

CITY OF FRANKLIN  
COMMITTEE OF THE WHOLE MEETING  
MONDAY, OCTOBER 5, 2015, 6:30 P.M.  
COMMON COUNCIL CHAMBERS, FRANKLIN CITY HALL  
9229 W. LOOMIS ROAD, FRANKLIN, WISCONSIN  
AGENDA

- I. Call to Order and Roll Call.
- II. Review of Mayor's Recommended 2016 Budget (including all Funds, Departments, Revenues, Expenditures and Activities).
- III. Adjournment.

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<b>APPROVAL</b> <i>Slw</i> <i>MW</i>	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE</b> <b>10/05/2015</b>
<b>REPORTS &amp; RECOMMENDATIONS</b>	<b>Review of Mayor's Recommended 2016 Budget (including all funds, departments, revenues, expenditures, and activities)</b>	<b>ITEM NUMBER</b>

In accordance with the approved Budget Preparation Timetable, the Mayor's Recommended 2016 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 2016 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 2016 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.]

Classification and Compensation Study Impact on Budget: As noted in the document, specifically in the Letter of Transmittal and in the section "Implementation of the Classification and Compensation Plan" (P. 83-87), the Mayor's Recommended 2016 Annual Budget is intended to include appropriations to align with the adoption of the Classification and Compensation Study as set forth in the proposed implementation guidelines. In fact, the budget document states the following:

**"It is the intent of the Mayor's Recommended 2016 Annual Budget that the Classification and Compensation plan...be adopted and implemented within the City of Franklin. The Mayor's Recommended 2016 Annual Budget as presented shall be interpreted to include the appropriations necessary to adopt the pay plan." (P.83)**

The transmittal letter (p. vi) further states the following:

**"At the initial budget deliberation meeting per the adopted budget calendar, staff will provide the necessary adjustments to the Personnel Services portion of each department or fund impacted by the study. Adjustment of the Personnel Services appropriations to accommodate implementation of the Classification and Compensation Study should be considered incorporated herein even though it was not possible to report it at the time of delivery of this document. The adjustments will move appropriations between departments and funds such as adding additional resources to the Library, as necessary."**

The document is in the process of being prepared and will be distributed at the meeting.

## **COUNCIL ACTION REQUESTED**

Pending review of the budget.