

AGENDA

MUNDELEIN ECONOMIC DEVELOPMENT COMMISSION MEETING

January 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 Regularly Scheduled December 19, 2024, Meeting Minutes

VI. NEW BUSINESS

VII. OLD BUSINESS

- A. Business Appreciation Breakfast 2025

The EDC Commissioners should conduct site visits once staff receives the Business Appreciation Breakfast invites.

- B. Batavia Boardwalk Shops

VIII. COMMITTEE UPDATES

- A. Recognize (Robert Kalicki, Jen Grieco)

- 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

A. Great Lakes Naval Base Welcome Packet/Pamphlet

B. Site Visits and After Site Visit Form

X. VILLAGE PROJECT UPDATES

XI. NEXT REGULARLY SCHEDULED MEETING, THURSDAY, MARCH 27, 2025, AT 7:30 AM

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 meeting was called to order at 7:35 AM on Thursday, December 19, 2024, at the Mundelein Village Hall with no quorum.

ATTENDANCE

Commission Attendance:

Present: Chairman Decker, Commissioner Lowry, Commissioner Kalicki, Commissioner Grieco, Commissioner Jackson

Absent: Commissioner Streb, Commissioner Mitia, Commissioner Trillhaase, Commissioner Echeverria, Commissioner Gibbs

Also Present: Amanda Orenchuk, Director of Community Development; Isabel Guadarrama, Senior Planner; Jessica Marvin, Associate Planner; and Tim Wilson, Village of Mundelein Trustee

Commissioner E. Streb joins the Commission at 7:41 AM. The Economic Development Commission has quorum.

ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

PUBLIC COMMENTARY

There were no public comments.

MINUTES APPROVAL

Approval of the November 21, 2024 Minutes

Motion to approve the November 21, 2024, Economic Development Commission Regular Meeting Minutes.

RESULT:	[Yes 6, No 0, Abstained 0]
MOVER:	Commissioner Edward Streb
SECONDER:	Commissioner Jennifer Grieco
AYES:	Michael Decker, Edward Streb, Laurel Lowry, Robert Kalicki, Jennifer Grieco, Raymond Jackson
NAYS:	None
ABSTAIN:	None

NEW BUSINESS

2024 Gold Star Awards

Commissioners J. Grieco and R. Kalicki will be contacting the winners. Village staff is still working on the video that will be playing during the Business Appreciation Breakfast 2025. Staff will make sure that it is posted on social media.

OLD BUSINESS

Business Appreciation Breakfast 2025

Commission went over the schedule. J. Marvin stated that it is subject to change. Will provide official flyers once the speaker is confirmed. A subcommittee meeting will be held soon.

Great Lakes Naval Base Welcome Packet/Pamphlet

J. Marvin presented the flyer and asked for the Commissioners' feedback. Commissioner L. Lowry suggested adding a deadline date. Chairman M. Decker also recommended including a "fact sheet" before reaching out to businesses. Commissioner R. Jackson reminded staff about the request for window stickers. The Commission questioned the wording on the flyer, stating that while "military and veteran" discounts were preferred, they could be costly for businesses and might stray from the original intent of targeting Great Lakes Naval Base graduates and their families. Staff will reach out to Trustee Wilson to clarify what other parties are doing and offering.

Batavia Boardwalk Shops

Commissioner E. Streb gave an overview of the subcommittee meeting. He stated that there is still work to be done and that he will compile a list of questions to ask the Batavia and McHenry Shoppes organizers. The question remains: what is the ideal location that will serve as the "home" to this project for many years to come? However, a few Commissioners have expressed a preference for Courtland Commons.

COMMITTEE UPDATES

There were no committee updates.

Recognize (Robert Kalicki, Jen Grieco)

Advise (Michael Decker, Raymond Jackson)

Attract (Ed Streb, Sarah Mital)

Retain (Angela Trillhaase, Miguel Echevarria)

Educate (Virginia Gibbs, Laurie Lowry)

OTHER REPORTS

Site Visits and After Site Visit Form

A reminder to the Commission that they should be doing site visits.

VILLAGE PROJECT UPDATES

A. Orenchuk informed the Commission that the budget was presented to Village Administration and that there were no concerns. She also informed the Commission about some businesses coming to Mundelein and others leaving. Furthermore, the Bank Triangle and Ivanhoe Village properties continue to progress, as staff continues to meet with developers of both sites.

NEXT REGULARLY SCHEDULED MEETING, Thursday, January 23, 2025 at 7:30 AM

ADJOURNMENT

Motion to adjourn the Regular Economic Development Commission Meeting of December 19, 2024. Meeting ended at 8:59 AM.

RESULT: [Yes 6, No 0, Abstained 0]

MOVER: Commissioner Laurel Lowry

SECONDER: Commissioner Raymond Jackson

AYES: Michael Decker, Edward Streb, Laurel Lowry, Robert Kalicki, Jennifer Grieco, Raymond Jackson

NAYS: None

ABSTAIN: None

To: Commission Members

From: Isabel Guadarrama, Senior Planner

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

Subject: Business Appreciation Breakfast 2025

Attachments:

None

Background:

Event Info:

- The Business Appreciation Breakfast (BAB) will be held at the DoubleTree Hotel on Wednesday, February 26, 2025, from 7:30 to 10 AM.
- EDC Commissioners are encouraged to attend the Business Appreciation Breakfast.

Schedule:

- **Business Expo Event Set-up:** 7:00 - 7:30 AM
- **Registration & Business Expo:** 7:30 - 8:30 AM (45 minutes previously)
- **Breakfast:** 8:30 AM
- **Welcome and Opening Remarks:** 8:45 - 9:00 AM
- **Elevator Pitches:** 9:00 - 9:15 AM
- **2024 Gold Star Business Awards:** 9:15 - 9:25 AM
- **Keynote Speaker:** 9:30 - 10:00 AM
- **Closing Remarks and Questions:** 10:00 AM

Professional Business Headshots and Event Photos:

Business Headshots and Photography will be done by Ernie J. Schweit Fine Art Photography.

Keynote Speaker:

This year's keynote speaker is Bobbi Baehne, CEO of Think Big Go Local, Inc. She will present on the latest changes in social media and how small businesses can adapt to stay ahead.

Other Updates:

Staff has completed the slideshow that will play in the background. The BAB invitations have been sent for printing and mailing; however, invitations have already been sent to our current business directory via email. Staff is in communication with the venue and will coordinate the room setup. Additionally, staff has reached out to the Gold Star winners to schedule a time for recording their portion of the video. The subcommittee and staff will continue to meet and discuss event details.

YOU ARE CORDIALLY INVITED TO THE 10TH ANNUAL
**BUSINESS APPRECIATION
BREAKFAST**
BROUGHT TO YOU BY THE MUNDELEIN ECONOMIC DEVELOPMENT COMMISSION
FEB 26 2025
7:30 - 10:00 AM
DOUBLETREE HOTEL
510 E IL ROUTE 83, MUNDELEIN, IL

VILLAGE OF
Mundelein

EVENT DETAILS
FOR: ANY MUNDELEIN
BUSINESS REPRESENTATIVES
RSVP BY FEB. 24 VIA EVENTBRITE
VISIT: WWW.MUNDELEIN.ORG/EDC
OR SCAN QR CODE
EXPO BOOTHS FOR
MUNDELEIN BUSINESSES AND
FREE PROFESSIONAL
BUSINESS HEADSHOTS
(UNTIL ALL SLOTS ARE FILLED)
MUST REGISTER ONLINE
EVENT PROGRAM:
■ BUSINESS EXPO 7:30-8:30 AM
■ BREAKFAST SERVED 8:30 AM
■ PROGRAM 8:45-10:00 AM
KEYNOTE ADDRESSES BY:
■ **KEYNOTE SPEAKER**
BOBBI BAEHNE, CEO OF THINK BIG GO LOCAL, INC.
"THE FUTURE OF SOCIAL MEDIA: WHAT SMALL
BUSINESSES NEED TO KNOW IN 2025"

POSTAGE

VILLAGE OF
Mundelein

Outstanding items:

- Promote the event through
 - EDC members
 - Social media
 - Word of mouth
 - Emails
 - Business visits
- Record the BAB Gold Star Video
- Register in Eventbrite

Recommendation:

The EDC Commissioners should conduct site visits once staff receives the Business Appreciation Breakfast invites.

To: Commission Members

From: Isabel Guadarrama, Senior Planner

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

Subject: Batavia Boardwalk Shops

Attachments:

None

Background:

The subcommittee will provide updates as needed.

Recommendation:

To: Commission Members

From: Isabel Guadarrama, Senior Planner

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

Subject: Great Lakes Naval Base Welcome Packet/Pamphlet

Attachments:

None

Background:

All comments and concerns raised during the December 19, 2024 meeting have been forwarded to Trustee Wilson. He is working on obtaining answers from the Naval Base. Trustee Wilson and staff will provide updates at the next scheduled meeting.

Recommendation: