



# City of San Antonio

## Agenda Memorandum

**File Number:**21-4504

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**Agenda Item Number:** 1.

**Agenda Date:** 6/25/2021

**In Control:** City Council Special Meeting

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**DEPARTMENT:** Office of Management and Budget

**DEPARTMENT HEAD:** Scott Huizenga

**COUNCIL DISTRICTS IMPACTED:** City Wide

### **SUBJECT:**

City Council Goal Setting Session for the FY 2022 Budget

### **SUMMARY:**

On June 25, 2021, the City Council FY 2022 Budget Goal Setting Session will be held. The purpose of the Budget Goal Setting Session is to discuss the FY 2022 Trial Budget and obtain City Council policy direction that will guide the City Manager and staff in developing the FY 2022 Proposed Budget and the FY 2023 Budget -Plan. The 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) Five-Year Financial Forecast, (2) Trial Budget and community input before the budget is prepared, (3) City Council Goal Setting Session, (4) Proposed Budget for the upcoming fiscal year, (5) City Council budget work sessions 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.

**Five-Year Financial Forecast:** On May 12, 2021, City Council was provided a briefing on the City's Five-Year Financial Forecast covering Fiscal Year 2022 through Fiscal Year 2026 focusing on the City's General Fund, Hotel Occupancy Tax, Development Services, and Airport Funds.

**Trial Budget:** On June 16, 2021, City Council was provided a briefing FY 2022 Trial Budget.

The Trial Budget includes certain revenue and expenditure assumptions and projected recovery assumptions to certain funds resulting from COVID-19. The Trial Budget serves as a beginning point of discussion for City Council and a framework for City Council Policy Discussion at Goal Setting Session

Additionally, the City posted a community survey regarding the FY 2022 Trial Budget and will host two virtual community meetings between June 16 and June 24 to receive feedback on the FY 2022 Trial Budget. Results of this outreach will be presented to the City Council at the Goal Setting Session on June 25.

**City Council Budget Goal Setting Session:** On June 25, 2021, the City Council FY 2022 Budget Goal Setting Session will be held. The purpose of the Budget Goal Setting Session is to discuss the FY 2022 Trial Budget and obtain City Council policy direction that will guide the City Manager and staff in developing the FY 2022 Proposed Budget and the FY 2023 Budget Plan.

**Proposed Budget:** On August 12, 2021, the City Manager will present the FY 2022 Proposed Operating and Capital Budget to City Council. This budget will be prepared from June to July and will incorporate the policy direction provided by the City Council on June 25 and the community input provided through the SASpeakUp Campaign.

**Budget Adoption:** After the budget is proposed on August 12, 2021, the City Council will have an opportunity to review the budget in detail at several work sessions from August 17 to September 15. Community Input Sessions for the public to comment on the budget will be held during the same period. The Budget is scheduled to be approved on September 16, 2021.

## **ISSUE:**

The purpose of the Budget Goal Setting Session is to discuss the FY 2022 Trial Budget and obtain City Council policy direction that will guide the City Manager and staff in developing the FY 2022 Proposed Budget and the FY 2023 Budget-Plan. The anticipated outcome of this session is to receive policy direction on the FY 2022 Trial Budget that will be utilized by staff to prepare a balanced Fiscal Year 2022 Proposed Annual Operating and Capital Budget.

## **ALTERNATIVES:**

This item is a scheduled event consistent with the endorsed FY 2022 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 2022 Budget development process and prepare a spending plan that aligns with City Council priorities.

## **RECOMMENDATION:**

Staff's recommendation is to conduct the June 25, 2021 City Council Budget Policy Goal Setting Worksession.