

1 [Requiring the Mayor to submit budget estimates, proposed budgets and revenue estimates
2 for selected departments by the first working day of May.]

3 **Ordinance amending Administrative Code Section 3.3 to eliminate the requirement that**
4 **the Mayor submit a preliminary budget to the Board of Supervisors, and requiring the**
5 **Mayor submit budget estimates, proposed budgets and detailed estimates of revenues**
6 **for selected departments by the first working day of May, and the complete City budget**
7 **by the first working day of June.**

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

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

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

14 **SEC. 3.3. BUDGET TIMETABLE.**

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

19 (b) The Controller shall, not later than the first working day of ~~March~~ February
20 March of each year, consolidate such budget estimates and transmit the same to the Mayor,
21 together with such other material as is required.

22 (c) ~~The Mayor shall, not later than the first working day of March of each~~
23 ~~year, transmit to the Board of Supervisors a preliminary budget for the next fiscal year.~~

24 (dc) The Mayor shall, not later than the first working day of ~~June~~ May of each
25 year, transmit to the Board of Supervisors proposed budgets for selected departments, as

1 determined by the Controller, in consultation with the President of the Board of Supervisors
2 and the Mayor's Budget Director consolidated budget estimates, proposed budget, detailed
3 estimate of revenues. The criteria used by the Controller to determine which budgets will be
4 submitted to the Board of Supervisors by the first working day of May may should include:
5 departments that are not supported by the City's general fund or departments that do not rely
6 on the State's budget submission in May for their revenue sources. The Mayor shall, not later
7 than the first working day of June of each year, transmit to the Board of Supervisors the
8 complete City budget, including the remaining departments' budgets and estimates of
9 amounts required to meet bond interest and fixed charges, together with his or her budget
10 message and a draft of the annual appropriation ordinance, prepared by the Controller.

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

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

1 (gf) The Board of Supervisors shall not later than the thirtieth day of June,
2 finally pass the interim appropriation and salary ordinances.

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

5 (ih) Not later than the last working day of September, the Board of
6 Supervisors shall adopt by ordinance the tax rate for the City and County including amounts
7 required for debt service.

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

10 ~~(j) — The deadlines in this Section governing the budget timetable shall expire and be of no~~
11 ~~further effect as of December 31, 2002. It is the Board of Supervisors' intention to adopt a new~~
12 ~~timetable for submission of budgets in subsequent fiscal years not later than September 30, 2002. In~~
13 ~~order to meet this requirement for adoption of new legislation, the Clerk of the Board shall remind the~~
14 ~~Board in a timely fashion of the need to adopt the legislation, and calendar a hearing on the new~~
15 ~~legislation at the appropriate time.~~

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

17 The proposed budget and appropriation ordinance for all departments and offices for
18 each ensuing fiscal year, upon transmission to the Board of Supervisors by the Mayor by the
19 first working day in ~~June~~ MayJune of each year, shall be deemed to have been regularly

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1 introduced and shall be published in a format which allows for the widest possible public
2 understanding of the resources, uses and proposed programs.

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4 APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

5 By: David A. Greenburg
6 DAVID A. GREENBURG
7 Deputy City Attorney
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City and County of San Francisco

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tails

Ordinance

File Number: 021502

Date Passed:

Ordinance amending Administrative Code Section 3.3 to eliminate the requirement that the Mayor submit a preliminary budget to the Board of Supervisors, and requiring the Mayor submit budget estimates, proposed budgets and detailed estimates of revenues for selected departments by the first working day of May, and the complete City budget by the first working day of June.

November 25, 2002 Board of Supervisors — PASSED ON FIRST READING

Ayes: 10 - Ammiano, Daly, Gonzalez, Leno, Maxwell, McGoldrick, Newsom,
Peskin, Sandoval, Yee

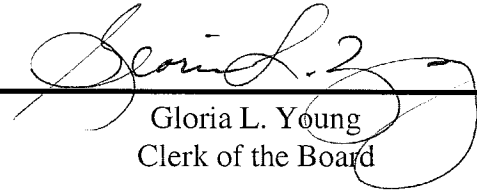
Absent: 1 - Hall

December 9, 2002 Board of Supervisors — FINALLY PASSED

Ayes: 9 - Ammiano, Daly, Gonzalez, Hall, Maxwell, McGoldrick, Newsom,
Peskin, Sandoval

File No. 021502

I hereby certify that the foregoing Ordinance was **FINALLY PASSED** on December 9, 2002 by the Board of Supervisors of the City and County of San Francisco.



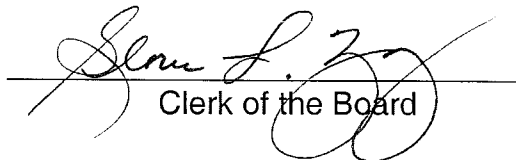
Gloria L. Young
Clerk of the Board

Date Approved

Mayor Willie L. Brown Jr.

Date: December 20, 2002

I hereby certify that the foregoing ordinance, not being signed by the Mayor within the time limit as set forth in Section 3.103 of the Charter, became effective without his approval in accordance with the provision of said Section 3.103 of the Charter.



Clerk of the Board

File No.
021502