



Citizen Involvement Commission
Regular Meeting Agenda
Wednesday, October 6, 2023, 7:00 PM
Village Hall 123 Madison Street, Room 101

- A. **Call to Order**
- B. **Roll Call and Declaration of a Quorum**
- C. **Agenda Approval**
- D. **Approval of Past Meeting Minutes**
 - A) September 6, 2023
- E. **Public Comment**

Public statements of up to three minutes will be read into the record at the meeting. Individuals should email statements to PublicComment@oak-park.us to be received no later than 30 minutes prior to the start of the meeting. If email is not an option, you can drop comments off in the Oak Park Payment Drop Box across from the entrance to Village Hall, 123 Madison Street, to be received no later than the day prior to the meeting.
- F. **New Business**
 - A) A Motion to Conduct a Volunteer Applicant Interview for the Following Individual to be Considered for an Advisory Board, Commission and/or Committee:
 - i. Daniel Meeker – Community Design Commission
 - ii. John Tuhey – Disability Access Commission
 - iii. Ryan O’Malley – Housing Programs Advisory Committee
 - B) Review of Vacancy Report
 - i. Outstanding applicants to date
 - C) Advisory Board, Commission or Committee Appointments at Regular Board of Trustees
[September 18 Meeting](#)
- G. **Advisory Committees, Commissions, and Boards CIC Liaison Reports**

This section is intended to be informational
- H. **Consideration of Motion to Adjourn to Executive Session**

5 ILCS 120/(c)(1) – Motion to Enter into Executive Session to Discuss the Appointment Recommendations of Volunteers to the Village of Oak Park’s Advisory Commissions, Committees and Boards.
- I. **Reconvene to Regular Meeting**
- J. **New Business Continued**
 - A) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Daniel Meeker to the Community Design Commission
 - B) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of John Tuhey to the Disability Access Commission
 - C) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Ryan O’Malley to the Housing Programs Advisory Committee
- K. **Old Business**
 - A) Finalize Volunteer Appreciation Event details
 - B) Review of New Granicus Boards & Commission Suite
 - C) Discussion of [2023 Work Plan](#) & 2024 Work Plan draft
- L. **Adjourn**

If you require assistance to participate in any Village program or activity, contact the ADA Coordinator at 708.358.5430 or email ADACoordinator@oak-park.us at least 48 hours before the scheduled activity.



**DRAFT MEETING MINUTES
CITIZEN INVOLVEMENT COMMISSION
WEDNESDAY, SEPTEMBER 6, 2023, 7:00 P.M.
VILLAGE HALL, ROOM 101**

I. Call to Order

Chair Kolar called the regular meeting to order at 7:11 P.M.

II. Roll Call

Present: Commissioners Elling, Kill, Lott, Song, and Chair Kolar

Absent: Commissioners Eid (joined the meeting at 7:33 pm), Miller, Roman, Wesonga

Also present: Deputy Clerk Hansen

III. Agenda Approval

Chair Kolar requested to strike Adam Salzman from the agenda who withdrew his application for the Housing Program Advisory Committee. Commissioner Elling moved to approve the agenda as amended; Commissioner Lott seconded. A voice vote was taken and the motion was approved as amended.

IV. Minutes Approval

Commissioner Elling requested a correction be made on page 2 regarding the definition of a quorum. Commissioner Lott moved to approve the minutes of the August 2, 2023 meeting as amended; Commissioner Song seconded. A voice vote was taken and the motion was approved as amended.

V. Public Comment

There was no public comment.

VI. New Business

A. A Motion to Conduct Volunteer Applicant Interviews for the Following Individuals to be Considered for an Advisory Board, Commission and/or Committee:

- a. Macey Majkrzak – Building Codes Advisory Commission
- b. Maggie Santos – Community Development Citizens Advisory Committee
- c. Jess Westbrook – Disability Access Commission

Commissioner Song motioned; Commissioner Lott seconded. A voice vote was taken and the motion was approved.

Macey Majkrzak – Building Codes Advisory Commission

New resident looking forward to getting more involved in the community and contribute back to future generations. Works for Digital Ocean, a software cloud company. Working on her second complete gut renovation and has a lot of familiarity with building codes in Chicago and Oak Park. Owns five rental units in Chicago and Forest Park. Thinks it's important that codes are adapting with a changing environment and modern ways. Excited to bring a diverse forward-looking perspective as a consumer.

Maggie Santos – Community Development Citizens Advisory Committee

Resident of three years. First job was at a legal aid organization that relied on community development grants to fund their work. Feels it is important for funds to be allocated in the best way to help the community. Now works in marketing and runs website and product launches for the Chamberlain Group in Oak Brook. Wants to give back and help and get more involved in the community. Admin of the Oak Park Working Moms Facebook group.

Jess Westbrook – Disability Access Commission

Resident of 13 years. Type 1 diabetic, they/them, tenured professor at DePaul University, research in design of computer science, data science, computational thinking. Has lived their life with a disability and knows what it feels like to have trauma, medical pressure to experience ableism, be afraid for your life, absorb stigma, hide your disability to avoid harsh judgement. Works with neurodivergent students and has research skills to ask good questions. Member of Disability League board in Chicago and has crossed paths with Chair Arnold at numerous events.

B. Review of Vacancy Report

i. Outstanding interviewed applicants to date

There were no updates to this report because the Village Board did not meet in August. Commissioner Eid said she is working to schedule a meeting with the CDC Chair. There are two candidates in the pipeline for review. Commissioner Song said she reached out to her neighbor who is a graphic artist and will speak to her about the CDC. If she is interested, she can apply directly. Commissioner Elling noted the previous discussion about reducing the number of CDC members.

Commissioner Kill reported that HPC has one vacancy and the chair is looking for an architect. She posted on Preservation Oak Park and it came up in the group that conflict of interest might be an issue for an architect doing business in Oak Park. Commissioner Song wondered what was driving the resignation versus recusal. Commissioner Elling noted the work plan aims for a 10% vacancy level. The Village has removed three seats from the vacancy report so we are now down to about 11%.

C. Advisory Board, Commission or Committee Appointments at Regular Board of Trustees September 5 Meeting

David Brumirski and Mark Hansen were reappointed to the Zoning Board of Appeals for a one-year extension.

VII. Advisory Committees, Commissions, and Boards CIC Liaison Reports

Commissioner Lott said CPOC is reviewing complaints and the work plan and discussed the data from flock cameras and training officers for mental health calls for service. Commissioner Eid reported that things are improving with the Farmers' Market and they are interviewing candidates for a Market Manager. Chair Kolar noted the Plan Commission will meet October 5.

VIII. Consideration of Motion to Adjourn to Executive Session. 5 ILCS 120/(c)(1) – Motion to enter into executive session to discuss the appointment recommendations of volunteers to the Village of Oak Park’s advisory commissions, committees and boards.

Commissioner Eid motioned; Commissioner Elling seconded. A roll call vote was taken and the motion was approved. The Commission adjourned to Executive Session at 8:12 P.M.

Ayes: Eid, Elling, Kill, Lott, Song and Chair Kolar

Absent: Miller, Roman, Wesonga

IX. Reconvene to Regular Meeting

The Regular Meeting reconvened at 8:23 P.M.

X. New Business Continued

A. A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Macey Majkrzak to the Building Codes Advisory Commission

Commissioner Lott motioned; Commissioner Song seconded. A roll call vote was taken and the motion was approved.

Ayes: Elling, Kill, Lott, Song and Chair Kolar

Absent: Miller, Roman, Wesonga

Abstain: Eid

B. A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Maggie Santos to the Community Development Citizens Advisory Committee

Commissioner Song motioned; Commissioner Kill seconded. A roll call vote was taken and the motion was approved.

Ayes: Elling, Kill, Lott, Song and Chair Kolar

Absent: Miller, Roman, Wesonga

Abstain: Eid

C. A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Jess Westbrook to the Disability Access Commission

Commissioner Elling motioned; Commissioner Song seconded. A roll call vote was taken and the motion was approved.

Ayes: Eid, Elling, Kill, Lott, Song and Chair Kolar

Absent: Miller, Roman, Wesonga

D. Special Events:

Barrie Fest is Saturday 12-5 pm. Chair Kolar instructed commissioners to email Clerk Waters if they can stop by. Commissioner Elling said he will be there for set-up. Commissioners Song and Eid are not available.

Commissioner Lott inquired about the final Thursday Night Out. Chair Kolar responded that only Commissioner Elling responded. Commissioner Song observed that none of the attendees were paying attention to the community engagement tables and it would have been a waste of time. Chair Kolar said it will be on the calendar for next year. Commissioner Lott suggested doing two nights.

The volunteer appreciation event budget is \$3,000. Commissioner Elling and Clerk Waters researched the 18th floor of the Albion, which has two separate rooms and an outdoor veranda that might be too cold in November. Comedy Plex can seat 170 but may not be completed in time. First United would give us their whole first floor and they allow alcohol. Unity Temple is not doing events at this time. Chair Kolar will continue trying to reach American House and the CRC. The CRC can hold 90 though their space may not yet be open for events and they may not allow alcohol. Commissioner Eid suggested the lobby of the Oak Park Public Library.

There was consensus to apply to First United for \$75 per hour. The caterer will need to supply a bartender. Chair Kolar said he and Clerk Waters will submit the application with an event date of November 14 or 15 from 7-9 pm. The Clerk's Office handles the invitation, list management, and RSVPs.

Chair Kolar noted that three quotes are required if the food cost will be over \$1,000. For alcoholic beverages, one of the commissioners will have to pay for it and then get reimbursed from the Trustees and Village Manager. Commissioner Elling suggested contacting Trustee Parakkat with Take Out 25 and having a Taste of Oak Park at the event. Commissioner Eid said she will send a run of show to Chair Kolar and Clerk Waters. Chair Kolar said he will handle food and beverage and create assignments for the commissioners. Commissioner Eid and Chair Kolar said they will research entertainment, with a playlist as a back-up plan. Commissioner Eid suggested hosting a raffle.

X. Old Business

A. Review of New Granicus Boards & Commission Suite

There was no discussion in Clerk Waters' absence.

B. Discussion of the 2023 Work Plan

In response to an email sent by Commissioner Elling, Chair Kolar noted that it is not the CIC's purview to invite volunteers from other departments to its events.

XI. Adjourn

Commissioner Eid moved to adjourn; Commissioner Lott seconded. A voice vote was taken and the motion was approved. The meeting adjourned at 8:59 P.M.

Respectfully Submitted,
Deputy Clerk Hansen



Board and Commission Vacancy and Chair Expiration Date Report

Vacancies

Board or Commission	# of Members	Current # Filled	Vacancies
Aging in Communities Commission	7	7	0
Board of Health	7	7	0
Building Codes Advisory Commission	9	8	1
Citizen Involvement Commission	9	9	0
Citizens Police Oversight Committee	7	7	0
Civic Information Systems Commission	7	6	1
Community Design Commission	11	5	6
Community Development Citizens Advisory Committee	9	9	0
Community Relations Commission	9	9	0
Disability Access Commission	7	6	1
Environment & Energy Commission	9	9	0
Farmers' Market Commission	11	8	3
Historic Preservation Commission	11	10	1
Housing Programs Advisory Committee	7	5	2
Liquor Control Review Board	5	4	1
Plan Commission	9	9	0
Transportation Commission	7	6	1
Zoning Board Of Appeals	7	6	1
Totals:	148	130	18

Chair Expirations

Board or Commission	Chairperson	Term Expiration Date
Aging in Communities Commission	Marc Blesoff	08/01/2025
Board of Health	Noel Chavez	03/15/2024
Building Codes Advisory Commission	Tim Kelly	05/18/2022
Citizen Involvement Commission	Greg Kolar	12/07/2023
Citizens Police Oversight Committee	Donovan Pepper	11/07/2023
Civic Information Systems Commission	David Baker	11/05/2025
Community Design Commission	Juan Betancur	12/07/2023
Community Development Citizens Advisory Committee	Andrew Celis	05/02/2025
Community Relations Commission	Jacquelyn Rodriguez	10/03/2025
Disability Access Commission	Gary Arnold	09/06/2025
Environment & Energy Commission	Liz Lukehart	10/17/2025
Farmers' Market Commission	Julia Knier	03/21/2025

Historic Preservation Commission	Louis Garapolo	03/06/2026
Housing Programs Advisory Committee	Dominic Tocci	08/01/2022
Liquor Control Review Board	Sarah Corbin	09/17/2024
Plan Commission	Iris Sims	10/05/2023
Transportation Commission	Ron Burke	07/30/2025
Zoning Board Of Appeals		



Citizen Involvement Commission Liaison Report

Commission: _____

Submitted by: _____

Meeting date: _____

Number of commissioners: _____

Current vacancies: _____

Expected vacancies in the next 6 months (generally commissioners may serve two (2) terms):

Name:	Term expiration:	Expertise/qualifications/demographics:

Desired qualifications/demographics of new commissioners per the Chair:

Next steps for recruitment (determined in consultation with Chair):



Citizen Involvement Commission Liaison Report

Commission: _____

Submitted by: _____

Meeting date: _____

Number of commissioners: _____

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