



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 1

Agenda Date: April 5, 2023

In Control: City Council B Session

DEPARTMENT: Office of Management & Budget

DEPARTMENT HEAD: Justina Tate

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Budget Policy Issues Discussion for the FY 2024 Budget

SUMMARY:

On April 5, 2023, the City Council will be presented with budget policy issues in preparation for the April 13, 2023 City Council Budget Goal Setting Session for the development of the FY 2024 Budget and FY 2025 Plan.

The purpose of this session is to provide City Council time to request additional information prior to the April 13 Goal Setting Session and allow more time for City Council deliberation during the Goal Setting Session.

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 no later than September 27 of every year in accordance with the City Charter.

City Council Budget Goal Setting Session: 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. This Session will take place on April 13, 2023.

Five-Year Financial Forecast and Trial Budget “B” Session: Feedback from the City Council provided at the Goal Setting Session will be used to develop the FY 2024 Trial Budget. The Trial Budget and the Five Year Financial Forecast covering FY 2024 to FY 2028 will be presented to the City Council on May 10, 2023. The funds that will be highlighted in the Trial Budget and Five-Year Forecast include the General Fund, Hotel Occupancy Tax, Solid Waste, and Development Services Funds. This session 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 to get input from the community on the trial budget and other budget priorities. 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 incorporating the City Council and Community Input received during the Goal Setting Session, Trial Budget Discussion, and Scientific Survey.

After the budget is proposed, public input meetings, and public hearings on the Proposed Budget will take place.

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

ISSUE:

On April 5, 2023, the City Council will be presented with budget policy issues in preparation for the April 13, 2023 City Council Budget Goal Setting Session for the development of the FY 2024 Budget and FY 2025 Plan.

ALTERNATIVES:

This item is for briefing purposes only.

FISCAL IMPACT:

This item is for briefing purposes only.

RECOMMENDATION:

This item is for briefing purposes only.