



**CITY OF PROSPECT HEIGHTS
Tourism Board Regular Meeting Agenda
Friday, December 1, 2017 -9:00 a.m.
City Hall
8 North Elmhurst Road
Prospect Heights, IL 60070**

I. Call to Order – At 9:07 AM, Chairman Allgauer opened the meeting of the Tourism District Board at 8 North Elmhurst Road, Prospect Heights, IL 60070.

II. Roll Call – Chairman Allgauer called roll. A quorum was present
COMMISSIONERS PRESENT – Chairman Allgauer, Mayor Helmer,
Commissioners Schultheis, Patel
ABSENT - Commissioner Hager by previous notification
OTHER OFFICIALS PRESENT – Public Works Superintendent Roscoe, Assistant
Finance Director Graefen, Police Officer Willis

III. Old Business

A. Approval of the September 8, 2017 Special Meeting Minutes – **Chairman Allgauer moved to approve the September 8, 2017 Special Meeting Minutes; seconded by Commissioner Schultheis.**

VOICE VOTE: All ayes, no nays.

Motion carried 4 – 0; Commissioner Hager absent.

IV. New Business

B. Grant Allocation Approval

a. Crowne Plaza Northbrook - \$66,316.84 – Commissioner Schultheis moved to approve the Crowne Plaza grant of \$66,316.84; seconded by Mayor Helmer.

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

Motion carried 4 – 0; one absent

b. Country Inn and Suites - \$11,805.23 – Chairman Allgauer moved to Approve the Country Inn and Suites grant of \$11,805.23; seconded by Mayor Helmer.

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

Motion carried 4 – 0; one absent

c. Hilton – Chicago/Northbrook - \$52,158.62 – Commissioner Schultheis moved to Approve the Hilton Chicago/Northbrook grant of \$52,158.62; seconded by Mayor Helmer.

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

Motion carried 4 – 0; one absent

C. Approval of 2018 Calendar – Chairman Allgauer moved to Approve the 2018 calendar of Meetings; seconded by Commissioner Schultheis.

VOICE VOTE: All ayes, no nays.

Motion carried 4 – 0; Commissioner Hager absent.

D. Tourism District Police Update – Officer Willis discussed the successful tree lighting ceremony at City Hall.

He also noted that there might be changes coming as to who might be the Police Officer for the Tourism District as it is a rotational assignment.

E. Upcoming Seasonal and Maintenance projects – Chairman Allgauer said that Landscape Concepts needed to add multi-colored plantings not the mono-color that they had this year.

There was a questions asked to Assistant Finance Director regarding the amount of money that was left to be used for plantings. There was also confusion regarding the maximum amount that could be spent without approval of Council. The Board asked that the Assistant Finance Director provide information regarding the existing funds for plantings and the maximum amount of money allowable to be spent without having to get approval from Council.

Assistant Finance Director Graefen said that 15% of the allocation was to be used for beautification.

Public Works Superintendent Roscoe said that the lights for the holiday season had been put up. He noted that there was an additional cost of \$4000 to get replacement lights.

He said that he would like to get plants in earlier in the season next year.

Superintendent Roscoe made the following suggestions to consider:

- The large island by Players Pub – it was noted that the area has an electrical connection and water control, the island with the trees has no connection – he would like to connect the trees to the power so that they could be lit. he noted that the trees had not flourished in that area.
- Discussion of a sidewalk plan for the Ramada. Superintendent Roscoe suggested the possibility of a sidewalk connecting the Ramada Inn to the Airport. He also discussed sidewalks by the other hotels.
- Discussion of the bridge at Palatine Road. The area underneath the bridge is not attractive. There is dirt there, and there was the suggestion of making it asphalt. It was noted that IDOT is not amenable to spending any money on these types of projects.

At 9:35 AM, Mayor Helmer left the Meeting for another engagement. There had been previous notification to the Board.

- There were ideas for the side of the Bridge – possibly lighting so that it could be lit in the evenings. Superintendent Roscoe said that he did not want to paint the sides because of the maintenance. He thought a better option might be acid etching – artwork.

- Chairman Allgauer noted that the Mayor had expressed interest in monument signs. She said that she hoped that the CEA might assist in the cost as they would be a beneficiary of the same; but the initial reaction from the CEA was that they were not interested.
- Chairman Allgauer said that the Mayor did not want lettering on the bridge.
- There was discussion regarding the possibility of artwork on the Forest Preserve property.
- Discussion regarding the traffic issue caused by Allstate. It was noted that the street needed to be fixed near Winkleman that dead ends into Sanders. The challenge is that the property belongs to Northfield.

IV. ADJOURNMENT – At 9:50 AM, Chairman Allgauer moved to adjourn; seconded by Commissioner Schultheis.

VOICE VOTE: All ayes, no nays.

Motion carried 3- 0; Commissioner Hager and Mayor Helmer absent.