This document will serve as the agenda for all Common Council Special Budget Meetings and will continue throughout the month of October on the dates indicated on the attached budget schedule.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>Voting Item?</th>
<th>Presenter(s)</th>
<th>Time Allotted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Call to Order</td>
<td>Yes</td>
<td>City Administration Chair Robert Cantelmo</td>
<td>1Min</td>
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<tr>
<td>1.1 Open Common Council Budget Process</td>
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Special Order of Business

2. Review Council Budget Process

3. Budget Meeting Dates and Topics:
   a. Oct 11th: Public Safety: Police, Fire Department, Reimagining Public Safety, Public Information and Technology; Human Resources
   c. Oct 19th: DPW, Water & Sewer, Capital Projects
   d. Oct 25th: Youth Services, Finance, Mayor & Council, City Manager
   e. Oct 26th: Voting on amendments
   f. Nov 8th: will meet only if needed

PUBLIC HEARING DATES:

- Wednesday, October 11th
  - after 6pm special meeting of Council
- Thursday, October 12th, 6pm
- Wednesday, November 1st
  - before regular 6pm Common Council meeting
Budget Meetings Supplemental Notes
City of Ithaca • 2024 Budget Process

Wednesday, October 11, 2023 – 6PM

- Move & second the budget.
- Budget must be moved to table at the end of every meeting (until 6PM on XX day).
- Public Hearing:
  - Online Participation Registration to speak via Zoom for the public hearing will open at 9:00 am on
    the same day of each Public Hearing. Registration will close at 3:00 pm in order to allow time to
    calculate how long each person will be allowed to speak. Those who register will be emailed the
    Zoom link later that day. They will use that link to sign in and enter the Zoom meeting as an
    attendee. Participants will be moved into the meeting for the allotted time in the order that they
    registered to speak. Participants must be present in the meeting and identified by name when it is
    their turn to speak or they will forfeit their time. They can use video or telephone to participate.
  - In-Person Participation: Anyone wishing to speak in person should complete a speaking card in
    council chambers on the night they attend the Public Hearing.
- Review of the budget process, meetings, timeline, and amendment list:
  - THE LIST: Some of the departments will have submitted requests above the Mayor's Budget
    (RAMBs)—which will go on “The List.” Any suggestions that Council members have for
    modification will also go on The List. Council will not vote to put items on the list. Voting for each
    of the items will occur at the end of the process and will be moved and seconded as amendments to
    a motion to approve the Mayor’s Budget, which will need to be made first. If an item on The List
    does not receive a motion with a second, then it will not be considered.
  - The Chief of Staff will keep The List and will share with us electronically after each meeting. The
    spreadsheet has a calculator function so that Council can see the impact on the tax rate if added
    items are funded through property taxes.
  - There will be an opportunity for Council members to ask questions on the tax cap, tax rate, overall
    budget, and other questions that can be answered by the Mayor, Controller, and Chief of Staff.
  - Council will add to The List specific things that members are interested in adding/subtracting from
    the budget and will make a list of questions and other items for which Council wants more detailed
    information. Council will assign each of these to an appropriate date for discussion, which will give
    Department Heads a chance to prepare materials if needed. Questions for each department will be
    compiled by the Chief of Staff and will be sent out in a separate document.
  - Budget amendments will be presented in an order organized by the Chair.
- Department Budget Reviews
  - Ithaca Police Department; Ithaca Fire Department; Reimagining Public Safety; Public Information &
    Technology; Human Resources
  - PLEASE NOTE: Departments will attend on their assigned nights; however, they will not come with
    prepared presentations to Council unless they are requesting additional funds through a RAMB or
    they are answering questions submitted to them ahead of time. Council will have received from each
    department a budget narrative summarizing their reaction to the Mayor’s Budget and any issues
    they’d like Council to be aware of. Council also will have received copies of any RAMBs submitted
    by the departments.

Thursday, October 12, 2023 – 6PM

- Public Hearing 2: Registration for the public hearing will open at 9:00 am on the same day of each Public
  Hearing.
- Department Budget Reviews
  - Attorney’s Office; Planning, Building, and Economic Development; Human Services Agencies
Thursday, October 19, 2023 – 6PM
- Department Budget Reviews
  - Department of Public Works; Capital Projects (final review)

Wednesday, October 25, 2023 – 6PM
- Department Budget Reviews
  - Ithaca Youth Bureau, Greater Ithaca Activities Center, Finance (Chamberlain & Controller), Mayor, Council, City Manager.
- Budget Amendments

Thursday, October 26, 2023 – 6PM
- Budget Amendments
- Council vote to move budget to November 1, 2023

Wednesday, November 1, 2023 – 6PM
- Public Hearing 3: Registration for the public hearing will open at 9:00 am on the same day of each Public Hearing.
- Budget Vote

Wednesday, November 8, 2023 – 6PM
- Extra meeting (if needed)