

CITIZENS’ ADVISORY BUDGET COMMITTEE (CABC)

Meeting Minutes

Meeting Date: January 4, 2021

Time: 6:30PM

Location: WebEx (Video-conference platform)

Next Meeting: February 1, 2022

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	Max Gimelshteyn*	P	Jonathan Scott	P	COA Staff	
Candice Bailey	E	Debra Johnson*	P	Michael Senich*	P	Gregg Hays	P
Sunny Banka	P	Danielle Lammon	P	JulieMarie Shepherd Macklin	P		
Tikneshia L. Beauford	E	Jim Mattson*	P	Chesca Smotherman	P	Guests	
Andris Berzins*	P	Omar Montgomery	P	Katrice Traylor	P		
Marsha Berzins*	P	George Peck	P	Michael Westerberg	P		
Reno Carollo	P	Joshua Reddell	R				
Gretchen Dirks*	P	David Rich	P				

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

HANDOUTS

(Emailed to committee)

December Meeting Minutes (<i>Sent January 4, 2022, via email</i>)
January Meeting Agenda (<i>Sent January 4, 2022 via email</i>)
Due-Outs and Action Items from the December Meeting: <ul style="list-style-type: none"> • All CABC Members: connect with appointing CM to discuss budget priorities – be prepared to bring this back for discussion in February and March meetings. This will inform CABC subcommittee formation • CABC Exec Team: work with Greg to plan upcoming meeting schedule (format/location and guest speakers) • Greg Hays: invite City Manager and prepare Budget 101 session for February meeting • Chair Scott: send out welcome packet to CABC members with updated roster and overview of monthly meeting topics

MEETING MINUTES

1. Call to Order	Chair Michael Westerberg called the meeting to order at 6:34pm	
2. Roll Call/ Establishment of Quorum	Roll call was taken by Secretary JulieMarie Shepherd Macklin and a quorum was established.	
3. Approval of January Agenda	<p>Chair Westerberg entertained a motion to approve the January agenda as presented.</p> <ul style="list-style-type: none"> • Danielle Lammon requested the addition of member recognition in the housekeeping portion of the meeting. • Renco Carollo moved to approve the agenda as amended. The motion carried unanimously. 	<p>Motion Carried Yes: 18 No: 0 Abstain: 0</p>
4. Introduction of New Members	Chair Westerberg asked all members to provide a brief introduction.	
5. Approval of December Minutes	<p>Chair Westerberg introduced the December minutes.</p> <ul style="list-style-type: none"> • With no changes brought forward from the floor, the December minutes stand approved as presented. 	
6. Elections	<p>Chair Westerberg opened this agenda item with words of gratitude for the Nominating Committee.</p> <p>At this point in the meeting, David Rich, as chair of the Nominating Committee took over chairing duties.</p> <ul style="list-style-type: none"> • Acting Chair Rich provided an overview of the structure and function of nominating process. • Acting Chair Rich then presented the Nominating Committee's slate of recommended officers: Jono Scott as Chair, Danielle Lammon as Vice Chair, and JulieMarie Shepherd Macklin as Recording Secretary. • The floor was then opened for self-nominations. • With no self-nominations from the floor, Acting Chair Rich moved to adopt the slate by acclamation. The motion carried unanimously. • At the conclusion of the vote, Jono Scott assumed the duties of Chair. 	<p>Motion Carried Yes: 18 No: 0 Abstain: 0</p>

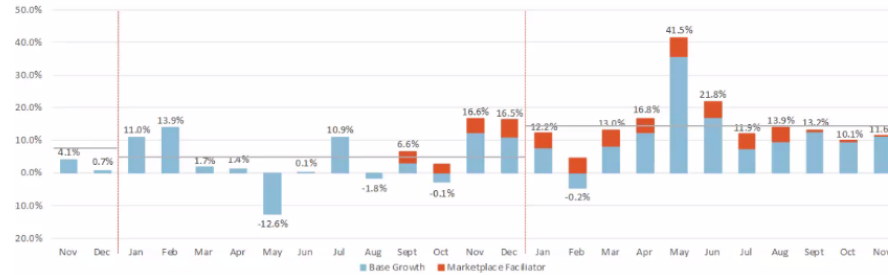
<p>7. Revenue and Budget Updates</p>	<ul style="list-style-type: none">• Greg Hays gave the monthly budget update<ul style="list-style-type: none">○ November YTD variance to projection: \$13.2M (6.2%)○ 2020: \$28.2M (14.4%)○ Marketplace facilitator still contributing but the amount is appearing smaller from last year (in the month-to-month comparison) simply because these dollars are now being factored into the base budget.○ Electronics, clothing, building materials, all up again○ Beer, wine, liquor sales were flat after a few downward months• Question from the floor: clarification around third-party marketplace facilitator revenues.<ul style="list-style-type: none">○ Greg explained how this mechanism works and the trends that Aurora has seen• Question from the floor: how was the auto industry this past year?<ul style="list-style-type: none">○ Greg shared that this year has been the best auto use tax year ever. The three biggest single months were in 2021.○ Greg projects that this trend likely will not continue into 2022 given global supply chain issues finally catching up and resulting in slowing auto sales.	
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November 2021 Sales Tax Performance



Percent Change from Prior Year By Month

November YTD Variance to Projection: \$13.2M (6.2%)
2020: \$28.2M (14.4%)



2019
8.7%

2020
5.3%

2021
14.4%

8. Housekeeping

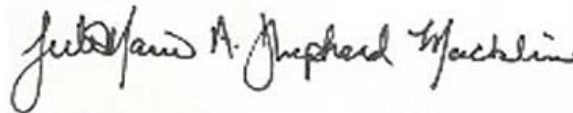
Chair Scott introduced discussion about the upcoming year.

- Chair Scott indicated that he will be getting an on-boarding packet out to all of the new members.
- Chair Scott called attention to the July 5, 2022 meeting date.
 - Typically, this meeting is held for subcommittee work time.
 - There will be a two-day budget workshop session in late July.
- Question from the floor: what is the City's budget cycle?
 - Greg provided an overview of the timeline and process: budget setting is beginning now. Initial budget is drafted May/June; staff meetings with individual CMs in July; then CABC budget workshop after those CM budget discussions have finished. Budget book must go out to Council by August 31.
- Chair Scott asked each CABC member to connect with their appointing CM before the February meeting to discuss the CM's budget priorities. CABC members should be prepared to bring these top three priorities back to the February meeting for discussion. This ultimately will shape the formation of CABC's subcommittees and areas of focus for the coming year.

	<ul style="list-style-type: none"> • There was additional discussion about the scope and format for the upcoming year: <ul style="list-style-type: none"> ○ Meeting format: hopefully the AMC will be available for hybrid format meetings soon. ○ Budget 101 – the executive committee will work with Greg to schedule a budget 101 session at an upcoming meeting. ○ The group began brainstorming guest speakers to invite to present to the CABC: Police, Fire, Public Works, City Manager, understanding emergency preparedness/contingency and budget impacts given recent fires in Boulder County. Chair Scott asked members to bring other speaker requests/ideas to the February meeting. ○ Can the CABC get updates about the City Council Study Session? Greg will look into facilitating this information flow for CABC. • Greg made a point to recognize CABC members, returning and new alike, thanking them for their service. • Chair Scott echoed the words of gratitude and handed out certificates to those in person. Those remote will receive their certificates and/or nametags when in-person meetings resume. 	
9. Meeting Adjourned	Chair Scott asked for any further questions or comments, seeing none, David Rich moved to adjourn the meeting. The meeting was adjourned at 7:41 pm.	



Jonathan Scott, Chair



JulieMarie Shepherd Macklin, Secretary

January 4, 2022

Date of Approval