

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
JANUARY 22, 2008 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Local Circulator Study Resolution	✓ Resolution Ordinance Motion Discussion Only	Robin A. Weaver Interim Director of Public Works

SYNOPSIS

A resolution has been prepared to confirm the best alternate service plan for a potential local circulator bus program.

STRATEGIC PLAN ALIGNMENT

The Village's Five Year Plan and Goals identifies *Exceptional Municipal Services*. An objective is *Continuously Looking for Opportunities, Innovations, and Ways to Improve Management and Service Delivery*.

FISCAL IMPACT

Approval of the resolution does not commit the Village to any current or future financial obligations. It will require an estimated six hours of staff time on a monthly basis.

RECOMMENDATION

Approval on the February 19, 2008 active agenda.

BACKGROUND

At the Village Council Workshop on January 22, 2008, Tam Kutzmark, Transportation & Planning Director for the DuPage Mayors & Managers Conference (DMMC), made a presentation to the Village Council about the Local Circulator Study and the options that are available to the Village. During the Workshop, the following questions were posed by the Village Council.

1. *Will the current/new buses used for the Grove Commuter Shuttle be able to be used for the local circulator?*

The Village's current and new buses can be used for the local circulator. DMMC considered this fact when selecting communities and developing route alternatives.

2. *What other equipment may be needed?*

The current number of buses the Village has is sufficient. Based upon the current design of the proposed local circulator, additional personnel would need to be hired as dispatchers and drivers.

3. *What are the funding options? What grants are available? Have these grants been available to the Village to date to use for the Grove Commuter Shuttle?*

The Local Circulator Study is funded by a \$150,000 grant obtained through the Regional Transportation Authority and the Illinois Department of Transportation. The Village is currently using a grant it received from IDOT's Congestion Mitigation and Air Quality grant program (CMAQ) for the purchase of five buses at 80 percent of the cost. For funding annual operating expenses of a local circulator, grants could be sought from various sources, including:

- CMAQ - Congestion Mitigation and Air Quality
- JARC - Job Access Reverse Commute

- Transportation Enhancements grants
- Illinois Tomorrow grants
- Regional Technical Assistance Program (RTAP) - This program has been utilized to date for planning and could be used again if further planning/refinements were needed.

4. *Are there any economic studies available to supplement anecdotal information provided in the DMMC's report?*

Studies were completed by LSC Transportation Consults, Inc., the consultant firm working with DMMC on the Local Circulator Study. The completed economic and feasibility studies reported a positive economic impact from local circulator bus systems. A complete copy will be on file

can be provided by DMMC upon request.

5. *What is the next phase? Will the Transportation and Parking Commission play a role?*

A advisory group would need to be formed (it is proposed that the group be called "The Circulator Study Task Force") to review the selected route and make suggestions about stops, formulate community education and marketing ideas and identify any more specific information that is needed. Members of this task force are suggested to be recruited from groups that are most likely to benefit from a circulator program, e.g. senior citizens or individuals that are employed in the northwest part of the Village. Upon completion of the task force's findings, the Village Council may refer the task force's findings to the Transportation and Parking Commission for review. It is not proposed that the Commission and the Task Force be one in the same. Staff recommends the proposed Resolution be modified to clearly stipulate the size of the Task Force and that the Mayor with confirmation of the Council will appoint the members of the Task Force. DMMC recommends that the Task Force be comprised of seven to twelve members.

6. *What is the level of staff time and commitment for the next phase?*

It is proposed that the Task Force meet once a month for six months. It is anticipated the establishment and recruitment of the Task Force and its members will take about eight to 10 staff hours. Monthly meetings will require six hours of staff time, two hours each for prep work, attendance and follow-up.

The attached resolution has been requested by DMMC so that the future planning and work on a potential local circulator bus program will be done in the direction preferred by the Village Council.

In 2002, DMMC and the DuPage County Board jointly adopted the *DuPage Area Transit Plan*. During the planning process, localized bus service emerged as a primary piece of mobility needed in the DuPage area. Circulators are community-based, locally-oriented bus transit services that bridge the gap between the larger bus or train routes and residential, commercial or workplace destinations. DMMC received a \$150,000 grant from the Regional Transportation Authority (RTA) and the Illinois Department of Transportation to initiate a *DuPage Area Local Circulator Study*. RTA's Regional Technical Assistance Program was created to help communities with preliminary transit planning, and its goal is to initiate activities that result in a more comprehensive transit system.

The Village of Downers Grove was one of the initial supporters for this initial grant application. This grant was awarded and a consultant was selected by DMMC to perform this work. The DMMC provided the Village an update and proposed scope of work for the project in August, 2004. Due to the time required by IDOT in reviewing the final contract with the consultant the work did not actually begin until late 2005.

The scope of work referred to as Phase I (subsequently referred to as Phase 1 & 2) included the Market Analysis and Service Area development has been completed and the top four routes have been selected to move forward for the Phase II -Design portion of the project (subsequently referred to as Phase 3 & 4).

The Village of Downers Grove was selected as the top qualifying community out of the eleven communities participating in this project and the Village was notified by letter dated November 15, 2006. Addison, Lombard and Wheaton were also selected as the first communities for design of the new service.

On January 16, 2007, the Downers Grove Village Council approved a resolution to support continued participation in Phase 3 and Phase 4 of the Circulator Study. A copy of that resolution is attached. Subsequently, alternative ideas for circulator services were developed based on a market analysis and input obtained through community surveys, focus groups and public meetings.

This past summer, each community presented the draft service alternatives and invited feedback from residents, employees and other travelers in the community. The final design of the circulator service – or the preferred alternative – was selected based on local preferences. The process to gather this input included community choice forums, small group meetings, comment cards, on-line surveys and one-on-one conversations with community members.

Each service design reflects the unique needs of the community. The preferred alternative for the Downers Grove Circulator would coordinate with and enhance existing service provided through the Grove Commuter Service.

The recommended circulators offer a unique, cost-effective innovation in local service called “flex routes.” Also known as route-deviation service, flex route transit vehicles follow a designated route but leave the route to serve origins and destinations within a specified area surrounding the route based on a scheduled request to a central dispatcher. The specified area is called a “flex-route buffer” and covers three-quarters of a mile area along the route. The transit vehicles then return to the designated route to ensure that all stops along the route are served. The passengers on the bus may have a longer travel time than for traditional “fixed-route” service, and the arrival or departure time at any stop may vary by five minutes. These services are planned to link with each other through transfer points at the Lombard Metra Station and Yorktown Center.

The preferred alternative outlines specifications for vehicle type, stop locations, hours of operation, headways, staffing requirements and standards for the type of service (fixed or flex route). A financial plan outlines fares, capital/operating costs, and existing and potential revenue sources. Recommendations are also made for an organizational and operating structure. The Executive Summary is attached.

The next step in the process is to develop an implementation strategy that sets forth how it might be possible to implement the preferred service design. DMMC and its consultant, LSC Transportation Consults, Inc., will continue to work with the four communities. Important considerations in this phase are how to obtain funds, operate, market, and monitor the service. It is recommended that this be done through the establishment of an ad hoc task force whose members would meet once a month for six months. It would ideally represent different segments of the Village who would be likely to utilize the potential circulator service.

ATTACHMENTS

Resolution

Chapter VI Local Circulator Study: Recommended Service Plan

Exhibit – recommended route

January 16, 2007 Resolution

RESOLUTION NO. _____

**A RESOLUTION ACCEPTING THE PREFERRED ALTERNATIVE
IN PHASE 3 OF THE DUPAGE MAYORS AND MANAGERS CONFERENCE
LOCAL CIRCULATOR STUDY**

WHEREAS, the Village of Downers Grove has been an active participant in Phase 1, 2, and 3 of the DuPage Mayors and Managers Conference Circulator Study; and

WHEREAS, the Village of Downers Grove has received a Service Specifications Report, which outlines several alternatives for Circulator Service including service type, destinations to be served, hours and frequency of operation, estimates for capital and operating costs, and operating structure; and

WHEREAS, the Village of Downers Grove has solicited feedback on these alternatives through a community comment period in July 2007, including a community forum, comment cards, and the project website; and

WHEREAS, the Village of Downers Grove received an evaluation of each alternative, using community feedback and numerical criteria (for example destinations, estimated cost and ridership, and transfer opportunities); and

WHEREAS, the Village of Downers Grove has received a recommendation for the preferred alternative, based on this extensive evaluation

NOW, THEREFORE BE IT RESOLVED, that the Village of Downers Grove agrees to accept this recommendation as the best design for local circulator service,

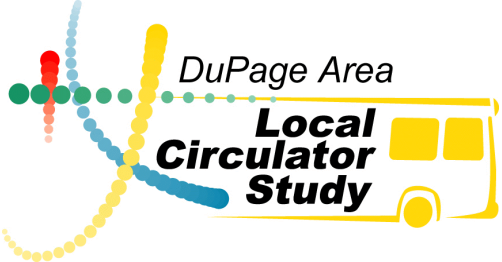
BE IT FURTHER RESOLVED, that the Village of Downers Grove agrees to diligently work towards developing an Implementation Plan for the recommended service design, including pursuing potential funding resources and submitting applications to these sources.

1. That all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.
2. That this Resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____
Village Clerk



Recommended Service Plan

In this chapter, the Planning Team presents a recommended service plan for the Village of Downers Grove Circulator Service. This chapter includes a comparison of the four alternative service plans developed for the Village, the recommended service plan, and a recommended organizational structure.

COMMUNITY CHOICE FORUM

The Downers Grove Community Choice Forum meeting to discuss transit service alternatives took place on July 19, 2007 at the Public Works Complex. Representatives from DMMC, the City of Downers Grove, and LSC Transportation Consultants, Inc. presented four transit service alternatives to those attending the meeting. There were twenty-four people in attendance with several representing senior service agencies in Downers Grove, as well as members of the Downers Grove Transportation Advisory Committee and Downers Grove citizens.

The presentation began with an overview of the planning process DMMC and DuPage County have developed to improve public transportation in DuPage County. This planning process includes the DuPage Area Transit Plan, which was adopted by the County in 2002. The plan recommended that three levels of transit service be developed: Circulator service, which provides transit service geared primarily to serve the community, Connector service to provide transit between communities in DuPage County, and Bus Rapid Transit to provide commuter service to Chicago, Schaumburg, O'Hare, and areas in DuPage County with a large business and employment sector. These transit services are intended to work together to form an extensive public transportation network that reaches all DuPage County communities and better links residents and employees to the regional transit system. The DuPage Area Circulator Study is the first in a series of implementation plans leading to this extensive transit network. Each attendee was provided a copy of the Executive Summary with maps of the service alternatives and a comment card.

Recommended Service Plan

The four alternatives were presented with a description of the type of service to be used, service route, hours and days of operation, and schedule. Possible vehicles were described as well. Twelve different buses were pictured on a display board for the meeting attendees. A thorough description of each alternative can be found in Chapter III of this report along with descriptions of several vehicle types. The group was then asked to select their preferred service plans and vehicle types. Each participant was given four stickers with two stickers having the number 1 and two having the number 2 with instructions to place these stickers on the map of the alternative they preferred and on the vehicle they preferred. The participants were also encouraged to make comments on the alternatives if they wished. Comments could be written on the notes and placed directly on the display board or written on the comment cards.

Listed below are the preferences and comments for each alternative:

- No one preferred Alternative 1 and there were no written comments.
- Alternative 2 was the second choice of two participants, but there were no specific comments.
- Alternative 3 was the second choice of two participants. No written comments were attached to the alternative.
- Alternative 4 was the preferred alternative by the vast majority of those indicating a preference. The reason given for selecting this option was because it provided the most service.

The preferred vehicle among those indicating a preference was the NABI 30-passenger bus with the second choice being the Glaval bus.

For those individuals who were unable to attend the community forum, the Planning Team developed a comment card (see Appendix D). The comment card was made available on the Circulator Study website as well as given to participants at the forum. Twenty-three comment cards were received from Downers Grove. Listed below is a summary of the comments received:

- Alternative 1 was the preferred option for three respondents and the second choice for two respondents.
- Alternative 2 was the preferred option for five respondents and the second choice for seven respondents.

- Alternative 3 was preferred by six and the second choice of five respondents.
- Alternative 4 also was the preferred option for six respondents and was selected as the second choice by three respondents.
- There were several comments made that the selection of any alternative would be an improvement and all those who selected Alternative 1 based their selection on this being a good alternative to start with to see if the service could be successful and then implementing additional service gradually.
- The comment cards listed fewer vehicle choices than were presented at the community forum with the Dallas Smith Friendly bus receiving the highest rating. It should be noted that many individuals, both at the meeting and in written comments, showed a lack of enthusiasm in rating the vehicles with many comments stating that they were all sufficient. It should be noted that all of the preferred vehicles were of a low-floor type based on a preference for ease of getting on and off the bus.

COMPARISON OF SERVICE ALTERNATIVES

For the Village of Downers Grove, four alternatives were developed and presented in detail in Chapter III of this report. Alternative 1 was developed primarily to provide local transit service from Yorktown Center to Downers Park Plaza via Main Street. Alternatives 2 and 3 incorporate concepts obtained through the public input process. Two routes are proposed for these alternatives. Route 1 serves the Main Street corridor north of the Main Street Metra station to Yorktown Center. This is the same route alignment for this area as shown in Alternative 1. South of the Metra station a second route is proposed. The bus would operate on a loop traveling from the Main Street station to the Belmont Metra station and then south and west to Cameo Apartments. The difference between these alternatives is that Alternative 3 has a higher frequency of service than Alternative 2. Alternative 4 consists of four routes. Route 1 would operate between Yorktown Center and the Main Street Metra station following Butterfield Road to the west, passing the Sara Lee facility, traveling south to the Belmont Metra station, and then east to Main Street station. Route 2 also travels between Yorktown Center and the Main Street Metra station, but travels east on 31st Street to Meyers Road, then south to 39th Street, east to Good Samaritan Hospital, and then south on Main Street to the Metra station. Routes 3 and 4 are the same as Routes 2 and 3 in Alternative 3. South of the Metra station a second route is proposed. The bus

Recommended Service Plan

would operate on a loop traveling from the Main Street station to the Belmont Metra station and then south and west to Cameo Apartments. From Cameo Apartments, the route returns to Woodward Avenue and travels south to 75th Street. At 75th Street, the route turns east to serve commercial areas along 75th Street including The Grove, Woodgrove Festival, Downers Park Plaza, and Fairview Plaza. At Fairview Avenue, the route turns north and follows Fairview to 55th Street. At 55th Street, the route turns west to Main Street and returns to the Main Street Metra station. Each operates in opposite directions on the loop south of the Metra line.

In order to determine the best alternative, the Planning Team developed evaluation criteria based on community priorities and compared each alternative to these criteria. Each alternative received a score that represents how well the alternative meets each criterion. Table V-1 displays the criteria and how each alternative scored.

Table V-1 Comparison of Transit Service Alternatives - Downers Grove								
Comparison Indicator	Alternative 1	Score	Alternative 2	Score	Alternative 3	Score	Alternative 4	Score
Service to Target Markets		1		3		3		2
Percent of Transit-Dependent Population Served	50%	1	78%	3	78%	3	73%	2
Annual Operating Cost	\$403,000	3	\$522,000	2	\$977,000	1	\$1,503,000	0
Initial Capital Cost	\$761,000	3	\$799,000	2	\$1,432,000	1	\$2,277,000	0
Cost per Passenger	\$7.62	1	\$6.25	3	\$6.60	2	\$9.39	0
Annual Passenger Trips	52,900	0	83,500	1	148,000	2	160,000	3
Connections to Metra, Pace, other Circulators	6	0	9	2	9	2	11	3
Community Forum Selection	3 first & 2 second	0	5 first & 9 second	1	6 first & 7 second	2	16 first & 5 second	3
Trip Generators (17)	9	1	13	2	13	2	17	3
TOTAL SCORE		10		19		18		16

Recommended Service Plan

The criteria comparison for the Downers Grove Circulator indicates that Alternative 2 best meets the transit needs for Downers Grove. The following provides a description of each criterion and an explanation of how each alternative was scored.

Service to Target Markets

Alternatives 2 and 3 tied in this category, meeting 98 percent of the target market. As part of the market analysis and service type analysis, specific target markets were identified in each community. For Downers Grove, the primary markets to be served are the elderly, people with disabilities, low income residents, and employees commuting by Metra to locations in Downers Grove. Each of the alternatives was scored based on how well each of these target markets would be served including the percentage of the population that would have service as well as key destinations for the particular market. In each of these three categories, the alternative received a score of 0 to 3 based on the relative ranking of the alternative. The results of the target market scoring can be seen in Table V-2. Alternatives 2 and 3 scored the highest for this criterion.

Table V-2 Downers Grove Target Market								
Target Market Indicator	Alternative 1	Score	Alternative 2	Score	Alternative 3	Score	Alternative 4	Score
Serve Yorktown Center	YES	3	YES	3	YES	3	YES	3
Serve Cameo Apartments	NO	0	YES	3	YES	3	YES	3
Serve Ellsworth Industrial Park	NO	0	YES	3	YES	3	YES	3
Serve Metra Station	YES	1	YES	2	YES	2	YES	2
Service to Seniors	6,107	1	9,654	3	9654	3	8,948	2
Service to Disabled	1,415	1	2,260	3	2,260	3	1,223	2
Service to Low Income	2,073	2	2,073	2	2,073	2	2,073	2
TOTAL SCORE		1		3		3		2

Percentage of Transit-Dependent Population Served

For this comparison, the Planning Team used census block group data to see how many individuals in the transit-dependent population groups (youth, elderly, low income, and mobility limited), are in the service areas of the four alternatives. Alternative 1 has 50 percent of the total community transit-dependent population. Alternatives 2 and 3 have 78 percent. Alternative 3 has 73 percent. In this category, Alternatives 2 and 3 would serve the greatest percentage of the Downers Grove transit-dependent population. Table V-3 shows the results of this comparison.

Table V-3 Downers Grove Transit-Dependent Population				
YOUTH POPULATION				
Alternative	Total	Alternative #	Alternative %	Score
Alternative 1	15,718	8,112	51.61%	0
Alternative 2	15,718	12,125	77.14%	2.5
Alternative 3	15,718	12,125	77.14%	2.5
Alternative 4	15,718	12,083	76.87%	1
ELDERLY POPULATION				
Alternative	Total	Alternative #	Alternative %	Score
Alternative 1	11,743	6,107	52.01%	0
Alternative 2	11,743	9,654	82.21%	2.5
Alternative 3	11,743	9,654	82.21%	2.5
Alternative 4	11,743	8,948	76.20%	1
MOBILITY IMPAIRED POPULATION				
Alternative	Total	Alternative #	Alternative %	Score
Alternative 1	3,035	1,415	46.62%	0
Alternative 2	3,035	2,260	74.46%	2.5
Alternative 3	3,035	2,260	74.46%	2.5
Alternative 4	3,035	1,351	44.51%	1
LOW INCOME POPULATION				
Alternative	Total	Alternative #	Alternative %	Score
Alternative 1	2,073	659	31.79%	0
Alternative 2	2,073	1,467	70.77%	2.5
Alternative 3	2,073	1,467	70.77%	2.5
Alternative 4	2,073	1,351	65.17%	1
TOTAL TRANSIT DEPENDENT				
Alternative	Total	Alternative #	Alternative %	Score
Alternative 1	32,569	16,293	50.03%	0
Alternative 2	32,569	25,506	78.31%	10
Alternative 3	32,569	25,506	78.31%	10
Alternative 4	32,569	23,733	72.87%	4

Annual Operating Cost

This indicator was graded highest for the alternative that has the lowest estimated annual operating cost. Alternative 1 has the lowest estimated annual operating cost at \$403,000 for the first year of operation and therefore receives the highest score for this indicator.

Initial Capital Cost

Since all alternatives will be new service, the initial or first year allocation for capital equipment will be large since new buses, shelters, bus stops, and bus stop platforms will need to be purchased in order to begin the transit service. Capital costs in the second year of operation will drop dramatically for each alternative. This indicator was graded highest for the alternative that has the lowest estimated initial capital cost. Alternative 1 has the lowest estimated initial capital cost at \$761,000 for the first year of operation and therefore receives the highest score for this indicator.

Cost per Passenger-Trip

This indicator was graded highest for the alternative with the lowest cost per passenger-trip. This cost is developed by taking the annual operating cost and dividing it by the estimated number of annual passenger-trips. Alternative 2 was graded highest with a cost per passenger-trip of \$6.25. Alternative 4 has the highest estimated annual cost per passenger-trip of \$9.39.

Annual Passenger Trips

The alternative with the largest amount of estimated annual passenger-trips received the highest grade for this indicator. A good indicator of how well a transit service is performing is how many passengers it carries. This shows that the route is helping to decrease congestion, improve air quality and improve the economic vitality of the community. Alternative 4 is estimated to have the most annual passenger-trips with 160,000. Alternative 1 is lowest, estimated to carry 52,900 passenger-trips annually.

Possible Connections to Metra, Other Circulators, and Pace Service

An important function of a circulator service is to connect with other transit services, thereby allowing people to take the circulator to a transit route that will take them to various locations in the region. Perhaps even more important, it allows people commuting into the Village of Downers Grove the opportunity to use public transit to get to Downers Grove locations not on any regional transit routes. Alternative 4 scored highest in this category with a potential of connecting to seven Pace Suburban Bus routes, the Lombard Circulator (which has the potential to connect to the Addison Circulator), and three Metra rail stations.

Community Forum Selection

The Planning Team conducted a community forum in Downers Grove as well as distributing comment cards and receiving e-mails as described earlier in this chapter. Alternative 4 was the preferred option among those participating in the forum and submitting written comments.

Trip Generators Served

Key transit trip generators are areas or facilities that have proven to be attractive to people using transit. The trip generators for Downers Grove are shown in Table V-4. Alternative 4 received the highest ranking in this category since it provides service to all of the 17 key trip generators.

Table V-4 Downers Grove Trip Generators								
Trip Generators	Alternative 1	Score	Alternative 2	Score	Alternative 3	Score	Alternative 4	Score
Yorktown Center	YES	1	YES	1	YES	1	YES	1
Butterfield Plaza	NO	0	NO	0	NO	0	YES	1
Peace Memorial Plaza	YES	1	YES	1	YES	1	YES	1
Saratoga Grove	NO	0	NO	0	NO	0	YES	1
Good Samaritan Hospital	YES	1	YES	1	YES	1	YES	1
Main Street Metra Station	YES	1	YES	1	YES	1	YES	1
Belmont Metra station	NO	0	YES	1	YES	1	YES	1
Downers Grove Metra Station	NO	0	NO	0	NO	0	YES	1
Oak Tree Towers	YES	1	YES	1	YES	1	YES	1
Village Government Offices	YES	1	YES	1	YES	1	YES	1
Downtown	YES	1	YES	1	YES	1	YES	1
Immanuel Residences	YES	1	YES	1	YES	1	YES	1
Downers Park Plaza	YES	1	YES	1	YES	1	YES	1
Fairview Village	NO	0	NO	0	NO	0	NO	0
Bristol Club Apartments	NO	0	YES	1	YES	1	YES	1
Cameo Apartments	NO	0	YES	1	YES	1	YES	1
Ellsworth Industrial Park	NO	0	YES	1	YES	1	YES	1
TOTAL SCORE		9		13		13		16

RECOMMENDED SERVICE PLAN

It is recommended that Alternative 2 be selected as the circulator service for the Village of Downers Grove. The Comparison of Transit Service Alternatives gives a slight edge to this alternative with Alternative 3 receiving the second highest score. The service gathered the third highest vote by the public, serves 13 of the 17 trip generators identified in earlier reports, has weekend service that operates from 8:00 a.m. to 10:30 p.m. with weekday service operating from 6:00 a.m. to 10:30 p.m., and has been projected to carry the third most passengers. The estimated operational cost for this service is \$522,000 with an initial estimated capital cost of \$799,000. Alternatives 2 and 3 use the same routes, with alternative 3 providing the most frequent service. If Alternative 2 proves to be successful, the Village can consider increasing the frequency proposed in Alternative 2 to that of Alternative 3. The service could gradually grow to need the additional routes proposed in Alternative 4. In other words, Alternative 2 provides good service at a reasonable cost with the ability to grow as it becomes more successful and demand increases. The recommended circulator route will provide service to the Village of Lombard that will allow access to the Union Pacific/West Line Metra service, several Pace routes, and possibly the Addison Circulator Route. The proposed route is shown in Figure V-1. Draft schedules and an estimated budget can be found in Chapter III of this report.

Preferred Service Route

Route 1

Route 1 serves the Main Street corridor north of the Main Street Metra station to Yorktown Center. Starting at Yorktown Center Route 1 travels south on Main Street to Good Samaritan Hospital. The bus enters the hospital complex, then returns to Main and proceeds south again to the Main Street Metra station where it reverses route and travels back to Yorktown Center.

Route 2

South of the Metra station is the area served by Route 2. The bus would operate on a loop traveling from the Main Street station to the Belmont Metra station via Main, Franklin, Forest, and Warren. It proceeds south on Belmont to Cameo

Apartments. From Cameo Apartments, the route continues south on Belmont to 63rd Street then to Woodward Avenue and travels south to 75th Street. At 75th Street, the route turns east to serve commercial areas along 75th Street including The Grove, Woodgrove Festival, Downers Park Plaza, and Fairview Plaza. At Fairview Avenue, the route turns north and follows Fairview to 55th Street. At 55th Street, the route turns west to Main Street and returns to the Main Street Metra station.

Potential Bus Stops

This section of Chapter V discusses potential sites for bus stop shelters, benches, schedule display holders and signs. These sites will be reviewed on location with a final bus stop plan being developed in the Implementation Phase of the Circulator Study.

These major stops should be reviewed for potential development of a bus shelter:

Route 1

1. Yorktown Center (may be able to use Shelters at the Pace Transfer Station)
2. Good Samaritan Hospital
3. Main Street Metra station (should be able to use existing shelters)

Route 2

4. Belmont Metra station (should be able to use existing shelters).
5. Cameo Apartments
6. Ellsworth Industrial Park
7. Bristol Club Apartments
8. Downtown Downers Grove
9. Woodgrove Festival Shopping Center
10. The Grove Shopping Center
11. Downers Park Plaza
12. Fairview Plaza

Recommended Service Plan

The Village may consider negotiating with private businesses at these locations to see if they are willing to pay for shelter construction. Another possibility, which will be discussed in detail in the implementation phase of this study, is the potential to contract with a marketing firm that will construct the shelters in exchange for free advertising on the shelters.

These locations should be reviewed for potential bus stops with benches:

Route 1

1. The intersection of Highland/Main Street and 31st Street.
2. Highland/Main and 35th Street.
3. The intersection of Main and Ogden Road.
4. The intersection of Main and Grant, which will provide access to Community North High School.
5. The intersection of Main and Chicago Avenue.

Route 2






6. The intersection of Warren and Wallbank.
7. The intersection of Belmont and Wisconsin.
8. Belmont and Maple (Lake Manor Park).
9. Belmont and 63rd (Meadowbrook Shopping Center).
10. 63rd and Woodward.
11. Woodward and Cambridge (Dunham Village).
12. Woodward and 75th Street.
13. 75th and Lemont (there are shopping centers at each corner of this intersection).
14. 75th and Fairview.
15. Fairview and 63rd Street.
16. Fairview and 59th Street.
17. Fairview and 55th Street (Patriots Park).
18. 55th and Fairmount Avenue.
19. 55th and Main Street.
20. Main and Maple.

Bus stops should provide a waiting area and passenger loading area meeting the requirements of the Americans with Disabilities Act. The stops should be accessible from pedestrian facilities such as sidewalks. Each stop should also have a schedule holder that displays the circulator schedule and route map. A separate pedestrian facilities study is being conducted that will provide information on improvements that will be needed to support the circulator service. Some of these stops may prove to need sidewalks or pedestrian sidewalk ramps before they can be implemented so that they meet ADA regulations. A thorough review of each bus stop site will be made during the implementation phase of this study.

VEHICLES

The Planning Team presented twelve types of transit vehicles at the Downers Grove community forum meeting held at the Public Works Building. Attendees were asked to rate these vehicles as “most preferred” and “second most preferred.” Based on the proposed service and input from the local community, the suggested vehicle type is a low-floor, small transit coach built by Optima Bus which is a subsidiary of North American Bus Industries (NABI). Table V-5 presents the Optima Opus bus along with buses that also could be suitable for the Downers Grove Service. These vehicles all possess low-floor passenger access and are 30 feet in length. Optima produces two Opus-style buses, one that is under 30 feet and one that is just under 35 feet. The main difference in the two is seating capacity. The 30-foot Opus accommodates 27 seated passengers and has two wheelchair positions. The 35-foot Opus accommodates 31 seated passengers. Citizens at the community forum preferred the look of the Optima, which they felt would give an identity to the circulator service since this bus looks much different than the buses being used by Pace Suburban Bus. However, any of the buses shown will be effective and are quality manufactured by reputable companies.

**Table V-5
Suggested Vehicles for Downers Grove Circulator**

Characteristic	Vehicle Type				
	Optima Opus	Bluebird Ultra LMB	El Dorado National EZ-Rider II	Dallas Smith Friendly Bus	Glaval Bus Easy On
					
Length	30'	28'	30'	24' - 27'	26' - 30'
Chassis	Transit Coach	Transit Coach	Transit Coach	Ford F-450	Custom
Low-Floor	Yes	Yes	Yes	Yes	Yes
Accessible	Yes	Yes	Yes	Yes	Yes
Seating Capacity	19-27	19-28	17-27	14-20	19-28
Wheelchair Positions	2	2	2	2	2

Source: LSC, 2007.

RECOMMENDED ORGANIZATIONAL STRUCTURE

In Chapter III of this report, the Planning Team developed and detailed three options by which the Village of Downers Grove may operate the new circulator service. The three options are:

1. Incorporate transit operations into an existing village department such as Public Works. The Village could incorporate the new circulator service into its existing commuter service.
2. Contract with Pace Suburban Bus to operate the new circulator route.
3. Contract the service through a competitive bid process. This would not only allow Pace to bid on the service, but also private transit operating companies such as First Transit or MV Transportation.

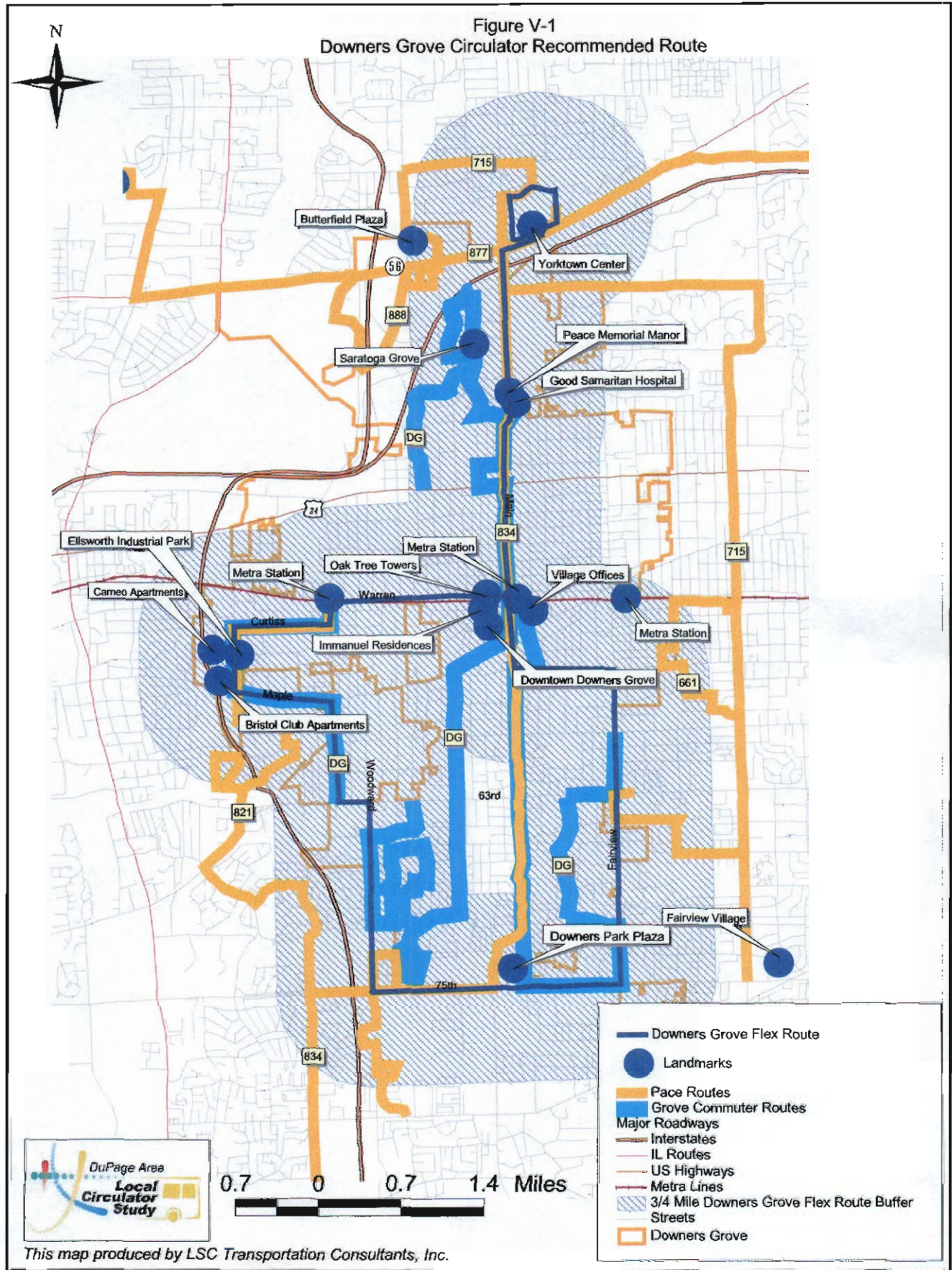
Since there is an existing transit operation operated by the Village of Downers Grove, the Planning Team recommends incorporating the new service into the Grove Commuter Shuttle transit service.

STAFFING REQUIREMENTS

Additional staff will be required to operate the Downers Grove Commuter Circulator. Administration and management responsibilities may be assumed by existing personnel. However, additional drivers and dispatch personnel will be required.

Operation of the route-deviation service will require that two full-time and two-part-time schedulers/dispatchers be hired. The dispatchers will receive requests for any deviations from the route and will dispatch those requests to the drivers. This position must be staffed during all hours of service. This function could be provided through a consolidated dispatch center such as Ride DuPage. The number of drivers required will be six full time and four part time.

Figure V-1
Downers Grove Circulator Recommended Route



Landmarks are shown for orientation purposes only. Service is not limited to - and may not include - landmarks shown on this map.

DuPage Mayors and Managers Conference

RESOLUTION NO. _____

A RESOLUTION SUPPORTING CONTINUED PARTICIPATION IN PHASE 3 AND 4 OF THE DUPAGE MAYORS AND MANAGERS CONFERENCE CIRCULATOR STUDY

WHEREAS, the VILLAGE OF DOWNERS GROVE has been an active participant in Phase 1 and 2 of the DuPage Mayors and Managers Conference Circulator Study; and

WHEREAS, the VILLAGE OF DOWNERS GROVE has received a complete Market Analysis and Service Type Analysis, which includes service area boundaries, primary markets to be served, activity centers to be served, service type, general period of operation, and estimates for capital and operating costs; and

WHEREAS, the VILLAGE OF DOWNERS GROVE has been selected by the DuPage Mayors and Managers Conference’s Transit Plan Implementation Team as one of the service areas to receive a detailed service design, detailed specifications and an implementation strategy; and

WHEREAS, the VILLAGE OF DOWNERS GROVE was selected by the Transit Plan Implementation Team because of the high likelihood of success of a circulator, as determined by a ranking of transit supportive criteria; and

WHEREAS, the VILLAGE OF DOWNERS GROVE is requested to show its continued willingness to implement a circulator service as designed in Phase 3 and 4 of the Circulator Study.

NOW, THEREFORE BE IT RESOLVED, that the VILLAGE OF DOWNERS GROVE agrees to participate in Phase 3 and 4 of the Local Circulator Study – Service Design and Specifications, and Implementation Strategy; and,

BE IT FURTHER RESOLVED, that the VILLAGE OF DOWNERS GROVE agrees to diligently work towards implementing the service design, including pursuing potential funding resources and submitting applications to these sources.

That all resolutions or parts of resolutions in conflict with the provisions of the Resolution are hereby repealed.

That this Resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____

Village Clerk