

CITY OF FRANKLIN  
COMMITTEE OF THE WHOLE MEETING  
FRANKLIN CITY HALL – COMMON COUNCIL CHAMBERS  
9229 WEST LOOMIS ROAD, FRANKLIN, WISCONSIN  
AGENDA\*

MONDAY, SEPTEMBER 30, 2019 AT 6:30 P.M.

- A. Call to Order and Roll Call.
- B. Review of Mayor's Recommended 2020 Budget (Including all Funds, Departments, Revenues, Expenditures and Activities).
- C. Adjournment.

\*Supporting documentation and details of these agenda items are available at City Hall during normal business hours.

[Note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information, contact the City Clerk's office at (414) 425-7500.]

<p><b>APPROVAL</b></p> 	<p><b>REQUEST FOR COUNCIL ACTION</b></p>	<p><b>MEETING DATE</b></p> <p><b>9/30/2019</b></p>
<p><b>REPORTS &amp; RECOMMENDATIONS</b></p>	<p><b>Review of Mayor's Recommended 2020 Budget (including all funds, departments, revenues, expenditures, and activities)</b></p>	<p><b>ITEM NUMBER</b></p> <p><b>B.</b></p>

In accordance with the approved Budget Preparation Timetable, the Mayor's Recommended 2020 Budget is placed on your agenda for consideration. The following information repeats procedural recommendations as provided in recent years.

Procedural Notations:

1. Typically motions and votes do not occur at the Committee of the Whole as any such action is normally just a recommendation to the full Common Council itself. Motions approved by the Committee of the Whole, in most circumstances, do not have any effect or carry the weight or authority of the Common Council until such motion is subsequently acted upon by the full Common Council at a Common Council meeting. (As such, motions at the Committee of the Whole are very uncommon.)

The Budget review, however, provides for one distinction, as the budget ordinance established a procedure that roughly patterned the prior budget review by the Finance Committee. The ordinance provides for the following:

"Unless otherwise directed by the Common Council, the Mayor's proposed annual budget, as amended by action or actions of the Committee of the Whole, shall be the budget proposal for the public hearing." (Section 13-3)

As such, motions approved at the Committee of the Whole for changes to the Mayor's submitted recommended budget would be reflected in the budget submitted to the Public Hearing. Within the Budget Preparation Timetable, the Common Council set October 16th as the deadline for motions by the Committee of the Whole to be reflected in the Public Hearing document. This deadline does not prohibit the Committee of the Whole or the full Council from continuing to work on budget issues after October 16th if they so wish.

2. Following prior years' pattern, any Alderman wanting to suggest a change to the Recommended Budget should offer a motion in the following manner:

"I move to tentatively amend the Mayor's Recommended 2020 Budget by  
 [State Action: adding, modifying, striking, increasing, reducing, etc.]  
 [State location: line item, department, or fund] by  
 [State amount]  
 [Optional] for the purpose of [State purpose]."

As with prior years, I suggest “tentative” approval because the budget review can often be very fluid with new priorities being identified as you move further into the budget document. Such a process provides for greater flexibility as you move through the document and indicates that the initial, tentative actions may be revisited. Staff will maintain a running record of such tentative recommendations, if any.

3. The Municipal Code provides as follows: “Upon its review of the proposed budget, the Committee of the Whole shall submit same, together with the Committee of the Whole’s recommendations thereon, to the Common Council for its review and approval.” (Section 13-2)

As such, after review of all departments and funds, the Committee of the Whole should consider the following motion: “I move to recommend to the Common Council the Mayor’s Recommended 2020 Budget along with the previous tentative actions of the Committee of the Whole.” [That same motion could end with “as follows” and the summary listing of the remaining tentative actions, if any, could be repeated.]

## **COUNCIL ACTION REQUESTED**

Pending review of the budget.

**City of Franklin**  
**2020 Annual Budget**  
**BUDGET PREPARATION TIMETABLE**  
**February 15, 2019**

**Schedule**

Tuesday, September 17	Common Council Meeting Agenda Item: Presentation on overview of budget and major budget initiatives. Aldermen determine or identify additional materials or information needed for 9/30 budget discussions.
Wednesday September 18 To Monday, September 30	Aldermen may contact department heads with budget questions.
Monday, September 30	Committee of the Whole Agenda Item: Review of Mayor’s Recommended Budget.
Tuesday, October 1 & 15	Alternate days for an additional Committee of the Whole meeting and budget discussion in conjunction with regular Common Council meeting.
Wednesday, October 16	Last regular work day for budget changes to be included in the Public Hearing notice.
Wednesday, October 16 To Wednesday, October 23	Preparation and Submission of Public Hearing Notice.
Wednesday, October 30	Publication of Proposed Budget and Hearing Notice.
Monday, November 4 & Tuesday, November 5	Regular Committee of the Whole & Common Council meetings available for discussion of any budget topics as may be needed.
Tuesday, November 19	<b><u>Regular Common Council Meeting:</u></b> Public Hearing on the Proposed Annual Budget AND Adoption of Annual Budget. [Note: The late date does not provide opportunity for delay of adoption without a special meeting soon thereafter.]

**Note:** Subsequent actions that may affect the Common Council’s regular meeting schedule may impact this calendar.