2024-2025 / 2025-2026 City Budget Calendar

Date		Action/Event		
September 30, 2024	-	2023-24 Annual Report: Released		
October 22, 2024	-	2023-24 Annual Report: Review/Approval by City Council		
TBD	-	State of the City		
January 31, 2025	-	2024-25 Mid-Year Budget Review Report: Released		
February 10, 2025		City Council Study Session: Budget Priority		
February 11, 2025	-	2024-25 Mid-Year Budget Review Report: Review/Approval by City Council		
TBD	-	Mayor's Budget Town Hall Meeting		
February 28, 2025	-	2025-26 City Manager's Budget Request & 2026-30 Five-Year Forecast and Revenue Projections: Released		
March 10, 2025	-	2025-26 Mayor's March Budget Message: Released		
March 18, 2025	-	2025-26 Mayor's March Budget Message: Public Hearing		
March 18, 2025	-	2025-26 Mayor's March Budget Message: Review by City Council		
April 25, 2025	-	2025-26 Proposed Capital Budget and 2026-30 Capital Improvement Program: Released		
May 1, 2025	-	2025-26 Proposed Operating Budget: Released		
May 2, 2025	-	2025-26 Proposed Fees and Charges Report: Released		
May 5 - 30, 2025	-	2025-26 Proposed Capital/Operating Budgets: Community Budget Meetings		

2024-2025 / 2025-2026 City Budget Calendar

Date		Action/Event	
May 7, 2025	-	2025-26 City Council Budget Document Cost Estimate Requests due to the City Manager's Office	
May 7, 2025	-	Planning Commission Study Session: 2025-26 Proposed Capital Budget and 2026-30 Capital Improvement Program	
May 7 - 15, 2025	-	Council Study Sessions: 2025-26 Proposed Budgets and 2025-26 Proposed Fees and Charges Report	
May 13, 2025	-	Initial Public Hearing: 2025-26 Proposed Capital/Operating Budgets and 2025-26 Proposed Fees & Charges Report	
May 16, 2025	-	2025-26 City Council Budget Document completed Cost Estimate Requests returned to Council Offices	
May 22, 2025	-	2025-26 City Council Budget Documents due to Mayor's Office	
June 2, 2025	-	2025-26 Mayor's June Budget Message: Released	
June 9, 2025	-	Final Public Hearing: 2025-26 Proposed Capital/Operating Budgets and 2025-26 Proposed Fees & Charges Report (evening)	
June 10, 2025	-	2025-26 Mayor's June Budget Message: Final Review/Approval by City Council	
June 10, 2025	-	2025-26 Proposed Capital/Operating Budgets and 2025-26 Proposed Fees & Charges Report: Approved by City Council	
June 17, 2025	-	2025-26 Capital/Operating Budgets and 2025-26 Fees & Charges Report: Adopted by City Council	

2024-2025 / 2025-2026 City Budget Calendar/ Budget Study Session Schedule

Date	Time	Action/Event
Monday, February 10, 2025	1:30 pm - 4:30 pm	2025-2026 Preliminary General Fund Forecast and Budget Priorities
Wednesday, May 7, 2025	9:00 am - 12:00 pm	2025-2026 City Budget Overview/Budget Study Session on 2025-2026 City Operating/Capital Budget, 2026-2030 Capital Improvement Program, and 2025-2026 Fees and Charges Report
Thursday, May 8, 2025	9:00 am - 12:00 pm	2025-2026 City Budget Overview/Budget Study Session on 2025-2026 City Operating/Capital Budget, 2026-2030 Capital Improvement Program, and 2025-2026 Fees and Charges Report
Monday, May 12, 2025	9:00 am - 12:00 pm 1:30 pm - 5:00 pm	2025-2026 City Budget Overview/Budget Study Session on 2025-2026 City Operating/Capital Budget, 2026-2030 Capital Improvement Program, and 2025-2026 Fees and Charges Report
Wednesday, May 14, 2025	9:00 am - 12:00 pm	2025-2026 City Budget Overview/Budget Study Session on 2025-2026 City Operating/Capital Budget, 2026-2030 Capital Improvement Program, and 2025-2026 Fees and Charges Report
Thursday, May 15, 2025	9:00 am - 12:00 pm	2025-2026 City Budget Overview/Budget Study Session on 2025-2026 City Operating/Capital Budget, 2026-2030 Capital Improvement Program, and 2025-2026 Fees and Charges Report

CITY OF SAN JOSE ANNUAL BUDGET PROCESS

	COMMUNITY	MAYOR & CITY COUNCIL	CITY ADMINISTRATION
October	Input on Budget Priorities and Direction Through: Direct contact with Mayor and City Council Community-Wide Surveys and Meetings	Review and Approval of Annual Report Provides understanding of the fiscal status and condition of the City to inform the upcoming budget process	Annual Report on Prior-Year Financial and Service Results ■ Report to City Council and Community on financial performance of the City for the preceding fiscal year
November December			Preliminary General Fund Forecast Planning and Department Budget Proposal Submittal In context of the preliminary budget outlook, departments develop service delivery and budget strategies for upcoming budget process
January		City Council Priority Setting Process ■ Develop budget priorities for the City based on input from the Community, Staff, and City Council	Release City Manager's Budget Request and Five-Year Forecast and Revenue Projections for the General Fund and Capital Improvement Program Projects revenues for next 5-year period Projects General Fund expenditures to achieve previously approved by City Council service levels
March	Public Hearing on Mayor's March Budget Message ■ City Council meets to receive public input on Mayor's March Budget Message	Review and Approval of Mayor's March Budget Message Provides more specific direction for preparation of the Proposed Budget	Finalize City Manager's Proposed Budget/Capital Improvement Program CSAs incorporate strategic planning and City Council direction into results-driven spending plans Analyze budget strategies and other service delivery options within context of budgetary outlook
April			
May	Initial Public Hearing on Proposed Budget ■ City Council meets to receive public input on Proposed Budget	Review Proposed Budget in Budget Study Sessions Working sessions with City Manager, CSA, and department representatives to review details of the Proposed Budget	Release City Manager's Proposed Operating and Capital Budgets, Capital Improvement Program, and Fees and Charges Report Provide service delivery strategies in the context of proposed revenue projections and a balanced spending plan
		Release City Council Budget Documents Requested reports and amendments to the Proposed Budget	Release City Manager's Budget Addenda Administration's reports and amendments to the Proposed Budget are submitted for City Council review and consideration
June	Final Public Hearing on Proposed Budget ■ Last opportunity for public input on Proposed Budget	Review and Approval of Mayor's June Budget Message Changes to Proposed Budget based on feedback from City Council and public	

Final City Council Budget Adoption