

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

**Meeting Minutes**

Meeting Date: November 9, 2021                      Time: 6:30PM                      Location: WebEx (Video-conference platform)  
 Next Meeting: December 7, 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	Brian Matise	E	Chesca Smotherman	P	<b>COA Staff</b>	
Candace Bailey	A	Omar Montgomery	A	Katrice Traylor	P	Gregg Hays	P
Sunny Banka	P	George Peck	P	Craig Upston	P		
Tikneshia L. Beauford	P	Joshua Reddell	E	Michael Westerberg	P		
Reno Carollo	P	David Rich	P	Dustin Zvonek	P		
Danielle Jurinsky	A	Jonathan Scott	P				
Idris Keith	P	Don Seven	A				
Danielle Lammon	P	JulieMarie Shepherd Macklin	P				

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

**HANDOUTS**

**(Emailed to committee)**

September and October 2021 Meeting Minutes <i>(Sent November 5, 2021, via email)</i>
November Meeting Agenda <i>(Sent November 5, 2021, via email)</i>
Due-Outs and Action Items from the November Meeting: <ul style="list-style-type: none"> <li>• CABC members to consider interest in serving on the nominating committee (formed at December meeting) and/or running for an executive team position (January elections)</li> <li>• Exec team to discuss and communicate with membership a plan regarding December meeting (format, location, social element)</li> <li>• To flag for upcoming year: further discussion of electric vehicles and sales tax implications</li> </ul>

## MEETING MINUTES

1. Call to Order	Michael Westerberg (Chair) called the meeting to order at 6:33pm	
2. Roll Call/ Establishment of Quorum	Roll call was taken by Secretary JulieMarie Shepherd Macklin and a quorum was not established.	
3. Approval of November Agenda	<p>Chair Westerberg entertained a motion to approve the October agenda as presented.</p> <ul style="list-style-type: none"> <li>• George Peck moved to approve the agenda as amended and Danielle Lammon seconded. The motion carried 13-0.</li> </ul>	<p>Motion Carried Yes: 13 No: Abstain: 0</p>
4. Approval of September and October Minutes	<p>Chair Westerberg entertained a motion to approve the September minutes as presented.</p> <ul style="list-style-type: none"> <li>• Reno Carollo moved to approve the minutes as presented and Dustin Zvonek. The motion carried 14-0.</li> </ul> <p>Chair Westerberg entertained a motion to approve the October minutes as presented.</p> <ul style="list-style-type: none"> <li>• JulieMarie Shepherd Macklin moved to approve the minutes as presented and Michael Westerberg seconded. The motion carried 8-0-6. <ul style="list-style-type: none"> <li>○ Note: the abstentions were in large part due to members opting to abstain if they were not present at the October meeting.</li> </ul> </li> </ul> <p><i>*note: one member signed on after agenda items 2 and 3, hence why the vote totals for agenda item 4 and following are out of a total of 14.</i></p>	<p>Motion Carried Yes: 14 No: Abstain: 0</p> <p>Motion Carried Yes: 8 No: 0 Abstain: 6</p>
5. Revenue and Budget Updates	<ul style="list-style-type: none"> <li>• Greg Hays gave the monthly budget update <ul style="list-style-type: none"> <li>○ September marks one year with the MPF</li> <li>○ September YTD variance to projection: \$6.2M (3.5%) 2020: \$24.1M (15.2%)</li> <li>○ Estimating on average, MPF is bringing in \$700k per month when this was initially projected to be roughly \$700k annually.</li> <li>○ Beer, wine, liquor sales are slightly down</li> <li>○ Overall, a strong month</li> <li>○ Questions/comments from the floor: <ul style="list-style-type: none"> <li>▪ Auto sales</li> </ul> </li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>▪ Electric car sales and the resulting implications of gas tax revenues <ul style="list-style-type: none"> <li>• This could be a topic of further discussion and exploration for next year’s CABC work (transportation subcommittee began discussions)</li> </ul> </li> <li>• Budget was approved unanimously on second reading last night at Council</li> </ul>	
6. Elections Committee	<p>Chair Westerberg provided an overview of the process:</p> <ul style="list-style-type: none"> <li>• Last year, there was a bylaws change to move elections to January and the nominating committee is to be constituted in December with three CABC members. <ul style="list-style-type: none"> <li>○ Current CABC executive team members cannot serve on the nominating committee</li> <li>○ Any member interested in being considered for an office cannot serve on the nominating committee.</li> </ul> </li> </ul>	
7. Housekeeping	<p>Following the nominating committee/elections agenda item, there was a subsequent conversation regarding attendance and voting ability: does/should chronic non-attendance at CABC meetings impact voting rights?</p> <ul style="list-style-type: none"> <li>• There is nothing in CABC bylaws that constrains a member’s voting rights</li> <li>• Currently, this is at the discretion of individual appointing Council Members – CMs are notified of chronic lack-of-attendance patterns and it is up to CMs to formally address.</li> </ul>	



	<p>Greg shared that Council will begin with in-person council meetings soon. Boards and commissions will likely be moving to in-person/hybrid in the new year.</p> <p>There was some discussion about the December meeting and the significant turnover that will be happening after Council elections. The exec team will discuss with city staff and provide clarity to the committee in advance of December's meeting.</p> <p>A. Remaining 2021 Meeting Dates:</p> <ul style="list-style-type: none"> <li>• December 7<sup>th</sup> <ul style="list-style-type: none"> <li>○ Per bylaws, the annual review of bylaws will need to take place at this meeting.</li> <li>○ There was discussion about making this a more social evening. The exec team will discuss and get an update out to members.</li> </ul> </li> <li>• Due to the significant turnover in CABC membership, it was brought up for discussion that early in the new year, CABC should considering prioritizing team building/community building activities to help facilitate the new group's bonding and working relationship.</li> </ul>	
8. Meeting Adjourned	<p>Chair Westerberg asked for any further questions or comments, seeing none, Reno Carollo moved to adjourn the meeting; Craig Upston seconded the motion. Meeting was adjourned at 7:48pm.</p>	<p>Motion Carried  Yes: unanimous  No: 0  Abstain: 0</p>