

**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.

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

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

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

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

Jessica Marvin, Associate Planner  
Recording Secretary