

MEMORANDUM

TO: David A. Hulseberg, AICP, ICMA-CM, Village Manager

FROM: William J. Heniff, AICP, Director of Community Development

DATE: April 2, 2009

SUBJECT: Circulator Implementation Plan

BACKGROUND

For the past three 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. On May 1, 2009, the Village Board formed a Circulator Task Force that was charged with creating a strategy for implementing the service plan, including how to fund, operate, market, and monitor the service.

IMPLEMENTATION PLAN

At its final meeting on March 18, 2009, the Task Force recommended that the Village Board accept the attached Implementation Plan as the Task Force's final report. This plan summarizes the work that has been done by the Task Force since May 2008 with respect to the route, vehicles, staffing, marketing, facilities, and funding.

The Implementation Plan includes a list of remaining steps to be accomplished in order to begin circulator service by Fall/Winter 2009/2010. Following the acceptance of the Implementation Plan, staff will work with DuPage Mayors and Managers Conference Local Circulator Study Steering Committee to:

- develop a monitoring program;
- approve intergovernmental agreements with regard to the Innovation, Coordination, and Enhancement grant funding;
- acquire vehicles through Pace;
- develop service operation agreements; and
- begin service.

Please note that, 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. Upon direction by the Board, staff will forward any future recommendations on the circulator to the appropriate standing committees for requisite review and/or public hearings accordingly.

RECOMMENDATION

Please place this item on the April 2, 2009 Village Board agenda for consideration. Staff recommends that the Corporate Authorities approve a resolution accepting the Task Force's Implementation Plan and authorizing staff and the DuPage Mayors and Managers Conference to proceed with the Implementation Plan.

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