



**Tourism District Board Special Meeting Minutes
8 N Elmhurst Road, Prospect Heights, IL 60070
Friday, September 9, 2022**

Call to Order - At 9:06 AM, Chairman Allgauer-Cir called to order the Special Meeting of the Tourism District Board at City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070.

Roll Call - Commissioner Schultheis called roll. A quorum was present.

COMMISSIONERS PRESENT – Chairman Allgauer-Cir; Commissioners - Dolick, Schultheis, Anderson

ABSENT – Gaba

OTHER OFFICIALS PRESENT – Director of Building and Development Peterson, Public Works
Director Roscoe, Officer Garza

Approval of Minutes

A. Minutes of the Tourism District Board Special Meeting of June 14, 2022. – **Commissioner Anderson moved to approve the Tourism District Board Special Meeting Minutes of June 14, 2022; seconded by Chairman Allgauer-Cir.**

ROLL CALL VOTE:	AYES -	Dolick, Allgauer-Cir, Schultheis, Anderson
	NAYS -	None
	ABSENT -	Gaba

Motion carried – 4 – 0, 1 absent.

New Business

A. Second Quarter Grant Disbursements – Finance Director Graefen

a) Approval of and not to exceed quarterly disbursements Hilton – quarterly \$13,338; Crowne Plaza quarterly \$413; Holiday Inn Express quarterly \$2,625; Ramada Inn quarterly \$3,600; Motel 6 quarterly \$5,588; contingent upon proper paperwork submitted

Commissioner Dolick moved for an omnibus approval of Approval of and not to exceed quarterly disbursements Hilton – quarterly \$13,338; Crowne Plaza quarterly \$413; Holiday Inn Express quarterly \$2,625; Ramada Inn quarterly \$3,600; Motel 6 quarterly \$5,588; contingent upon proper paperwork submitted; seconded by Commissioner Anderson.

ROLL CALL VOTE:	AYES -	Allgauer-Cir, Schultheis, Anderson, Dolick
	NAYS -	None
	ABSENT -	Gaba

Motion carried – 4 – 0, 1 absent.

B. Beautification Updates – Director Roscoe – Director Roscoe said that levee wall to the bridge was mowed, and cleared out by the sidewalk.

He discussed the accident that had occurred at the levee, which damaged the levee wall. The damage will be paid for with Levee 37 Fund money not Tourism District Fund money. The Army Corp of Engineers will be in charge the repair plan and IDOT will repair the guardrail. The guardrail will be replaced before the wall. Public Works will power wash the wall, if needed. He noted that the stains on the wall are oil.

Holiday Lights – the quote from Landscape Concepts was much steeper than the past years. The cost was \$7000 in 2019; this year's quote is \$21,000. All new lights will be needed this year. In 2019, there were only replacements needed. Labor costs account for the biggest part of the increase
– **TABLED**

There was discussion regarding uplighting. It was noted that two trees were without lights.

No action was taken.

B. Building and Development Update – Director Peterson – Director Peterson told the Board that Code Enforcement Officer Mike Porzycki had retired, and the new Code Enforcement Officer is Gonsalo Sains.

On August 25, there was a fire in Willow Heights. Six units were damaged but all 32 units are uninhabitable. He said that while 50% of all multi-family housing facilities have a clubhouse, there is a large segment of multi-family buildings with no emergency common area. There is an interest in seeking assistance from the hotels to have a formal agreement with the City for a basic rate during emergencies. The City will establish the emergency fund. He added that it is not the attention that this would be for free.

Chairman Allgauer-Cir asked for a formal agreement for the sake of consistency. Director Peterson said that he would work on a structured format, and emphasized that this agreement would only be used in the case of an emergency.

Director Peterson said that the Chicago Executive Airport sound mitigation program was going well. He said that 31 of the 50 buildings had signed up to partake in the mitigation program.

No action was taken

C. Police Report – Update from Officer Garza – said that the catalytic converter robberies at the Hilton were primarily because the lighting in the parking lot needs to be brighter, and there need to be more surveillance cameras.

She discussed a Crime Free Housing project that has worked in other municipalities. Director Peterson replied that under state law, the municipality must be Home Rule to have that policy. Commissioner Dolick added that to become Home Rule, the City would need at least 25,000 citizens or would have to vote it in by referendum. The City's past referenda had voted down Home Rule.

Officer Garza said that she would like to work with Code Enforcement Officer Sains to make certain that she has the correct contacts at the multi-family buildings.

Chairman Allgauer-Cir said that she had met with Police Chief Caponigro, and the Hilton Hotel has taken action to curtail the converter thefts. In the last few weeks, there have been no robberies. There is now security in the parking lot; and the Hilton is working with a security company that will add surveillance cameras with artificial intelligence technology.

Director Peterson told the Board that the City had de-annexed 32 acres off of Sanders Road property to Glenview, and 26 acres off of Vogay. He said that the City cannot object to uses on the property but Glenview was looking at warehouse campuses and between 1700/1800 employees. He added that 90% of the property will enter off Willow, not Sanders Road. He said that the City does not know yet what company will be going into that space.

No action was taken

D. Banners - Director Roscoe - Director Roscoe said that KBW has done our banners in the past. They are \$150 per banner and take two-three weeks to receive once ordered. He said that there was too much labor involved in seasonal banners. The Director suggested winter banners.
- the current banners are faded and need to be replaced. Two sets of banners will be needed for each pole.

Commissioner Schultheis moved to direct Public Works Director Roscoe to order blue sunbrella Winter scene banners with white wording winter pines for the Tourism District the for a cost not to exceed \$4500; seconded by Chairman Allgauer-Cir.

ROLL CALL VOTE:	AYES -	Schultheis, Anderson, Dolick, Allgauer-Cir
	NAYS -	None
	ABSENT -	Gaba

Motion carried - 4 - 0, 1 absent.

Old Business -

Based on information from Finance Director Graefen, it was noted that \$17,529 of the Tourism Fund budget has been spent; the total Budget was \$36,200; and there is \$18,670 remaining.

No action was taken.

Public Comments - None

Adjournment - Next Regular Meeting scheduled for Friday, December 2, 2022 at 9 AM at City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070 - At 10:06 AM, Commissioner Dolick moved to Adjourn; seconded by Chairman Allgauer-Cir.

VOICE VOTE - All Ayes, No Nays

Motion carried 4 - 0, Commissioner Gaba absent

Approved by the Tourism District Commission on this the 2nd day of December, 2022.


Chairman Allgauer-Cir