

CITIZENS' ADVISORY BUDGET COMMITTEE (CABC)

Meeting Minutes

Meeting Date: 1/7/2020 Time: 6:30PM Location: AMC Ponderosa Room
 Next Meeting: 2/4/2020 Time: 6:30PM Location: AMC Ponderosa Room

MISSION STATEMENT: The mission of the Citizens' Advisory Budget Committee (CABC) is to study all phases of the budget of the City of Aurora and to make recommendations to City Council in regard to any and all budget matters.

The CABC accomplishes the mission by examining and evaluating needs and priorities as they relate to the budget and by making recommendations for action to the City Council.

ATTENDANCE

Name		Name		Name		Name	
Ananiya Asrat	P	Omar Montgomery	P	Michael Westerberg	P	COA Staff	
Jeff Brown	P	David Patterson	P	Leanne Wheeler	P	Greg Hays	P
Reno Carollo	P	George Peck	P			Kersten Claspell	P
Hashim Coates	E	David Rich	P				
Michael Himawan	A	Jonathan Scott	P			Public/Guests	
Danielle Lammon	P	Don Seven	P				
Jason Legg	P	Julie Marie Shepherd-Macklin	P				
Brian Matise	P	Craig Upston	P				

Key: P=Present E=Excused A=Absent R=Resigned

HANDOUTS

CABC January Agenda (sent January 2, 2020 via email)
December 3, 2019 Meeting Minutes (sent January 2, 2020 via email)
CABC Roster (updated version sent on January 3, 2020)

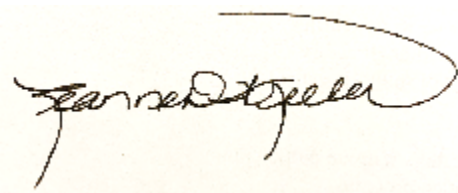
MINUTES

1. Call to Order	Leanne Wheeler (Chair) called the meeting to order at 6:30pm.	
2. Roll Call/ Establishment of Quorum	Roll call was taken by Jonathan Scott and a quorum was present.	

3. Approval of January Agenda	A motion was made to approve the January Agenda by Craig Upston and seconded by George Peck.	Motion Carried Yes: Unanimous No: 0 Abstain: 0
4. Approval of December Minutes	<p>A motion was made to accept the minutes for the December 3, 2019 meeting by Reno Carollo and seconded by Jonathan Scott.</p> <p>Leanne Wheeler welcomed the committee to the meeting and the new year. She then suggested that (because the committee had several new members) each member introduce themselves.</p>	Motion Carried Yes: 10 No: 0 Abstain: 4
5. Budget 101 / Update	<p>Greg Hays gave a presentation called “CABC Budget 101: Learn About Your Government.” The presentation included an overview of the budget, the budget principles, the budget process, how the city receives money, how the city spends money, and a sneak peek into 2021. Two handouts were provided to the CABC members. They were copies of the power point presentation slides.</p> <ul style="list-style-type: none"> • Budget Principles included maintaining a balanced budget, providing the best possible services with the resources available, maintaining appropriate reserve levels, using one-time funds for one-time uses, pursuing efficiency, focusing on community priorities and City Council goals, and approaching budgeting on a multi-year plan. • The Budget Process is mostly a political process, not a financial one. Decisions must be made because there are always more (good) ideas than money available. The budget is a balancing act based on citizen priorities. The annual budget book gives a programmatic detail of the city finances. It is proposed by the City Manager to the City Council, who then makes some changes before it is finalized and adopted. • Greg Hays then turned the presentation over to Kersten Claspell (city budget staff) to explain the General fund estimates (forecast), sources, and expenditures. Some of the main points included: 2020 General Fund Sources; Forecast Scenarios (with a 90% baseline); Sales Tax history and forecast; Recent Sales Tax growth and performance; Property Tax explanation, history, and forecast; Auto Use Tax information; Capital-Related Use Taxes; 2019 Revenue 	

	<p>Performance (through November); and the different trajectories of goods v. services consumed from 1959-2018.</p> <ul style="list-style-type: none"> • Kersten Claspel then turned the presentation back over to Greg Hays who explained the budget further then answered questions. Some of the main points presented included: All Fund Sources (\$811.5 million), All Fund Appropriations (\$859.5 million), General Fund Appropriations (\$387.4 million) and the General Fund Operating Expenses (this is strongly driven by personnel costs and public safety), Capital Improvement Planning and Funding, and General Fund planning for 2021. • It was also pointed out that the 2020 proposed budget is currently on the COA website (with the 2020 adopted budget coming soon). <p>A request was made to have Mike Shannon be a presenter at CABC in the coming months.</p>	
6. Planning for 2020	<p>Leanne Wheeler pointed out that the February meeting would start the 2020 planning and potential subcommittee work. She urged each CABC member to communicate to the Council member/mayor who appointed them to discuss their priorities before the February meeting.</p> <ul style="list-style-type: none"> • Discussion of Priorities: <ul style="list-style-type: none"> ○ Leanne Wheeler informed the CABC that the Executive Committee holds a monthly conference call (along with city staff) to determine the agenda. These calls take place a week before the monthly meeting. These calls were done in prior years and are being reconstituted for good governance and consistency. ○ She also informed the committee that if anyone would like to propose an agenda item, please let the Executive Committee know at least a week prior to the monthly meeting. 	
7. Open Comments	<p>A. Housekeeping:</p> <ul style="list-style-type: none"> • Leanne Wheeler (Chair) informed the committee that she had a productive meeting with Greg Hays regarding the CABC. Many productive points were made. One suggestion that came from the meeting was the need to make sure we are supporting city staff with beneficial input and timely discussion. Respect should be shown to city staff as far as their time and vacating of the room. 	

	<ul style="list-style-type: none"> • Greg Hays informed the committee that next month the City Manager (Jim Twombly) and Mayor (Mike Coffman) will be here for presentation and questions. <p>B. Future 2020 Meeting Dates:</p> <ul style="list-style-type: none"> • February 4th (6:30pm) • March 10th (<i>moved from Tuesday, March 3 - Primary</i>) • April 7th (6:30pm) • May 5th (6:30pm) • June 2nd (6:30pm) • July ___? (<i>To be determined: 2-day Budget Workshop</i>) • August 4th (6:30pm) • September 1st (6:30pm) • October 6th (6:30pm) • November 10th (6:30pm) (<i>moved from Tuesday, November 3rd - Election Day</i>) • December 1st (7:00pm, after AMC Lighting of the Lights) 	
8. Meeting Adjourned	<ul style="list-style-type: none"> • Leanne Wheeler adjourned the meeting at 7:57pm. 	



Leanne Wheeler, Chair



Jonathan Scott, Secretary

January 7, 2020

Date of Approval