CITY OF PROSPECT HEIGHTS
Tourism Board Regular Meeting Minutes
Friday, June 3, 2016 - 9:00 a.m.
Hilton Chicago Northbrook
2855 Milwaukee Ave
Northbrook, IL 60062

Call to Order – At 9:08 AM, Chairman Allgauer called to order the June 3, 2016 Tourism Board Regular Meeting at Hilton Chicago Northbrook, 2855 Milwaukee Avenue, Northbrook, IL 60062.

Roll Call – Commissioner Schultheis called the roll.
PRESENT - Chairman Allgauer, Commissioner Schultheis, Mayor Helmer, Commissioner Patel.
ABSENT – Commissioner Hager
ALSO PRESENT - Finance Director Hannon

Old Business
A. Approval of the March 4, 2016 Regular Meeting Minutes – **Chairman Allgauer moved to Approve the March 4, 2016 Regular Meeting Minutes as presented; seconded by Commissioner Patel.**
VOICE VOTE: All ayes, no nays

Motion carried 4 – 0; one absent.

IV. New Business

C. Grant Allocation Approval – It was noted that the new Ramada (Lakhani Hospitality) would not be on the 2016 allocation. The grant money would be based upon a percentage of this year's expenses.

* It was also noted that the Allocation needed to be corrected to show the change in hotel from Comfort Inn to Country Inn and Suites.
Mayor Helmer moved to Approve the Grant Allocation as amended; seconded by Commissioner Allgauer.

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

Motion Carried 4 – 0; one absent.

D. Progress Report regarding the Beautification Project - Finance Director Hannon discussed the membership status of the City in the CVB. Chairman Allgauer noted that she is President-elect of the CVB. Hilton will be hosting some promotional events for the CVB.

The Progress Report included – electric still needed work and banners would be going up. Finance Director Hannon said that there was $50,000 available for projects, so that entrance signs could be approved. It was noted that Airport already had an RFP for signage at the airport. It was noted that City Administrator Wade was the intermediary for that RFP.
Chairman Allgauer said that lighting was needed for the holidays and now – up lighting for now and seasonal lighting later.

E. Long Range Planning – It was noted that the former "Denny's" structure remains an eyesore. The former "Hardee's" is trashed and has graffiti. Commissioner Patel noted that he had given the City Building and Development permission to use the easement by the structure.

Adjournment – At 9:50 AM, Mayor Helmer motioned to Adjourn; seconded by Commissioner Schultheis.

VOICE VOTE:	All ayes, no nays

Motion carried 4 – 0; one absent.

City of Prospect Heights
Tourism District
May 1, 2016 - April 30, 2017

Revenues		
Hotel Taxes	$	811,598
Expenses		
Memberships	$	63,000
Audit		1,620
Service Charges		72,000
Professional Services		-
Total Expenses	$	136,620
Net Available	$	674,978
Allocation per Ordinance		
Beautification	$	101,247
Police - 42.5%	$	286,866
Hotels - 42.5%	$	286,866

Allocation to Hotels		Amount	%
Hilton	$	124,110	43.26%
Crowne Plaza		114,670	39.97%
Country Inn		22,190	7.74%
Motel 6		25,410	8.86%
Sherwood Inn		470	0.17%
Total	$	286,850	100.00%