



**MEETING MINUTES
CITIZEN INVOLVEMENT COMMISSION
WEDNESDAY, OCTOBER 4, 2023, 7:00 P.M.
VILLAGE HALL, ROOM 101**

A. Call to Order

Chair Kolar called the regular meeting to order at 7:05 P.M.

B. Roll Call

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

Absent: Commissioners Eid, Lott (joined the meeting at 7:12 P.M.), Miller, Wesonga

Also present: Clerk Waters

C. Agenda Approval

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

D. Minutes Approval

Commissioner Elling moved to approve the minutes of the September 6, 2023 meeting; Commissioner Kill 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. Daniel Meeker – Community Design Commission
- ii. John Tuhey – Disability Access Commission
- iii. Ryan O’Malley – Housing Programs Advisory Committee

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

Ayes: Commissioners Elling, Kill, Roman, Song, and Chair Kolar

Absent: Commissioners Eid, Lott, Miller, Wesonga

Daniel Meeker – Community Design Commission

Has worked in commercial architecture for 25 years focusing on the built environment for municipalities, hospitals, and airports. Specialty in experiential design which encompasses placemaking, urban landscape, signage, wayfinding, branding, and graphics. Resident since 2009, renovated a Charles E. White home. Has insight into all of the codes as a design professional and feels it is a good time to be involved. Feels Oak Park’s sense of place and identity has been diluted and there are opportunities for improvement.

John Tuhey – Disability Access Commission

Grew up in an adoptive family with two siblings with disabilities. Identifies as disabled due to a disease diagnosis. Involved with Disability Lead, a national organization creating opportunities in the work space and engaging people with disabilities to serve on boards and take on positions of power. Knows Chair Arnold as a fellow alum of Leadership Greater Chicago. Emily Lloyd recommended he apply. Started the first certified disabled-owned law firm in the country. Has issues with the 504 program design at OPRFHS. Wants to see the Village hire and promote people with disabilities and provide more disabled parking downtown.

Ryan O'Malley – Housing Programs Advisory Committee

6th grade teacher in Cicero. Has seen how housing insecurity is an issue and affects his students. Works on the coordinating committee of the Poor People's Campaign in Illinois which works for affordable housing and fair housing availability for everybody and poverty abolition. Volunteers with Beyond Hunger to help people get connected to different social services and making them more available to more people. Hears people share their frustrations and challenges with staying in Oak Park. He is a renter who would like to see more affordable housing. Thinks the Village applying for the grant to help support refugees is a good start.

B. Review of Vacancy Report

i. Outstanding applicants to date

There are 18 current vacancies. Commissioner Song inquired about the chair situation with the Zoning Board of Appeals. Clerk Waters responded that the chair moved out of Oak Park and resigned. The staff liaison and President Scaman are reviewing who can move into the chair role. The Plan Commission will likely have a new chair soon. President Scaman is reviewing term limits and extensions for all chairs.

Commissioner Lott inquired about the status of the Community Design Commission. Clerk Waters responded that it is a large commission and there have been conversations about changing the code from 11 to 9 commissioners. The Village is still under new leadership and there may be changes coming down and community engagement so it makes sense to evaluate what our commissions look like on a larger scale. The Citizens Involvement Commission (CIC) will continue to interview all applicants.

C. Advisory Board, Commission or Committee Appointments at Regular Board of Trustees Sept. 18 Meeting

The following appointments were made: Jess Westbrook to the Disability Access Commission; Nicholas Mann to the Community Development Citizens Advisory Committee; Macey Majkrzak to the Building Codes Advisory Commission; and William Coates to the Community Relations Commission.

Clerk Waters confirmed she is caught up with applications and she can disable applications so candidates do not apply for a commission that is full. Commissioner Kill asked if there is a process for the CIC to table a candidate. Clerk Waters responded that it doesn't require anything special though commissioners are always welcome to share their ideas for procedures.

Commissioner Lott asked if candidates can re-apply after they have waited a certain amount of time. Clerk Waters said candidates cannot re-apply once they have been interviewed. They must wait for a vacancy. It is a 12-month period for those who applied and have not been interviewed. Commissioner Song said it is her understanding the Village President can appoint a candidate who was tabled or did not go through the CIC process, which Clerk Waters confirmed.

Clerk Waters said the candidates are listed on the Village Board agendas on the Village website. Clerk Waters offered to add the CIC commissioners to the agenda distribution list. The commissioners appreciated that. Commissioner Song noted the information can be difficult to find. Clerk Waters responded that Village leadership is looking into accessibility and rolling out government education.

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

Commissioner Kill said the Historic Preservation Commission has been looking for an architect. Chair Garapolo has been reaching out and she has been posting on Facebook. She thanked Commissioner Elling for putting her in contact with Frank Heitzman who provided a list of architects.

Commissioner Elling said the Civic Information Systems Commission has two vacancies to preferably fill with females and/or persons of color. Commissioner Song noted the tech field is not the most diverse. Commissioner Elling reported there is one current vacancies and two upcoming vacancies on the Building Codes Advisory Commission.

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.

Commissioner Lott motioned; Commissioner Roman seconded. A voice vote was taken and the motion was approved. The Commission adjourned to Executive Session at 8:14 P.M.

I. Reconvene to Regular Meeting

The Regular Meeting reconvened at 8:19 P.M.

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

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

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

Absent: Eid, Miller, Wesonga

- B. A Motion to Approve the Volunteer Appointment Recommendation to the Village President of John Tuhey to the Disability Access Commission

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

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

Absent: Eid, Miller, Wesonga

- C. A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Ryan O'Malley to the Housing Programs Advisory Committee

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

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

Absent: Eid, Miller, Wesonga

K. Old Business

- A. Finalize Volunteer Appreciation Event details

Clerk Waters said the Clerk's Office will send the invitation via Evite tomorrow. Chair Kolar confirmed Tuesday, November 14 with First United Church. Clerk Waters said she will talk to the Transportation Commission chair and staff liaison to see if they can move their meeting date. Chair Kolar said the event is from 6-8 pm and the space is reserved from 5-9 pm. Invitees include commissioners, staff liaisons, Trustees, Village Manager, and possibly Directors. Clerk Waters will check the headcount. The maximum attendees is 125 including guests.

Chair Kolar requested assistance with entertainment like a guitar player for \$200-\$300. Commissioner Song thought it was discussed to be posted in a Mom's group. Commissioner Kill said she will contact Charlie Archibald who is a student and is excellent. Chair Kolar will follow up with Commissioner Eid about entertainment and run of show. The back-up plan is to have a playlist.

Chair Kolar said he is talking to Kettlestrings for food and beverage and will call Blackout Baking Co. and Happy Apple for dessert. He will have vegetarian, vegan, and/or gluten free options. Clerk Waters said she will check to make sure additional quotes are not needed if food exceeds \$1,000. Commissioner Song said she has a surplus of light beer and will contact a bartender. Commissioners will need to purchase beer and wine, bring it to the venue, and get reimbursed. Clerk Waters said her preference is to find a business sponsor instead of asking Trustees and staff for reimbursement.

- B. Review of New Granicus Boards & Commission Suite

Clerk Waters said the information is now on the Village website and a new website will be rolled out soon. She shared the web pages and the commissioners all agreed it looks great and provides transparency. She is working to get the agenda packet posted online and welcomes feedback.

C. Discussion of 2023 Work Plan & 2024 Work Plan draft

Chair Kolar said the discussion of the 2024 work plan will take place at the December and January meetings. Clerk Waters said she can provide feedback from the Village Manager's Office at the November meeting. She noted the commission cannot discuss and vote on the work plan in the same meeting.

L. Adjourn

Commissioner Lott moved to adjourn; Commissioner Kill seconded. A voice vote was taken and the motion was approved. The meeting adjourned at 8:54 P.M.

Respectfully Submitted,
Deputy Clerk Hansen