

CITIZENS' ADVISORY BUDGET COMMITTEE (CABC)

Meeting Minutes

Meeting Date: 11/10/2020 Time: 6:30PM Location: WebEx (Video-conference platform)
 Next Meeting: 12/1/2020 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	P	Danielle Lammon	P	JulieMarie Shepherd Macklin	P	COA Staff	
Candace Bailey	P	Brian Matise	P	Katrice Traylor	P	Greg Hays	P
Sunny Banka	P	Omar Montgomery	P	Chesca Smotherman	P		
Tikneshia L. Beauford	P	George Peck	P	Craig Upston	P		
Jeff Brown	R	Joshua Reddell	P	Michael Westerberg	P	Public/Guests	
Reno Carollo	P	David Rich	P	Leanne Wheeler	P		
Michael Himawan	P	Jonathan Scott	P	Dustin Zvonek	P		
		Don Seven					

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

HANDOUTS

(Emailed to committee)

CABC November Agenda <i>(Sent November 6, 2020 via email)</i>
October 6 th , 2020 Meeting Minutes <i>(Sent November 6, 2020 via email)</i>
Rules and Regulations Document (current) <i>Sent November 10th, via email</i>
Recommended Rules and Regulation Updates Document <i>(Sent November 10th, via email)</i>

MINUTES

1. Call to Order	Leanne Wheeler (Chair) called the meeting to order at 6:34pm.	
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2. Roll Call/ Establishment of Quorum	Roll call was taken by Jonathan Scott and a quorum was present.	
3. Approval of November Agenda	The Chair (Leanne Wheeler) yielded the floor to Vice-Chair (Michael Westerberg) and asked him to perform the next two agenda items (while she addressed some committee members' connection issues). Michael entertained a motion to approve the November agenda. A motion was made to approve the November Agenda by Craig Upston and seconded by George Peck.	Motion Carried Yes: Unanimous No: 0 Abstain: 0
4. Approval of October Minutes	The Vice-Chair (Michael Westerberg) entertained a motion to approve the September minutes. A motion was made to accept the minutes for the October 6, 2020 meeting by Sunny Banka and seconded by Dustin Zvonek. Michael Westerberg yielded the floor back to Leanne Wheeler for the remainder of the meeting.	Motion Carried Yes: Unanimous No: 0 Abstain: 0
5. Revenue and Budget Updates	<p>Greg Hays mentioned the following updates:</p> <ul style="list-style-type: none"> • September revenues were 6.6% better than 2019. Mostly due to third-party amazon feelers (“marketplace facilitators”) coming in stronger than originally thought. \$700k for the year was the original projection, but \$500k in came in last month. Greg indicated that he is not sure if it is a back payment, or just for one month. This is optimistic news for revenue streams. • Revenue was above the Leeds Projections for third quarter (a good sign). This was better than we had forecasted, and much better than Denver and Greenwood Village. • Greg also addressed the election results regarding the Gallagher Repeal Impact – This will mean \$7 million more revenue for the general fund 2022 budget. 	
6. Rules Review and Discussion	<ul style="list-style-type: none"> • The Chair reminded the CABC that the rules require the committee to review the rules and regulations on an annual basis. Leanne also reminded the committee of the two documents that were sent for review (One was the rules as currently written, while the other was potential rule updates that the executive committee may suggest). • There was much discussion regarding the potential changing of the CABC rules and regulations. Much of the discussion centered around the election of officers. 	

	<p>After consulting with City Codes 2-621 through 2-629, it was eventually agreed that the following rule updates should be modified:</p> <ul style="list-style-type: none"> ○ The November meeting should be moved to the second Tuesday of November. <i>[It is unclear whether this should be changed in the official rules and regulations, or simply assumed. – Section 8 of the Rules and Regulations.]</i> ○ In section 4 of the CABC rules and regulations, the following change would be made: “At the regularly scheduled meeting in January the election of officers will take place.” <i>(The current sentence reads: At the regularly scheduled meeting in December the election of officers will take place.)</i> <ul style="list-style-type: none"> ● David Rich motioned to accept the following rule change recommendations and Sunny Banka seconded the motion. The motion carried with 20 voting yes and 1 voting no (Craig Upston). The rule changes will be presented to city council for final approval. 	<p>Motion Carried Yes: 20 No: 1 Abstain: 0</p>
<p>7. Nominations and Method of Voting</p>	<p>The Chair (Leanne) asked the committee if there were any members interested in serving on the nominating committee for the selection of 2021 CABC officers (to be selected in the December meeting). Danielle Lammon, George Peck, and David Rich volunteered to be the nomination committee. Leanne selected George Peck to lead the committee. Leanne also alerted the committee that the elections will be held virtually this year. She opened up suggestions as to how this could take place in a virtual setting.</p> <ul style="list-style-type: none"> ● Suggestions included Survey Monkey, email, google, and other various messaging or chat capabilities. ● After testing the capabilities, it was decided that the WebEx format could be used (with Greg Hays working with the nominating committee to set up the online voting and tabulating the results). 	
<p>8. Housekeeping</p>	<p>Open Comments (for the good of the order):</p> <p>A. Future 2020 Meeting Dates:</p> <ul style="list-style-type: none"> ● December 1st, 6:30pm <i>(Time change – No AMC Lighting the Lights)</i> <ul style="list-style-type: none"> ○ This was originally scheduled for 7pm but was moved to 6:30 based upon (1) the recommendation of several members and (2) the fact that the Aurora Municipal Center will not be having a formal lighting of the lights on that evening. (Craig Upston motioned that the meeting be 	<p>Motion Carried Yes: Unanimous No: 0 Abstain: 0</p>

	<p>moved to 6:30pm and Reno Carollo seconded the motion.) The motion carried unanimously.</p> <p>B. Future to-do's</p> <ul style="list-style-type: none"> • Election of officers in the December Meeting. 	
9. Meeting Adjourned	Leanne Wheeler asked for any further questions. Hearing no further questions, the meeting was adjourned at 8:10pm.	



Leanne Wheeler, Chair



Johnathan Scott, Secretary

December 1, 2020

Date of Approval