

**CITIZENS' ADVISORY BUDGET COMMITTEE (CABC)**

**Meeting Minutes**

Meeting Date: 6 April 2021

Time: 6:30PM

Location: WebEx (Video-conference platform)

Next Meeting: 4 May 2021

Time: 6:30PM

Location: WebEx (Video-conference platform)

**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                 |   |
|-----------------------|---|-----------------|---|-----------------------------|---|----------------------|---|
| Mustafa Abdullah      | A | Danielle Lammon | P | JulieMarie Shepherd Macklin | P | <b>COA Staff</b>     |   |
| Candace Bailey        | A | Brian Matise    | E | Chesca Smotherman           | P | Greg Hays            | P |
| Sunny Banka           | P | Omar Montgomery | P | Katrice Traylor             | P | Wayne Sommer         | P |
| Tikneshia L. Beauford | P | George Peck     | P | Craig Upston                | P |                      |   |
| Reno Carollo          | E | Joshua Reddell  | P | Michael Westerberg          | P | <b>Public/Guests</b> |   |
| Kevin Cox             | P | David Rich      | P | Dustin Zvonek               | E |                      |   |
| Danielle Jurinsky     | P | Jonathan Scott  | P |                             |   |                      |   |
| Idris Keith           | P | Don Seven       | A |                             |   |                      |   |

Key: P=Present; E=Excused; A=Absent; R=Resigned; \*New Member

**HANDOUTS**

**(Emailed to committee)**

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| CABC April Agenda <i>(Sent 1 April 2021 via email)</i>   |
| March 2021 Meeting Minutes <i>(Sent 1 April 2021 via email)</i>  |
| HR Responses to CABC questions related to equity initiatives and military differential pay <i>(Sent 30 March 2021 via email)</i> |

**DUE OUTS AND FOLLOW-UPS FOR MAY**

**(called out here, detailed below in minutes)**

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| 1. Wayne Sommer to provide a list of key partners included in the strategic plan feedback process |
| 2. Copy of the strategic plan presentation from Wayne to CABC                                     |

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| 3. Department Review Subcommittee members to confirm their preference/interest for police/fire/other departmental review focus                                      |
| 4. Chair Westerberg to arrange a time for Public Works to come present to the full CAB (as opposed to doing this at the subcommittee level in departmental reviews) |
| 5. Dave Rich to share past subcommittee reports/materials related to previous APD department reviews (e.g. two-per-thousand and other relevant materials)           |

### MEETING MINUTES

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| 1. Call to Order                            | Michael Westerberg (Chair) called the meeting to order at 6:33pm.   |   |
| 2. Roll Call/<br>Establishment of<br>Quorum | Roll call was taken by Secretary JulieMarie Shepherd Macklin and a quorum was present.  |   |
| 3. Approval of April<br>Agenda              | <p>Chair Westerberg entertained a motion to approve the April agenda.</p> <ul style="list-style-type: none"> <li>• Greg Hays asked to amend the agenda, swapping items 4 and 5 out of respect for our guest speaker’s time.</li> <li>• Craig Upston moved to approve the amended agenda as presented and Danielle Lammon seconded. The motion carried unanimously.</li> </ul>   | <p>Motion Carried<br/>Yes: Unanimous<br/>No: 0<br/>Abstain: 0</p> |
| 4. City Strategic<br>Plan                   | <p>Wayne Sommer joined to share a high-level update on the City’s strategic planning process.</p> <ul style="list-style-type: none"> <li>• Work started in late 2019 – designed to be a guide for planning, decision making, and resource allocation. This was designed to be a complementary plan to the Aurora Places work.</li> <li>• Plan includes: Vision, mission and values, outcomes, strategic priorities, and tactics.</li> <li>• Council is involved at each stage of this work and will need to approve the final plan.</li> <li>• <b>Draft vision statement:</b> <i>“Aurora will be the safest, most livable city in Colorado, boasting a unique and diverse community identity, vibrant economy, and an inspired future”</i></li> </ul> |   |

- **Draft Mission statement:** “We are Aurora, connecting people and business with innovative and efficient services, unique places and experiences, and equitable, affordable access to public resources to enhance our diverse community’s quality of life.”
- **Values** (also known as the core four): integrity, customer services, respect and professionalism. These are the inward, staff-facing values, not necessarily the community values.
- **Outcome areas:** *thriving, safe, planned and maintained, diverse, wellness, engaged, equitable, resilient.* Each of these outcomes is supported by strategic actions
- **Key performance indicators** (help measure progress along the way): *staff level, tactical level, strategy level, outcome level, and vision level.*
- **Next steps:** finalizing tactics and indicators. Ultimately when the plan is completed and taken back to council, this will be cross-walked with priorities-based budgeting to think about how services are delivered in the City.

**Questions from the floor for Wayne**

- What does equity mean in the context of this plan?
  - The goal is to have very specific, measurable indicators to address inequities in the city.
- Regarding public outreach and the immigrant population: what level of engagement is considered “success?”
  - The city’s approach here was to take the draft framework from 2020 Q3 and meet with the Immigrant and Refugee Commission. During this session, they went item by item to collect feedback and input. The commission included 15-20 people.
- How is the City’s linguistic diversity accounted for in this process?
  - The new performance dashboard that will be launched has Google Translate as a built-in feature which will allow anyone to translate the content into any language.

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|                               | <ul style="list-style-type: none"> <li>• What was the goal for community outreach in terms of reach and quantity? <ul style="list-style-type: none"> <li>○ The process started as a meeting goal – getting to the key stakeholder groups to collect feedback.</li> <li>○ Over 200 participants in virtual spaces – likely more participation than an in-person town hall</li> </ul> </li> <li>• Who were some of the local partners that participated? <ul style="list-style-type: none"> <li>○ Wayne will follow-up and provide this list</li> </ul> </li> <li>• How as outreach done regarding survey and meetings? <ul style="list-style-type: none"> <li>○ Survey was promoted on the city website.</li> <li>○ Direct outreach to Boards and Commissions’ chairs and key partners.</li> <li>○ Concerns from CABC members about how representative the input was as direct outreach to residents maybe was not as robust as it could/should have been</li> </ul> </li> </ul> |   |
| 5. Answers to HR Questions    | At the March meeting, CABC members raised questions about military differential pay and equity measures. Greg shared via email, additional information from City Staff in advance of this meeting. CABC members were provided an opportunity to ask any additional questions or clarifications. Nothing further came up at this time.   |   |
| 6. Approval of March Minutes  | Chair Westerberg entertained a motion to approve the March minutes as presented. George Peck moved to approve the minutes as presented. Sunny Banka seconded the motion. The motion carried unanimously.  | Motion Carried<br>Yes: Unanimous<br>No: 0<br>Abstain: 0 |
| 7. Revenue and Budget Updates | <p>Greg Hays presented the following updates:</p> <ul style="list-style-type: none"> <li>• Marketplace Facilitator continues to perform very well – bringing in at least \$500k each month.</li> <li>• January revenues are up 12.2% up <ul style="list-style-type: none"> <li>○ 8% of this was growth and the rest was the marketplace facilitator</li> </ul> </li> <li>• February was a downward month compared to last February (0.2% down net. w/o MPF it would have been closer to 5% down) Although this was projected to be 10% down, so overall, not bad news <ul style="list-style-type: none"> <li>○ Likely due to one-time monies not coming in</li> </ul> </li> </ul>   |   |

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|                            | <ul style="list-style-type: none"> <li>• January is driven by holiday spending which is why it was so strong – outperformed last holiday season by nearly \$3m</li> <li>• Overall, Aurora is doing very well with sales tax revenue.</li> </ul> <p><b>Questions from the floor for Greg</b></p> <ul style="list-style-type: none"> <li>• How do projections moving forward look at we start to come out the pandemic and people’s work/life/spending habits may shift again? <ul style="list-style-type: none"> <li>○ Uncertain. Some changes possible which means the budget going forward must be conservative.</li> </ul> </li> <li>• Do we know how much of the positive sales growth can be attributed to the fact that people were staying home (staying, shopping, eating local)? With fewer people driving out of Aurora to work, more people were spending their dollars right here at home. <ul style="list-style-type: none"> <li>○ This is likely what’s driving Leeds projections will come back with optimistic news. But Greg will advise against spending these dollars right away and instead, putting these dollars “in a pot” to address remaining unknowns, potentially replenish reserves, etc.</li> </ul> </li> <li>• A nation-wide trend with the pandemic is the k-shaped effect/recovery where those with higher incomes fare better and those with lower incomes/in lower wage positions are disproportionately experiencing adverse impacts. Is this happening in Aurora? <ul style="list-style-type: none"> <li>○ Hard to determine exact figures, but yes, likely happening to some extent.</li> </ul> </li> </ul> |  |
| 8. Subcommittee Discussion | <p>Chair Westerberg asked for updates from each of the committees.</p> <p><b>1. Transportation Committee</b> (Dustin Zvonek chairing, Jono Scott providing an update)</p> <ul style="list-style-type: none"> <li>• The group has created a draft mission statement: <i>“To provide citizen input on current and future transportation priorities and to review and recommend a variety of potential short and long-term funding solutions.”</i></li> </ul>  |  |

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|  | <ul style="list-style-type: none"> <li>• The committee has identified three areas for which it is requesting additional information: <ol style="list-style-type: none"> <li>1. Overview of city transportation funding (source of where it comes from and where it goes annually)</li> <li>2. Overview of City transportation priorities. Those that have dedicated funding and what other priorities exist and are in need of funding?</li> <li>3. Transportation funding solutions currently being considered by city leaders (City manager, staff and council)</li> </ol> </li> <li>• Also, the committee has a request to all CABC members: connect with appointing councilmember to collect feedback about their transportation priorities so these can be included in the committee’s work.</li> <li>• Question from the floor: state and federal transportation dollars coming into the state and region? <ul style="list-style-type: none"> <li>○ Yes, this is a possibility, however these would likely be one-time dollars. This means there would have to be intentional</li> </ul> </li> <li>• Recommendation from the floor for the full CABC to hear from the public works department for more context. <ul style="list-style-type: none"> <li>○ Given what a large portion of the budget transportation/public works project takes up, this does seem valuable for the full CABC. Chair Westerberg will work to add this to a future agenda.</li> </ul> </li> </ul> <p><b>2. Events/Cultural Subcommittee</b> (Reno Carollo chairing, George Peck providing the update)</p> <ul style="list-style-type: none"> <li>• How can this be tied into the strategic plan (thriving community, for example)?</li> <li>• Explore funding support <ul style="list-style-type: none"> <li>○ While it’s not an option to pull out of SCFD funding and they cannot provide capital funds, they <i>can be</i> a partner in this work and they can be a funder for operating expenses.</li> <li>○ Possible support from organizations that would benefit from this (education, business, recreation, etc.). Use the framing of “keeping money in the community” which as a paradigm, has really come to the forefront during the pandemic.</li> </ul> </li> </ul> |  |
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- Could be an entrepreneurial venture (like Aurora Water). Once it's under way, it doesn't need to cost the city major dollars to keep running.

Questions/comments from the floor for events/cultural center committee

- There are some groups (outside CABAC) exploring options to opt out or otherwise redirect SCFD dollars.
- Due to the make-up of SCFD (multi-county special district) it's difficult for Aurora as a city to "opt out"
  - But there may be some ways to partner with SCFD (see above notes about partnering to receive SCFD funding for offsetting operating costs of a cultural facility)
- There are often questions as to whether or not Aurora sees back what it pays in? The short answer is yes – Aurora residents consistently take advantage of services and facilities that are funded in part by SCFD even if they aren't physically located in Aurora. Also, SCFD is huge of both APS and CCSD (think school field trips, dance, theater, art experiences, etc.)

**3. Departmental Reviews Committee** (Dave Rich chairing)

- This committee will focus on two departments to review: police (Michael Westerberg to lead this) and fire (Dave will head this up)
  - Committee members asked to express their preference for which department review they'd like to be involved with by email (group email to the full committee)
- David Rich can share previous department reviews from past subcommittee efforts (2 per thousand and other materials used to inform past department reviews and committee reports)

**4. Affordable and Attainable Housing**

- This committee still needs a chair and will continue to develop its mission and scope in the coming weeks.

Chair Westerberg encouraged the committee to continue their work in the next few months and aim to have fairly completed drafts in time for the budget workshop sessions in late July.

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|                       | <p>Around August 20<sup>th</sup>, Greg will be asking for the final CABC report (which is largely comprised of the subcommittee reports) and the full reports will be needed to prep the slide deck for the Council presentation. Therefore, it will be critical to have these reports completed in time to meet these deadlines.</p>  |  |
| 9. Housekeeping       | <p>A. Future 2021 Meeting Dates:</p> <ul style="list-style-type: none"> <li>• April 6<sup>th</sup></li> <li>• May 4<sup>th</sup></li> <li>• June 1<sup>st</sup></li> <li>• July 6<sup>th</sup> (Subcommittee set-aside time as needed - No official full CABC meeting)</li> <li>• July 27<sup>th</sup> and 28<sup>th</sup> (tentative)</li> <li>• August 3<sup>rd</sup></li> <li>• September 7<sup>th</sup></li> <li>• October 5<sup>th</sup></li> <li>• November 9<sup>th</sup></li> <li>• December 7<sup>th</sup></li> </ul> <p>B. Future to-do's: nothing brought forward from the floor.</p> |  |
| 10. Meeting Adjourned | <p>Chair Westerberg asked for any further questions or comments. George Peck moved to adjourn the meeting and Tish Beauford seconded the motion. The motion carried unanimously. Hearing no further discussion, the meeting was adjourned at 8:37pm.</p>   | <p>Yes: unanimous<br/>No: 0<br/>Abstain: 0</p> |



Michael Westerberg, Chair



JulieMarie Shepherd Macklin, Secretary

May 4, 2021

Date of Approval