



Douglas County Budget Process

	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct
Strategic Planning Process												
Citizen input (informal)	x	x	x	x	x	x	x	x	x	x	x	x
Year end review of current budget		x	x	x								
Administrator review with Commission budget targets and directions					x							
Budget Process												
Financial preparation-projection of revenues				x	x							
Departments and Agencies develop budget requests according to directions from Commission						x						
Administrator, Assistant Administrator and budget staff review department and agency requests							x					
Administrator reviews the recommended budget with each County Commissioner individually								x				
Public meetings for budget review with County Commission and identified departments and agencies									x			
Public hearing and budget adoption										x		
Budget document developed											x	x
Capital Improvement Program												
Assistant Administrator review projects					x	x						
5 year plan presented to Commission for approval							x					

Budget Amendments:

If the budget needs to be increased to allow for unplanned expenditures or fund transfers, the Commission must approve an amendment to the budget before the end of the calendar year. A public hearing is required to amend the budget and a notice must be published ten days before the public hearing. Budget amendments as authorized by K.S.A. 79-2929a are permitted to increase the original budget for previously unbudgeted increases in revenue other than advalorem property tax.