



City of Prospect Heights
Tourism District Board Special Meeting Minutes
August 14, 2014 – 9 AM
Hilton Chicago Northbrook
2855 Milwaukee Avenue
Northbrook, IL 60062

I. CALL TO ORDER

President Allgauer called the Meeting to order at 9:00 AM

II. ROLL CALL

Present: Board President Holly Allgauer, Mayor of Prospect Heights and Board Member Nicholas Helmer, Prospect Heights Deputy Clerk and Board Member Karen Schultheis.

Absent: Comfort Inn and Suites Representative and Board Member Sean Patel and Bay Hospitality Representative and Board Member Jason Hager.

Also Present: Prospect Heights Finance Director Stephanie Hannon; Prospect Heights Director of Public Works Steve Cutaia; and Teska Associates Representative Jodi Mariano.

A quorum was present.

III. SPECIAL BUSINESS

- Presentation of Milwaukee Corridor Enhancement Plan by Teska Representative Mariano. Discussion of Median landscaping with price estimates and embankment plantings. Teska Representative Mariano gave information regarding consideration of character piers in lieu of or in addition to median landscaping on the north end of the median area #1 and the south end of median area #2. There was discussion that the next step for Teska would be to get IDOT permits. It was noted that IDOT had initially informed Teska that the permits could take as little as one month to secure. The total price to be presented to the Council for consideration of the plan would not exceed \$300,000.00

Mayor Helmer moved to Approve the Milwaukee Corridor Enhancement Plan, not to exceed \$300,000.00, to be presented to the Prospect Heights City Council; seconded by Deputy Clerk Schultheis.

ROLL CALL VOTE: AYES – Helmer, Schultheis, Allgauer
NAYS – None
ABSENT – Hager, Patel

Motion carried 3 – 0, 2 absent.

- **Mayor Helmer moved to recommend to the City Council the allocation of the excess Tourism District Reserve Balance of \$450,000 as follows: \$150,000 to Beautification, \$150,000 to the Police Department, and \$150,000 to Hotels for marketing and advertising expense; seconded by Deputy Clerk Schultheis.**

Discussion followed including detail provided by Finance Director Hannon.

ROLL CALL VOTE: AYES – Helmer, Schultheis, Allgauer
NAYS – None
ABSENT – Hager, Patel

Motion carried 3 – 0, 2 absent.

IV. ADJOURNMENT

At 9:37 AM, Mayor Helmer moved to Adjourn; seconded by Deputy Clerk Schultheis.

VOICE VOTE: All ayes, no nays.
absent – Hager, Patel

Motion carried 3 – 0, 2 absent.