



THE CITY OF SAN DIEGO

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**OFFICE OF THE INDEPENDENT BUDGET ANALYST REPORT**

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**Date Issued:** October 18, 2024

**IBA Report Number:** 24-27 REV

**City Council Meeting Date:** TBD

**Item Number:** TBD

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## Key Dates for FY 2026 Budget Development and FY 2025 Budget Monitoring

The FY 2026 Budget Development and FY 2025 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, City Planning, and Human Resources, as well as the Budget and Government Efficiency (B&GE) Committee Consultant, the Active Transportation and Infrastructure Committee Consultant, and the Director of Legislative Affairs. The attached 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 Key Dates calendar was reviewed by the B&GE Committee on September 11, 2024. The Committee forwarded the item to Council, with one modification: adjourning the May 15, 2025 Budget Review Committee meeting that was scheduled for review of the FY 2026 May Revision and FY 2025 Third Quarter Budget Monitoring Report and moving review of these reports to the City Council meeting on May 19, 2025. This modification provides additional time for the Council and public to review these reports after their release on May 14, 2025.

The Office of the IBA believes that the proposed Key Dates for the development and adoption of the FY 2026 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 City Council review and approve the calendar, with any desired modifications.

Lisa Byrne  
Principal Fiscal and Policy Analyst

APPROVED: Charles Modica  
Independent Budget Analyst

Attachment: FY 2026 Budget Development and FY 2025 Budget Monitoring Key Dates

# THE CITY OF SAN DIEGO



## FY 2026 Budget Development & FY 2025 Budget Monitoring KEY DATES

Wednesday, August 28, 2024	Call memorandum issued for City Councilmembers' FY 2026 budget priorities, including Capital Improvements Program (CIP) priorities.
Friday, September 6, 2024	City Planning Department provides the public's infrastructure priorities to Councilmembers and Asset Managing Departments.
Wednesday, September 25, 2024	City Councilmembers' FY 2026 budget priorities memoranda due to Office of the Independent Budget Analyst.
Wednesday, October 2, 2024	Economic Development and Intergovernmental Relations Committee issues a recommendation to the Budget and Government Efficiency Committee on the proposed allocation of the 1¢ TOT. <sup>1</sup>
Wednesday, October 9, 2024	Release of FY 2024 Year-End Financial Performance Report.
Thursday, October 10, 2024	Office of the Independent Budget Analyst releases report on FY 2026 City Council Budget Priorities. This report will reference the Economic Development and Intergovernmental Relations Committee's recommendation to the Budget and Government Efficiency Committee on the proposed allocation of the 1¢ TOT.

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<sup>1</sup> The 1¢ TOT is described in Section 4 of [Council Policy 100-03](#), Transient Occupancy Tax.

Wednesday, October 16, 2024	<p>Budget and Government Efficiency Committee reviews Office of the Independent Budget Analyst's report on FY 2026 City Council Budget Priorities.</p> <p>Budget and Government Efficiency Committee reviews FY 2024 Year-End Financial Performance Report.</p>
Monday, October 28, 2024	<p>Council reviews and approves the FY 2026 Budget Priorities Resolution, presented by Office of the Independent Budget Analyst.</p> <p>Council reviews FY 2024 Year-End Financial Performance Report.</p>
Friday, November 1, 2024	<p>Release of FY 2025 CIP Mid-Year Budget Monitoring Report and CIP appropriation adjustments for non-general fund asset types.</p>
Thursday, November 7, 2024	<p>Release of FY 2025 First Quarter Budget Monitoring Report.</p>
Wednesday, November 13, 2024	<p>Budget and Government Efficiency Committee reviews FY 2025 First Quarter Budget Monitoring Report.</p> <p>Active Transportation and Infrastructure Committee reviews FY 2025 CIP Mid-Year Budget Monitoring Report and CIP appropriation adjustments for non-general fund asset types.</p>
Wednesday, December 4, 2024	<p>Release of FY 2026-2030 Five-Year Financial Outlook and Public Utilities FY 2026-2030 Five-Year Financial Outlook.</p>
Wednesday, December 11, 2024	<p>Budget and Government Efficiency Committee reviews FY 2026-2030 Five-Year Financial Outlook and Public Utilities FY 2026-2030 Five-Year Financial Outlook.</p> <p>Call memorandum issued to allow for Councilmembers' updates to their FY 2026 budget priorities memoranda.</p>
Monday December 16, 2024	<p>City Council reviews FY 2025 First Quarter Budget Monitoring Report; FY 2025 CIP Mid-Year Budget Monitoring Report and CIP appropriation adjustments for non-general fund asset types; and related reports by the Office of the Independent Budget Analyst.</p>

Friday, January 10, 2025	Updates to Councilmembers' FY 2026 budget priorities memoranda due to Office of the Independent Budget Analyst.
Tuesday, January 14, 2025	City Council reviews FY 2026-2030 Five-Year Financial Outlook; Public Utilities FY 2026-2030 Five-Year Financial Outlook; and related reports by the Office of the Independent Budget Analyst.
Tuesday, January 28, 2025	Office of the Independent Budget Analyst releases report on FY 2026 Updated City Council Budget Priorities.
Friday, January 31, 2025	Release of FY 2025 Mid-Year Budget Monitoring Report and FY 2025 CIP Mid-Year appropriation adjustments for General Fund asset types.
Wednesday, February 5, 2025	Budget and Government Efficiency Committee reviews FY 2025 Mid-Year Budget Monitoring Report and Office of the Independent Budget Analyst's FY 2026 Updated City Council Budget Priorities report.
Friday, February 7, 2025	Release of FY 2026-2030 Five-Year Capital Infrastructure Planning Outlook.
Monday, February 10, 2025	City Council reviews and approves the FY 2026 Updated Budget Priorities Resolution, presented by Office of the Independent Budget Analyst.
Thursday, February 20, 2025	Active Transportation and Infrastructure Committee reviews FY 2025 CIP Mid-Year appropriation adjustments for General Fund asset types and FY 2026-2030 Five-Year Capital Infrastructure Planning Outlook.
Monday, March 3, 2025	<p>City Council reviews FY 2025 Mid-Year Budget Monitoring Report, including any recommended budgetary actions, and related report by Office of the Independent Budget Analyst.</p> <p>City Council also reviews FY 2025 CIP Mid-Year appropriation adjustments for General Fund asset types; FY 2026-2030 Five-Year Capital Infrastructure Planning Outlook; and related reports by the Office of the Independent Budget Analyst.</p>

Tuesday, April 15, 2025	<p>Release of Mayor’s FY 2026 Proposed Budget online. Per City Charter, the Mayor must release the Proposed Budget to the Council and the public no later than April 15.</p> <p>City Council reviews and approves FY 2026 Salary Ordinance. Per City Charter, Council shall introduce a Salary Ordinance no later than April 15.</p>
Monday, April 21, 2025	Mayor presents FY 2026 Proposed Budget at City Council.
Tuesday, April 29, 2025	<p>Release of Independent Budget Analyst’s Review of the Mayor’s FY 2026 Proposed Budget.</p> <p>Call memorandum issued for Councilmembers’ FY 2026 final budget modification priority memoranda.</p>
Monday, May 5 through Friday, May 9, 2025	Budget Review Committee department presentation hearings, including: Independent Budget Analyst’s Review of the FY 2026 Proposed Budget, to be presented on May 5; presentations by City departments and agencies and corresponding Office of the Independent Budget Analyst presentations.
Monday, May 5, 2025	6:00 PM Budget Review Committee hearing for public input on the FY 2026 Proposed Budget.
Wednesday, May 14, 2025	Release of the Mayor’s May Revision to the FY 2026 Proposed Budget (May Revision); FY 2025 Third Quarter Budget Monitoring Report; and FY 2025 CIP Year-End Budget Monitoring Report.
Monday, May 19, 2025	<p>City Council reviews the FY 2026 May Revision and FY 2025 Third Quarter Budget Monitoring Report as informational items.</p> <p>6:00 PM City Council meeting for public input on the FY 2026 Proposed Budget and May Revision.</p>
Wednesday, May 21, 2025	Councilmembers’ final budget modification memoranda due to Office of the Independent Budget Analyst.
Thursday, May 22, 2025	Active Transportation and Infrastructure Committee reviews FY 2025 CIP Year-End Budget Monitoring Report.

Tuesday, June 3, 2025	Release of Independent Budget Analyst’s report on final recommended City Council modifications to the Mayor’s FY 2026 Proposed Budget and review of the May Revision, as well as a report transmitting the Councilmembers’ final budget modification memoranda.
Friday, June 6, 2025	Budget Review Committee discusses the recommended City Council budget modifications.
Tuesday, June 10, 2025	<p>City Council approval of the FY 2026 Budget with any final budget modifications. Per City Charter, budget adoption is required no later than June 15.</p> <p>City Council also reviews and approves the FY 2025 Third Quarter Budget Monitoring Report and FY 2025 CIP Year-End Budget Monitoring Report, with any recommended budgetary actions, and reviews related reports by Office of the Independent Budget Analyst.</p>
<i>Wednesday, June 11 or Thursday June 12, 2025</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 June 11 is utilized and by two days if June 12 is utilized.)</i>
Wednesday, June 11, 2025	If the budget has been modified by the Council, City Clerk to transmit the budget resolution to the Mayor within twenty-four hours of passage for the Mayor to approve or veto. <sup>2</sup>
Thursday, June 12, 2025	<p>If the budget has been modified by the Council, the Mayor’s veto period begins. (Mayor’s veto period is five business days after receipt of budget resolution from the City Clerk.)</p> <p>Release of FY 2026 Appropriation Ordinance (text only) through the publication of the Budget and Government Efficiency Committee agenda for June 18, 2025.</p>
Wednesday, June 18, 2025	<p>Mayor’s veto period ends. If appropriate, Council has five business days to override Mayor’s veto.</p> <p>Budget and Government Efficiency Committee reviews FY 2026 Appropriation Ordinance (text only).</p>

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<sup>2</sup> If the budget is approved by Council as proposed by the Mayor, the budget shall become the adopted budget upon the Mayor signing the budget resolution.

Tuesday, June 24, 2025; or Monday, June 30 2025 if there is a veto and override period	City Council consideration and adoption of the FY 2026 Appropriation Ordinance. Per the City Charter, the adoption of the Appropriation Ordinance is required no later than June 30.
<i>Thursday, June 26, 2025</i>	<i>If applicable, Council's time period to override a Mayor's veto ends.</i>
Wednesday, July 16, 2025	Budget and Government Efficiency Committee reviews FY 2026 Statement of Budgetary Principles.
Monday, July 28, 2025	City Council consideration and adoption of the FY 2026 Statement of Budgetary Principles.
Wednesday, October 8, 2025	Release of FY 2025 Year-End Financial Performance Report.
Wednesday, October 15, 2025	Budget and Government Efficiency Committee reviews FY 2025 Year-End Financial Performance Report.
Monday, October 27, 2025	City Council reviews FY 2025 Year-End Financial Performance Report.