

AGENDA

BEAUTIFICATION COMMITTEE MEETING

November 5, 2025 - 5:30 PM
Village Hall - Room 101
300 Plaza Circle, Mundelein, IL 60060

- I. CALL TO ORDER
- II. ATTENDANCE
- III. PUBLIC COMMENTARY
- IV. MINUTES APPROVAL
 - A. Approval of the October 15, 2025 Beautification Meeting Minutes
- V. MUNDELEIN ARTS COMMISSION REPORT
- VI. ANNOUNCEMENTS
- VII. PROJECTS
 - A. Gardens
 - 1. Village Hall Pollinator Garden
 - 2. New Garden South of Village Hall
 - B. Bird City
 - 1. Upcoming Activities
 - C. Community Events

1. Santa's Cottage

2. Winterfest - December 6, 2025 from 3:00 PM - 6:00 PM in Courtland Commons

D. Clean up events

VIII. OLD BUSINESS

A. Budget

B. Committee Vacancy

C. Marigold Community Sale

D. Brochure and Poster

IX. NEW BUSINESS

A. Adopt a Road

X. OTHER BUSINESS

XI. ADJOURNMENT

A. **Motion** to adjourn the Beautification Committee Meeting

XII. NEXT MEETING - JANUARY 15, 2026

The Village of Mundelein, in compliance with the Americans with Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting, or who have questions about the accessibility of the meeting or facilities, to contact the

ADA Coordinator at 847-949-3200 to allow the Village to arrange accommodations for those persons.

CALL TO ORDER

The regularly scheduled meeting of the Beautification Committee was held on October 15, 2025. Chairperson Ross called the meeting to order at 5:31 PM.

ATTENDANCE

Lynne Monroe took the roll call. It indicated as follows:

Committee Attendance

PRESENT: Committee Member Nunez, Committee Member Tancredi, Committee Member Tierney, Committee Member Mitchell, Committee Member Jankowski Jr., Committee Member Ross

ABSENT: None

Other Attendance:

PRESENT: Chris Woodard, Mundelein Arts Commission Liason and Lynne Monroe, Assistant Village Administrator

PUBLIC COMMENTARY

Bill Kelly spoke on behalf of his spouse, Kim Kelly, owner of Garden Dwellings. Kim will be holding workshops at the Lure of the Local for a mosaic hive project. Bill explained the project and distributed literature. The intent is to create honeycomb mosaic art pieces, educating the public on the art process and pollinator conservation. Bill and Kim are seeking volunteers to help in their art studio at the Archer Business Center on 10/25/25 and 10/26/25. Volunteers are asked to be present in the studio space to help promote the project, provide educational resources, and offer support for their initiatives. Those interested can reach out to Kim directly through the e-mail and phone number provided in the distributed literature.

MINUTES APPROVAL

Approval of the September 17, 2025 Minutes

Motion to approve the meeting minutes from September 17, 2025.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Committee Member Mitchell
SECONDER:	Committee Member Jankowski Jr.
AYES:	Committee Member Nunez, Committee Member Tancredi, Committee Member Tierney, Committee Member Mitchell, Committee Member Jankowski Jr., Committee Member Ross
NAYS:	None
ABSTAIN:	None

MUNDELEIN ARTS COMMISSION REPORT

Chris Woodard indicated that the MAC had not met since the last Beautification Committee meeting, so she had only a few updates. She provided an update on the progress of the latest Mundelein Star, with a photo of the artist at work. Lynne noted that the pavement base was marked at Courtland Commons and the Star would be placed near the new coming-soon hand sculpture. Chris reminded everyone of the Lure of the Local opening night, with an invitation to attend at 5PM 10/17/2025. Lynne shared a photo of the Committee's raffle donations, and Chris reminded everyone that the proceeds would go to the Kracklauer Fund for the Arts.

ANNOUNCEMENTS

PROJECTS

Gardens

Village Hall Pollinator Garden

Member Jankowski reported that not much work will be needed on the pollinator garden at Village Hall, except for some minor tidying. A Spring clean-up will be needed, and to be scheduled next year.

New Garden South of Village Hall

Member Jankowski reported that Co-Chair Tancredi ordered all the plans for the new Village Hall garden by the patio. The planting is scheduled for October 26, and after discussion it was determined enough volunteers have been secured. Member Jankowski offered to help Co-Chair Tancredi pick up the plants (125 total). Two large plants are already by the garden, and Member Jankowski indicated that Public Works is not needed to plant them. Lynne added that Public Works will re-mark the irrigation lines, to avoid when digging. Member Jankowski recommended everyone bring gloves and a shovel, and he plans to have signs to label the plants.

Bird City

Bird Walk Recap

Member Mitchell reported on a successful Bird Walk on 10/11/2025 at the Seminary. The group discussed expanding the event in future years. Lynne reported on an email received from a participant who enjoyed the event and bird tips in the newsletters. It was also discussed that many signed up through the Audubon Society's web page, as

the Village purposely did not market too much due to the limited capacity. Co-Chair Tancredi has submitted a write-up for the newsletter and the President of the Audubon Society, who was present, also planned to publish a recap.

Upcoming Activities

Member Mitchell has complied most of the requirements for the Bird City designation. She and Lynne will have a Zoom call with the President of the Audubon Society to verify all requirements have been met prior to submission. She will also attend a board meeting to present the official designation. Lynne will work on a full presentation packet before scheduling the call with Member Mitchell Jilli and possibly Co-Chair Tancredi. Member Mitchell explained that all requirements are not necessary annually, but some consistent initiatives are needed to maintain the designation year over year.

Community Events

Lure of the Local - October 17, 2025 Opening

The Lure was discussed under Chris Woodard's Mundelein Arts Commission report.

Winter Tree Lighting Festival - December 6, 2025 from 3:00 PM - 7:00 PM in Courtland Commons

The Winter Tree Lighting Festival is scheduled for December 6, and the committee discussed activities for the event. Lynne clarified that the event is 3-6 PM and activities can come to a close at 5:30, as the ceremony will begin at that time. Member Tierney mentioned she had found trivia to use as an activity at the Festival. Chair Ross will discuss shifts for the event at the next meeting. Chair Ross was approached to donate items for Santa's Cottage. Chris Woodard suggested any giveaways in the Santa's Cottage bag have a reference to the committee and the group agreed to packaging items and using a sticker to identify the committee as donating. Chair Ross agreed to find a small bag to order, along with small give-aways, to make 500 items to donate to Santa's Cottage.

Clean Up Events

Member Nunez reported she is coordinating a clean-up event with the Transition Center. The plan is to clean the area by Public Works, tentatively set for 10/30/2025. The group discussed the value of a partnership with the Transition Center for this and other events. The group discussed options for Adopt-A-Road opportunities.

OLD BUSINESS

Budget

Co-Chair Tancredi distributed current budget allocations and options for purchases for the remainder of the fiscal year.

Lynne explained why a pet waste station was not recommended at the mural park due to the artificial turf. Lynne also explained that Public Works was not in favor of a shed near the Village gardens. Co-Chair Tancredi planned to buy several more clear tubs for storage of supplies, and also a folding cart. No one had any objections.

Co-chair Tancredi and Member Nunez suggested funds be used to purchase clean-up vests with the committee logo. Lynne will investigate the costs.

Lynne shared small seedling packets and planter ideas for consideration next Spring as a give-away. Chair Ross suggested dog waste stations in other areas near the bank triangle, and Lynne asked for photos of suggested places to check with Public Works.

Lynne did mention that Morris Station plans to install waste stations near their complex.

The group questioned getting a logo or plaque on dog waste stations, but there is not much room.

Village Landscaping and Courtland Commons Update

Lynne provided an update to the plans for Courtland Commons, explaining that the garden will not be re-planted or the path repaired until the new bridge is built.

Lynne has been asked about Marigolds being planted in more Village planters, and explained that Public Works does not plan to change the current design as it was quite popular with residents this summer. Marigolds also require more maintenance with dead-heading. Public Works plan to incorporate some marigolds at Courtland Commons.

Lynne reported that Hanging Baskets are being redesigned by Public Works for next year, as they did not do well this summer. They dry out quickly so alternatives are being considered.

NEW BUSINESS

Committee Vacancy

The group discussed the opening left by the resignation of Cat Almanzo. Lynne reported only two applicants to date, but others will be forwarded to Chair Ross as received. Lynne indicated the opening is being advertised in newsletters and social media. Member Nunez asked for clarification about a trustee being appointed to the

committee. Lynne explained, that like all commissions, there is a staff liaison, but an elected official is not typically assigned. Lynne serves as the Beautification Committee staff liaison.

Marigolds

Community Sale

With Marigolds designated as the "village flower," the committee discussed ways to encourage more plantings. Chair Ross recommends continuing public communication and an annual plant sale. Everyone discussed the logistics of ordering marigolds and making them available to the residents for special purchase. Chair Ross hopes to have flats for A-May-Zing Mundelein. Lynne offered that the landscapers may still donate, but that may only be in time for Spring into Summer.

Flats for A-May-Zing Mundelein

Chair Ross explained that flats will need to be ordered from Country Bumpkin to be given away at the A-May-Zing Mundelein event.

Community Engagement

Discussion about engaging the public with the marigold initiative — encouraging more plantings — continued.

Brochure

Chair Ross and Co-Chair Tancredi are working on literature for the Beautification Committee to educate and explain the mission and vision. A tri-fold brochure and a table poster are in the works. Lynne suggested including information about "Why Marigolds?"

OTHER BUSINESS

Lynne announced that the annual meeting schedule would include an adjustment for November and a cancellation for December for 2026, eliminating the need for a meeting vote within the year. This was a suggestion at the last meeting, since the change has historically been made each year.

Lynne also distributed the annual Committee commitment forms, and asked for everyone to return to her ASAP. Anyone with an expiring term had that indicated on their form, with a request to be considered for another term.

ADJOURNMENT

Motion to Adjourn

Motion to adjourn the Beautification Committee Meeting.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Committee Member Mitchell
SECONDER:	Committee Member Jankowski Jr.
AYES:	Committee Member Nunez, Committee Member Tancredi, Committee Member Tierney, Committee Member Mitchell, Committee Member Jankowski Jr., Committee Member Ross
NAYS:	None
ABSTAIN:	None

The meeting was adjourned at 6:52 PM.

Jenny Ross, Chairman

NEXT MEETING - November 5, 2025