



**CITY OF PROSPECT HEIGHTS
Tourism District Board Regular Meeting Minutes
8 N Elmhurst Road, Prospect Heights, IL 60070
Friday, March 7, 2025
9:00 AM**

Call to Order – at 9:00 AM, Commissioner Austin called to order the Regular 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.

COMMISSIONER'S PRESENT – Chen, Dolick, Austin

COMMISSIONER'S ABSENT – Anderson, Gaba

OTHER OFFICIALS PRESENT – Finance Director Grieco, Chief Derman

Approval of Minutes

A. Minutes of the Tourism District Board Special Meeting of December 4, 2024
Commissioner Dolick moved for an approval of the Minutes of the Tourism District Board Special Meeting of December 4, 2024; seconded by Chairman Chen.

ROLL CALL VOTE:

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

Motion carried 3 – 0, two absent.

New Business

A. Quarterly Grant Disbursements – Finance Director Grieco

a) Approval of and not to exceed quarterly disbursements - Hilton quarterly \$12,950; Crowne Plaza quarterly \$4,428; Holiday Inn Express quarterly \$2,725; Motel 6 quarterly \$3,500; and Prospect Inn quarterly \$138; contingent upon proper paperwork submitted.

Chairman Chen moved to approve and not to exceed quarterly disbursements – Hilton quarterly \$12,950; Crowne Plaza quarterly \$4,428; Holiday Inn Express quarterly \$2,725; Motel 6 quarterly \$3,500; and Prospect Inn quarterly \$138; contingent upon proper paperwork submitted; seconded by Commissioner Dolick.

Finance Director Grieco goes over the financials for the disbursements and talks about the reasons for changes among some of the numbers for each hotel.

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

Motion carried 3 – 0, two absent.

B. Beautification Updates – Director Roscoe – Beautification for 2025-2026 is on the same path as the last few years and plans to stay within the budget of \$65,000. This will cover spring cleanup, weekly maintenance, summer beautification, mulch additions, irrigation system work, fall plantings, banner upkeep, summer tree up lighting, holiday tree lights, and all the utility expenses.

C. Building and Development Update – Director of Building and Development Peterson – No update

D. Police Report – Deputy Chief Derman – Crowne Plaza reached out with concern of homeless people using the lobby for shelter. Chief Derman urges all hotel staff to dial 911 if any issues arise. Holiday Inn has expressed similar concerns to Crowne Plaza. Hilton, Motel 6 and Prospect Inn have reported no new issues. Palwaukee Plaza has also received numerous calls about the homeless population, and the Police Department is creating extra watches that specify that area. Officer Blanco had some questions arise about deportation at Rocky Vanders and he reminded the individuals that the City of Prospect Heights is not responsible for deportation. Chief Derman gives an overview of some of the more notable calls for service within the Tourism District. Commissioner Dolick asked about the process of repeat offenders that keep trespassing at Palwaukee Plaza and if anything can be done to help alleviate these issues. Chief Derman talks about the changes to the Safety Act and how that affects the individuals trespassing at Palwaukee Plaza.

Old Business

A. Old Project Updates – Director Roscoe – The flock cameras installation was completed and has had rave reviews so far. The City entry sign that will be located northbound on Milwaukee Ave near Preiser Animal Hospital will be installed this spring. Two big events on the horizon include the Block Party on June 21 and Rock-n-Run on June 28. The Winkleman streetlighting project had good interest and awarded the low bid to Utility Dynamics for \$90,050. This project will impact some traffic at the Hilton and Crowne, but the City will work to mitigate as much as possible.

B. Old Project Updates – Finance Department – No updates on old projects.

C. Old Project Updates – Director Peterson – No updates on old projects.

D. Old Project Updates – Deputy Chief Derman – No updates on old projects.

Public Comments – None

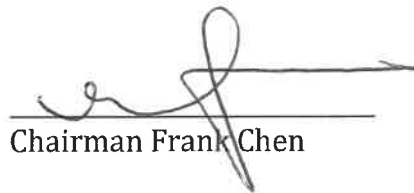
Next Regular Meeting scheduled for Friday, June 6, 2025, at 9 AM at City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070

Adjournment – At 9:18 AM, Chairman Chen moved to Adjourn; seconded by Commissioner Dolick.

VOICE VOTE: All Ayes, No Nays

Motion carried 3 – 0, two absent.

Approved by the Tourism District Board on this the 6th day of June, 2025.



Chairman Frank Chen