

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

**Meeting Minutes**

Meeting Date: October 5, 2021

Time: 6:30PM

Location: WebEx (Video-conference platform)

Next Meeting: November 9, 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	E	JulieMarie Shepherd Macklin	P	<b>COA Staff</b>	
Candace Bailey	A	Brian Matisse	A	Chesca Smotherman	E	Jackie Ehmann	P
Sunny Banka	P	Omar Montgomery	P	Katrice Traylor	A		
Tikneshia L. Beauford	P	George Peck	E	Craig Upston	P		
Reno Carollo	E	Joshua Reddell	A	Michael Westerberg	P		
<del>Kevin Cox</del>		David Rich	E	Dustin Zvonek	P		
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)**

September 2021 Meeting Minutes <i>(Sent October 4, 2021, via email)</i> October Meeting Agenda <i>(Sent October 4, 2021, via email)</i>
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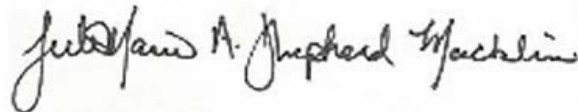
## MEETING MINUTES

1. Call to Order	Michael Westerberg (Chair) called the meeting to order at 6:41pm	
2. Roll Call/ Establishment of Quorum	<p>Roll call was taken by Secretary JulieMarie Shepherd Macklin and a quorum was not established.</p> <ul style="list-style-type: none"> <li>• Chair Westerberg announced that agenda item #4 (approval of the September minutes) would be postponed given the lack of a quorum.</li> </ul>	
3. Approval of October Agenda	<p>Chair Westerberg entertained a motion to approve the October agenda as presented.</p> <ul style="list-style-type: none"> <li>• Jono Scott moved to approve the agenda as amended and Michael Westerberg seconded. The motion carried 10-0.</li> </ul>	<p>Motion Carried Yes: 10 No: Abstain: 0</p>
4. Approval of September Minutes	<p>This agenda item was laid over due to a lack of quorum. This will be taken up at the November meeting.</p>	
5. Revenue and Budget Updates	<ul style="list-style-type: none"> <li>• Jackie Ehmann gave the monthly budget update <ul style="list-style-type: none"> <li>○ 13.9% up in the month of August compared to this month last year <ul style="list-style-type: none"> <li>▪ Note: Aug 2020 was down 1.8%</li> <li>▪ \$750k is from marketplace facilitator</li> <li>▪ \$6.6m year-to-date collected from MPF</li> </ul> </li> <li>○ New Leeds revenue project – it’s higher than what was used in these projections. <ul style="list-style-type: none"> <li>▪ In one month of tracking to the revenue projection for 2021 used in the 2022 budget, we are beating it by \$2.8m in sales tax (as shown on the chart) which makes the updated Leeds projection make sense</li> </ul> </li> </ul> </li> </ul>	
6. CABC Presentation Recap	<p>Jackie provided an overview of changes to the City Manager’s 2022 Proposed Budget General Fund Adjustments</p> <ul style="list-style-type: none"> <li>• Arts Festival (+\$10k) – payment made to an outside coordinator for investing in an arts festival similar to Cherry Creek Arts Festival model to be held in the arts district (Coombs/Bergan)</li> <li>• Remove set-asides (-\$500k one-time and -\$500k on-going) as these were already spent</li> <li>• Addition of a fire company: 17.0 FTE and a truck at station 8 (Gardner and Berzins) (+\$1.5m one-time and +\$2.1m on-going)</li> </ul>	

	<ul style="list-style-type: none"> <li>• Non-departmental: one-time transfer (+\$250k on-time) from general fund to capital projects fund for traffic calming (Bergan)</li> <li>• PROS: 1.0 FTE ranger and vehicle (+\$65k on-time and +\$74k on-going) (Marcano)</li> <li>• Planning and Development Services: 1.0 FTE Retail Specialist (+\$85K on-going) (Bergan)</li> </ul> <p>Total General Fund Council Adjustments</p> <ul style="list-style-type: none"> <li>• 19.0 FTE</li> <li>• \$1,325,000 one-time expenses</li> <li>• \$1,759,000 on-going expenses</li> </ul> <p>Capital Projects Fund Adjustments</p> <ul style="list-style-type: none"> <li>• Public Works: additional traffic calming funding (\$250k) – note: this is the transfer from the general fund</li> </ul>	
7. 2022 Executive Nomination Committee	<p>Chair Westerberg provided an update on the process</p> <ul style="list-style-type: none"> <li>• Last year, there was a bylaws change to move elections to January with the nominating committee forming in December.</li> <li>• Those interested in running for an officer position should not volunteer for the nominating committee but should let the nominating committee know prior to the November meeting.</li> </ul>	
8. Housekeeping	<p>A. Future 2021 Meeting Dates:</p> <ul style="list-style-type: none"> <li>• November 9<sup>th</sup> *note the change to the second Tuesday for election day</li> <li>• December 7<sup>th</sup></li> </ul>	
9. Meeting Adjourned	<p>Chair Westerberg asked for any further questions or comments, seeing none, Omar Montgomery moved to adjourn the meeting; Dustin Zvonek seconded the motion. Meeting was adjourned at 7:30pm.</p>	<p>Motion Carried Yes: unanimous No: 0 Abstain: 0</p>



Michael Westerberg, Chair



JulieMarie Shepherd Macklin, Secretary

October 5, 2021

Date of Approval