



# OFFICE OF THE CITY CLERK

## BIANCA L. TIRADO, CITY CLERK

### MEMORANDUM

**TO:** MEMBERS OF THE COMMON COUNCIL  
**FROM:** BIANCA L. TIRADO, CITY CLERK  
**DATE:** FRIDAY, SEPTEMBER 20, 2024  
**SUBJECT:** PERSONNEL AND FINANCE COMMITTEE MEETING NOTICE: CITY CLERK | | MAYOR'S OFFICE | DIVERSITY & INCLUSION | HUMAN RIGHTS | CITIZEN REVIEW BOARD (CRB) BUDGET HEARING | COMMON COUNCIL

### NOTICE

The following meeting of the Personnel and Finance Committee have been scheduled at the following location on the following dates:

Council Chambers  
4<sup>th</sup> Floor County-City Building  
227 W. Jefferson Blvd.  
South Bend, IN 46601

The following Common Council Committee Meeting has been scheduled for **Wednesday, September 25, 2024 at 5:30 p.m.** in the **Council Chambers** on the **4<sup>th</sup> floor** of the **County-City Building, 227 W. Jefferson Blvd., South Bend, IN 46601.** The Committee meeting will be legally held as a hybrid meeting with the Microsoft Teams Meeting app. Members of the public have the option to attend the meeting in person or may access the meeting virtually by using the following link:  
<https://tinyurl.com/092524BudgetSession>

**5:30 -7:30 P.M.**                      **Personnel and Finance**                      **Sheila Niezgodski, Committee Chair**

*City Clerk's Office, Mayor's Office, Diversity and Inclusion, Human Rights, Citizen Review Board (CRB), Common Council Budget Hearing Session*

1. 2025 Clerk's Office Budget Presentation, City Clerk Bianca Tirado
2. Council Questions and Feedback on the Proposed 2025 City Clerk's Office Budget
3. Public Input on the Proposed 2025 City Clerk's Office Budget
4. 2025 Mayor's Office Budget Presentation (Mayor James Mueller)
5. Council Questions and Feedback on the Proposed 2025 Mayor's Office Budget
6. Public Input on the Proposed 2025 Mayor's Office Budget
7. 2025 Diversity & Inclusion Budget Presentation, Diversity Compliance/Inclusion Officer, Cynthia Simmons
8. Council Questions and Feedback on the Proposed 2025 Diversity & Inclusion Budget

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Elivet Quijada-Navarro  
CHIEF DEPUTY CITY CLERK

Matthew Neal  
DEPUTY CITY CLERK / DIRECTOR OF POLICY

Samuel Turck  
DIRECTOR OF SPECIAL PROJECTS

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455 County-City Building | 227 W. Jefferson Blvd. | South Bend, Indiana 46601 | p. 574.235.9221 | f. 574.235.9173 | www.southbendin.gov



9. Public Input on the Proposed 2025 Diversity & Inclusion Budget
10. 2025 Citizen Review Board (CRB), City Controller Kyle Willis
11. Council Questions and Feedback on the Proposed 2025 Citizen Review Board (CRB) Budget
12. Public Input on the Proposed 2025 Citizen Review Board (CRB) Budget
13. 2025 Council Budget Presentation, Council President Sharon McBride
14. Council Questions and Feedback on the Proposed 2025 Council Budget
15. Public Input on the Proposed 2025 Council Budget

cc: Mayor James Mueller  
Committee Meeting List  
Media

**NOTICE FOR HEARING AND SIGHT IMPAIRED PERSONS**  
**Auxiliary Aid or Other Services may be Available upon Request at No Charge.**  
**Please give Reasonable Advance Request when Possible**