



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
December 20, 2022

TOPIC: Budget Calendar for Fiscal Year 2023-2024

AGENDA TITLE:

Budget Calendar for Fiscal Year 2023-2024

RECOMMENDED ACTION

Approve the Budget Calendar for Fiscal Year 2023-2024.

DISCUSSION

Under the direction and leadership of the City Manager, a Budget Calendar ("Calendar") has been developed by the Finance and Management Services Agency. The Calendar (Exhibit 1) is provided for City Council consideration as a document that sets the parameters for a successful and transparent budget process. The proposed Calendar provides a framework of key tasks and dates for City Council, the community, and city staff.

Financial Updates, Budget Discussions, and Process

The first major item presented to City Council is the Mid-Year (2nd Quarter) Report, which is scheduled for February 21, 2023. The Mid-Year Budget Report provides a financial update on current general fund revenues and expenditure trends, recommended budget adjustments and workforce changes.

Beginning in mid-March, staff will present a framework for the Fiscal Year 2023-2024 Budget Discussion and seek direction from City Council. Discussion topics may include but are not limited to City Council priorities and strategies on funding programs and/or services.

Community Budget Meetings are planned for March and April 2023 to gather community input. During this time, the Budget Team also begins conducting budget hearings with City departments. These hearings provide departments an opportunity to propose any organizational changes, budget requests, and enhancements to existing programs. Staff will attend neighborhood meetings for any groups requesting to meet, but the plan is to focus public outreach efforts on City events this spring.

Approve the FY 23-24 Budget Calendar

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On May 2, 2023, staff has planned for a Third Quarter General Fund update including updated revenue and expenditure trends, a Ten-Year General Fund Financial Outlook, and preliminary Capital Improvement Program (CIP) update. This provides an additional opportunity for further FY 2023-2024 budget discussion by City Council. The calendar includes placeholders for three City Council budget workshops in May.

Subsequently, during May and June of 2023, staff has planned to present multiple iterations of the Citywide Operating Budget and CIP. A public hearing (first reading) is planned for June 6, 2023, and the final adoption (second reading) will occur on June 20, 2023.

The Calendar commences on December 20, 2022, and concludes with the adoption of the FY 2023-2024 Citywide Operating Budget and CIP which is effective July 1, 2023.

FISCAL IMPACT

There is no fiscal impact associated with this action.

EXHIBIT(S)

1. Fiscal Year 2023-2024 Budget Calendar

Submitted By: Kathryn Downs, FMSA Executive Director

Approved By: Kristine Ridge, City Manager