

**Mundelein Economic Development  
Commission Meeting Minutes**

**November 20, 2025**

**CALL TO ORDER**

The regularly scheduled meeting of the Economic Development Commission was held on November 20, 2025. Chairperson Decker called the meeting to order at 7:35 AM.

**ATTENDANCE**

**Commission Attendance:**

**Present:** Chairman Decker, Commissioner Streb, Commissioner Lowry (at 7:38 AM), Commissioner Trillhaase, Commissioner Echeverria, Commissioner Jackson

**Absent:** Commissioner Kalicki, Commissioner Mital, Commissioner Gibbs, Commissioner Shutan

**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 October 23, 2025 Minutes**

**Motion** by M. Echeverria, seconded by E. Streb to approve the October 23, 2025 meeting minutes as amended.

<b>RESULT:</b>	<b>Passed [Yes 6, No 0, Abstained 0]</b>
<b>MOVER:</b>	Commissioner Miguel Echeverria
<b>SECONDER:</b>	Commissioner Edward Streb
<b>AYES:</b>	Michael Decker, Edward Streb, Laurel Lowry, Angela Trillhaase, Miguel Echeverria, Raymond Jackson
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None

**NEW BUSINESS**

**Event Dates for FYE 2027**

The Administration Department will be creating an annual events calendar to share

with Mundelein businesses interested in the Village's events. I. Guadarrama suggested that the Commission set dates for all 2026 Economic Development Commission (EDC) events, including the Business Appreciation Breakfast, Spring Business Mixer, and Fall Business Mixer. Establishing these dates in advance also helps staff plan and prepare more effectively for each event. Since multiple Commissioners were unable to attend the meeting, I. Guadarrama will email a survey with multiple date options for each event.

## **OLD BUSINESS**

### **Changes to the S.T.A.R. Grant Application**

M. Echeverria and A. Trillhaase provided edits to the STAR Grant application, including removing references to COVID-19 and the pilot program. They also suggested adding language to indicate that the grant will be awarded on a first-come, first-served basis, and replacing the statement that "\$50,000 has been allocated to fund this program" with a note that the program's budget will reflect the allocated amount for each fiscal year. Additionally, the Commission would like to include a section in the grant for a follow-up with recipients one year after receiving the grant. Staff will make these edits to the application and add a STAR Grant section to future agendas to serve as a check-in reminder.

### **Fiscal Year 2026 Village Board Report**

I. Guadarrama provided the Commission with a draft of the 2025 report on Commission updates, board recommendations, and accomplishments throughout the year. She noted that any changes to the report must be submitted to her by December 8, 2025, as the final version will be presented at the December 18, 2025 EDC meeting.

### **Fall Business Mixer**

L. Lowry provided the Commission with an update on the Fall Business Mixer, noting that the event was very successful. The only issue reported was the microphone and stage placement, which made it difficult for attendees at the back of the room to hear multiple speakers clearly due to the room's acoustics. L. Lowry also reviewed the results of the post-event survey.

### **2026 Business Appreciation Breakfast**

The subcommittee for the event includes David, Bob, and Virginia. The Commission selected Thursday, February 26, 2026, as the event date. The event will be held from 7:30 to 9:30 AM at the DoubleTree Hotel. J. Marvin asked the Commission to assist the subcommittee in brainstorming potential keynote speakers and topics.

## **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 mentioned that he will continue to advertise the Mundelein Micro Shops application, as the deadline is at the end of this year.

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

The Retain Committee inquired about ways the Commission can help amplify Mundelein businesses on social media. Staff will work with the Communications and Community Engagement Manager to develop a strategy for promoting local businesses online.

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

There were no updates.

**OTHER REPORTS**

There were no other reports.

**VILLAGE PROJECT UPDATES**

J. Marvin informed the Commission that Fenton Brewing Company will be relocating to 169 N. Seymour Avenue, the former location of Tonality Brewing Company.

**NEXT REGULARLY SCHEDULED MEETING,**

The next regularly scheduled meeting is on December 18, 2025.

**ADJOURNMENT**

The meeting lost quorum at 9:19 AM.

Meeting adjourned at 9:27 AM

Respectfully submitted,

Jessica Marvin, Associate Planner  
Recording Secretary

