



Finance Committee Agenda Item

Meeting Date: July 22, 2025

Agenda Item: Amendment to the Budget Amendment Policy

Staff Contact (name, email, phone): Rachelle Blitch, rblitch@whitewater-wi.gov, 262-473-1380

BACKGROUND

(Enter the who, what when, where, why)

As policies are living documents, periodic review and refinement are essential to ensure ongoing alignment with best practices and sound fiscal management. Following discussions with our auditors, it was recommended that the City update its Budget Amendment Policy to require a formal budget amendment for any adjustments that result in changes to the overall allocations within the General Fund.

The current policy only mandates a budget amendment when an adjustment exceeds 10% of a department's budget. The proposed update would enhance financial transparency and ensure that all significant changes to General Fund allocations are formally reviewed and approved.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

8/2024 – Common Council approved policy

FINANCIAL IMPACT

(If none, state N/A)

N/A

STAFF RECOMMENDATION

Staff recommends approval of the proposed amendment to the Budget Amendment Policy and further recommends its adoption by the Common Council.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Budget Amendment Policy, as updated
2. Budget Amendment Policy, approved