



CITY OF PROSPECT HEIGHTS
Tourism District Board Regular Meeting Minutes
8 N Elmhurst Road, Prospect Heights, IL 60070
Friday, December 1, 2023

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

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

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

ABSENT - Commissioner Gaba

OTHER OFFICIALS PRESENT - Finance Director Grieco, Officer Garza, Public Works Director Roscoe, Hilton General Manager Chen

Approval of Minutes

A. Minutes of the Tourism District Board Special Meeting of September 12, 2023 -
Commissioner Dolick moved to approve the Minutes of the Tourism District Board Special Meeting of September 12, 2023, as presented; seconded by Chairman Allgauer Cir.

ROLL CALL VOTE:

AYES -	Allgauer Cir, Anderson, Dolick, Schultheis
NAYS -	None
ABSENT -	Gaba

Motion carried 4 - 0, one absent

New Business

A. Quarterly Grant Disbursements - Finance Director Grieco

a) Approval of and not to exceed quarterly disbursements Hilton - quarterly \$26,200; Crowne Plaza quarterly \$11,775; Holiday Inn Express quarterly \$5,250; Ramada Inn quarterly \$7,425; Motel 6 quarterly \$7,850; and Sherwood Inn quarterly \$88; contingent upon proper paperwork submitted -

It was noted by Finance Director Grieco that she has only received paperwork from Hilton. Chairman Allgauer Cir asked if the money that has not been collected by the other hotels can be used for capital expenditures in the Tourism District and Beautification. Finance Director said that it could be used for other projects if approved by the Council. She noted that it might require a change the current Ordinance that established the Tourism District Board. She noted that there is currently \$571,000 in the fund of uncollected grant money.

Commissioner Dolick noted that the Board would need to present this request to the City Council. Finance Director Grieco said that the Board would also need to consider that a certain amount of money needs to be kept in the Fund as a reserve.

Public Works Director Roscoe noted some capital improvements that might be made if the money were to be reinvested back into the Board such as lighting on Winkelman and Apple, enhancements to the bridge, an island by Players, and more security cameras.

It was decided that there needs to be a Special Meeting to discuss strategy and to approach the Board before the City Council Budget is passed.

It was decided to have a Special Meeting on February 2, 2024 to discuss request to the City to release the fund balance for projects.

Commissioner Schultheis moved for omnibus approval of and not to exceed quarterly disbursements Hilton – quarterly \$26,200; Crowne Plaza quarterly \$11,775; Holiday Inn Express quarterly \$5,250; Ramada Inn quarterly \$7,425; Motel 6 quarterly \$7,850; and Sherwood Inn quarterly \$88; contingent upon proper paperwork submitted; seconded by Commissioner Dolick.

ROLL CALL VOTE:

AYES -	Anderson, Dolick, Schultheis, Allgauer Cir
NAYS -	None
ABSENT -	Gaba

Motion carried 4 – 0, one absent

B. Beautification Updates – Commissioner Anderson said that the banners could not be seen at night. Director Roscoe said that they are on IDOT lights but that individual lighting would not be cost effective.

- Commissioner Anderson said that there should be monument signage in the area. She asked if that might be part of the money usage from the fund balance. Chairman Allgauer Cir asked about a stop light at Winkelman and Sanders. Director Roscoe said that would be an IDOT project. He noted that if IDOT did add a light, an unwanted side effect might be that they would allow truck traffic in the area.

Director Roscoe said that the holiday lighting from Landscape Concepts was not cost effective. He said that B & B in Wheeling would offer lighting for \$5700 on 16 parkway trees. The City would not own the lights.

- the City is waiting for funding from the insurance company for the DUI driving accident in the Tourism District.

- when the work on Levee 37 begins to repair damage from a previous accident, it will affect the traffic in the area for 45 days. It is a massive, \$900,000 project with most of the funding coming from the State.

- At the March meeting, there will need to be discussion regarding the summer plantings.

C. Police Report – Officer Garza – said that there was a white Jeep that was stealing catalytic converters. The Jeep was noticed by the Police, and they were chased away from the hotel parking lots.

- she said that the best way to keep crimes by the hotels to a minimum is to have more lighting and more security cameras.

- She noted that while criminal activity has remained low, there is usually an uptick during the holidays.

D. 2024 Tourism District Meeting Schedule – **Commissioner Schultheis moved to approve the 2024 Tourism District Meeting Schedule; seconded by Chairman Allgauer Cir.**

ROLL CALL VOTE:

AYES -	Dolick, Schultheis, Allgauer Cir, Anderson
NAYS -	None
ABSENT -	Gaba

Motion carried 4 – 0, one absent

Old Business - None

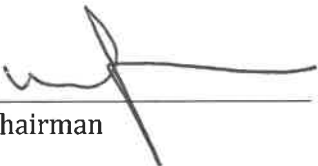
Public Comments - None

Adjournment – Next Regular Meeting scheduled for Friday, March 1, 2024 at 9 AM at City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070 – At 9:55 AM, Chairman Allgauer Cir moved to Adjourn; seconded by Commissioner Dolick.

VOICE VOTE: All Ayes, No Nays

Motion carried 4 – 0, Commissioner Gaba absent.

Approved by the Tourism District Board on this the 1st day of March, 2024.


Chairman 3/1/2024