



MEMORANDUM

TO: Village Board of Trustees

FROM: Keith Giagnorio, Village President

DATE: May 6, 2015

SUBJECT: Creation of the Lombard Pride Committee

As you are all aware, this year the Village of Lombard will host a fireworks display on the Fourth of July in lieu of the multi-day Taste of Lombard festival. Moving forward, the Village will be seeking input from the community on alternative events and festivals in future years. In support of this endeavor, I am requesting concurrence of the Village Board in establishing an ad hoc committee, the Lombard Pride Committee, to support the Village Board in evaluating the potential for future community festivals and advising on other matters concerning special events within the Village of Lombard.

Title 3, Chapter 30, Section 30.21 of the Lombard Village Code provides for the creation of ad hoc committees to advise the corporate authorities upon determination of certain criteria in relation to the committee. Pursuant to the Village Code, please find the following specifics related to the Lombard Pride Committee:

- A) Membership – The Lombard Pride Committee shall consist of seven (7) members who shall be appointed by the Village President with the advice and consent of the Board of Trustees. Said voting members shall include one representative from the Lombard Park District and one representative from the Lombard Chamber of Commerce.
- B) Voting – All members of the Lombard Pride Committee shall be voting members.
- C) Chairperson/Vice-Chairperson: The Chairperson shall be the Village President and the Vice-Chairperson shall be the Village Clerk.
- D) Staff Representatives – The Staff Representatives to assist the Committee shall be Scott Niehaus, Village Manager, and other staff members as needed from time to time.
- E) Report – The Pride Committee shall provide a report to the President and Board of Trustees containing recommendations on a community festival in future years and other matters concerning special events within the Village of Lombard. Specific items for consideration of the committee shall include:
 - a. Development of a Request for Proposals for a community festival in 2016 and beyond including an appropriate timeline to meet the objectives of the Village;

- b. Issuance of a Request for Proposals for a community festival. Evaluation of submissions to the Request for proposals and development of a recommendation for consideration by the Village Board of Trustees.
- c. Discussion and evaluation of local special events and development of recommendations and guidelines for special event development, support and promotion.

Upon creation of the Committee, the Village will conduct an outreach to the public seeking interested applicants to serve on the Lombard Pride Committee through the Village website and other Village Communications tools. Applications will be accepted for a defined period and appointments shall be made from the interested pool of candidates with the advice and consent of the Board of Trustees on June 18, 2015.

Please contact me should you have any questions or concerns regarding this committee in advance of our upcoming Village Board workshop to discuss the same.