

**Mundelein Economic Development
Commission Meeting Minutes**

March 27, 2025

CALL TO ORDER

The regularly scheduled meeting of the Economic Development Commission was held on March 27, 2025. Chairperson Decker called the meeting to order at 7:30 AM.

ATTENDANCE

Commission Attendance:

Present: Chairman Decker, Commissioner Streb, Commissioner Lowry, Commissioner Kalicki, Commissioner Trillhaase, Commissioner Echeverria, Commissioner Gibbs

Absent: Commissioner Mitial, Commissioner Grieco, Commissioner Jackson

Also Present: Isabel Guadarrama, Senior Planner; Jessica Marvin, Associate Planner

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

PUBLIC COMMENTARY

There was no public commentary.

MINUTES APPROVAL

Approval of the January 23, 2025 Meeting Minutes

Motion by E. Streb, seconded by M. Echeverria to approve the January 23, 2025 meeting minutes.

RESULT:	[Yes 7, No 0, Abstained 0]
MOVER:	Commissioner Edward Streb
SECONDER:	Commissioner Miguel Echeverria
AYES:	Michael Decker, Edward Streb, Laurel Lowry, Robert Kalicki, Angela Trillhaase, Miguel Echeverria, Virginia Gibbs
NAYS:	None
ABSTAIN:	None

NEW BUSINESS

Spring Mixer

The Commission discussed hosting a Spring Mixer for Mundelein businesses on June 26, 2025. The subcommittee (L. Lowry, R. Kalicki, and V. Gibbs) will meet prior to the April

meeting to finalize the event details.

OLD BUSINESS

Business Appreciation Breakfast

J. Marvin informed the Commission about the feedback received from attendees who completed the after-event survey. She highlighted key areas for improvement, potential topics for future keynote speakers, and provided a breakdown of business attendance by EDC district. Additionally, she also informed the Commission that the event exceeded the approved budget and clarified the reason for exceeding \$865.00.

Motion by E. Streb, seconded by M. Echeverria to approve an additional \$865.00 for expenses related to the Business Appreciation Breakfast.

RESULT:	Passed [Yes 7, No 0, Abstained 0]
MOVER:	Commissioner Edward Streb
SECONDER:	Commissioner Miguel Echeverria
AYES:	Michael Decker, Edward Streb, Laurel Lowry, Robert Kalicki, Angela Trillhaase, Miguel Echeverria, Virginia Gibbs
NAYS:	None
ABSTAIN:	None

Micro Shoppes

The subcommittee (E. Streb, L. Lowry, and S. Mitia) provided an update to the Commission and will continue to meet monthly to further discuss the project.

COMMITTEE UPDATES

Recognize (Robert Kalicki, Jen Grieco)

There were no updates.

Advise (Michael Decker, Raymond Jackson)

M. Decker informed the Commission that he presented the EDC's Annual Report at the Village Board Meeting on February 24, 2025, and it was well-received by the Mayor and Board of Trustees.

Attract (Ed Streb, Sarah Mitia)

There were no updates.

Retain (Angela Trillhaase, Miguel Echevarria)

A. Trillhaase asked Staff whether the Village is notified when a business closes in Mundelein. Staff informed the Retain Committee that the Village is typically not notified unless the business closes their water billing account. A. Trillhaase suggested implementing an exit survey for businesses to complete upon closing.

Educate (Virginia Gibbs, Laurie Lowry)

There were no updates.

OTHER REPORTS

The Hospitality & Retail Workforce Summit

A. Trillhaase updated the Commission on what she learned at the meeting and how it could benefit Mundelein.

Business Outreach and Promotion

I. Guadarrama provided the Commission with the number of submissions received on the After Site Visit Form. She informed the Commission that it is crucial to evaluate the ongoing relevance of this form in achieving the EDC's goals. She also mentioned that if the form is not providing significant value, staff is open to exploring alternative methods for gathering insights and promoting local businesses.

EDC Budget Update

I. Guadarrama informed the Commission that there is a remaining balance of \$1,116.49 to be used before the end of the fiscal year. She presented several options for utilizing the remainder of the budget. The Commission expressed interest in using the funds for the Spring Mixer invitations and an EDC branded tablecloth.

Business Cards

I. Guadarrama informed the Commission that the cost for new business cards would be \$700. Staff has printed stickers with the updated email address, which can be applied over the existing email on the current business cards. A. Trillhaase stated she would like to purchase new business cards if funding is available.

VILLAGE PROJECT UPDATES

I. Guadarrama informed the Commission about the relocation of The Bolt and the residential development across Plaza Circle, constructed by Flaherty and Collins.

NEXT REGULARLY SCHEDULED MEETING, Thursday, April 24, 2025

ADJOURNMENT

Motion by L. Lowry, seconded by A. Trillhasse to adjourn the meeting.

RESULT:	Passed [Yes 6, No 0, Abstained 1]
MOVER:	Commissioner Laurel Lowry
SECONDER:	Commissioner Angela Trillhaase
AYES:	Michael Decker, Edward Streb, Laurel Lowry, Robert Kalicki, Angela Trillhaase, Miguel Echeverria
NAYS:	None
ABSTAIN:	Virginia Gibbs

The meeting was adjourned at 9:30 AM.

Respectfully submitted,

Jessica Marvin, Associate Planner
Recording Secretary