

CITIZENS' ADVISORY BUDGET COMMITTEE (CABC)

Meeting Minutes

Meeting Date: November 1, 2022 Time: 6:30PM Location: Teams Virtual Meeting
 Next Meeting: December 6, 2022 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	E	COA Staff
Candice Bailey	A	Debra Johnson	A	JulieMarie Shepherd Macklin	P	Jackie Ehmann
Sunny Banka	P	Danielle Lammon	P	Janet Marlow	P	Kerstin Claspell
Tikneshia L. Beauford	E	Jim Mattson	P	Katrice Traylor	A	
Andris Berzins	P	Omar Montgomery	P ⁺	Michael Westerberg	A	
Marsha Berzins	P	George Peck	P	Katrina Zerilli	P	
Reno Carollo	A	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)

August, September, and October Meeting Minutes <i>(Sent October 25, 2022, via email)</i> November Meeting Agenda <i>(Sent October 25, 2022, via email)</i>

MEETING MINUTES

1. Call to Order	Chair Jono Scott 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 with 12 members present virtually.	
3. Approval of November Agenda	<p>Chair Scott introduced the November agenda for consideration.</p> <ul style="list-style-type: none"> • Chair Scott moved to approve the agenda as presented. The motion carried unanimously. 	<p>Motion Carried Yes: 12 No: 0 Abstain: 0</p>
4. Approval of August, September, and October Minutes	<p>Chair Scott introduced the August, September, and October minutes.</p> <ul style="list-style-type: none"> • Janet Marlow moved to adopt the minutes. • A correction was raised during discussion to add Mr. Rich’s last name on page 2, agenda item 9 of the October. • The motion maker and member seconding the original motion agreed to the friendly amendment. • With no further discussion, the August and September minutes stand approved as presented and the October minutes are approved as amended. • 	<p>Motion Carried Yes: 12 No: 0 Abstain: 0</p>
5. Revenue and Budget Updates	<p>Kerstin Claspell provided the monthly budget update:</p> <ul style="list-style-type: none"> • 12.1% growth in September – second month in a row with double-digit growth • Sales tax is positive overall with positive trends across most industries • Economists are warning of a near-term recession • Question from the floor: <ul style="list-style-type: none"> ○ A member asked for a breakdown of the type of sales tax revenue (e.g. household necessities versus luxury goods) <ul style="list-style-type: none"> ▪ Most are up: revenue for car sales is up significantly, earning and drinking establishments are strong as well. Growth was strong across the board in September. But household savings are beginning to wane – how long can households continue to spend at this level given other economic factors happening. ▪ City Staff noted that a report is prepared for budget staff and this can be shared with CABC membership. ○ How many Bed, Bath, and Beyond locations are closing within city limits and will this impact city tax revenues? <ul style="list-style-type: none"> ▪ Unknown at this time. 	

September 2022 Sales Tax Performance



Percent Change from Prior Year By Month

September YTD Variance to
 Projection: \$2.1M (1.0%)
 2021: \$18.4M (10.1%)



2020
5.3%

2021
14.9%

2022
10.1%

Jackie Ehmann provided an overview of the recent Council Budget Workshop, highlighting discussion and proposed changes:

City Council Adjustments to City Manager's 2023 Proposed Budget

Fund / Department	Adjustments	FTE Change	Sources		Uses	
			Revenue / Transfers In	One-Time Budget	Ongoing Budget	
General Fund						
Council Adjustments						
City Council	Speed Guns in Police Cars (Uses \$300,000 of \$3.0 million set-aside)	-	\$ -	\$ (300,000)	\$ -	-
Court Administration	Court Assessment	-	-	150,000	-	-
Court Administration	Probation Diversion Pilot	-	-	75,000	-	-
General Management	Eliminate Vacant Diversity, Equity, and Inclusion Manager	(1.00)	-	-	(157,900)	-
General Management	Eliminate Vacant Oil and Gas Inspector Position	(1.00)	-	-	(94,514)	-
General Management	Eliminate Vacant Police Monitor Program	(3.00)	-	-	(419,568)	-
Information Technology	Case Management System	-	-	250,000	-	75,000
Information Technology	Eliminate Budget for Case Management System	-	-	(100,000)	-	-
Non-Departmental	Transfer Funds to CPF for Greenhouse Repair	-	-	350,000	-	-
Non-Departmental	Transfer Funds to CPF for Warren Avenue	-	-	400,000	-	-
Non-Departmental	Transfer Public Defender Adds to Non-Departmental Pending Study	3.00	-	5,940	-	316,815
Non-Departmental	Transfer from Marijuana Fund for Funding One-Time adds	-	584,916	-	-	-
Police	Eliminate Proposed Amendment to add 12.0 FTE Police Officers	(12.00)	-	(540,084)	-	(678,832)
Police	Add Civilian Police Positions	7.00	-	-	-	500,000
Police	Speed Guns in Police Cars (Uses \$300,000 of \$3.0 million set-aside)	-	-	300,000	-	-
Police	Add 4.0 FTE Police Officers for 1/4 of year (from 10/24 First Reading)	4.00	-	180,000	-	113,000
Public Defender	Transfer Public Defender Adds to Non-Departmental Pending Study	(3.00)	-	(5,940)	-	(316,815)
Total General Fund Council Adjustments		(6.00)	\$ 584,916	\$ 764,916	\$ (662,814)	\$ (662,814)
<i>2023 General Fund Bottom Line Funds Available Adjustment</i>				\$ (180,000)	\$ 662,814	
Capital Projects Fund						
Council Adjustments						
Non-Departmental	Greenhouse Set-Aside	-	\$ 350,000	\$ 350,000	\$ -	-
Public Works	Traffic Signal Projects	-	2,000,000	2,000,000	-	-
Public Works	Warren Avenue Repair	-	400,000	400,000	-	-
Total Capital Projects Fund Council Adjustments		-	\$ 2,750,000	\$ 2,750,000	\$ -	\$ -
<i>2023 Capital Projects Fund Bottom Line Funds Available Adjustment</i>		-		\$ -	\$ -	

6. Nominating Committee Formation

Chair Scott brought this agenda item forward for discussion as a preview to the December meeting. Chair Scott provided an overview of the nominating committee language from the CABC bylaws (section 4) and encouraged members to consider if they wish to serve on the nominating committee. Volunteers will be solicited by the Chair at the December meeting.

7. Bylaw Discussion

Chair Scott opened the floor for discussion on the bylaws, beginning with a review section-by-section:

- Discussion was raised from the floor as to whether the circulated version of the bylaws and rules were the most current version.
 - David Rich moved to make the formatting changes (font size, footnote 4, missing date, and consistent bolding). The motion was seconded. With no further discussion, Chair Scott called for a vote. The motion carried unanimously.
 - Chair Scott will take this action to Greg Hays for corrections, consistent with our bylaws.

Motion Carried Yes: 14 No: 0

	<ul style="list-style-type: none"> There were no substantive changes to the bylaws – some general, contextual questions were asked by members. 	Abstain: 0
8. Housekeeping	Future meeting: December 7, 2022 7:00pm start.	
9. Meeting Adjourned	With no further business, Chair Scott adjourned the meeting at 8:22pm	