



**CITY OF PROSPECT HEIGHTS
Tourism Board Special Meeting Minutes
Monday, April 3, 2017 -10:30 a.m.
City Hall
8 North Elmhurst Road
Prospect Heights, IL 60070**

I. Call to Order – At 10:30 AM, Chairman Allgauer called to order the Special Meeting of the Tourism District Board at City Hall, 8 North Elmhurst Road, Prospect Heights, IL.

II. Roll Call – Chairman Allgauer called roll.

A quorum was present.

COMMISSIONERS IN ATTENDANCE: Chairman Allgauer, Mayor Helmer, Commissioners Schultheis, Hager, and Patel (arrived at 10:35 AM)

OTHER OFFICIALS IN ATTENDANCE: Finance Director Hannon, Director of Building and Development Peterson, Public Works Director O'Neill, and Ramada Inn Representative Kamran Gaba.

III. Old Business

A. Approval of the March 3, 2017 Regular Meeting Minutes
Commissioner Hager moved to approve the March 3, 2017 Regular Meeting Minutes; seconded by Mayor Helmer.

VOICE VOTE: All ayes, no nays

Motion carried 4 – 0; Commissioner Patel absent.

B. Continuation of Spring/Summer Projects Updates – Action to be taken, if needed. – Public Works Director O'Neill updated the Board on

landscaping. He discussed the issue of garbage blowing, and said that Public Works goes out every day to pick up garbage that has blown in the street from the shopping areas. Mayor Helmer said that shops should be held responsible for garbage their own trash pick-up. There was discussion regarding contacting Republic Services to see if trash bins could contain lids.

At 10:35 AM, Commissioner Patel enters the Meeting

Chairman Allgauer discussed removal of some perennials to get more room for other mums. It was noted that a more aesthetically would be a layered look to give more definition.

The consensus of the Board was to make certain that the landscaping should not look overgrown and unorganized.

It was noted that as soon as the landscaping is finished, there will be flood lights installed.

It was noted that the purpose of this special meeting was to insure that the landscaping would show density and organization.

There was a question as to whether there could be hanging baskets. Public Works Director O'Neill said that it would be too expensive to have them watered.

There was discussion regarding cleaning up the gravel and grass by the Crowne Plaza to get a curb. It was noted by the Finance Director that the area in question was not owned by the City but by the County.

Building and Development Director Peterson said that Sanders Road was scheduled to be redone within the next three years.

There was discussion regarding a water feature that would run down the flagstone. It was noted that the feature would have to be shut off in the winter, and that it might attract animals. It was noted that a possibility could be artwork on the wall that looked like running water.

It was noted by the Finance Director that there was \$15,000 for Spring plantings and \$15,000 for Fall plantings, but the Board could not use the same unless there was an RFP, because any expenditure over \$20,000 required an RFP.

Signage – It was noted that directional signage needed approval by IDOT.

Chairman Allgauer moved to approve spring plantings not to exceed \$19,500.00; seconded by Commissioner Hager. There was unanimous approval.

ROLL CALL VOTE: AYES – Hager, Schultheis, Helmer, Patel, Allgauer
 NAYS - None

Absent - None

Motion carried 5 – 0

There was a request to add two ceramic, rectangular pots by the bench to add color.

IV. ADJOURNMENT –

-For the Next Agenda

- 1) Add change to bylaws to add another member to the Hotel Board
- 2) Fall Plantings to be on Next Agenda

Finance Director Hannon stated that the Ramada Inn was making contributions now, but would not be eligible in May for a rebate – regarding marketing and advertising (May, 2017 – July, 2017). Their payment would be at the September, 2017 Meeting.

At 11:25 AM, Chairman Allgauer moved to Adjourn, seconded by Commissioner Hager.

ROLL CALL VOTE:	AYES –	Hager, Schultheis, Helmer, Patel, Allgauer
	NAYS -	None
	Absent -	None

Motion carried 5 – 0