



Civic Engagement Commission Meeting Notes

8/11/2022

Attendees: Mattye Sisk, Ama (Amanda) Hapke, Kelli Kelly, Sean Moore, Scott Campbell, David Corbari, Debra (Debi) J Hunter Holen

Meeting Purpose and Objectives: Provide recommendations to Council and City management regarding the development and implementation of civic engagement programs, which may include recommendations regarding best practices for outreach and education. Recommend to Council new initiatives to support and partner with community-based organizations, institutions and civic leaders in the public and private sectors in their civic engagement efforts. Coordinate with Council Members, community boards, and other City agencies in the development and implementation of civic engagement programs. Work with City staff and Council to plan and implement a Civic Engagement Academy.

Discussion Topics:

1. Revisiting Expectations
 - a. Scott asks for feedback on if the meeting date or time need to change. Ama & David concur that time and location works well. Ama & David suggest having a study session meeting set aside on a regular basis every month. Commissioners agree to have a study session in August.
 - b. David suggests having it where CEC show up to ward meetings. Debra agrees that attending ward meetings is benefitable as well. Debra states she likes the idea of a stable place of meeting but going into the community for specific reasons.
2. Updates:
 - a. The City Clerk's office is trying to standardize boards and commissioners. Once all details occur, the city can answer questions about city email, city connective social media versus personal social media. David states that it might be good to have a community facing email so one email for all the commissioners to get. Debra suggests having info.civicengagementcommission@auroragov.org .
3. Bylaw Creation, Chair Appointment

- a. Scott wants to solidify bylaws & then he will work with the city clerk's office to have appropriate language. Then give it back to the commissioners to approve bylaws. David suggest having bylaws be user friendly and digestible. Debra suggests a translation from legal use to common language, if that is possible.
 - b. David comments getting in the skeleton of the bylaw is important. Ama recommends each commissioner edit the bylaws online and then read over each commissioner edits and suggestions. Kelli agrees and likes working on it virtually. Scott suggests giving more time on Team's folder to work on bylaws or do what David did and write own pieces as well.
 - c. The commissioners agree to have their edits and suggestions of the bylaws put together by Tuesday, September 6th and before the next meeting. The commissioners will email each other when they are done with their review of the bylaws.
 - d. Scott suggests selecting a chair for the commission once all commissioners are all here. David suggests doing a ranked choice on chair. Explain what a chair does in bylaws. After bylaws are finalized the commissioners will discuss chair appointment.
4. Group Discussion:
- a. Scott shares the letter and flyer from the Parks, Recreation and Open Space department asking the commissioners to spread the word about the start the system-wide master plan named, 'Our Parks, Our Places'. The flyer encourages the commissioners to utilize their connections and all individuals to engage in upcoming outreach events, take the survey, and visit the project website. Please visit EngageAurora.org for more information. All materials including flyers, websites and surveys will be available in Aurora's top six used languages including Amharic, English, Korean, Mandarin, Spanish and Vietnamese.
 - b. The commissioners discuss the Civic Engagement Academy and needing more information about what the involvement requires and how they can assist with the Academy.
 - c. Debi comments that down the road she would like the commission to look at pedestrian dignity, how we can improve our streets into complete streets and create mobility for all. Scott explains that when that conversation occurs, he can connect with the transportation planners to have them a part of the conversation. David discusses how other cities have things like commute with council or commute with your commission and that helps to give true insight to things needing to be improved in the city.
 - d. The commissioners converse on how to structure future meetings. Scott explains a potential way to handle issues from a citizen, is where the citizen will email the commission and then the commissioners discuss it at formal meetings. Kelli suggests creating some sort of easy button that creates resources guidance for citizens who bring issue-based problems. Scott explains how the department Access Aurora has a list where people can reach out to the city and Access Aurora routes the issue to the correct department. Scott recommends potentially having the commission create a more robust version later.
 - e. Debi comments that compiling information from Access Aurora and potentially gather some resources and organize steps for citizens on how to tackle the problems could be something the commission assists with.
 - f. Scott will reach out to Access Aurora to see if they can have a representative present at a meeting in November or December.

Next Meeting: Wednesday, August 24, 2022