

Dane County Budget Process

May/June: County Executive issues budget development guidelines to department heads/managers. These guidelines are based on review of variety of factors affecting county finances including economic based revenues like sales and property tax collections, state and federal funding, and first quarter performance by departments. This year marked the first time in nearly 20 years that Dane County department heads were not asked by the County Executive to prepare budgets with cuts.

June/July/August: Department heads and managers work with Department of Administration (DOA) to prepare agency budget requests to County Executive.

Late August: Budget requests are due to Department of Administration. (The Department of Human Services budget is typically due to DOA on or around August 20th)

September: County Executive reviews agency budget requests, begins development of his budget for following year. County Executive and County Board host joint public hearing for testimony/comment of Department of Human Services budget. This typically occurs week after Labor Day and is held in the evening at the Alliant Energy Center. Additional general budget hearings for all county departments are held in September and hosted individually by the County Executive and County Board.

October 1st: County Executive's budget is completed and introduced to County Board.

Mid to Late October: County Board committees begin their review work of the County Executive's budget and department managers present their budgets to county committees.

Late October/Early November: County Board standing committees (Health and Human Needs, Environment, Agriculture, and Natural Resources, Public Protection and Judiciary, and Executive Committees) review the County Executive's budget and evaluate potential amendments to it.

Early November: Committee budget amendments go to Personnel and Finance Committee for review and action.

Mid November: Once acted on by Finance, the budget then goes before the County Board for final adoption by County Board. After passage, the budget reviewed by the County Executive for signature or vetoes.