

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) \_\_\_\_\_  
Other Business (Pink) \_\_\_\_\_

\_\_\_\_\_  
X  
\_\_\_\_\_

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: William T. Lichter, Village Manager

DATE: April 24, 2008 (B of T) Date: May 1, 2008

TITLE: Lombard Circulator Task Force

SUBMITTED BY: Department of Community Development *Bob*

BACKGROUND/POLICY IMPLICATIONS:

The Department of Community Development transmits for your consideration a request to establish a Lombard Circulator Task Force.

Staff recommends approval of this request.

Please place this item on the May 1, 2008 Board of Trustees agenda.

Fiscal Impact/Funding Source:

Review (as necessary):

Village Attorney X \_\_\_\_\_  
Finance Director X \_\_\_\_\_  
Village Manager X *M. T. Lichter* \_\_\_\_\_  
Date \_\_\_\_\_  
Date \_\_\_\_\_  
Date \_\_\_\_\_

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.



**MEMORANDUM**

**TO:** William T. Lichter, Village Manager

**FROM:** David A. Hulseberg, AICP  
Assistant Village Manager/Director of Community Development *dah*

**DATE:** May 1, 2008

**SUBJECT:** Creation of the Lombard Circulator Task Force

**BACKGROUND**

For the past two years, the Village has been working together with the DuPage Mayors and Managers Conference to develop a local bus circulator service for the Village of Lombard. On December 17, 2007, the Village Board passed a resolution accepting the preferred alternative for local circulator service and agreeing to diligently work towards developing an Implementation Plan for the preferred alternative service design, including pursuing potential funding resources and submitting applications to these sources.

**TASK FORCE FORMATION**

The task force will be charged with creating a strategy for implementing the service plan, including how to fund, operate, market, and monitor the service. The task force will be formed as an ad hoc committee. Following the provisions set forth in Section 30.21 of the Village Code, the Corporate Authorities shall make the following determinations pertaining to the establishment of an ad hoc committee. Included within each sub-section is a staff and/or Village President recommendation.

**(A) Membership**

To ensure the highest quality of members who are both familiar with and have an interest in the circulator, staff contacted those individuals and organizations who have participated in previous circulator-related activities (April 19, 2007 Focus Group and July 19, 2007 Community Forum). Glenbard East High School, York Township, and the Lombard Area Chamber of Commerce were also invited to serve. The names of the interested parties are now forwarded to the Village President for final consideration by the Village Board. Ultimately, the intent of the selection process is to establish a Task Force of individuals who can comprehensively review a wide variety of issues and offer their unique perspectives to the Task Force.

Attached is a table denoting individuals that have expressed an interest in being a member of the Task Force. This table includes each member's respective affiliation and/or perspective. Additionally, staff also recommends that one representative from the Transportation and Safety Committee and one representative from the Economic and Community Development Committee be selected as part of the Task Force. DuPage Mayors and Managers Conference is also expected to attend the meetings along with representatives from Pace and/or Metra who will be able to provide technical assistance to the Task Force.

**(B) Number of Voting Members**

Staff recommends a working Task Force of the aforementioned 10 individuals as voting members of the Committee. This number provides for one or more individuals who can represent a particular perspective or interest. The Chairperson, or Alternate Chairperson, would be non-voting members of the Task Force.

**(C) The Chairperson(s) and Alternate-Chairperson(s)**

Trustee Jack O'Brien is suggested to be designated as the Chairperson for the Task Force and Trustee Richard Tross is suggested to be designated as the Alternate Chairperson for the Task Force.

**(D) Staff Representative(s) Assisting the Committee**

David Hulseberg, Assistant Village Manager/Director of Community Development, is suggested to be the staff liaison for the Task Force. Other members of the Community Development Department staff will also provide technical and/or support services to the Committee as needed.

**Committee Termination**

Lastly, per Section 30.21, the proposed Task Force will cease to exist upon acceptance of the Task Force's final report by the Corporate Authorities. Based upon the timeline developed by the DuPage Mayors and Managers Conference, the final report shall be presented to the Village Board in mid-late summer, 2008 and the Task Force shall disband. Upon direction by the Board, staff will then forward any recommendations to the respective standing committees for requisite review and/or public hearings accordingly.

**RECOMMENDATION**

Please place this item on the May 1, 2008 Village Board agenda for consideration. Staff recommends that the Corporate Authorities approve a motion establishing a Lombard Circulator Task Force.

Lombard Circulator Task Force Members

4/22/2008

Name	Organization/Interest	Position
Jack O'Brien	Village of Lombard, District 3 Trustee	Chairperson
Richard Tross	Village of Lombard, District 2 Trustee	Alternate Chairperson
Nicole Baker	Embassy Suites	Voting member
Jerry Buhr	Resident	Voting member
Robert Henkin	Fountain Square Condominiums Association	Voting member
Mary Beth Lynch	Lombard Area Chamber of Commerce	Voting member
Ron Madsen	Catholic Charities	Voting member
Dennis McNicholas	EDC Committee Member	Voting member
Jean Nolan	Transportation & Safety Committee Member	Voting member
Rick Poole	Lombard Park District	Voting member
Leanne Randall	Beacon Hill	Voting member
Rebecca Strain	Resident	Voting member