

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda

____ Resolution or Ordinance (Blue) _____ *Waiver of First Requested*
____ Recommendations of Boards, Commissions & Committees (Green)
 x Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott Niehaus, Village Manager

DATE: December 8, 2025 (B of T) Date: December 18, 2025

TITLE: Annual Financial Commitment Letter to the DuPage Convention & Visitors Bureau
– 2026

BACKGROUND/POLICY IMPLICATIONS:

Attached for your consideration is the annual financial commitment letter to the DuPage Convention & Visitors Bureau. The letter of intent memorializes the Village of Lombard’s membership and annual commitment of financial support to the bureau in the amount of 25% of one of the Municipality’s occupancy tax points as calculated by the actual amount of local hotel/motel tax collected by the Village on a fiscal year basis.

Review (as necessary):

Village Attorney X _____	Date _____
Finance Director X _____	Date _____
Village Manager X <u>Scott Niehaus</u>	Date <u>12/8/25</u>

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda Distribution.