



**SPECIAL MEETING MINUTES
Tourism District Board Special Meeting
8 N Elmhurst Road, Prospect Heights, IL 60070
Tuesday, June 14, 2022**

Call to Order - At 10:33 AM, Chairman Allgauer Cir called to order the Special Meeting of the Tourism District Board, City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070.

Roll Call - Commissioner Schultheis called roll.

COMMISSIONERS PRESENT – Chairman Allgauer Cir Commissioners Schultheis, Anderson

ABSENT – Gaba

OTHER OFFICIALS PRESENT – Director of Building and Development Peterson, Public Works Director Roscoe, Finance Director Graefen

Approval of Minutes

A.Minutes of the Tourism District Board Special Meeting of March 11, 2022. – **Commissioner Schultheis moved to approve the Minutes of the Tourism District Board Special Meeting of March 11, 2022; seconded by Chairman Allgauer Cir.**

ROLL CALL VOTE:

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

Motion carried 3 – 0, one absent

New Business

A.FY23 Grant Disbursements – Finance Director Graefen – handed out a FY 22/23 Preliminary Budget Projection. She said that there would be grant money for disbursement in August.

Chairman Allgauer Cir moved to approve grant allocation to hotels not to exceed Hilton – quarterly \$13,338; Crowne Plaza quarterly \$413; Holiday Inn Express quarterly \$2,625; Ramada Inn quarterly \$3,600; Motel 6 quarterly \$5,588; and Sherwood Inn quarterly \$88.00; , the first payment in August, 2022 conditional upon appropriate documentation submitted and reviewed by the Finance Director; seconded by Commissioner Anderson.

ROLL CALL VOTE:

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

Motion carried 3 – 0, one absent

B.Beautification Updates – Director Roscoe

a. Three scaled down landscaping events for Summer, Fall and Winter for \$12,000 - the better approach, and what the options UPDATE – Director Roscoe said that mulch has been installed and irrigation will begin next week.

- he said that it was not worth it to put in summer color if only \$2-3 thousand was being spent.

- Director Roscoe said that in the past, there was \$17,000 for summer beautification. He did not believe that by lowering the limit to a few thousand dollars, there would be enough flora.

- Director Roscoe suggested that colorful banners be an option. He said that they are in the \$120-\$160 range. There are 15 locations for banners and each pole needs to banners.

There was discussion regarding omitting Fall and Summer beautification. Chairman Allgauer Cir asked if the Board would be able to use the money for lighting. Director Roscoe noted that lighting would be at least \$7-8 thousand dollars. Specifically, Chairman Allgauer Cir wanted to know if the Board would be able to use the \$16,000 for lighting and Fall color. Director Roscoe replied that he believed that would be worthwhile.

It was noted that banners would be looked at in the next Budget year.

Director Peterson offered that the restaurants in the area would want banners, and several that he spoke with said that they might be interested in sponsoring a banner with their name on it. Chairman Allgauer Cir said that the 30 banners would cost \$5000. She suggested that if the Tourism District could buy 15 banners for \$2500; and the other 15 could be paid for by the businesses in the Tourism District that were interested.

Director Roscoe said that he would get cost estimates and an artistic prototype.

Chairman Allgauer Cir said that she wanted new colors, not the Prospect Heights old logo colors. She noted that green did not stand out on the Tourism District corridor.

Director Roscoe added that the lettering must be bold and simple to be seen by motorists.

Director Roscoe said that the banners are typically up from Memorial Day through Labor Day. He said that it takes 6-8 hours to change the banners, if the Board went with seasonal ones.

The direction from the Board was to have the Public Works Director look into the costs and design for Fall/Winter banners. There will be no Fall plantings, and the Board will be deciding on a date to meet the first week of August.

- Director Roscoe noted that there had been an accident in the Tourism District for which there will be reimbursement. Trees and a light pole had been knocked out. they will be replaced by August 5.

Director Peterson discussed the Allstate-Dermody deal regarding the 232 acres of property that is shared by Glenview and Prospect Heights. The City will be disconnecting about 32 acres, and be receiving property and sales tax, as well as receiving wholesale water from Glenview. Allstate will be keeping 60 acres.

Chairman Algauer Cir asked if Amazon or Overstock would be putting a warehouse there. Director Peterson noted that both are logistical and large scale, but he did not have confirmation of any companies moving to the property.

C. Police Report – Update from Officer Garza (ON DUTY June 14, 2022) – update will be sent to Commissioners – Commissioner Schultheis read a report from Tourism District Officer Garza, who was on assignment and was not present. She noted that there was a constant need for better lighting in the Tourism District. Officer Garza said that there had been several catalytic converter thefts at the hotels. – No action was taken.

Old Business

A.Tourism District Board website description update – **Direction was given by the Board to have the updated description of the role and goals of the Tourism District Board.**

B.Tourism District Board commissioners – new City Commissioner update – It was noted that Acting Mayor Dolick will be the new Commissioner replacing the late Mayor Helmer. – **No action was taken.**

Public Comments - None

Adjournment – Next Regular Meeting scheduled for Friday, September 2, 2022 at City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070 – At 11:38 AM, Chairman Allgauer Cir moved to adjourn; seconded by Commissioner Schultheis.

VOICE VOTE: All Ayes, No Nays.

Motion carried 3 – 0, Commissioner Gaba absent.

A handwritten signature in cursive script that reads "Holly Allgauer". The signature is written in dark ink and is positioned in the lower-left quadrant of the page.