

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

**Meeting Minutes**

Meeting Date: January 3, 2023      Time: 6:30PM      Location: Hybrid In-Person (AMC) and Teams Virtual Meeting  
 Next Meeting: February 7, 2023      Time: 6:30PM      Location: To be confirmed

**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	Michael Senich	P	<b>COA Staff</b>
Ericka Alfonso	P	Debra Johnson	P	JulieMarie Shepherd Macklin	P	Greg Hays
Sunny Banka	E	Danielle Lammon	P	Janet Marlow	P	
Tikneshia L. Beauford	E	Jim Mattson	P	Katrice Traylor	A	
Andris Berzins	P	Omar Montgomery	E	Michael Westerberg	P	
Marsha Berzins	P	George Peck	P	Katrina Zerilli	P	
Reno Carollo	P	David Rich	P			
Gretchen Dirks	P	Jonathan Scott	P			

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

**HANDOUTS**

**(Emailed to committee)**

December Minutes *(Sent December 30, 2022, via email)*  
 January Meeting Agenda *(Sent December 30, 2022, via email)*  
 Call for CABC Executive Committee Nominations *(sent from CABC Nominating Committee December 29, 2022 and January 2, 2023 via email)*

**ITEMS FOR FOLLOW-UP**

- Provide additional context on inflation data (staff)
- Update CABC roster and email distribution list (staff)
- Work with Exec Committee to finalize speaker/presentation schedule (staff and Exec Committee)
- Connect with appointing CM to discuss their budget priorities and bring to the February CABC meeting (all CABC members)

## MEETING MINUTES

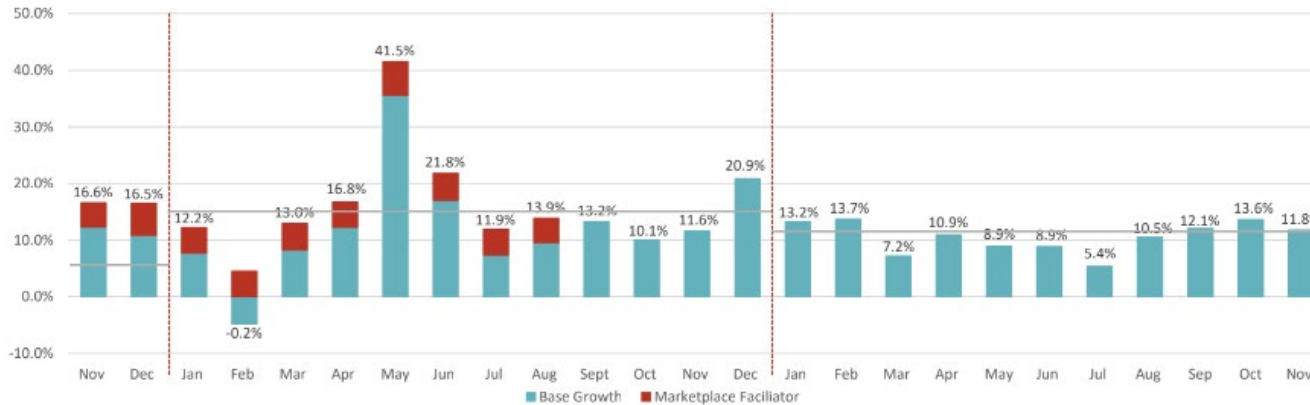
1. Call to Order	Chair Jono Scott called the meeting to order at 6:39pm	
2. Roll Call/ Establishment of Quorum	Roll call was taken by Secretary JulieMarie Shepherd Macklin and a quorum was established with 8 members present in-person and 9 members joining virtually.	
3. Approval of January Agenda	<p>Chair Scott introduced the January agenda for consideration.</p> <ul style="list-style-type: none"> <li>• Chair Scott noted a minor clerical error with the date (2022 instead of 2023). With no substantive changes or additions, the January agenda stands approved as presented.</li> </ul>	
4. Approval of December Minutes	<p>Chair Scott introduced the December minutes.</p> <ul style="list-style-type: none"> <li>• With no changes or additions, the December minutes stand approved as presented.</li> </ul>	
5. Revenue and Budget Updates	<p>Greg Hays provided the monthly budget update:</p> <ul style="list-style-type: none"> <li>• 11.8% November –this marks the fourth straight month beating inflation and positive growth.</li> <li>• December sales typically the largest – will be able to confirm this in the January report that the committee will see next month</li> <li>• Utilities, liquor stores, discount stores are all continuing to trend upward.</li> <li>• Declines noted in clothing and furniture.</li> <li>• See chart on following page</li> <li>• Question from the floor: <ul style="list-style-type: none"> <li>○ Where does revenue from utilities come from? A portion of the taxes that consumers pay to utilities go to city tax revenues. This generates roughly \$11m annually for the city.</li> <li>○ A member asked for clarification regarding the inflation numbers – city staff will look into this and follow up.</li> </ul> </li> <li>• Council did approve the repeal of the Occupational Privilege Tax (OPT). Deadline to implement this is 2025 – budget office will be working on determining how to balance the budget with this loss revenue (\$6.6m).</li> </ul>	

# November 2022 Sales Tax Performance



## Percent Change from Prior Year By Month

November YTD Variance to  
Projection: \$5.5M (2.3%)  
2021: \$23.8M (10.6%)



### 6. Nominating Committee

Chair Scott turned the floor over to the Nominating Committee (Debra Johnson, George Peck, and Michael Westerberg). George Peck provided an overview of the Nominating Committee’s charge and work and then introduced the Nominating Committee’s recommended slate:

- Chair: Danielle Lammon
- Vice Chair: Jono Scott
- Secretary: JulieMarie Shepherd Macklin

George Peck then opened the floor for any further nominations. Hearing none, Dave Rich moved to close nominations and Debra Johnson seconded the motion. There was no discussion and the motion carried unanimously.

Motion  
Carried  
Yes: 17  
No: 0  
Abstain: 0

	<p>Dave Rich then moved to accept the Nominating Committee’s recommended slate by acclamation and Michael Westerberg seconded this motion. With no objections, the motion carried, and the slate is adopted.</p> <p>Chair Scott thanked everyone for their support and guidance during his tenure as Chair. At this point in the meeting, the chair duties turn over to the newly elected chair, Danielle Lammon. However due to illness, Chair Lammon asked Vice Chair Scott to chair the remainder of the meeting</p>	<p>Motion Carried Yes: 17 No: 0 Abstain: 0</p>
<p>7. Annual Planning</p>	<p>Acting Chair Scott opened the floor for discussion regarding speakers and presentation topics for the 2023 meeting schedule. Suggestions included:</p> <ul style="list-style-type: none"> <li>• City Manager Jim Twombly and Mayor Coffman at an early meeting – possibly February</li> <li>• Department heads – PROS,</li> <li>• Bob Oliva</li> <li>• Council’s strategic plan and implementation timeline</li> <li>• Council’s goals and budget impacts</li> <li>• Explore opportunity for join dinner session with CABC and Council</li> <li>• New Police and Fire chiefs (including hearing from the interim) <ul style="list-style-type: none"> <li>○ Consider having one meeting dedicated to Public Safety and invite Jason Batchelor to moderate the discussion with the two interim chiefs.</li> </ul> </li> <li>• HR Director – recruitment and retention updates</li> <li>• City Attorney’s Office – updates around recruitment and retention specifically</li> <li>• Chamber, AEDC, Visit Aurora</li> <li>• Budget 101 – consider doing this early in the calendar and hosting it as a pre-meeting workshop and coupling this with a Revenue 101 session</li> </ul> <p>Acting Chair Scott encouraged members to connect with their appointing council members soon to discuss their budget priorities. At the February meeting, the goal is to have each CABC member share their appointing members’ priorities and use this to inform subcommittees and the scope of CABC’s work in the upcoming year.</p>	
<p>8. Housekeeping</p>	<p>Proposed 2023 Meeting Dates are presented on the agenda and follow the standard first Tuesday of the month pattern with the exception of July and November.</p> <p>Michael Westerberg expressed his gratitude for the opportunity to serve on CABC. This will be his last meeting. CM Murillo will be appointing a replacement in the near future.</p> <p>There was discussion brought forward about changing the meeting time from 6:30 to 6:00pm. This would require a bylaws change. This topic will be revisited at a future time when new CABC members are on-boarded.</p>	

	It was requested that CABC members receive an updated roster.	
9. Meeting Adjourned	With no further business, Acting Chair Scott adjourned the meeting at 7:20pm	