

AGENDA

MUNDELEIN ECONOMIC DEVELOPMENT COMMISSION MEETING

October 23, 2025 - 7:30 AM
Village Hall - Board Room
300 Plaza Circle, Mundelein, IL 60060

- I. CALL TO ORDER
- II. ATTENDANCE
- III. ADDITIONS OR DELETIONS TO AGENDA
- IV. PUBLIC COMMENTARY
- V. MINUTES APPROVAL
 - A. Approval of the September 25, 2025 Minutes
- VI. NEW BUSINESS
 - A. S.T.A.R. Grant Application — Nova Dental Care

Motion to recommend approval/denial of Nova Dental Care's S.T.A.R. Grant application for an amount not to exceed \$5,000.
- VII. OLD BUSINESS
 - A. Changes to the S.T.A.R. Grant Application
 - B. Fiscal Year 2026 Village Board Report
 - C. Fall Business Mixer

Economic Development Commissions should follow up with all the businesses and encourage them to attend.
 - D. 2026 Business Appreciation Breakfast

VIII. COMMITTEE UPDATES

- A. Recognize (Robert Kalicki, David Shutan)

- B. Advise (Michael Decker, Raymond Jackson)

- C. Attract (Ed Streb, Sarah Mital)

- D. Retain (Angela Trillhaase, Miguel Echevarria)

- E. Educate (Virginia Gibbs, Laurie Lowry)

IX. OTHER REPORTS

X. VILLAGE PROJECT UPDATES

XI. NEXT REGULARLY SCHEDULED MEETING,

XII. ADJOURNMENT

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 Economic Development Commission was held on September 25, 2025. Chairperson Decker called the meeting to order at 7:30 AM.

ATTENDANCE

Commission Attendance:

Present: Chairman Decker, Commissioner Streb, Commissioner Kalicki, Commissioner Mital, Commissioner Trillhaase, Commissioner Echeverria, Commissioner Gibbs, Commissioner Jackson (at 7:32 AM), Commissioner Shutan

Absent: Commissioner Lowry

Also Present: Amanda Orenchuk, Director of Community Development; 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 August 28, 2025 Meeting Minutes

Motion by M. Echevarria, seconded by E. Streb to approve the August 28, 2025 meeting minutes.

RESULT:	Passed [Yes 9, No 0, Abstained 0]
MOVER:	Commissioner Miguel Echeverria
SECONDER:	Commissioner Edward Streb
AYES:	Michael Decker, Edward Streb, Robert Kalicki, Sarah Mital, Angela Trillhaase, Miguel Echeverria, Virginia Gibbs, Raymond Jackson, David Shutan
NAYS:	None
ABSTAIN:	None

NEW BUSINESS

S.T.A.R. Grant Application — Mount Ara

The Commission received a STAR grant application for Mount Ara, located at 750 Allanson Road. The business requested financial assistance for a project, including the installation of curtains and dividers within their facility, to comply with requirements for the Good Manufacturing Practice (GMP) Certification. CEO Vartam Seferian explained that obtaining this certification is necessary to grow the business and expand into big-box stores.

The grant would not only help secure the certification but also support business growth and the addition of new employees. The Commission reviewed the findings of fact and approved the request for funding not to exceed \$4,500. Additionally, the Commission requested that Mr. Seferian provides a copy of the GMP certification application within six months of receiving the STAR grant funds.

Motion by V. Gibbs, seconded by R. Kalicki to approve up to \$4,500 for Mount Ara's Star Grant with the following condition:

1. The applicant must provide a copy of the GMP certification application within six months of receiving the STAR grant funds.

RESULT:	Passed [Yes 9, No 0, Abstained 0]
MOVER:	Commissioner Virginia Gibbs
SECONDER:	Commissioner Robert Kalicki
AYES:	Michael Decker, Edward Streb, Robert Kalicki, Sarah Mitial, Angela Trillhaase, Miguel Echeverria, Virginia Gibbs, Raymond Jackson, David Shutan
NAYS:	None
ABSTAIN:	None

Fiscal Year 2026 Village Board Report

I. Guadarrama updated the Commission on the 2026 annual reports and requested feedback on any updates or additions. The Commission suggested including the Micro Shops in this year’s report. Although the submission date has not been finalized, past reports were due in November. Commissioners were asked to provide any information to I. Guadarrama by October 15, 2025, so she can prepare a draft for the October EDC meeting.

A. Trillhaase left at 8:16 AM.

2026 Economic Development Commission Meeting Dates

The Commission approved the meeting dates for 2026 but will move the December

meeting to the second Thursday of the month.

OLD BUSINESS

Flyer Campaign

The Commission discussed launching a flyer campaign to promote Mundelein businesses. Commissioners would share responsibility for distributing flyers to ensure coverage across all districts. The flyer will include a QR code linking to the Village website and a fillable participation form for businesses. It will also be distributed at community events, such as the Arts Festival, and made available to hotels for visitors.

Commissioners discussed logistics, including setting an expiration date for discounts, determining whether a physical flyer or code would be required, and how often flyers should be updated. An online version was suggested for easier maintenance. Participation may be limited to the first 50–100 businesses to ensure manageability.

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 keynote address topics.

Fall Business Mixer

I. Guadarrama informed the Commission about the upcoming Fall Business Mixer, scheduled for Tuesday, November 18, 2025, from 5:30 to 7:00 PM at the Lure of the Local Art Exhibition in the Archer Business Center. The subcommittee for the event includes Laurie, Sarah, and Raymond.

COMMITTEE UPDATES

Recognize (Robert Kalicki, David Shutan)

There were no updates.

Advise (Michael Decker, Raymond Jackson)

R. Jackson informed the Commission that he has noticed an increase in vacant buildings within District 6. He asked A. Orenchuk if there were any plans to demolish buildings or promote growth in the area. A. Orenchuk stated that there are no plans at this time

and advised R. Jackson to include this information in the annual report to the Village Board.

Attract (Ed Streb, Sarah Mital)

E. Streb presented the Micro Shops project to the Village Board on September 8, 2025, and received formal approval to proceed with the next step, forming a working group of 8–10 individuals from the Mundelein community.

Retain (Angela Trillhaase, Miguel Echevarria)

M. Echeverria informed the Commission that he and A. Trillhaase reviewed the STAR Grant application and provided edits to staff to update outdated verbiage. Due to the increase in applications, the EDC may consider requesting an increase to the STAR Grant budget to support more Mundelein businesses.

Educate (Virginia Gibbs, Laurie Lowry)

There were no updates.

OTHER REPORTS

**LCP Municipal Economic Development Advisory Group Event — October 22, 2025
11:30 AM**

The EDC should designate members to attend this event.

I. Guadarrama informed the Commission about the LCP Municipal Economic Development Advisory Group Event and asked if anyone would like to attend on behalf of the EDC. A. Trillhaase, S. Mital, and M. Decker indicated that they would attend.

S. Mital left at 9:01 AM.

VILLAGE PROJECT UPDATES

A. Orenchuk provided an update on new developments, including McDonald's, Smokin' Jack's, and a dental office. She also reported that the former Public Works site, known as Springbank, is currently in foreclosure. In addition, she noted that an incubator/general manufacturing business located within the Archer Business Center offers various training programs and classes to the public.

E. Streb presented the Micro Shops project to the Village Board on September 8, 2025. The Arts Commission also gave a presentation discussing whether Mundelein should position itself as an arts facilitator or an arts organization.

NEXT REGULARLY SCHEDULED MEETING, OCTOBER 23, 2025

ADJOURNMENT

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

RESULT:	Passed [Yes 7, No 0, Abstained 0]
MOVER:	Commissioner Raymond Jackson
SECONDER:	Commissioner Miguel Echeverria
AYES:	Michael Decker, Edward Streb, Robert Kalicki, Miguel Echeverria, Virginia Gibbs, Raymond Jackson, David Shutan
NAYS:	None
ABSTAIN:	None

The meeting was adjourned at 9:07 AM.
Respectfully submitted,

Jessica Marvin, Associate Planner
Recording Secretary

To: Commission Members

From: Isabel Guadarrama, Senior Planner

For: Mundelein Economic Development Commission Meeting of October 23, 2025

Subject: S.T.A.R. Grant Application — Nova Dental Care

Attachments:

1. STAR Grant Application
2. Findings of Fact

Background:

Nova Dental Care is a new business opening in the vacant space at 440 E. Hawley Street in Mundelein. The space is currently under construction to meet the specific needs of the clinic.

Owned by Dr. Muhammad Omari, Nova Dental Care aims to establish a state-of-the-art dental facility designed to expand access to modern, affordable, and advanced dentistry for residents of Mundelein and the greater Lake County area.

As part of this mission, Dr. Omari is seeking assistance to acquire a cone beam CT scanner. This advanced imaging technology enables safer, faster, and more precise diagnostics and treatment planning for patients. The scanner represents a significant investment of over \$56,000, and the clinic is requesting financial support to help offset this cost, especially given the rising prices of medical equipment.

The addition of this scanner will improve local access to essential dental services, allowing patients to receive specialized imaging in town rather than having to travel outside Mundelein. In addition to enhancing patient care, the investment is expected to support local job creation as the clinic grows.

The applicant is requesting \$5,000 in S.T.A.R. Grant funding. However, the Economic Development Commission (EDC) should note that, following the most recent grant approvals, only \$4,000 remains available in the S.T.A.R. Grant fund.

At this time, the EDC can only approve a maximum of \$4,000 from the existing S.T.A.R. Grant funds without going over budget. If the Commission supports the full \$5,000 request, they may choose to

recommend the Village Board to fund the full amount, leaving the S.T.A.R. Grant budget in the negatives.

Recommendation:

Motion to recommend approval/denial of Nova Dental Care's S.T.A.R. Grant application for an amount not to exceed \$5,000.

Narrative for Commission (STAR Grant Application):

I am a licensed dentist with extensive training and experience in advanced dental procedures. I earned my Doctor of Dental Surgery (DDS) degree, completed an Advanced Education in General Dentistry (AEGD) residency at Marquette University, and pursued advanced implant training through a fellowship program at Nova Southeastern University. Over the past decade, I have served patients in Illinois, providing comprehensive care in general dentistry, oral surgery, implants, and cosmetic dentistry.

We are excited to establish **Nova Dental Care** in Mundelein, a state-of-the-art dental clinic designed to expand access to modern, affordable, and advanced dentistry in Lake County. Our facility will feature the latest dental technology, including a cone beam CT (CBCT) scanner, which allows for safer, more precise diagnosis and treatment planning. This investment is critical for offering patients advanced services such as implant dentistry, oral surgery, and endodontics—all at a local, community-based clinic.

The STAR Grant would directly support this investment by helping us purchase the CBCT machine, a cornerstone of our planned operations. By equipping Nova Dental Care with this technology, we will not only provide a higher level of care to Mundelein residents but also attract patients from surrounding areas who would otherwise travel far distances for advanced services. In addition, our clinic will create new local jobs for dental assistants, hygienists, and administrative staff, contributing to Mundelein's economic growth.

In summary, with my professional experience, commitment to excellence, and investment in cutting-edge technology, Nova Dental Care is poised to deliver exceptional services to the community. I believe this aligns strongly with the goals of the STAR Grant and respectfully ask for your support in approving our application.

Regards,

Muhammad Omari, DDS



PROGRAM GUIDELINES, POLICY, AND APPLICATION

PURPOSE: The purpose of the S.T.A.R. Business Grant Program is to: (1) **STIMULATE** the growth of the local economy, (2) support local businesses in workforce development through additional **TRAINING**, (3) **ASSIST** local small businesses so they can thrive in a competitive environment, and (4) help businesses **RECOVER** from the COVID-19 global pandemic and respond with the necessary changes to their operations. As a pilot program for the 2022 fiscal year, a total of \$50,000 has been allocated to fund this program and individual proposals are capped at a maximum request of \$5,000 per business, with funds being available on a first-come, first-serve basis and dependent on approval of each proposal by the Mundelein Village Board. Because the needs of each business are unique, this program allows businesses to propose projects tailored to their specific needs.

ELIGIBILITY: To be eligible under this grant program the local business must meet all of the following requirements:

1. The applicant must be an authorized representative of, and the proposal must be for, a business operating within the corporate limits of the Village of Mundelein, Illinois.
2. The local business must be in a state of good standing with the Village of Mundelein.
3. The local business must have an active Business Registration on file with the Village (*excludes home occupations*).
4. Costs must be new expenses.
5. Business must be for-profit. Public and private schools, home-based businesses (*except those relocating to a commercial space*), political activities, and civic organizations are not eligible.
6. Recipients of other Village assistance (e.g. utility grants, Business Incentive Grants, prior agreements) are eligible provided that the request is for services, expansions, or other business operations not previously incorporated into prior grant awards.

PROPOSAL GUIDELINES:

1. Total requested relief must not exceed 50% of the total project cost.
2. Total requested relief should not exceed \$5,000, however, the Village Board may consider additional amounts.
3. Project must comply with all federal, state, and local laws and regulations.

IDEAL PROJECTS: Besides the guidelines included in this application packet, there are no specific project types or parameters, and the program is intentionally broad to enable businesses to propose projects which are specific to their business' needs or plans. Proposals should be accompanied with sufficient documentation and exhibits to fully explain the project scope and costs. Ideal proposals will provide clear evidence to demonstrate that the project will: **(1) stimulate the local economy, (2) further develop the local workforce, (3) support the business through a particular hardship, or (4) assist the business with adapting to, or recovering from, the COVID-19 Global Pandemic and the resulting market conditions.** Applications which do not demonstrate a specific need for assistance or do not provide an obvious benefit to the community (meaning the general public, the Village of Mundelein, business employees, or customers/clients) are strongly discouraged. The strongest proposals will show a significant investment by the business in addition to the assistance requested and will clearly demonstrate the potential return on investment, either financially or in its value to the community.

REQUIRED ATTACHMENTS

- Completed Application
 - Prior year ST-1 or ST-2 form, if applicable
 - Quote or equivalent of project cost estimate
 - Additional documentation to sufficiently detail the project scope and its benefit to the business and/or community
-

Applicant Information	Business Legal Name: Nova Dental Care PLLC	Business Address: 440 E Hawley St
	Business DBA Name: Nova Dental Care	Federal Tax ID#/EIN#: 33-2273491
	Applicant (Business Owner or Authorized Agent) Name: Muhammad Omari Title: Owner Phone: 262-323-3443 Email: momaridds@gmail.com Mailing Address: 5740 Churchill Ln Libertyville IL 60004	
Property Information	Address of Property Applicable to the Grant Project:	Dental Clinic 440 E Hawley St Mundelein IL 60060
	Property Owner Name: Frank A. Dziaduz - Dziaduz Development LLC Title: Manager Phone: 847-362-2211 Email: frank@midwestmasonryfnc.com Mailing Address: 1335 Wilhelm Rd. Ste A Mundelein IL 60060	

PROCESS:

1. **Application Proposal Review**
Proposals reviewed for completion and accuracy. Staff and/or an Economic Development Commission member may contact applicants to provide initial feedback or request additional information.
2. **Economic Development Commission (EDC) Recommendation**
All proposals will be presented to the EDC in a public meeting. Applicants will be required to explain the proposed project and justify their need for the requested assistance through a combination of verbal, visual, and/or written documentation. After review, the EDC will make a recommendation to the Village Board to approve or deny the request. The EDC may place conditions on their approval such as requiring additional documentation or a consultation with the College of Lake County and the Small Business Development Center.
3. **Village Board Approval**
Applications and the recommendation of the EDC will be presented to the Mundelein Village Board of Trustees for their final determination. Only applications approved by the Village Board will be guaranteed funding.
4. **Implementation**
Business starts and completes the project. Once the expenses for the approved project have been paid, business may submit a reimbursement request form to the Village.

<p>Please provide thorough written responses to each of the following items. A separate sheet may be attached if additional space is needed. Applications which fail to adequately respond to these items will be considered incomplete.</p>	
<p>PROJECT TYPE:</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Building Improvement <input type="checkbox"/> Workforce Development <input checked="" type="checkbox"/> Equipment Purchase <input type="checkbox"/> Overhead Costs <input type="checkbox"/> Marketing/Branding <input type="checkbox"/> Professional Services (e.g. architect, engineering) <input type="checkbox"/> Other (short description): _____
<p>PROJECT OVERVIEW (Scope of Work) Provide a written description of the proposed project. Be sure to include as many details as possible.</p>	<p>We are requesting funding to equip our new dental office in the Village of Mundelein with a Cone Beam Computed Tomography (CBCT) imaging system. This advanced technology will allow us to provide state-of-the-art diagnostic services, offering highly detailed 3D imaging to support accurate treatment planning in implant dentistry, oral surgery, endodontics, and other complex cases. The addition of a CBCT unit will significantly enhance the quality of care available to patients in our community.</p>
<p>HARDSHIP If the project is the result of a particular hardship, describe this hardship in detail. Additional exhibits may be attached for reference or in support of this hardship.</p>	<p>As a small healthcare provider establishing a new practice post-pandemic, we are facing financial challenges due to rising equipment costs, supply chain issues, and limited startup resources. While we are committed to creating a modern dental facility, the high cost of CBCT technology places a considerable strain on our budget. Without additional support, it will be difficult to acquire this essential equipment that is increasingly considered the standard of care in dentistry.</p>
<p>BENEFIT TO THE VILLAGE Describe how the Village stands to benefit from the proposed project. (e.g. how it will increase sales tax revenue, improve aesthetics of an area, provide a service to the community, provide jobs, or improve workforce skills)</p>	<p>This project will bring advanced diagnostic imaging to Mundelein, improving access to essential dental services for residents. The CBCT will reduce the need for patients to travel outside the community for specialized imaging, increasing convenience and continuity of care. It will also support local job creation through ongoing dental staff employment and contribute to the overall enhancement of healthcare infrastructure in the neighborhood. In addition, our commitment to community education and outreach will extend the benefits of this technology beyond our office, helping raise awareness about oral health and modern treatment options.</p>
<p>Total Project Budget (Include all costs for the project as a whole) Attach any estimates,</p>	

quotes, contracts, or other written documentation to verify project costs.	\$ <u>56000</u>
Total Grant Amount Requested (maximum request of \$5,000) Grant request may not exceed 50% of the total project budget.	\$ <u>5000</u>
Number of jobs created (if applicable):	10
Number of jobs retained (if applicable):	
Estimated Project Completion Date or Timeline (project must be completed within 6 months):	6 months after approval

REQUIRED SIGNATURES

The Applicant states under oath that he/she/they have authorization from the property owner to perform any improvements on the subject property and acknowledges that the Village is not responsible for any decisions which may require owner approval. Furthermore, the undersigned acknowledges that: (1) completion of this application proposal form does not obligate the Village to approve of the application request, (2) the proposed assistance is not being funded or reimbursed by any other federal, state, or local grant programs, (3) I affirm that any assistance received will be used for only for those costs demonstrated by this application proposal, (4) the Village may request additional financial documentation as needed to substantiate the statements contained in this application, and (5) the Village may deny reimbursement for any violation of the terms of the STAR Grant Program.

Additionally, by signing below, the Applicant acknowledges that they have received and read the Program Description and Requirements and has received and read the Rules Implementing the Program.

The Applicant states that the information contained in this Application is true, correct and complete and agrees to comply with all Village requirements applicable to the Program and the Rules Implementing the Program. The Applicant agrees that in the event of his breach of any condition or provision of the Program or the Rules Implementing the Program or, if any of the information submitted to the Village by the Applicant is found to be false, the Village has the right to terminate the Applicant's participation in the Program.

The Applicant further understands that, after the improvement(s) have been completed, they must submit a Reimbursement Request Form (on the Form provided by the Village) and detailed cost documentation such as copies of lien waivers, paid invoices, receipts, cancelled checks and credit card statements, in order to receive payment.

The Applicant authorizes the Village to use their name, likeness, photos and/or information about the Project for promotional purposes.

Signature (PROPERTY OWNER)*: _____

Date: _____

Printed Name: _____

Title: Owner

**Not required for projects which do not alter, modify, or otherwise affect the real property where the business is located*

Signature (APPLICANT): 

Date: 9/23/25

Printed Name: Muhammad Omari

Title: owner



Carestream Dental LLC
3625 Cumberland Blvd. Ste. 700
Atlanta, GA 30339
US

New Bank account

Account Holder Name: _____

Account Number: _____

Routing Number: _____

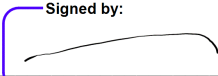
A voided check must be presented to us when using an ACH payment. Your signature authorizes the Company to verify your checking account information and begin ACH debit transactions against your checking account. To terminate an ACH authorization, you must give us notice, and we will cease ACH withdrawals within seven (7) days of receipt of that notice.

New Card

Your signature authorizes the Company to begin debiting transactions against your credit card provided. To terminate a credit card authorization, you must give us written notice, and we will cease credit card withdrawals within seven (7) days of receipt of that notice.

BY SIGNING BELOW, YOU AGREE AS OF THE EFFECTIVE DATE THAT:

- YOU WILL PAY THE FEES DESCRIBED ABOVE FOR THE PRODUCTS SET FORTH IN THIS CONTRACT, AND YOUR ACH OR CREDIT CARD LISTED ABOVE MAY BE CHARGED THE BALANCE OF THE PURCHASE PRICE FOR THE PRODUCTS DESCRIBED ABOVE, AS WELL AS FOR APPLICABLE SALES TAX AND SHIPPING, LESS THE DEPOSIT, WHEN THE ORDER IS SHIPPED, UNLESS OTHERWISE SET FORTH IN SECTION 2 OF THE TERMS AND CONDITIONS OF THIS CONTRACT.
- YOUR ACH OR CREDIT CARD LISTED ABOVE MAY BE DEBITED MONTHLY FOR MONTHLY SUPPORT & MAINTENANCE FEES (IF ANY) AND/OR SUBSCRIPTION FEES (IF ANY) SET FORTH ABOVE.
- IF THIS CONTRACT REQUIRES RECURRING PAYMENTS, YOU AGREE TO MAINTAIN AN UP-TO-DATE FORM OF PAYMENT.
- YOU ACCEPT THE TERMS AND CONDITIONS OF THIS CONTRACT.
- YOU ARE A DULY AUTHORIZED REPRESENTATIVE OF THE CUSTOMER.

Customer Signature: _____
 Signed by: 
 Print Name: **muhammad Omar** DDS EDA29058103A497...
 Title: **Owner** Signature Date: **9/1/2025**

FINDINGS – EDC STAR BUSINESS GRANT PROGRAM

BUSINESS NAME	Nova Dental Care	BUSINESS ADDRESS	440 E. Hawley Street
PROJECT NAME/DESCRIPTION	Equipment	EDC MEETING DATE	September 25, 2025
PROJECT COSTS	\$ 56,043.05 (Improvement Costs)	\$ 5,000 (Grant Request)	\$ 51,043.05 (Total Private Participation)

FINDINGS:

The Economic Development Commission considered the proposal for assistance, referenced above, through the Village of Mundelein’s S.T.A.R. Business Grant Program. Projects are considered on a case-by-case basis. The findings below are intended to document the Commission’s recommendation and the reasons for which this determination was made. ¹

The requested assistance brings value to the Village and/or community:

The requested assistance is due to a clearly demonstrated need of the business:

The proposal for assistance provides sufficient details to fully explain where the funds requested will be utilized:

The proposal for assistance satisfactorily demonstrated that the requested relief does not exceed 50% of the total cost of the project:

The proposal for assistance complies with all criteria and requirements of the S.T.A.R. Business Grant Program, in addition to all Federal, State, and Local laws and regulations:

Project will be completed within 6 months:

Other:

RECOMMENDATION:

After careful consideration of the proposal for assistance mentioned above, the Commission makes the following recommendation:

APPROVAL \$_____	DENIAL	APPROVAL WITH CONDITIONS \$_____
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SUBJECT TO THE FOLLOWING CONDITIONS (IF APPLICABLE):

- 1.
- 2.
- 3.

¹ Recommendations for denial by a 2/3 majority vote of the Economic Development Commission shall not proceed to the Village Board for their consideration. All other recommendations will be placed on the next available Village Board Meeting Agenda.

To: Commission Members

From: Isabel Guadarrama, Senior Planner

For: Mundelein Economic Development Commission Meeting of October 23, 2025

Subject: Changes to the S.T.A.R. Grant Application

Attachments:

1. S.T.A.R. Grant Edits

Background:

The Retain Committee will review proposed changes to the S.T.A.R. Grant application with the Economic Development Commission.

Recommendation:



PROGRAM GUIDELINES, POLICY, AND APPLICATION

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4. Costs must be new expenses.
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REQUIRED ATTACHMENTS

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To: Commission Members

From: Isabel Guadarrama, Senior Planner

For: Mundelein Economic Development Commission Meeting of October 23, 2025

Subject: Fiscal Year 2026 Village Board Report

Attachments:

1. Committee Reports

Background:

Chairman Decker has requested that the Commissioners provide staff with a list of their 2025 committee updates. Items that could be included in the report are:

Purpose of the EDC
Implementations throughout the year
Fiscal Year Summary
Highlights of the Year
Accomplishments
Goals for the EDC as a whole
Committee Goals and Objectives for near year
Recommendations to the Village Board (including capital improvements from the site visits)

Attached to this report are the lists we have received so far. The Commission will take a moment to review and discuss them on October 23, 2025.

Recommendation:

This year the Attract Subcommittee was focused on developing a proposal for the creation of a collection of micro shops in Mundelein. The group met several times to discuss the desirability and feasibility of bringing this concept to the village. Several members of the subcommittee traveled to various “pop up” shopping areas and interviewed both managers and entrepreneurs involved in such shops. The group presented its findings and recommendations to the village board and are awaiting final approval of the next steps in the process of creating the Mundelein micro shops.

EDC Retain Report

- Business Appreciation Breakfast both recognizes and helps retain
- Fully staffed EDC covers the whole Village giving 100% support
- Business Mixers advise, educate and retain businesses
- Star Grant has had more applications and approvals in 2025 than in previous years (need Village staff to give final number applications/approvals)
- Collaboration with GLMV and other county and state resources
- Collaboration with other Village Committees

Requests

- Ask Village Board to increase funding for the Star Grant. We are getting more applications and need the increase to satisfy the needs of business looking to grow and stay in Mundelein. EDC is requesting \$15,000 for 2026
- Social Media business highlights – This has been a long-time request and needs to move forward. We must highlight businesses that need help with reaching more customers, especially the ones that generate the largest tax revenue
- Create a survey for businesses to get feedback on how the Village and the EDC can better serve them
- Flyers for Mundelein attractions in more businesses than just hotels

Goals for this year include:

- Launching a "Made in Mundelein" column to recognize businesses (details TBD, though Bob has written the first column already).
- Exploring additional ways to recognize businesses while avoiding the appearance of favoritism.

To: Commission Members

From: Isabel Guadarrama, Senior Planner

For: Mundelein Economic Development Commission Meeting of October 23, 2025

Subject: Fall Business Mixer

Attachments:

None

Background:

The 2025 Fall Business Mixer is quickly approaching!

The event will be held on Tuesday, November 18, 2025, at 5:30 PM at the Lure of the Local Art Exhibition Space, located at 175 North Archer Avenue.

Invitations have been sent to all guests. Due to the cost of printing and mailing, we did not order additional printed invitations. If you would like physical copies, please contact staff with the number needed. We will be happy to print them in-house.

Venue Information:

The entrance to the exhibition space is located near the intersection of Archer Avenue and Division Street, on the opposite end from Tighthouse Brewing.

Parking:

Parking is available directly outside the venue. Overflow parking can be found at the METRA station and Village Hall.

LURE OF THE LOCAL PARKING LOCATIONS



All Village Trustees, including the Mayor, have been invited. At the time of publishing this report, we have not received any RSVPs.

Recommendation:

Economic Development Commissions should follow up with all the businesses and encourage them to attend.

To: Commission Members

From: Jessica Marvin, Associate Planner
Isabel Guadarrama, Senior Planner

For: Mundelein Economic Development Commission Meeting of October 23, 2025

Subject: 2026 Business Appreciation Breakfast

Attachments:

None

Background:

We are four months away from the 2026 Business Appreciation Breakfast (BAB). At last month's meeting, the Commission nominated businesses for each of the Gold Star Awards. The subcommittee for the event includes David, Robert, and Virginia.

1) Keynote Address: Staff has only received a few keynote address topics. It is important to begin brainstorming so that we are not making last-minute selections. The subcommittee will be responsible for reaching out to the keynote speakers and making sure they are able to attend. They will also be responsible for creating the agenda for the event. Therefore, it is important that they receive ideas from the Commission within the next few days. A subcommittee meeting will be scheduled within the next few weeks.

2) Venue: Staff has been in contact with DoubleTree and reserved the venue for Thursday, February 26, 2026.

3) Gold Star Awards: Below is the list of businesses the Commission discussed at the last meeting. Since it's a shorter list, staff decided it would be best to vote for the Gold Star Award winners in person at the October meeting. The winners will be announced at the December EDC meeting. Please see the Gold Star Award Nominations below. You may also write in a business for each category if you choose not to vote for any of the nominated businesses.

- Business Investment/Expansion:
 - Dog Stop
 - Julio's Tacos

- Barn XO
- Tighthouse
- Advantage Handing Materials
- Trulli Audio

- Community Involvement:
 - AREA Coffee
 - Tighthouse
 - Los Perez

- Customer Service:
 - TieMart
 - Tighthouse

- Mundelein Pride:
 - Out of This World Embroidery
 - Tighthouse

Below is the remaining tentative schedule for the 2026 Business Appreciation Breakfast.

Timeline for the 2026 Business Appreciation Breakfast	
December 19 th , 2025 EDC Meeting	<ul style="list-style-type: none"> ● Reveal the 4 Gold Star Award Winners ● Subcommittee to contact the Gold Star Winners ● Finalize Keynote Speaker(s) and Topic
Early January 2026	<ul style="list-style-type: none"> ● Start promoting the BAB ● Organize and record the BAB Gold Star Video
January 22 nd , 2026 EDC Meeting	<ul style="list-style-type: none"> ● Promote the event through EDC members, social media, word of mouth, and emails. EDC members should visit businesses in their districts to help promote this event. ● Prepare the Gold Star Awards – Signed by the Chair

February 2026: Event Month

- Continue to promote the BAB
- Finalize any items that are left

Recommendation: