 Goal Setting Session. This will allow for further policy direction and input from the City Council before the FY 2024 Proposed Budget is prepared.

Community Input Before the Budget is Prepared: Once the FY 2024 Trial Budget is presented, a scientific community survey will be conducted regarding the budget priorities presented in the Trial Budget. This survey will provide City Council feedback and comments from the community on the Trial Budget priorities during the months of May and June. Results of this outreach will be provided to City Council on Thursday, June 22.

Proposed Budget: On August 10, 2023, the City Manager will present the FY 2024 Proposed Operating and Capital Budget to City Council. This budget will incorporate the policy direction provided by the City Council through the Goal Setting Session and the FY 2024 Trial Budget.

City Council Budget Worksessions, public input meetings, and public hearings on the Proposed Budget: After the budget is proposed on August 10, 2023, the City Council will have an opportunity to review the budget in detail at several worksessions from August 15 to September 13. Community Input Sessions for the public to comment on the proposed budget will be held during the same period.

Budget Adoption: The FY 2024 Budget is scheduled to be approved by City Council on September 14, 2023.

ISSUE:

The purpose of the Budget Goal Setting Session is to obtain City Council policy direction that will guide the City Manager and staff in developing the FY 2024 Trial Budget and ultimately the FY 2024 Proposed Budget and the FY 2025 Budget Plan.

ALTERNATIVES:

This item is a scheduled event consistent with the endorsed FY 2024 Budget Development Calendar.

FISCAL IMPACT:

The City Council Budget Policy Goal Setting Session will provide service delivery priorities to be utilized in the upcoming FY 2024 Trial Budget and ultimately the FY 2024 Budget development process and prepare a spending plan that aligns with City Council priorities.

RECOMMENDATION:

Staff's recommendation is to conduct the April 13, 2023, City Council Budget Policy Goal Setting Worksession.