

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

**Meeting Minutes**

Meeting Date: 10/6/2020                      Time: 6:30PM                      Location: WebEx (Video-conference platform)  
 Next Meeting: 11/10/2020                      Time: 6:30PM                      Location: TBD

**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	E	<b>COA Staff</b>	
Candace Bailey	P	Brian Matise	P	Chesca Smotherman	A	Greg Hays	P
Sunny Banka	P	Omar Montgomery	P	Craig Upston	P		
Tikneshia L. Beauford	P	George Peck	P	Michael Westerberg	P		
Jeff Brown	P	Joshua Reddell	P	Leanne Wheeler	P	<b>Public/Guests</b>	
Reno Carollo	P	David Rich	P	Dustin Zvonek	P		
<del>Hashim Coates</del>	<del>R</del>	Jonathan Scott	P				
Michael Himawan	P	Don Seven	P				

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

**HANDOUTS**

**(Emailed to committee)**

CABC October Agenda <i>(Sent October 2, 2020 via email)</i>
September 1 <sup>st</sup> , 2020 Meeting Minutes <i>(Sent October 2, 2020 via email)</i>
City Council Adjustments to City Manager’s 2021 Proposed Budget <i>(Sent October 6, 2020 via email)</i>
August Sales Tax Performance <i>(Sent October 6, 2020 via email)</i>

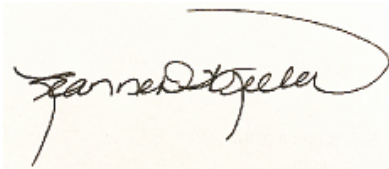
**MINUTES**

1. Call to Order	Leanne Wheeler (Chair) called the meeting to order at 6:37pm.	
------------------	---	--

2. Roll Call/ Establishment of Quorum	Roll call was taken by Jonathan Scott and a quorum was present.	
3. Approval of October Agenda	The Chair (Leanne Wheeler) entertained a motion to approve the August agenda. A motion was made to approve the August Agenda by Craig Upston and seconded by Reno Carollo.	Motion Carried Yes: Unanimous No: 0 Abstain: 0
4. Approval of September Minutes	The Chair entertained a motion to approve the September minutes. A motion was made to accept the minutes for the September 1, 2020 meeting by Danielle Lammon and seconded by Reno Carollo.	Motion Carried Yes: Unanimous No: 0 Abstain: 1
5. Revenue and Budget Updates	<p>Greg Hays mentioned the following updates:</p> <ul style="list-style-type: none"> <li>• Good news – August Sales tax revenues were only down 1.8% over last year. That is good news because of the incredibly good 2019 August. <ul style="list-style-type: none"> <li>○ A second big payment came from one source/company. The same tech company that paid big revenue from last month.</li> </ul> </li> <li>• A question was asked about “How do we project the restaurant and retail closings, negatively impacting our budget revenues?” (Greg: You are right. There will be a negative impact from the shutdown of business and the closing of companies that will not reopen.)</li> <li>• Another question: “How do we protect retail? How do we retain existing - and attract new - retail and venues to the city?” (Greg: Bob Oliva is a new city employee who has a job description of this very thing. Revenue and bringing in business to the city. He has mentioned that he would like to talk with the CABC and may be a future guest speaker.)</li> <li>• Another question: “How does this technology money get collected from this tech company? Is it sales based?” (Greg: Yes, it is sales based.)</li> </ul> <p>Greg also gave an update on City Council Budget Workshop.</p> <ul style="list-style-type: none"> <li>• He directed the committee to the Excel document that he sent via email (and shared with the committee on the screen). The document was entitled “City Council Adjustments to City Manager’s 2021 Proposed Budget.”</li> </ul>	

	<ul style="list-style-type: none"> <li>• Greg informed the committee that the City Council was fiscally responsible. They were given an additional \$1 million of projected budget cap, and only utilized \$911k. Greg detailed the committee on these Council adjustments. These adjustments included areas within the Communications, Fire, Police, and Library/Cultural Services departments.</li> <li>• Greg also alerted the committee that there has been much turnover within the police department. On a purely budget side of things, this has resulted in more budget funds being available (Because newer police officers have less costs associated with them than veteran police officers). One member pointed out that there is still cost for training and inexperience that must be accounted for.</li> </ul>	
6. Housekeeping	<p>Open Comments (for the good of the order):</p> <ul style="list-style-type: none"> <li>• The Chair (Leanne Wheeler) asked about meeting format until the end of the year. Greg Hays suggested that the committee assume that the meetings will be held on the online WebEx platform, then just adjust if/when there is approval. The City Council would likely meet in person before any committee would/could meet in person.</li> <li>• Craig Upston asked how the elections would be held in a virtual format. As of now, the nominating committee will be organized in November and the election format will be explored by the executive committee.</li> <li>• David Rich asked if the December 1<sup>st</sup> meeting would still be held at 7pm, even if the Lighting ceremony does not take place. Greg Hays said that he will look into the reality of the lighting ceremony taking place and that we should have a better idea by the next (November) meeting.</li> </ul> <p>A. Future 2020 Meeting Dates:</p> <ul style="list-style-type: none"> <li>• November <u>10<sup>th</sup></u> (6:30pm) (<i>moved from Tuesday, November 3<sup>rd</sup> - Election Day</i>)</li> <li>• December 1<sup>st</sup> (<u>7:00pm</u>, after AMC Lighting of the Lights)</li> </ul> <p>B. Future to-do's</p> <ul style="list-style-type: none"> <li>• The Chair (Leanne) alerted the committee to the requirement of reading through the CABC rules and regulations (by-laws) annually and addressing any needed changes. It was suggested that each member look through the rules and</li> </ul>	

	<p>regulations before the next meeting and address any suggested changes or additions.</p> <ul style="list-style-type: none"> <li>• It was also mentioned that the executive committee has looked over the rules and regulations and found some suggested changes/additions. Both the current and suggested rules and regulations documents will be sent to the committee to review before the November meeting. This will be routed through the city Budget staff (Tammy and Greg) and sent through email.</li> </ul>	
7. Meeting Adjourned	Leanne Wheeler asked for any further questions. Hearing no further questions, the meeting was adjourned at 7:19pm.	




---

Leanne Wheeler, Chair




---

Jonathan Scott, Secretary

October 6, 2020

---

Date of Approval