

**Mundelein Economic Development
Commission Meeting Minutes**

August 28, 2025

CALL TO ORDER

The regularly scheduled meeting of the Economic Development Commission was held on August, 28, 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 Mital (at 7:40 AM), Commissioner Trillhaase, Commissioner Echeverria, Commissioner Gibbs, Commissioner Jackson, Commissioner Shutan (at 7:36 AM)

Absent:

Also Present: Amanda Orenchuk, Director of Community Development (at 8:22 AM); 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

Courtney Combs - Lake County Community Foundation

Courtney Combs with the Lake County Community Foundation provided a brief overview of the services they offer to surrounding communities. The Foundation connects donors with local needs by managing charitable funds and supporting nonprofit initiatives throughout the county. Ms. Combs explained that they are currently assisting the Waukegan and North Chicago communities and plan to expand into Zion next year. The Foundation focuses on serving communities considered low to moderate income within Lake County.

To be eligible for the program, businesses must be in good standing with the IRS, generate at least \$50,000 in annual revenue, and not obtain sales from certain industries (e.g., tobacco, gambling, weapons/ammunition, lenders, or quasi-financial institutions). The Commission expressed support for the program and noted it could be beneficial in Mundelein, but is uncertain whether Mundelein qualifies. E. Streb informed Ms. Combs about the proposed micro shops and expressed interest in continuing the discussion outside of the meeting.

Lynne Monroe - Social Media Policy

Lynne Monroe, Assistant Village Administrator, informed the Commission about the updated social media policy. All comments on the Village of Mundelein’s social media platforms will remain disabled for the foreseeable future. She also noted that when Commissioners reply to comments online, they should clearly state that they are not speaking on behalf of the Village of Mundelein. Additionally, Commissioners should refer individuals to official Village contacts for any questions or concerns related to Village business.

MINUTES APPROVAL

Approval of the July 24, 2025 Minutes

Motion by E. Streb, seconded by M. Echeverria to approve the July 24, 2025 meeting minutes, as amended.

RESULT:	Passed [Yes 10, No 0, Abstained 0]
MOVER:	Commissioner Edward Streb
SECONDER:	Commissioner Miguel Echeverria
AYES:	Michael Decker, Edward Streb, Laurel Lowry, Robert Kalicki, Sarah Mitial, Angela Trillhaase, Miguel Echeverria, Virginia Gibbs, Raymond Jackson, David Shutan
NAYS:	None
ABSTAIN:	None

NEW BUSINESS

Fall Business Mixer

I. Guadarrama informed the Commission about the upcoming Fall Business Mixer, scheduled for Tuesday, November 18, 2025, from 5:30 to 7:30 PM at the Lure of the Local Art Exhibition in the Archer Business Center. The subcommittee for the event includes Laurie, Sarah, and Raymond.

Motion by V. Gibbs, seconded by M. Echeverria to approve \$1,500 for the Fall Business Mixer Event.

RESULT:	Passed [Yes 10, No 0, Abstained 0]
MOVER:	Commissioner Virginia Gibbs
SECONDER:	Commissioner Miguel Echeverria
AYES:	Michael Decker, Edward Streb, Laurel Lowry, Robert Kalicki, Sarah Mitial, Angela Trillhaase, Miguel Echeverria, Virginia Gibbs, Raymond

	Jackson, David Shutan
NAYS:	None
ABSTAIN:	None

2026 Business Appreciation Breakfast

J. Marvin expressed the importance of starting to plan this event early. The subcommittee for the event includes David, Bob, and Virginia. The Commission selected Thursday, February 26, 2026, as the event date. It will be held from 7:30 to 9:30 AM at the DoubleTree Hotel. J. Marvin asked the Commission to begin brainstorming Gold Star Award nominees and to bring a few business suggestions to the September 25, 2025, EDC meeting.

Motion by A. Trillhaase, seconded by L. Lowry to approve \$5,000 for the 2026 Business Appreciation Breakfast.

RESULT:	Passed [Yes 10, No 0, Abstained 0]
MOVER:	Commissioner Angela Trillhaase
SECONDER:	Commissioner Laurel Lowry
AYES:	Michael Decker, Edward Streb, Laurel Lowry, Robert Kalicki, Sarah Mitial, Angela Trillhaase, Miguel Echeverria, Virginia Gibbs, Raymond Jackson, David Shutan
NAYS:	None
ABSTAIN:	None

OLD BUSINESS

Flyer Campaign

I. Guadarrama informed the Commission about the flyer campaign for local businesses, which promotes their services and offers discounts to visitors in Mundelein. The Commission expressed interest in moving forward with this program.

D. Shutan left at 8:56 AM.

S.T.A.R. Grant Application

I. Guadarrama informed the Commission that the STAR Grant Application is outdated and needs to be updated. She provided copies of the current application and asked the Commission to review them and submit their edits to her for discussion at the September 25th meeting.

COMMITTEE UPDATES

Recognize (Robert Kalicki, David Shutan)

There were no updates.

Advise (Michael Decker, Raymond Jackson)

There were no updates.

Attract (Ed Streb, Sarah Mital)

E. Streb informed the Commission that he will be presenting the Micro Shops to the Village Board on September 8, 2025.

Retain (Angela Trillhaase, Miguel Echevarria)

There were no updates.

Educate (Virginia Gibbs, Laurie Lowry)

The Educate Committee will promote the Fall Business Mixer.

OTHER REPORTS

There were no other reports.

VILLAGE PROJECT UPDATES

A. Orenchuk informed the Commission that staff has hired an Economic Development Consultant, whose main focus will be reviewing the Bank Triangle and Courtland Commons sites. She noted that a few zoning text amendments are currently in process for car washes and murals. She also mentioned plans to feature a monthly spotlight on businesses within the community, similar to the Buy Local campaign. Additionally, at Courtland Commons we will be installing a bridge over the creek to connect Courtland Commons to the Mundelein Shopping Center parking lot.

NEXT REGULARLY SCHEDULED MEETING, Thursday, September 25, 2025

ADJOURNMENT

Motion by M. Echeverria, seconded by R. Kalicki to adjourn the meeting.

RESULT:	Passed [Yes 9, No 0, Abstained 0]
MOVER:	Commissioner Miguel Echeverria
SECONDER:	Commissioner Robert Kalicki

AYES: Michael Decker, Edward Streb, Laurel Lowry, Robert Kalicki, Sarah Mital,
Angela Trillhaase, Miguel Echeverria, Virginia Gibbs, Raymond Jackson
NAYS: None
ABSTAIN: None

The meeting was adjourned at 9:13 AM.
Respectfully submitted,

Jessica Marvin, Associate Planner
Recording Secretary