



Citizen Involvement Commission
Regular Meeting Agenda
Wednesday, March 6, 2024, 7:00 PM
Village Hall 123 Madison Street, Room 124

- A. **Call to Order**
- B. **Roll Call and Declaration of a Quorum**
- C. **Agenda Approval**
- D. **Approval of Past Meeting Minutes**
 - A) February 7, 2024
- 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 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
 - B) Review of Vacancy Report
 - i. Outstanding applicants to date
 - C) Advisory Board, Commission or Committee Appointments at Regular Board of Trustees [February 13, 2024](#) and March 5, 2024 Board of Trustees Meetings
- G. **CIC Liaison Reports**

This section is intended to be informational
- 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 Sarah Guerin to the Community Design Commission
 - B) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Woody Meachum to the Farmers’ Market Commission
 - C) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Jessica Paul to the Community Design Commission and/or Historic Preservation Commission
 - D) A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Marcia DiVerde to the Community Design Commission or the Farmers’ Market Commission
 - E) A Motion to Approve the 2024 Citizen Involvement Commission Work Plan
 - F) Discussion on agenda topics for upcoming Citizen Involvement Commission meeting(s)
- L. **Old Business**
- M. **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, FEBRUARY 7, 2024, 7:00 P.M.
VILLAGE HALL, ROOM 101**

A. Call to Order

Chair Kolar called the regular meeting to order at 7:01 P.M.

B. Roll Call

Present: Commissioners Eid (joined at 8:01 P.M.), Elling, Kill, Lott, Miller, Roman, Song (joined at 7:04 P.M.), Wesonga (joined at 7:05 P.M.), and Chair Kolar

Also present: Clerk Waters

C. Agenda Approval

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

D. Minutes Approval

Commissioner Lott moved to approve the minutes of the December 6, 2023 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. Review of Vacancy Report

Community Relations Commission has four vacancies. Citizens Police Oversight Committee has one vacancy. Clerk Waters said she is in contact with President Scaman and the CPOC chair and will follow up when she has more information.

B. New Advisory Board, Commission or Committee Appointments

i. January 23, 2024

Ron Roman was appointed to the Historic Preservation Commission. Frank Heitzman was appointed as emeritus to the Building Codes Advisory Commission.

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

i. Manning Peterson – Civic Information Systems Commission

ii. Kelsey Di Pirro – Farmers' Market Commission

Commissioner Miller moved; Commissioner Song seconded. A voice vote was taken and the motion was approved. Manning Peterson has been a resident since 2001 and has been involved in technology her entire career. She

has been a web developer for enterprises and moved into API design implementation. She currently works at Stripe as a technical account manager. She is interested in solving human problems and using technology to make peoples' lives better. Tom Ptacek encouraged her to serve. Her husband is the president of SEOPCO and she built their website. She used to run the Chicago Drupal Meetup.

Kelsey Di Pirro has been a resident since 2021. She is a therapist, primarily substance use and trauma. She has a private practice and is a clinical program director for a nonprofit and ran the psychiatric crisis response for the city of Chicago north of 26th Street. She does trainings for the community, overdose response, harm reduction work, equity and anti-racist and anti-oppressive work within the West side. She is interested in food equity, scarcity, and access and thinks there is a lot of potential with the Farmers' Market.

G. CIC Liaison Reports

There were no updates.

H. Staff Liaison Report

Clerk Waters reported that commission members are now listed on the overall landing page. She developed a draft interview schedule and sent it to Chair Kolar. April 29 is the next quarterly chair meeting to discuss abstentions, Commission 101, and work plans. Work plans will go before the Board next Tuesday. The CIC's may go in March. Executive session minutes will be reviewed in each executive session and approved semi-annually. All commission members are now included on the Board agenda distribution email. She invited the CIC to attend the Black History Month celebration on Feb. 17 at the Nineteenth Century Club. Doors open at 10:30 am. She will send an email invitation.

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 Miller 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, Miller, Roman, Song, Wesonga and Chair Kolar

Absent: Eid

The Commission adjourned to Executive Session at 7:51 P.M.

J. Reconvene to Regular Meeting

The Regular Meeting reconvened at 7:54 P.M.

K. New Business

- A. A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Manning Peterson to the Civic Informations System Commission

Commissioner Roman 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, Roman, Song, Wesonga and Chair Kolar

Absent: Eid

- B. A Motion to Approve the Volunteer Appointment Recommendation to the Village President of Kelsey Di Pirro to the Famers' Market Commission

Commissioner Song 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, Roman, Song, Wesonga and Chair Kolar

Absent: Eid

L. Old Business

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

Commissioner Miller motioned; Commissioner Song seconded. The commission discussed the 2024 work plan and will vote to approve it at the next regular meeting.

Volunteer celebration event: giveaway, different venue, market as a celebration, increase budget from \$3,000 to \$4,000.

Volunteer recruitment: add branding/consistent message, increase budget from \$2,500 to \$3,500. Applicant review process: review and shorten the process, review application language.

A special working meeting will be scheduled for March 20.

M. Adjourn

Commissioner Lott moved to adjourn; Commissioner Wesonga seconded. A voice vote was taken and the motion was approved. The meeting adjourned at 9:11 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 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	5	4
Disability Access Commission	7	7	0
Environment & Energy Commission	9	7	2
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
Transportation Commission	7	6	1
Zoning Board Of Appeals	7	5	2
Totals:	151	126	25

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



APPOINTMENTS

02/13/24

Board of Fire and Police Commissioners

Appoint as Member

Name: Edward Pacer

Term: 1st Term

Term Expiration Date: Feb 13, 2026

Edward has a background in investigating regulatory matter including such as bias motivated events, DBE/MBE/WBE fraud claims, act violations, wage fraud schemes, improper gratuities/kickbacks, and a wide variety of employment discrimination claims. Through this work they understand the importance of an unbiased investigation of sensitive matters.

Civic Information Systems Commission

Appoint as Member

Name: Manning Peterson

Term: 1st Term

Term Expiration Date: Feb 13, 2027

For 25+ years, Manning has built their career finding and implementing the most effective technologies for customers in health care, finance, and retail. As a longtime Oak Parker, they are also deeply invested in their community and welcome the chance to serve.

Farmers' Market Commission

Appoint as Member

Name: Kelsey L Di Pirro

Term: 1st Term

Term Expiration Date: Feb 13, 2027

Kelsey loves living in Oak Park and finds that one of the more appealing things of staying in this community long term is the diversity that exists here. As a social worker with a decade in the field, they have seen first hand how policy on housing can support a diverse and thriving community, or make it exclusionary. They've also seen the benefits of how Farmers' Markets can support all community residents and make healthy balanced diet accessible to all.

Police Pension Board

Reappoint as Member

Name: Robert Planek

Term: Current Term

Term Expiration Date: Feb 13, 2026

Reappoint as Member

Name: Dennis Marani

Term: Current Term

Term Expiration Date: Feb 13, 2026

20242023

Work Plan for Citizen Involvement Commission
Supporting Diversity

2024 2023 Initiatives

ENABLING LANGUAGE	PROJECT	OUTCOMES	TIMEFRAME	COST (if any)
Volunteer Recruitment	Participate in at least three community events a year (e.g. Day in Our Village, Farmers Market, Thursday Night Out, Barrie Fest, etc. etc.)	Increase awareness of commission work and variety of volunteer opportunities.	Ongoing	\$2,500 (to also include 2 flyers in the Wednesday Journal which are \$4,300 for 2 flyers
	Host at least one volunteer recruitment event each quarter two events with varying community partners.	Increase number of first-time applicants accurately representing the demographics of our Village by 15%.		
	Review r Recruitment p Process and volunteer application process and make updates as necessary	With rollout of new village website, provide updates to application process for commissions.		
	Update marketing materials and look into ways to better utilize social media and other outlets such as local newspaper (e.g. Village Social Media Outlets, Tik-Tok, etc.)	Build trust amongst sectors of our community who feel less ownership over opportunities to get involved.		
	Continue to gather demographic data of volunteer base.	Assess our weaknesses and evaluate progress for reaching goal of seeking a volunteer base that accurately reflects the demographics of our Village.		
	Review t imeline of applicants p rocess p rioritization from time of application to CIC interview and placement on village board agenda.	Decrease the time it takes in the process once applicants submit an application apply Process put in place that attempts to align interview schedules etc to when commissions need new members.		
Commission Support	Review interview and selection process. Interview at least two candidates for each vacancy.	Maintain a vacancy rate not to exceed 10% with well suited volunteers.	Ongoing	
	Maintain a database of commission members and terms.	Provide monthly commission vacancy reports, Chair expiration report, and results of survey data.		
	Continue a committee liaison process that assigns a liaison to each Commission/Committee, and that connects us with the chair/commission to help in identification of commission needs			

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~~2024~~
~~2023~~

Work Plan for Citizen Involvement Commission
Supporting Diversity

2024 ~~2023~~ Initiatives

	Formalize a new onboarding process for commissions members and an exit interview process to gather information which may help commissions in the future	75% of new commissioners complete the onboarding training.		
	Co-Host with Village President quarterly Chair meetings for peer learning and support, and quarterly meetings with new commissioners for training (and not for purposes of business in order to not violate OMA pending legal dept opinion)	Increase knowledge, skills, and abilities of commission leadership and commissioners for effective and efficient commissions.		
Volunteer Recognition	Host the annual Volunteer Appreciation Celebration Event.	Express appreciation to Village Volunteers <u>and hope to have representation of all commissions at the event.</u>	Summer/Fall 2023 2024	\$35,000
	Thank you video honoring Village Volunteers.			
	Thank you cards signed by Village Board and staff.			