



**Citizen Involvement Commission**  
**Regular Meeting Agenda**  
**Wednesday, April 3, 2024, 7:00 PM**  
**Village Hall 123 Madison Street, Room 101**

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- A. Call to Order**
- B. Roll Call and Declaration of a Quorum**
- C. Agenda Approval**
- D. Approval of Past Meeting Minutes**
  - A) [March 6, 2024](#) – Regular Meeting Minutes; [March 20, 2024](#) – Special Meeting Minutes
- 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](mailto: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 Volunteer Applicant Interviews for the Following Individuals to be Considered for an Advisory Board, Commission and/or Committee:
    - i. Camile Lindsay Kumi – Citizen Police Oversight Committee
    - ii. Paul E Ribera – Historic Preservation Commission or Housing Programs Advisory Committee
    - iii. Aster H. – Community Design Commission, Transportation Commission or Plan Commission
    - iv. Steven J Brown – Plan Commission or Zoning Board of Appeals
  - B) Review of Vacancy Report
    - i. Outstanding applicants to date
  - C) Advisory Board, Commission or Committee Appointments at Regular Board of Trustees Meeting(s) [March 12, 2024](#) & [March 19, 2024](#)
- G. CIC Liaison Reports**

*This section is intended to be informational*

  - A) Liaison Report Update --- Commissioner Wesonga
- H. Staff Liaison Report**

*This section is intended to be informational*
- I. 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.
- J. Reconvene to Regular Meeting**
- K. New Business Continued**
  - A) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Camile Lindsay Kumi to the Citizen Police Oversight Committee.
  - B) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Paul E. Ribera to the Historic Preservation Commission or Housing Programs Advisory Committee.
  - C) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Aster H. to the Community Design Commission, Transportation Commission or Plan Commission.
  - D) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Steven J. Brown to the Plan Commission
  - E) Lead a discussion on Best Practice Sharing for supporting our Commission Chairs --- Commissioner Wesonga

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- F) Discussion on agenda topics for upcoming Citizen Involvement Commission meeting(s)
- L. **Old Business**
  - A) [Calendarization of Activities](#) we discussed at our working meeting
- M. **Adjourn**



**MEETING MINUTES  
CITIZEN INVOLVEMENT COMMISSION  
WEDNESDAY, MARCH 6, 2024, 7:00 P.M.  
VILLAGE HALL, ROOM 101**

**A. Call to Order**

Chair Kolar called the regular meeting to order at 7:06 P.M.

**B. Roll Call**

Present: Commissioners Elling, Kill, Lott, Miller, Roman, Wesonga, and Chair Kolar

Absent: Commissioners Eid, Roman, Song

Also present: Clerk Waters

**C. Agenda Approval**

Commissioner Miller moved to approve the agenda; Commissioner Lott seconded. A voice vote was taken and the motion was approved.

The commissioners discussed the working meeting on March 20. Clerk Waters clarified that work cannot be done on the 2024 work plan until it has been approved by the Village Board.

**D. Minutes Approval**

Commissioner Wesonga moved to approve the minutes of the February 7, 2024 meeting; Commissioner Miller seconded. A voice vote was taken and the motion was approved.

**E. Public Comment**

There was no public comment.

**F. 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:

- i. Sarah Guerin – Community Design Commission
- ii. Woody Meachum – Farmers’ Market Commission
- iii. Jessica Paul – Community Design Commission and/or Historic Preservation Commission
- iv. Marcia DiVerde – Community Design Commission or Farmers’ Market Commission

Commissioner Miller moved; Commissioner Wesonga seconded. A voice vote was taken and the motion was approved.

Sarah Guerin is a lifelong resident of Oak Park. She wants to be a part of making improvements and decisions and giving recommendations. She works for a Fortune 500 food ingredient manufacturer in corporate communications, including graphic design, social media, press releases, and stories. She wants to get different opinions and viewpoints on how to keep the village’s aesthetic appeal while still honoring its history. She also serves on the associate’s board of the Brookfield Zoo.

Woody Meachum has lived in Oak Park since 1997 and has been in the digital advertising and analytic space for 30 years. He grew up on a fruit and vegetable farm in southwest Michigan. He has a passion for cooking and has sourced ingredients from the Oak Park Farmers' Market. He believes access to locally grown things is important and we have to give the farmers a place to do that. He sees the diversity in offerings has grown and would like to see that continue.

Jessica Paul has lived in Oak Park since 2013 and lives in the Frank Lloyd Wright District. She is an attorney in family law with experience in general civil litigation and eminent domain, land use, and zoning. She wants to get involved and admires what the Historic Preservation Commission does. She acknowledges the need to focus on equity, sustainability, accessibility, affordability. She is also interested in the Community Design Commission and passionate about gardening, native planting, and having sustainable lawns.

Marcia DiVerde said she prefers the Farmers' Market Commission because the Community Design Commission seems to have two different goals of signage/branding and forestry/horticulture and that feels confusing and she doesn't have a forestry background. She has lived in Oak Park for three years and is from Melrose Park. She works in a very technical field for Verizon. She loves going to the Oak Park Farmers' Market and it sounds like a fun way to get involved.

**B. Review of Vacancy Report**

The Farmers' Market Commission has two vacancies. Commissioner Kill noted the vacancies on the Community Relations Commission and inquired if exit interviews are being done to determine why commissioners are resigning, which Clerk Waters confirmed they are being done. They discussed the current chair vacancies and upcoming chair expirations.

**C. New Advisory Board, Commission or Committee Appointments at February 13, 2024 and March 5, 2024 Board of Trustees Meetings**

There was no discussion.

**G. CIC Liaison Reports**

Commissioner Elling said the Civic Information Systems Commission had a commissioner roll off from her second term and she would be happy to renew for one year.

**H. Staff Liaison Report**

Clerk Waters acknowledged the Environment & Energy Commission and Community Relations Commission resignations. She said onboarding training is being created for commissioners and it will be brought to the CIC. A new step has been added to the application process where Clerk Waters has a Zoom call with them to serve as a first touchpoint for applicants.

**I. Consideration of Motion to Adjourn to Executive Session.** 5 ILCS 120/2(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 Kill motioned; Commissioner Wesonga seconded. A roll call vote was taken and the motion was approved. The roll call was as follows:

Ayes: Elling, Kill, Lott, Miller, Wesonga and Chair Kolar

Absent: Eid, Roman, Song

The Commission adjourned to Executive Session at 8:29 P.M.

**J. Reconvene to Regular Meeting**

The Regular Meeting reconvened at 8:31 P.M.

**K. New Business**

A. A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Sarah Guerin to the Community Design Commission

Commissioner Wesonga motioned; Commissioner Elling seconded. A roll call vote was taken and the motion was approved. The roll call was as follows:

Ayes: Elling, Kill, Lott, Miller, Wesonga and Chair Kolar

Absent: Eid, Roman, Song

B. A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Woody Meachum to the Farmers’ Market Commission

Commissioner Wesonga motioned; Commissioner Miller seconded. A roll call vote was taken and the motion was approved. The roll call was as follows:

Ayes: Elling, Kill, Lott, Miller, Wesonga and Chair Kolar

Absent: Eid, Roman, Song

C. A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Jessica Paul to the Historic Preservation Commission

Commissioner Wesonga motioned; Commissioner Miller seconded. A roll call vote was taken and the motion was approved. The roll call was as follows:

Ayes: Elling, Kill, Lott, Miller, Wesonga and Chair Kolar

Absent: Eid, Roman, Song

D. A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Marcia DiVerde to the Farmers’ Market Commission

Commissioner Wesonga motioned; Commissioner Miller seconded. A roll call vote was taken and the

motion was approved. The roll call was as follows:

Ayes: Elling, Kill, Lott, Miller, Wesonga and Chair Kolar

Absent: Eid, Roman, Song

**E. A Motion to Approve the 2024 Citizen Involvement Commission Work Plan**

Commissioner Wesonga motioned; Commissioner Miller seconded. A roll call vote was taken and the motion was approved. The roll call was as follows:

Ayes: Kill, Lott, Miller, Wesonga and Chair Kolar

Abstain: Elling

Absent: Eid, Roman, Song

Chair Kolar clarified \$3,500 is for volunteer recruitment and \$5,000 is for volunteer recognition. Clerk Waters noted that Day in Our Village and Facebook are free and seem to be the most impactful for recruitment.

**F. Discussion on agenda topics for upcoming Citizen Involvement Commission meeting(s)**

The March 20 special meeting will be led by Commissioners Eid and Wesonga. Commissioners will choose one of three working groups to review, change, and understand the 2024 work plan.

Commissioner Elling requested to add a discussion of an emeritus position and a review of the onboarding process to the April 3 agenda.

**L. Old Business**

There was no discussion.

**M. Adjourn**

Commissioner Wesonga moved to adjourn; Commissioner Kill seconded. A voice vote was taken and the motion was approved. The meeting adjourned at 8:55 P.M.

Respectfully submitted,

Deputy Clerk Hansen



**MEETING MINUTES  
CITIZEN INVOLVEMENT COMMISSION  
WEDNESDAY, MARCH 20, 2024, 7:00 P.M.  
VILLAGE HALL, ROOM 101**

**I. Call to Order**

Chair Kolar called the regular meeting to order at 7:06 P.M.

**II. Roll Call**

Present: Commissioners Eid, Elling, Kill, Roman, Song, Wesonga, and Chair Kolar

Absent: Commissioners Lott, Miller

Also present: Deputy Clerk Cindy Hansen

**III. Agenda Approval**

Commissioner Song moved to approve the agenda; Commissioner Wesonga seconded. A voice vote was taken and the motion was approved.

**IV. Public Comment**

There was no public comment.

**V. Old Business – Review of Work Plan 2024**

The commissioners divided into three working groups:

1. Commission Support: Commissioners Eid, Song, and Wesonga
2. Volunteer Recruitment: Commissioners Elling and Kill
3. Volunteer Recognition: Commission Roman and Chair Kolar

Commissioners Eid and Wesonga presented an overview of the working group meeting objectives. The working group brainstormed on their portions of the 2024 work plan and then reported out their ideas.

Commission Support:

- Formalize the current interview structure. Create a bank of questions for commissioners to pick from during the interview process and formalize the time limits. The liaison would continue to speak to some of the particulars (have they listened to a meeting and spoken to the chair).
- Remove interviewing at least two candidates for each vacancy because the CIC does not control that.
- Remove the database because that is Village staff's responsibility.
- Continue a committee liaison process that assigns CIC commissioners to each commission. Create an easily accessible list about who is the commission liaison. Build out a best practices guide on how to best support your commission and how to do a report-out at the CIC meetings.
- Formalize a new onboarding process and exit interview process for commissioners. Create a feedback framework for all commissioners.
- Remove co-host with the Village President quarterly chair meetings for peer learning and support because that is not the CIC's responsibility.

- Measurements: Consistent, regular report-outs from us about what is going on with our commissions. Would like a 50% response rate on our commission survey.

#### Volunteer Recruitment:

- First priority is getting out in the community and doing 6 events this year at a minimum: 2 Thursday Night Outs, 2 Farmers' Markets, Day In Our Village, Barrie Fest.
- Second priority is the process and the communication with the applicant from the time they applied to the time they were appointed. Try to reduce the time span.
- Third priority is the vacancy report and demographics. Statement on the application that says they do not have to have a CV or degree. Diversity is to get a diversity of perspective and represent community.
- Marketing: 2 flyers in the *Wednesday Journal* (one before Day In Our Village and one in November thanking and listing current commissioners), posting on Volunteer Match and Idealist.org, paid ads on Facebook, Mom mail, the Village's weekly email, large board that shows open commissions at events and at Village Hall
- Measurements: The results of the events and whether applications increase after events.

#### Volunteer Recognition:

- Create a video as an invite for the volunteer recognition party.
- Send a printed thank you card around the holidays. Thanksgiving would be a good time. Signed by each of the commissions or have the Village Presidents and Trustees sign by hand.
- Create a timeline for event planning.

#### Parking lot items (for later discussion):

- Volunteer recruitment strategy – does the application itself allow a diversity of thought.
- Who owns the responsibility of offboarding (exit interviews)? Commissioner Roman recommended it be the commission liaison.

The working groups drafted timelines for their portions of the work plan. Commissioner Eid requested they be sent to her by March 27 and she will send them to Clerk Waters by March 29 to include on the April 3 agenda.

Commissioner Wesonga requested two items for the April 3 meeting: best practices support discussion, draft liaison report form. Commissioner Elling requested a discussion about the emeritus commission position.

The commissioners shared their final thoughts on how this special meeting went.

## VI. Adjourn

Commissioner Kill moved to adjourn; Commissioner Roman seconded. A voice vote was taken and the motion was approved. The meeting adjourned at 8:58 P.M.

Respectfully submitted,  
Deputy Clerk Hansen





# APPOINTMENTS

03/12/24

## Community Design Commission

Appoint as Member

Name: Sarah Guerin

Term: 1st Term

Term Expiration Date: Mar 12, 2027

Corporate communications specialist and lifelong resident wants to be part of the team that shapes and beautifies the community to ensure its continued progress.

## Farmers' Market Commission

Appoint as Member

Name: Woody Meachum

Term: 1st Term

Term Expiration Date: Mar 12, 2027

Managing partner and director is also a cook who enjoys the Farmers' Market and wants to make sure it thrives. Mr. Meachum has extensive experience farming.

## Historic Preservation Commission

Appoint as Member

Name: Jessica Paul

Term: 1st Term

Term Expiration Date: Mar 12, 2027

Resident for over a decade who wants to contribute to the hard work that happens behind the scenes to maintain this sense of visual serenity and incorporate equity and sustainability.



# 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 Fire and Police Commissioners	3	3	0
Board of Health	7	7	0
Building Codes Advisory Commission	9	7	2
Citizen Involvement Commission	9	9	0
Citizens Police Oversight Committee	7	6	1
Civic Information Systems Commission	7	7	0
Community Design Commission	11	5	6
Community Development Citizens Advisory Committee	9	9	0
Community Relations Commission	9	4	5
Disability Access Commission	7	7	0
Environment & Energy Commission	9	6	3
Farmers' Market Commission	11	9	2
Historic Preservation Commission	11	8	3
Housing Programs Advisory Committee	7	7	0
Liquor Control Review Board	5	4	1
Plan Commission	9	8	1
Police Pension Board	6	5	1
Transportation Commission	7	6	1
Zoning Board Of Appeals	7	5	2
<b>Totals:</b>	<b>157</b>	<b>129</b>	<b>28</b>

## Chair Expirations

Board or Commission	Chairperson	Term Expiration Date
Aging in Communities Commission	Marc Blesoff	08/01/2025
Board of Fire and Police Commissioners	Robert Pickrell	10/30/2026
Board of Health	Noel Chavez	03/15/2024
Building Codes Advisory Commission	Tim Kelly	05/21/2023
Citizen Involvement Commission	Greg Kolar	10/04/2024
Citizens Police Oversight Committee	Kevin Barnhart	12/04/2026
Civic Information Systems Commission	David Baker	11/05/2025
Community Design Commission		
Community Development Citizens Advisory Committee	Andrew Celis	05/02/2025
Community Relations Commission		

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	Michael Sturino	12/04/2026
Police Pension Board		
Transportation Commission	Ron Burke	07/30/2025
Zoning Board Of Appeals		



## APPOINTMENTS

03/19/24

### Civic Information Systems Commission

Reappoint as Member

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Name: Sharon Newton

Term: Current Term Extension

Term Expiration Date: Mar 20, 2025



# 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 Fire and Police Commissioners	3	3	0
Board of Health	7	7	0
Building Codes Advisory Commission	9	7	2
Citizen Involvement Commission	9	9	0
Citizens Police Oversight Committee	7	6	1
Civic Information Systems Commission	7	7	0
Community Design Commission	11	6	5
Community Development Citizens Advisory Committee	9	9	0
Community Relations Commission	9	4	5
Disability Access Commission	7	7	0
Environment & Energy Commission	9	6	3
Farmers' Market Commission	11	10	1
Historic Preservation Commission	11	9	2
Housing Programs Advisory Committee	7	7	0
Liquor Control Review Board	5	4	1
Plan Commission	9	8	1
Police Pension Board	6	5	1
Transportation Commission	7	6	1
Zoning Board Of Appeals	7	5	2
<b>Totals:</b>	<b>157</b>	<b>132</b>	<b>25</b>

## Chair Expirations

Board or Commission	Chairperson	Term Expiration Date
Aging in Communities Commission	Marc Blesoff	08/01/2025
Board of Fire and Police Commissioners	Robert Pickrell	10/30/2026
Board of Health	Noel Chavez	03/15/2024
Building Codes Advisory Commission	Tim Kelly	05/21/2023
Citizen Involvement Commission	Greg Kolar	10/04/2024
Citizens Police Oversight Committee	Kevin Barnhart	12/04/2026
Civic Information Systems Commission	David Baker	11/05/2025
Community Design Commission		
Community Development Citizens Advisory Committee	Andrew Celis	05/02/2025
Community Relations Commission		

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	Michael Sturino	12/04/2026
Police Pension Board		
Transportation Commission	Ron Burke	07/30/2025
Zoning Board Of Appeals		