

**Mundelein Economic Development  
Commission Meeting Minutes**

**May 22, 2025**

**CALL TO ORDER**

The regularly scheduled meeting of the Economic Development Commission was held on May 22, 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, Commissioner Jackson

**Absent:** Commissioner Mital

**Also Present:** Isabel Guadarrama, Senior Planner; and 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 April 24, 2025 Minutes**

**Motion** by E. Streb, seconded by R. Jackson to approve the April 24, 2025 meeting minutes.

<b>RESULT:</b>	<b>Passed [Yes 8, No 0, Abstained 0]</b>
<b>MOVER:</b>	Commissioner Edward Streb
<b>SECONDER:</b>	Commissioner Raymond Jackson
<b>AYES:</b>	Michael Decker, Edward Streb, Laurel Lowry, Robert Kalicki, Angela Trillhaase, Miguel Echeverria, Virginia Gibbs, Raymond Jackson
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None

**NEW BUSINESS**

**Mundelein Grand Prix**

I. Guadarrama informed the Commission about the upcoming Mundelein Grand Prix

and requested the EDC's assistance in promoting the sponsorship kits during site visits to the Mundelein business community. She also noted that if a few commissioners are interested in staffing the table, staff will arrange for an EDC tent and table at the event on Monday, July 21, 2025.

### **EDC Tabling Opportunities**

I. Guadarrama informed the Commission about possible EDC tabling opportunities, and R. Jackson recommended sending a survey to determine which commissioners can attend each event. Staff will send out a survey within the upcoming week.

## **OLD BUSINESS**

### **Great Lakes Naval Base Welcome Packet/Pamphlet**

The Commission discussed partnering with local hotels that may be interested in a similar welcome packet or pamphlet. A. Trillhaase and M. Decker will reach out to the two hotels and motel in Mundelein.

### **Micro Shops at Mundelein**

The subcommittee (E. Streb, L. Lowry, and S. Mital) provided an update to the Commission and will continue meeting monthly to further discuss the project. The subcommittee will present the project to the Village Board on July 28, 2025, to request permission to proceed with the research and to form a larger committee with potential partners. I. Guadarrama and E. Streb will collaborate on the PowerPoint presentation.

### **2025 Summer Business Mixer**

L. Lowry provided an update to the Commission, noting that an email with assignments for the Commissioners will be sent as the event date approaches. The Summer Business Mixer is scheduled for June 26, 2025, from 5:30 to 7:30 PM on the South Patio of Mundelein Village Hall. She also recommended having one EDC commissioner and one MCC member at each table to help facilitate conversations. The subcommittee (L. Lowry, V. Gibbs, and R. Kalicki) will continue to meet to finalize event details.

### **Mandatory Use of Village-Issued Email for Commissioners**

I. Guadarrama informed the Commission that staff will no longer send EDC emails to personal email addresses. All correspondence will be sent through the Commissioners' EDC email accounts. Several commissioners mentioned they are experiencing technical difficulties, and staff noted that Jen Marshall will assist with resolving these issues at the end of the meeting.

M. Echeverria left at 8:33 AM.

## **COMMITTEE UPDATES**

### **Recognize (Robert Kalicki, Vacancy)**

There were no updates.

### **Advise (Michael Decker, Raymond Jackson)**

The Advise Committee suggested forming a small committee with local small businesses, similar to Coffee with the Mayor. This committee would meet quarterly, with discussion topics varying at each meeting.

### **Attract (Ed Streb, Sarah Mital)**

There were no updates.

### **Retain (Angela Trillhaase, Miguel Echevarria)**

There were no updates.

### **Educate (Virginia Gibbs, Laurie Lowry)**

The Educate Committee reminded the Commission about the Summer Business Mixer.

## **OTHER REPORTS**

### **Village Board Committee Assignments**

I. Guadarrama informed the Commission that Trustee Daniel Juarez serves as Chair of the Community and Economic Development Committee, with Jen Grieco as Vice Chair and Tony Ugaste as a committee member.

### **Economic Development Commission Opening**

I. Guadarrama informed the Commission that she and M. Decker are still interviewing applicants.

### **Free Business Advertising Opportunity**

A. Trillhaase informed the Commission about the upcoming Mundelein Arts Festival and requested the EDC's support in sharing the sponsorship form with the Mundelein business community during site visits.

## **VILLAGE PROJECT UPDATES**

There were no Village project updates.

**NEXT REGULARLY SCHEDULED MEETING, TBD**

**ADJOURNMENT**

**Motion** by R. Jackson, seconded by L. Lowry to adjourn the meeting.

<b>RESULT:</b>	<b>Passed [Yes 7, No 0, Abstained 1]</b>
<b>MOVER:</b>	Commissioner Raymond Jackson
<b>SECONDER:</b>	Commissioner Laurel Lowry
<b>AYES:</b>	Michael Decker, Edward Streb, Laurel Lowry, Robert Kalicki, Angela Trillhaase, Virginia Gibbs, Raymond Jackson
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	Miguel Echeverria

The meeting was adjourned at 9:06 AM.  
Respectfully submitted,

Jessica Marvin, Associate Planner  
Recording Secretary