

1 [Amending Board Rules - Budget Process]

2

3 **Motion amending the Board of Supervisors Rules of Order to rename the Budget and**
4 **Finance Committee as the Budget, Finance and Revenue Committee, and to require**
5 **that Committee to hold special hearings regarding the Mayor’s budget instructions and**
6 **budget priorities.**

7

8 MOVED, That the Board of Supervisors hereby amends Rules 2.17, 3.25, 3.25.1, and
9 3.26, to read as follows:

10

11 **2.17. Rate, Fee, Charge Review.** When a proposed rate, fee, or charge is received
12 from the Mayor, the Clerk of the Board shall promptly refer the matter to the Budget, ~~and~~
13 Finance and Revenue Committee so that the Board may act within 30 days as required by
14 Section 2.109 of the Charter.

15

16 **3.25. Fiscal Committees.** In accordance with Administrative Code Section 2.6-3
17 concerning fiscal impact, the Government Audits and Oversight Committee and the Budget,
18 ~~and~~ Finance and Revenue Committee shall each be a “fiscal committee” of the Board and the
19 other committees of the Board, solely for the purpose of considering grants to the City within
20 their subject areas, shall also be considered “fiscal committees”.

21

22 **3.25.1. Budget, ~~and~~ Finance and Revenue Committee.** The Budget, ~~and~~ Finance and
23 Revenue Committee shall be referred appropriation ordinances, and measures concerning
24 bond issues, taxes, fees and other revenue measures, redevelopment, and real estate. The
25 Budget, ~~and~~ Finance and Revenue Committee shall also be referred the annual appropriation

1 and annual salary ordinances. ~~The Budget and Finance Committee shall hold a public hearing on~~
2 ~~the Mayor's budget instructions to City Departments for each annual City budget after the instructions~~
3 ~~are released.~~

4 The Budget, ~~and~~ Finance ~~and Revenue~~ Committee shall be comprised of three full-time
5 members except that ~~beginning on March 1~~ between February 1 and August 1 of each year, ~~and at~~
6 any other time during the year that the President of the Board determines in writing, the committee
7 shall be comprised of five members ~~and shall remain a committee of five members until the Board~~
8 ~~adopts the annual appropriation and salary ordinances. Following the adoption of the annual~~
9 ~~appropriation and salary ordinances by the Board, the committee will be reduced to the three full-time~~
10 ~~members.~~

11 ~~Beginning on March 1 February 1 of each year, and until the Board adopts the annual salary~~
12 ~~and appropriation ordinances~~ During any period when the Committee is comprised of five full-time
13 members, there shall also be a subcommittee of the Budget, ~~and~~ Finance ~~and Revenue~~
14 Committee consisting of three members. Unless otherwise designated by the President, the
15 members of the subcommittee shall be the full-time members of the Budget, ~~and~~ Finance ~~and~~
16 Revenue Committee. The subcommittee may consider any matters assigned to the Budget, ~~and~~
17 Finance ~~and Revenue~~ Committee except the annual appropriation and salary ordinances or the
18 Mayor's budget instructions.

19 By March 1 each year, the chair of the Budget, Finance and Revenue Committee shall introduce
20 a motion for consideration by the Board, delineating the budget process for the coming months,
21 including but not limited to: the Committee's anticipated hearing topics from March through June; the
22 process for the Board to identify and publicly communicate its policy priorities for the budget; whether
23 the Board will schedule Committees of the Whole to hold hearings on the Mayor's budget instructions,
24 the Mayor's budget priorities, the Mayor's proposed budget, the Board's proposed spending plan, or
25 other topics; and the Committee's guidelines regarding public transparency and decision-making.

1 Upon receiving the Mayor's budget priorities as required by Chapter 3 of the Administrative
2 Code each fiscal year, the Committee shall hold a public hearing regarding those priorities. After
3 holding that hearing, the Committee shall prepare a proposed motion for the Board's consideration
4 responding to the Mayor's budget priorities.

5 As it considers the Mayor's proposed budget, the Committee should invite robust public
6 participation, including public comment on the entire budget at each Committee meeting, and the chair
7 of the Committee should make available on the Board's website at least one proposed spending plan
8 describing proposed allocations of available funds in the budget at least 72 hours before the Committee
9 votes to forward the annual appropriations ordinance to the Board for its consideration.

10
11 **3.26. Rules Committee.** The Rules Committee shall be referred matters concerning
12 appointments, ballot measures, (except revenue measures which will be heard in the Budget,
13 ~~and~~ Finance and Revenue Committee), Charter amendments, amendments to the
14 Administrative Code (except fiscal matters which will be heard in a fiscal committee; and land
15 use matters which will be heard in the Land Use and Transportation Committee),
16 amendments to the Campaign and Governmental Conduct Code, and Board Rules of Order.