



City of Warrenville
3S258 Manning Avenue
Warrenville, IL 60555

(630) 836-3050 tel
(630) 393-6948 fax
www.warrenville.il.us

March 6, 2023

Ms. Ruth Brackman, Recreation Supervisor
Warrenville Park District
3S260 Warren Avenue
Warrenville, IL 60555

Dear Ruth:

The Warrenville Tourism and Arts Commission (TAC) would like to thank you for taking the time to submit a Hotel grant application. On Tuesday, February 21, 2023, the City Council approved TAC's recommendation to fund a grant request for the Art on the Prairie in the amount of \$16,589.

Some restrictions to the grant apply, the line item Theatre and Musical performers can only be used for such and not reallocated to other expenditures. Grant funds cannot be used for Park District staffing. The events are subject to approval of all required zoning regulations, permits, and licenses. The Park District should use the DCVB as a resource to market the event. For Art on the Prairie, the final report will require copies of registration materials or flyers sent to participants regarding special rates with Warrenville hotels and a substantiation of overnight stays as well. TAC also always appreciates information on how attendees were counted.

Please remember that it is necessary to provide proper credit to the Hotel Tax Grant in all publications. This grant will be available from May 1, 2023, through April 30, 2024. The required final report and reimbursement form is attached. Please feel free to contact me at 630-836-3027 or via email at amorgan@warrenville.il.us with any questions.

Congratulations on the grant award and good luck with your program.

Sincerely,

Alma Morgan
Assistant City Administrator

Enclosure

cc: Tourism and Arts Commission Members



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March 6, 2023

Ms. Sheri Potter, Marketing & Special Events Supervisor
Warrenville Park District
3S260 Warren Avenue
Warrenville, IL 60555

Dear Sheri:

The Warrenville Tourism and Arts Commission (TAC) would like to thank you for taking the time to submit three Hotel grant applications. On Tuesday, February 21, 2023, the City Council approved TAC's recommendation to fund grant requests for the Fall Family Fun Fest in the amount of \$11,205.63, Luncheon Live in the amount of \$3,125.00, Movies in the Park in the amount of \$1,594.88 and Multicultural Festival in the amount of \$18,233.73 respectively.

Grant funds cannot be used for Park District staffing or promotional giveaways. The events are subject to approval of facility rental, temporary use permits, and any other zoning regulations, permits, and licenses that may be required. The Park District should use the DCVB as a resource to market the events. The final report will require copies of registration materials or flyers sent to participants regarding special rates with Warrenville hotels and a substantiation of overnight stays. TAC also always appreciates information on how attendees were counted.

Please remember that it is necessary to provide proper credit to the Hotel Tax Grant in all publications. This grant will be available from May 1, 2023, through April 30, 2024. The required final report and reimbursement form is attached. Please feel free to contact me at 630-836-3027 or via email at amorgan@warrenville.il.us with any questions.

Congratulations on the grant award and good luck with your program.

Sincerely,

Alma Morgan
Assistant City Administrator

Enclosure

cc: Tourism and Arts Commission Members



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March 6, 2023

Mr. Jason Stuhlmann, Director
Warrenville Public Library District
28W751 Stafford Place
Warrenville, IL 60555

Dear Jason:

The Warrenville Tourism and Arts Commission (TAC) would like to thank the Library District for taking the time to submit two Hotel grant applications (originally submitted by former Director Sandy Whitmer). On Tuesday, February 21, 2023, the City Council approved TAC's recommendation to fund your grant request for the Library Concert on the Commons and the Sunday Musical Matinees in the amounts of \$9,021.00 and \$3,871.00, respectively. TAC is looking forward to the Library's programs again this year.

The events are subject to approval of facility rental, temporary use permits, and any other zoning regulations, permits, and licenses that may be required. The Library District should use the DCVB as a resource to market the events.

As a reminder, grant funds cannot be used for Library District staffing and it is necessary to provide proper credit to the Hotel Tax Grant in all publications. This grant will be available from May 1, 2023, through April 30, 2024. The required final report and reimbursement form is attached. Please feel free to contact me at 630-836-3027 or via email at amorgan@warrenville.il.us with any questions.

Congratulations on the grant award and good luck with your program.

Sincerely,

Alma Morgan
Assistant City Administrator

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March 6, 2023

Ms. Kay Halpin
Warrenville in Bloom
25745 Grove Lane
Warrenville, IL 60555

Dear Kay:

The Warrenville Tourism and Arts Commission (TAC) would like to thank you for taking the time to submit a Hotel grant application. On Tuesday, February 21, 2023, the City Council approved TAC's recommendation to fund your grant request for the WIB beautification program in the amount of \$31,419.50. Please note that this grant award excludes float décor.

Please remember that it is necessary to provide proper credit to the Hotel Tax Grant in all publications. This grant will be available from May 1, 2023, through April 30, 2024. The required reimbursement form and final report form is attached. Please feel free to contact me at 630-836-3027 or via email at amorgan@warrenville.il.us with any questions.

Congratulations on the grant award and good luck with your program.

Sincerely,

Alma Morgan
Assistant City Administrator

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March 6, 2023

Ms. Sara Phalen, Museum Director
Warrenville Historical Society
P. O. Box 311
Warrenville, IL 60555

Dear Ms. Phalen:

The Warrenville Tourism and Arts Commission (TAC) would like to thank you for taking the time to submit five Hotel grant applications. On Tuesday, February 21, 2023, the City Council approved TAC's recommendation to fund the Historical Society's grant request for the Spring Tea event in the amount of \$750.00, the Cemetery Walk in the amount of \$225.00, Albright Inspired Artist-in-Residency in the amount of \$1,800.00, Projecting Art in the amount of \$2,800.00, Paint the Ville in the amount of \$1,150.00, and the Walking Mobile Tour in the amount of \$2,112.00.

Please remember that it is necessary to provide proper credit to the Hotel Tax Grant in all publications. This grant will be available from May 1, 2023, through April 30, 2024. The Historical Society should use the DCVB as a resource to market events. The required final report and reimbursement form is attached. Please feel free to contact me at 630-836-3027 or via email at amorgan@warrenville.il.us with any questions.

Congratulations on the grant award and good luck with your program.

Sincerely,

Alma Morgan
Assistant City Administrator

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March 6, 2023

Ms. Patricia Sinnott
3S550 West Avenue
Warrenville, IL 60555

Dear Ms. Sinnott:

The Warrenville Tourism and Arts Commission (TAC) would like to thank you for taking the time to submit a Hotel grant application. On Tuesday, February 21, 2023, the City Council approved TAC's recommendation to fund the grant request for the CoffeeCon Midwest Event 2023 in the amount of \$35,000.

Please remember that it is necessary to provide proper credit to the Hotel Tax Grant in all publications. Coffee Con Midwest should use the DuPage Convention and Visitors Bureau (DCVB) as a resource to market the event. This grant will be available from May 1, 2023, through April 30, 2024. The required final report and reimbursement form is attached. Please feel free to contact me at 630-836-3027 or via email at amorgan@warrenville.il.us with any questions.

Congratulations on the grant award and good luck with your program.

Sincerely,

Alma Morgan
Assistant City Administrator

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