

1 [Requiring the Mayor to submit the proposed budget to the Board of Supervisors by April 30
2 2002 for FY 2002-2003, and by February 28 for subsequent fiscal years.]

3 **Ordinance amending Administrative Code Sections 3.3 and 3.4 to require the Mayor to**
4 **submit the proposed budget to the Board of Supervisors by April 30 for the 2002-2003**
5 **budget, and by February 28 of each year for subsequent budgets, and revising the**
6 **deadlines for City departments to submit budgets to the Controller, and for the**
7 **Controller to submit the consolidated budget to the Mayor, in order to reflect the new**
8 **deadlines for submission to the Board of Supervisors.**

9 Note: Additions are single-underline italics Times New Roman;
10 deletions are ~~strikethrough italics Times New Roman~~.
11 Board amendment additions are double underlined.
12 Board amendment deletions are ~~strikethrough normal~~.

13 Be it ordained by the People of the City and County of San Francisco:

14 Section 1. The San Francisco Administrative Code is hereby amended by amending
15 Sections 3.3 and 3.4, to read as follows:

16 **SEC. 3.3. BUDGET TIMETABLE.**

17 (a) Each elected and appointing officer, agency, board or commission, shall,
18 not later than the twenty-first day of ~~February of each year~~ January, 2002 for the 2002-2003 budget,
19 and not later than the twenty-first of November of the preceding year for each subsequent budget, file
20 with the Controller, for check as to form and completeness, copies of his, her or its budget
21 estimate approved in accordance with the provisions of the Charter.

22 (b) The Controller shall, not later than the first working day of ~~March~~ February
23 for the 2002-2003 budget, and the first working day of December of the preceding year for each
24 subsequent budget of each year, consolidate such budget estimates and transmit the same to the
25 Mayor, together with such other material as is required.

1 (c) The Mayor shall, not later than ~~the first working day of June of each year~~
2 April 30, 2002 for the 2002-2003 budget, and not later than February 28 for each subsequent budget,
3 transmit to the Board of Supervisors consolidated budget estimates, proposed budget,
4 detailed estimate of revenues, and estimates of amounts required to meet bond interest and
5 fixed charges, together with his or her budget message and a draft of the annual appropriation
6 ordinance, prepared by the Controller.

7 (d) The Controller shall, as provided in Section 9.102 of the Charter, review
8 the estimated revenues and assumptions contained in the Mayor's submission of the budget
9 and provide an opinion regarding the accuracy and reasonableness of the economic
10 assumptions and revenue estimates on or before the fifth working day following submission of
11 the Mayor's budget to the Board. In addition, the Controller may also recommend to the Board
12 such reserves as he or she considers prudent given the proposed resources and expenditures
13 contained in the Mayor's budget.

14 (e) The Committee of the Board of Supervisors then having jurisdiction over
15 the budget according to the Rules of the Board shall review the budget and recommend an
16 Interim Appropriation and Salary Ordinance which shall reflect the budget transmitted by the
17 Mayor; provided, however, that any funds for equipment, capital improvements, new positions
18 of employment, or any other proposed expenditures may be placed in reserve until released
19 by the Board of Supervisors; and provided, further, that said ordinances shall reflect the rates
20 of compensation established pursuant to Charter Sections A8.403, A8.404, A8.409 and
21 A8.590-1 through A8.590-5.

22 (f) The Board of Supervisors shall not later than the thirtieth day of June,
23 finally pass the interim appropriation and salary ordinances.

24 (g) The Board of Supervisors shall not later than the last working day of July,
25 adopt the budget as proposed by the Mayor, or as amended by the Board of Supervisors.

1 (h) Not later than the last working day of September, the Board of
2 Supervisors shall adopt by ordinance the tax rate for the City and County including amounts
3 required for debt service.

4 If any date shown falls on a nonbusiness day, the due date shall be the next
5 succeeding business day.

6 **SEC. 3.4. INTRODUCTION AND PUBLICATION OF BUDGET.**

7 The proposed budget and appropriation ordinance for all departments and
8 offices for each ensuing fiscal year, upon transmission to the Board of Supervisors by the
9 Mayor by ~~the first working day in June of each year~~ April 30, 2002, and February 28 of each year
10 thereafter, shall be deemed to have been regularly introduced and shall be published in a
11 format which allows for the widest possible public understanding of the resources, uses and
12 proposed programs.

13 APPROVED AS TO FORM:
14 LOUISE H. RENNE, City Attorney

15 By: _____
16 DAVID A. GREENBURG
17 Deputy City Attorney