Public participation is invited. When called upon, please approach the microphone and state your name. Kindly limit your remarks to 3 minutes.

VILLAGE OF VILLA PARK
Villa Park Recreation Center
320 E. Wildwood Ave
Villa Park, IL 60181

Special Meeting

Garden Village Commission

November 6, 2025 **7:00 PM**

Chair Person: Steve De La Rosa
Commissioners: Patrice Gallagher, Lynn Smith, Pete Soltesz, Rene Alvarez
Board Liaison: Trustee Tina Konstatos
Staff Liaison: Tim Howe

1. **Call to Order - Roll Call**
2. **Public Comments on Agenda Items**
3. **Public Comments on Non-Agenda Items**
4. **Amendments to the Agenda**
5. **Consent Agenda**
   a. Minutes from the Commission Meeting held on October 16, 2025.
6. **Unfinished Business**
   a. Property at Julia & Villa Ave
7. **Business**
   a. Strategic Planning
   b. Planning for Town Hall meeting on December 12, 2025
8. **Chairman Comments**
9. **Commissioner Comments**
10. **Village Board Liaison Comments**
11. **Staff Liaison Comments**
12. **Adjournment**

The Villa Park Village Hall is subject to the requirements of the Americans with Disabilities Act of 1990. An elevator is operational at the north side entrance to the Village Hall during normal work hours and also during evenings. Individuals with special needs are requested to contact the Village's Compliance Officer at (630) 834-8500 so that reasonable accommodations can be made for those persons.

Garden Commission — Draft Meeting Minutes

Date: October 16, 2025 (in person)
Called to Order: —
Adjourned: 8:45 PM (Motion: Patrice; Second: Lynn — PASSED)

Attendance (as referenced)

Commissioners: Patrice (Primary Note-taker), Lynn Smith (Backup Note-taker), Pete, Steve De La Rosa

Trustee Liaison: Tina Konstatos — add to Commission email list: trusteekonstatos@invillapark.com

Staff Liaison: Tim Howe VPRC Director

Lili Morgan (ideas intake)

Compliance & Process

OMA reminder: No more than two members discussing Commission business outside a properly noticed meeting.

Minutes workflow (proposed): Draft to Chair by Wednesday, revisions by Friday, final packet by the Monday prior to the monthly Thursday meeting.

Consent Agenda: None at this time.

Note-taking: Must comply with OMA. Minutes will be included in the agenda packet.

Agenda Motions & Decisions

1) Agenda order change

Motion: Lynn moved to move Item #8 to #2 to honor Chris Dedrick (541 W. Wildwood).

Vote: Can’t find notes, was carried.

2) Meeting date/time changes and Special Meeting

Motion: Lynn moved to hold a Special Meeting for Strategic Planning on Nov 6 at 7:00 PM — PASSED.

Motion: Pete moved to move the Nov 7 meeting to Nov 6 at 7:00 PM; Second: Lynn — PASSED.

Motion: A motion was made to move the time to 6pm – 8pm.

Follow-up: Chair/Clerk to confirm final time and ensure proper notice.

3) Villa Ave & Julia (resident topic)

Discussion: Steve spoke with Tim about anticipated resident concerns. Tim noted the floodway limits development; recommends structured resident input. Tina provided guidance on attending Item 5F (Strategic Planning).

Motion: Lynn moved to table Villa & Julia discussion to the Nov 20 meeting — PASSED.

Strategic Planning (Nov 6)

Focus: Direct energy to greatest-impact projects; identify features/design elements; begin work in earnest.

Facilities/Sites: Tim noted a potential new VPRC location (elevator considerations). Pete reported tours of 9 sites.

Time: Mentioned as 6–8 PM in discussion; see time confirmation above.

Projects & Partnerships

A) Recognition: Chris Dedrick

Agenda placement moved earlier (see motion above). Follow-up: Prepare recognition plan.

B) Rotary Park — Illinois Prairie Pollinator Garden

Partner: Horticulture Club. Scope: Pollinator garden at Rotary Park; described as "perfect for it." Hort Club willing to do the work for free. Follow-up: Coordinate scope/timeline and approvals.

C) Community Garden

History: Previously at Iowa Center. New Idea: Next to the baseball field at Rec Center. Plans: Pete has plans and will share.

D) Board Action / Funding context

Aug 11: Around 1:00 into the Board of Trustees meeting, vote for $36,000 for park beautification (relevant to Garden Commission). In a resolution — "watch the video." Follow-up: Verify exact language, constraints, and how funds may be accessed/allocated.

Budget & Membership

Town Hall (December): Each Commission has a $200 budget for swag.

Membership Changes: Add one Commissioner and one Junior Commissioner (add to Line J). Process: Put on business now → discuss → vote next meeting → forward to Trustees for final vote. Reminder: If voting, ensure the item is properly noticed.

Commissioner Communication Preferences

Pete: In person, phone, text, email
Steve: Phone first, then follow-up by text
Lynn: In person (esp. brainstorming), text, email

Patrice: Brainstorm in person; phone, text, email all OK
Trustee Konstatos (OMA): Not more than two members together outside meetings.

Assignments & Operational Notes

Note-takers: Patrice (Primary); Lynn (Backup)
Ideas Intake: Send to Lili Morgan
Plans: Pete to share Community Garden plans
Strategic Planning: Tina to advise on process/attendance (Item 5F).

Upcoming Meetings & Dates

Special Meeting – Strategic Planning: Nov 6, 2025 (Time TBD — 7:00 PM vs 6–8 PM; confirm and notice)
Regular Meeting: Nov 20, 2025 (Villa & Julia discussion)
Town Hall: December 2025 — $200 swag budget per Commission.

Action Items (Owners / Due)

- Confirm & notice Nov 6 time (7:00 PM vs 6–8 PM). (Chair/Clerk — ASAP)

- Add Trustee Konstatos to Commission email distribution. (Clerk/Chair)

- Share Community Garden plans with Commission. (Pete — before Nov 6)

- Coordinate with Horticulture Club on Rotary Park pollinator garden. (Lead: Pete/Patrice)

- Prepare recognition plan for Chris Dedrick. (Lynn + support)

- Review Aug 11 Board video; capture exact $36,000 resolution details. (Assigned reviewer — report back Nov 6)

- Draft membership changes (add Commissioner & Junior Commissioner) as Line J for next meeting vote. (Chair/Lynn)

- Minutes workflow: Patrice sends draft by Wednesday; Lynn/Chair review by Friday; final packet ready Monday prior. (Patrice/Lynn/Chair)

- Villa & Julia resident-input plan. (Steve with Tim liaison; Tina to advise — for Nov 20)

Motions Recap

Move Item #8 → #2 (Honor Chris Dedrick): vote not recorded (confirm).
Move Nov 7 → Nov 6 at 7:00 PM: PASSED.
Special Meeting Nov 6 (Strategic Planning): PASSED.
Table Villa & Julia to Nov 20: PASSED.