

**CITY OF ITHACA
CITY COUNCIL MEETING
April 21, 2026
5:30 PM**

The regular meeting of the City of Ithaca City Council was called to order by Mayor Brett Baublitz at 5:30pm. and followed by the Pledge of Allegiance to the Flag.

Present were Mayor Brett Baublitz, Councilpersons James Andrew, Rob Endter, Brandon Ester, Clark Hubbard, Kristyn Roethlisberger and Brooke Vernon. Staff present was City Manager Jamey Conn and City Clerk Cathy Cameron and City Treasurer Luke Klifman.

Audience in attendance was none.

Moved by Ester, seconded by Hubbard to approve the minutes of the regular meeting held April 7, 2026. Motion carried.

Mayor Baublitz asked for approval of the agenda and for any items to be removed from the Consent Agenda. Councilperson Endter requested to add Purchasing Procedures & Documentation and City Managers Annual Evaluation & Documentation.

Moved by Hubbard, seconded by Andrew to approve the Agenda (as amended by adding items 10f. Purchasing Procedures & Procurement Documentation and 10g. City Managers Annual Evaluation & Documentation), including the Consent Agenda. Motion carried.

Public Comment

Mayor Baublitz asked for public comment. There was none.

Consent Agenda

Moved by Hubbard, seconded by Roethlisberger to approve the consent agenda items as listed:

- **City Manager’s written report included updates and information on Planning Commission, Treasury Department, MML Training, Union Street Project, Bedzinsky & Co., Server Issues, Construction Bids, Lagoons, Gratiot Chamber of Commerce and Local State of Emergency.**
- **Claims submitted to the Ways and Means Committee by City Treasurer Klifman and recommended for payment: Accounts Payable Checks #51388-51426 and Payroll Checks #17182-17190, DD #3700-3717, EFT #2172-2177 as listed in the Check Register Book**
- **Correspondence received was none.**

Motion carried by Roll Call Vote:

Ayes: (7) Andrew, Endter, Ester, Hubbard, Roethlisberger, Vernon, Baublitz

Nos: (0) None

Absent: (0) None

Committee/Department Reports

There was none.

City Manager Comments

Manager Conn informed council of the start dates for both the new City Treasurer/Finance Director and Deputy Treasurer. An update was provided on the server issues we are experiencing.

Unfinished Business

There was none.

New Business

Clerk Cameron presented the 2025 Annual PC & ZBA Report to council.

Moved by Hubbard, seconded by Ester to accept the 2025 Annual PC & ZBA Report as submitted. Motion carried.

Treasurer Klifman requested a public hearing be set for June 2, 2026 for the 2026-2027 Fiscal Year Budget.

Moved by Hubbard, second by Vernon to set the 2026-2027 Fiscal Year Budget public hearing for June 2, 2026 at 5:30pm or soon thereafter as the agenda allows. Motion carried.

Mayor Baublitz set a Committee of the Whole meeting for May 19th immediately following the regular scheduled council meeting, for council's review of the 2026-2027 Fiscal Year Budget as introduced.

Treasurer Klifman presented amendments to the 2025-2026 Fiscal Year Budget.

Moved by Hubbard, second by Endter to approve the amendments to the 2025-2026 Fiscal Year Budget as presented. Motion carried.

Manager Conn reported on the proposed availability dates for the OMA training. Consensus of the council was to set the OMA training date as Monday, May 11, 2026 at 5:30pm to be held in the council chamber.

Manager Conn inquired on the proposed time frame for scheduling an MML training session. Consensus of the council was to meet sometime in July 2026.

Discussion was held on the Purchasing Policy Procedures and procurement of documentation. Expanding on the Auditors required documentation if there are internal control failures.

Moved by Endter, seconded by Ester that the Personnel Committee meet in consultation with legal counsel to prepare a written memorandum for review and acceptance by council, documenting how the recent control issue was addressed, including summary of the incident, the control failure, corrective actions taken and the expectations moving forward, without identifying individuals. Motion carried.

Discussion was held on the annual evaluation of the City Manager as per his contract. The last one conducted by council was 2021.

Moved by Endter, seconded by Vernon that the council establish a standard practice of completing and documenting the City Managers required annual evaluation each year, before budget deliberations and its completion be reflected in the public record consistent with the requirement of his employment contract; the City Clerk in conjunction with Mayor Pro-Tem Hubbard distribute evaluation materials to councilpersons for completion as soon as possible and the evaluation be conducted at the second meeting in May. Motion carried.

Public Comment

Mayor Baublitz asked for public comments. There was none.

Announcements

Councilperson Hubbard expressed his appreciation of the DPW crew's work during the latest rain events.

Moved by Hubbard, second by Andrew to adjourn. Motion carried.

The meeting adjourned at 6:14pm.

Approved 5-5-2026

Cathy Cameron

Cathy Cameron, City Clerk