



**CITY OF PROSPECT HEIGHTS
Tourism District Board Regular Meeting Minutes
8 N Elmhurst Road, Prospect Heights, IL 60070
Friday, June 2, 2023 at 9:00 AM**

Call to Order - At 9:04 AM, Chairman Allgauer-Cir called to order the regular Tourism District Board Meeting at City Hall, 8 N Elmhurst Road, Prospect Heights, IL 60070.

Roll Call - Commissioner Schultheis called roll. A quorum was present.
Commissioners present – Chairman Allgauer-Cir, Commissioners - Dolick, Anderson, Schultheis
Absent – Gaba
Other officials present – Director of the Department of Building and development Peterson, Public Works Director Roscoe, Assistant Finance Director Tannehill

Approval of Minutes

A. Minutes of the Tourism District Board Special Meeting of March 3, 2023

Commissioner Dolick moved to approve the Minutes of the March 3, 2023 Tourism District Board as presented; seconded by Chairman Allgauer-Cir.

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

Motion carried 4- 0, one absent

New Business

A. Quarterly Grant Disbursements – Assistant Finance Director Tannehill -

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 Schultheis moved for 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 Dolick.

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

Motion carried 4- 0, one absent

Assistant Finance Director Tannehill stated that he had received applications for grant funds from the Hilton. Chairman Allgauer-Cir asked what was done with funds that are not used. Assistant Finance Director Tannehill said that the unused grant money is rolled over.

B. Beautification Updates – Director Roscoe – noted that the new banners are in place and they are getting good reviews. The Spring banners will be changed to the patriotic banners nearer to the Fourth of July.

- he said that there had been problems with the irrigation system, Some of the valves froze and some had sprinkler heads that were crushed by cars. All of these were repaired by Public Works.

- he noted that from the approval last meeting, \$2400 will be spent on mulch.

- Landscape Concepts has been told to clean up some spots that they had missed.

- Levee 37 project is ongoing. There is no timeframe for completion but it is safe.

B. Building and Development Update – Director of Building and Development Peterson – noted that the aviation center next to the Ramada Inn is still for sale.

- Businesses in the Tourism District are doing well and there are no vacancies at Palwaukee Plaza.

- there will be a new vape shop and glass making shop.

- the Building Department had 151 building permits – the most since Director Peterson has been with the City.

- Dermody still does not have an end user, but are up to date with payments to the City, and Glenview has honored its intergovernmental agreement with the City for Phase I of the payments.

D. Police Report – No report

Old Business – Commissioner Anderson said that there needed to be discussion regarding the Fall planting, the not to exceed amount had been discussed previously. **Chairman Allgauer-Cir moved to approve a not to**

exceed amount of \$12,000 for the Fall plantings based upon financial review; seconded by Commissioner Anderson.

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

Motion carried 4- 0, one absent

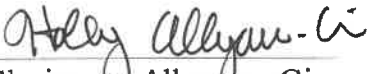
Public Comments - None

Adjournment – Next Regular Meeting scheduled for Friday, September 1, 2023 at 9 AM at City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070- it was noted that as the scheduled date is the Friday before Labor Day, there would not be a quorum for the September 1 date. It was decided to cancel the September 1 meeting and move it to Friday, September 8 at 9:00AM. **At 9:21 AM, Commissioner Anderson moved to Adjourn; seconded by Chairman Allgauer-Cir.**

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

Motion carried 4- 0, one absent

Approved by the Prospect Heights Tourism District Commission on this 12th day of September, 2023.


Chairman Allgauer-Cir