



**OFFICE OF THE COUNTY BOARD  
DANE COUNTY BOARD OF SUPERVISORS**

Room 106B - City County Building  
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Madison, Wisconsin 53703

Supervisor John Hendrick, Chair  
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September 27, 2013

**MEMORANDUM**

**TO:** All Dane County Supervisors  
Other Interested Parties

**FROM:** Supervisor John Hendrick, Chair  
Dane County Board of Supervisors

**SUBJECT:** 2014 Budget Schedule

I want to provide you with an overview of the County Board budget review process for the 2014 Dane County budget.

As always, the County Board's review of the budget is based on review at the committee level. The Personnel and Finance Committee will be the lead committee for reviewing standing committee recommendations for the Operating Budget and the Capital Budget. Standing committees will review and make recommendations to Personnel and Finance on the budgets for departments and programs for which they have oversight. Personnel and Finance will review the County Executive's Budget, consider committee recommendations, as well as amendments from individual supervisors, and then make a recommendation to the Board. Amendment packets containing all of the amendments approved by Personnel and Finance will be made available to all supervisors as soon as possible after the committee takes its final action.

Clearly, the Personnel and Finance Committee plays a pivotal role in the consideration of the budget, which is the single most important legislation facing the County Board each year. Recognizing the importance of task, I intend to make up to three interim appointments to augment the committee for the budget process.

As you know, there are many standing committee meetings throughout October at which budget issues may be considered. I encourage you to check the County Clerk's [website](#) for the meeting notice to stay abreast of meetings as they are posted.

### **PERSONNEL & FINANCE COMMITTEE**

**Beginning Tuesday, October 29<sup>st</sup>**, the Personnel and Finance Committee will begin to review and approve standing committee recommendations and individual supervisor amendments to the Operating Budget and Capital Budget, and continue the week of November 4<sup>th</sup>. The Personnel and Finance Committee will establish its own deadlines for considering standing committee recommendations and the submittal of amendments and it is my understanding that they will only consider amendments that are in writing and submitted prior to committee meetings at which they are to be considered. **It is my intention that all standing committee action, including Personnel and Finance consideration of committee recommendations, will be concluded by Thursday, November 14th.**

### **COUNTY BOARD CONSIDERATION OF THE BUDGET**

**The County Board will begin budget deliberations on Monday, November 18th at 7:00 PM**, assuming the Personnel and Finance Committee has completed its work and there is time to produce amendment packets. Budget deliberations will continue on Wednesday, November 20th and if necessary, Thursday, November 21st prior to the regular County Board meeting scheduled that night. Over the last several years the budget has been completed in one night, but it is always possible additional meetings will be necessary.

We will reserve Monday, November 25<sup>th</sup> for a possible County Board meeting to consider vetoes.

**Please be sure you have those dates on your schedule and be prepared to be present to vote on the budget.**

During County Board budget deliberations, the calendar will include:

- consideration of budget-related ordinance amendments for fee increases
  - consideration of operating budget resolution
  - consideration of capital budget resolution
  - consideration of tax levy resolution
- Amendment packets for Board deliberation: the Controller's Office will prepare packets of the amendments approved by the Personnel and Finance Committee for review during Board deliberations. These packets will be made available as soon as possible after the Personnel and Finance Committee completes action. During Board deliberations, deletion or modification of these amendments may be considered.

### **BUDGET VETOES**

Following final board action, the appropriations resolutions and the tax levy setting resolution will be submitted to the County Executive. The Executive has until the next County Board meeting, but a minimum of six days, excluding Sundays, to return any budget vetoes to the Board. The County Executive's veto authority is similar to the Governor's – words and phrases may be modified in addition to modifying appropriations amounts. Appropriations maybe be vetoed in whole or in part, but a veto does not restore an appropriation to the recommended amount. If there are vetoes, the County Board will meet to consider veto override motions and, if necessary, re-set the tax levy.