



SPECIAL BUDGET MEETING AGENDA

Date: Wednesday, October 11th, 2023
 Time: 6:00 P.M.
 Location: City Hall, 108 E. Green Street 3rd Floor, Council Chambers
 Watch Online: <https://www.youtube.com/@CityofIthacaPublicMeetings>

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.

ITEM	Voting Item?	Presenter(s)	Time Allotted
1. Call to Order 1.1 Open Common Council Budget Process	Yes	City Administration Chair Robert Cantelmo	1Min
Special Order of Business			
2. Review Council Budget Process	No	R. Cantelmo, CA Chair	
3. Budget Meeting Dates and Topics: <ol style="list-style-type: none"> a. Oct 11th: Public Safety: Police, Fire Department, Reimagining Public Safety, Public Information and Technology; Human Resources b. Oct 12th: Attorney, Planning, Building, Economic Development, Outside Organizations 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)