



**CITY OF PROSPECT HEIGHTS  
Tourism District Board Special Meeting Minutes  
8 N Elmhurst Road, Prospect Heights, IL 60070  
Friday, June 14, 2024**

**Call to Order** – At 9:03 AM, Commissioner Austin called to order the Special Meeting of the Tourism District Board at City Hall, 8 N Elmhurst Road, Prospect Heights, IL 60070.

**Roll Call** – Commissioner Austin called roll. A quorum was present.

**At 9:04 AM, having established that a quorum was present, Commissioner Austin moved to permit Commissioner Anderson to be admitted electronically; seconded by Commissioner Dolick.**

**ROLL CALL VOTE:**

AYES -	Chen, Dolick, Austin
NAYS -	None
ABSENT -	Gaba
ABSTAIN -	Anderson

Motion carried 3 – 0, 1 abstention, 1 absent

COMMISSIONERS PRESENT – Chen, Dolick, Austin, Anderson (via phone at 9:04 AM)

COMMISSIONERS ABSENT – Gaba

OTHER OFFICIALS PRESENT – Director of Building and Development Peterson, Director of Public Works Roscoe, Assistant Director of Finance Tannehill, Deputy Police Chief Derman

**Approval of Minutes**

**A. Minutes of the Tourism District Board Regular Meeting of March 1, 2024  
Chairman Chen moved for omnibus approval of the Minutes of the Tourism District Board Regular Meeting of March 1, 2024; seconded by Commissioner Dolick**

**ROLL CALL VOTE:**

AYES -	Chen, Dolick, Austin, Anderson
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 \$24,450; Crowne Plaza quarterly \$13,175; Holiday Inn Express quarterly \$8,050; Ramada Inn quarterly \$4,800; Motel 6 quarterly \$6,625; and Sherwood Inn quarterly \$225; contingent upon proper paperwork submitted.

**Commissioner Austin moved to approve and not to exceed quarterly disbursements – Hilton quarterly \$24,450; Crowne Plaza quarterly \$13,175; Holiday Inn Express quarterly \$8,050; Ramada Inn quarterly \$4,800; Motel 6 quarterly \$6,625; and Sherwood Inn quarterly \$225; contingent upon proper paperwork submitted; seconded by Chairman Chen**

**ROLL CALL VOTE:**           AYES -           Chen, Dolick, Austin, Anderson  
                                  NAYS -           None  
                                  ABSENT -       Gaba

Motion carried 4 – 0, one absent.

**B. Beautification Updates – Director Roscoe –** Irrigation system was turned on about a week ago and some damage from the snow plows were found. Some sprinklers and a few other things were damaged but all of that has been fixed and is up and running.

May 24<sup>th</sup> the new blue banners were put up. They will stay up through the fourth of July and the new banners really pop compared to how old the previous ones were.

There was an accident earlier in the year that took out a power control box and the insurance from driver came back and was put back into the beautification fund.

**C. Building and Development Update – Director of Building and Development Peterson –** There was an accident at the Sherwood Inn where a car ran through and damaged a large portion of rooms. Motel 6 was able to support those rooms until an engineer was able to get out and assess the damage. Only one room at Sherwood needed to stay closed longer and they are also looking at adding more rooms.

The Ramada Inn was put up for auction recently and just sold earlier this week and we are unsure if it will stay a functioning hotel.

**D. Police Report – Deputy Chief Derman –** There was a DUI arrest at Crowne Plaza. There was a shooting that took place at the Holiday Inn. The driver that struck the Sherwood Inn was intoxicated and was brought in. This incident was one of the first times the helping hands fund was used to cover the hotel cost for those that had to move from the Sherwood Inn to Motel 6. There was a DUI and a death case that is being investigated that happened at the Motel 6.

**Old Business**

A. Discussion of City Security Camera Options – Deputy Chief starts by explaining that the company discussed last time has added some new features for their cameras. He goes into detail and explains the capabilities they have and how it will help. The first phase would be setting up these cameras on the east side of town. The second phase would be to eventually connect with the Hotels in the area and see if there are light posts that could handle the voltage of adding these new cameras to them. The initial cost of the cameras would be \$24,000 for equipment and install of 7 cameras. The secondary cost of upkeep and maintenance is \$3,000 a year per camera. Deputy Chief Derman explains if the City can afford the cost and how it will look going forward. Director Roscoe talks about how this will work financially for the City. Chairman Chen asks a few clarifying questions about location of the cameras on Hotel property light poles and the voltage needed for the cameras.

**Public Comments - None**

**Adjournment – Next Regular Meeting scheduled for Friday, September 6, 2024 at 9 AM at City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070  
At 9:23 AM, Commissioner Austin 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 6<sup>th</sup> day of September, 2024.

  
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Chairman Frank Chen