


**MEMORANDUM**

**To:** Honorable Members, Common Council  
**From:** Ronald D. Leonhardt, City Clerk   
**Date:** November 3, 2008  
**Re:** Re-submittal of Budget Amendments That Were Not Recommended for Adoption by the Finance and Personnel Committee

Article IV, Section 7 of the *Common Council Procedure and Rules* provides that budget amendments which have been submitted to the Finance and Personnel Committee for its consideration, but which are not recommended by the committee for adoption, may subsequently be presented to the full Council if submitted to the City Clerk at least 24 hours prior to the budget adoption meeting.

**Amendments for the "24-hour packet" must be received by the City Clerk's Office by 9 a.m. on Thursday, November 6. They should be given to Deputy City Clerk Jim Owczarski or to Debbie Fowler.** If you need another copy of the amendment, please contact Mr. Owczarski or Research and Analysis Manager Marianne Walsh.

Amendments included in the "24-hour packet" must be in the same form in which they were presented to the Finance and Personnel Committee. No variations to the amendments are permitted. However, substitutes to these amendments may be offered at the budget adoption meeting, if properly drafted.

Any amendment not submitted to the City Clerk at least 24 hours prior to the budget adoption meeting may only be considered if two-thirds of the Council (10 members) votes to consider it. Adoption of the amendment then requires 8 votes.

**NOTE 1:** If the amendment can be offered as a substitute to an amendment being recommended by the Finance and Personnel Committee it should not be submitted for inclusion in the "24-hour packet". Please contact staff (Jim Owczarski, Barry Zalben or Marianne Walsh) to determine if this is the case.

**NOTE 2:** This procedure applies only to amendments that were presented to the Finance and Personnel Committee on Thursday, October 30, or Friday, October 31. Amendments that were not presented to the Committee may be presented to the full Council at the budget adoption meeting but may only be considered if two-thirds of the Council (10 members) votes to consider them. Adoption of such an amendment would then require 8 votes.

Please contact Mr. Owczarski or me if you have any questions about these procedures.

cc: Jim Owczarski  
Barry Zalben  
Marianne Walsh  
Debbie Fowler  
Mark Nicolini  
Kim Montgomery