



2023 Budget Process Overview

Finance Committee
March 7, 2022

Key Dates for 2023 Budget Development

	Capital	Operating
Kick-Off Meeting	Tuesday, March 22	Tuesday, June 21
Agency Requests Due	Friday, April 22	Friday, July 22
Agency Briefings with Mayor's Office	May 6 – 20	August 10 – 17
Executive Budget introduced to Common Council (CC)	Tuesday, September 6	Tuesday, October 11
Finance Committee (FC) Briefings	September 12 – 13	October 17 – 18
FC Amendment Meeting	September 28	October 31
CC Amendment Week		November 7 – 11
CC Budget Adoption Meetings		November 15 – 17

Detailed Timeline for FC and CC Hearings

Capital

Operating

1.	Mayor Introduces Executive Budget	<ul style="list-style-type: none"> September 6 	<ul style="list-style-type: none"> October 11
2.	Finance Committee (FC) Hearings	<i>Agencies present budget; alders have opportunity to ask questions</i>	
		<ul style="list-style-type: none"> September 12 & 13 	<ul style="list-style-type: none"> October 17 & 18
3.	FC Amendment Week	<i>Alders submit requests to budget analysts; analysts review and publish amendments</i>	
		<ul style="list-style-type: none"> September 19 – 23 Alders submit by Weds., Sept. 21 at 12pm Analysts publish by Fri., Sept 23 at 12pm 	<ul style="list-style-type: none"> October 24 – 28 Alders submit by Weds., Oct. 26 at 12pm Analysts publish by Fri., Oct 28 at 12pm
4.	FC Vote on Amendments	<ul style="list-style-type: none"> September 28 	<ul style="list-style-type: none"> October 31
5.	City Council Amendments	<i>City Council has the opportunity to propose amendments to capital and operating budgets</i>	
		<ul style="list-style-type: none"> November 1 – 5 Alders submit by Weds., Nov. 3 at 12pm Analysts publish by Fri., Nov 5 at 12pm 	
6.	City Council Adoption	Up to three (3) CC meetings to vote on amendments and adopt budget	
		<ul style="list-style-type: none"> November 15, 16, 17 	

How will the process compare to last year?

	What's staying the same	What's new/ different
Capital & Operating	<ul style="list-style-type: none">• Agencies will submit Capital and Operating Requests and transmittal memos in SharePoint• Budget team will publish budget kickoff instructions and agency requests to www.cityofmadison.com/budget	<ul style="list-style-type: none">• Racial equity and social justice questions will continue to be in both capital and operating forms, but questions will be more focused
Capital Only	<ul style="list-style-type: none">• Cross-departmental Management Team will review & evaluate new capital projects and provide recommendations to mayor's office	<ul style="list-style-type: none">• Capital form will include new questions on sustainability/ climate resilience and operating impacts
Operating Only	<ul style="list-style-type: none">• TO BE DETERMINED: Reduction scenarios/ supplemental requests	

Preparing for the Operating Budget

Analyses & Planning

Budget team is working on the following to inform the operating budget:

- Year end analysis
- Cost to Continue planning
- Cost allocation plan & Fleet rate
- Long range projection model
- Implementing service-level, results-oriented, outcomes-focused budget (Results Madison) over the next two to three years.

Trainings & Info Sessions

Currently planning info sessions to engage the Council on the following topics:

- Current budget situation & the City's structural deficit
- Interpreting budget data
- Budget & amendment process
- Listening session on Council priorities (late Spring? -- TBD)
- Additionally, staff are available to participate in community meetings