

PACTS

Portland Area Comprehensive Transportation System

**PACTS
Transit Committee
Meeting Notice**
Thursday, October 9, 2008, **10:00** a.m.
GPCOG, 68 Marginal Way
Agenda

**Transit meeting will begin
after the combined
Planning/Transit meeting
that begins at 9:00**

1. Call to order
2. Approval of Minutes from the last meeting (attached)
3. Status Reports (attached) – 30 min.
4. Review Timeline/Work Plan (attached) – 5 min.
5. Recommendation for Additional STP Transit funding – 10 min. **Action Item**
6. Annual Evaluation (draft attached) – 10 min.
7. UPWP Transit Planning – Budget Forecast (coming later) – 15 min.
8. PACTS Transit Study Implementation Status Reports – 30 min.
 - a. Updated Study Matrix (attached)
 - b. Regional Map and Timetable
 - c. Regional Route Study - Draft Scope (to be sent later)
 - d. Transit Planning in Comprehensive Planning Process
 - e. Regional Pass System - Meeting notes (attached)
 - f. Other – in order of priority
9. Information Sharing/Round Table Discussion/Check-In/What's Up
10. Other Business
11. Next Meeting Date (November 13 @ 9:30 a.m., at Saco City Hall, Agenda
12. Adjourn

Attachments: September 11 PTC minutes, Status Reports, Timeline/Work Plan, Annual Evaluation draft, Study Matrix, Notes from Regional Pass System Meeting

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PACTS Transit Committee Minutes
September 11, 2008
10:00 a.m. at GPCOG

Members Present: Ed Clifford, ShuttleBus/Zoom; Chair; Sara Behr, MaineDOT; Marina Douglas (for Patricia Quinn), NNEPRA; Connie Garber, YCCAC; Sara Devlin, MTA; Tom Gorrill, Gorrill-Palmer; Alex Jaegerman, Planning Com. Rep; Steve Klein, Private Operator; Tom Meyers, SPBS; David Redlefsen, METRO

Members Absent: John Bubier, Biddeford; Jack DeBerandinis, RTP; Catherine Debo, CBITD

Staff and Guests: Maddy Adams, GPCOG; Susan Davis, MNGRR; Tony Donovan; John Duncan, PACTS; Judy Harris, Portland; Chris Small, MNGRR; Steve Linnell, GPCOG; Paul Niehoff, PACTS; Tom Reinauer, SMRPC; Robert Wagner

NOTE: From 8:30-10:00, the Charlie Stephens presentation entitled “Preparing Our Region for a Sustainable Energy Future” from the GPCOG Energy Forum held in March was shown.

2. **Call to Order.** Ed Clifford called the meeting to order at 10:07 a.m. Introductions were made.
3. **Approval of minutes from the last two meetings.** *Connie Garber made a motion to accept the minutes from the July 10, 2008 and June 12, 2008 meetings. Tom Meyers seconded the motion and it passed.*
3. **Status Reports.**
 - David R. reported that METRO has set an October deadline for a decision regarding the Falmouth Flyer. Steve Klein said that he had received a letter dated August 12th from the Town of Falmouth requesting pricing for bus service from other providers. He has tried contacting the person who sent the letter but he has been unable to reach her.
 - The Senate voted on the Highway Trust Fund – eight billion dollars.
 - The High Priorities Committee hopes to have a decision to present to the Policy Committee in October. An HPP survey was recently conducted. The HPP Committee’s highest priorities were: (1) Veterans Bridge and (2) buses and ferries. The survey results showed the public’s priorities as: (1) Veterans Bridge; (2) buses and ferries; (3) add a lane on 295 in Portland; and (4) rail service to Brunswick. It was pointed out that this conflicts with the results from the HPP public meeting held last year. It could be because the I-295 work was characterized as safety work on the survey and that might have impacted the responses. Additionally, there was a well-organized group at the meeting in support of rail service to Brunswick. At public meetings, those with a particular interest usually attend so the results can be skewed. John D. noted that MaineDOT is fast-tracking the design and build of the Veterans Bridge.
 - Regarding the Lakes Region Transit Service, METRO will not be pursuing this option until the local match is guaranteed.
 - There will be a staff meeting at MaineDOT on November 3rd with federal officials regarding TMA and then a meeting at PACTS later that day on the same subject that anyone is welcome to attend.
 - Sandwich symposium on September 19th at PACTS on traffic calming.
 - \$787,000 has been allocated for transit for 2010/2011. We now have a \$10.2 million estimate, which is higher than our original estimate. At the October Policy Committee meeting, they will make a final list of projects to fund for 2010/2011. The \$787,000 amount for transit would go up by \$50,000 with the new funding. This item should be on the next PTC agenda.

4. **Timeline.** The idea of another bus/rail summit was brought up. Jim Cohen, chair of the Metro Coalition, will not be seeking re-election and he has been the driver of these sessions. The Committee discussed possibly holding another session in mid-winter or spring instead of November. A status report could be provided regarding the Transit Coordination Study, progress on AVL and the Saco/South Portland collaborative study that was done. There was discussion as to whether or not there was a need for another summit and who would attend.
5. **Appoint new representative to Planning Committee.** Judy Harris volunteered to represent the Transit Committee on the Planning Committee until a representative volunteers.
6. **Appoint new TIP Process Subcommittee Representative.** Tom Meyers indicated that he might be interested, but has not yet decided. He said that he and Judy Harris would decide which committee (Planning or TIP Subcommittee) each would represent, but no final decision was made today.
7. **Annual Evaluation.** This will be shared with the Policy Committee. It needs a cover memo or introductory paragraph. If anything is missing, let Steve know.
8. **UPWP Transit Planning Update.** There were questions about projects that were under budget or over budget. The Transit Coordination Study line item is for implementation of the study. For the UPWP, the Transit Committee makes a recommendation to the Policy Committee for their approval. John Duncan explained that money can be moved from one project to another if they fall under the same category; however, if you are changing categories, then you need to let MaineDOT know. There are currently items on the list that could be dropped off such as the Portland Explorer. The Committee should determine what is dropping off and spend some time thinking about where that money should go, such as implementation of the Transit Coordination Study. John Duncan recommended taking a look at each of the projects individually to determine where each project stands. Staff can determine the projects that are currently not programmed. Determine the projected balance for each of the projects.

9. **PACTS Transit Study Implementation Status Reports**

a. Regional Map and Timetable. The NNEPRA web site has a regional map but that is different from what we are trying to put together. This project has been awaiting the conclusion of the Peninsula Transit Study. Tom M. thought that we should do something. If we keep waiting for the peninsula transit study or something else, we'll always be waiting. Most of this information will be static; it will take time to put together but we should get started. It could be tweaked semi-annually. Tom R. mentioned that a scope has been prepared for this study. However, this does not seem like a good fit for what Tom Crikelair does. He usually farms out his graphic design work.

The Shoreline Explorer map was mentioned as an example but it was not recommended as an example to follow. A suggestion was made to invite Matti Gurney (COG's mapping person) to the next meeting. The map needs to be easy to understand. It was decided that Tom and Steve should solicit bids for proposals and return to this Committee at the next meeting in November with three recommendations. The Committee can then make a decision to bring forward to the Policy Committee.

b. Regional Route Study. A scope for a regional route study would be useful and would have to be applied regionally. It should be something simple with a general outline. A draft scope will be presented at the next meeting.

c. Transit Planning in Comprehensive Planning Process. Ed noted that the City of Biddeford had adopted the transit component with respect to their Comprehensive Plan. A short discussion took place on this ongoing process. It was noted that the next combined meeting of the PACTS Planning Committee with the PACTS Transit Committee is scheduled for October 9th at 9:00 a.m. The Transit Committee will have their regular meeting following the combined meeting and the PACTS Planning Committee will hold their regular meeting on the 2nd of October. The intent of the combined committee meetings is to develop recommendations to present to the PACTS Policy Committee.

d. Regional Pass System. During the July PACTS Transit Committee meeting, staff was asked to look into the various issues pertaining to the development of a low-tech regional transit pass and to provide a summary on those entities that have tried something similar. Tom Reinauer provided an overview of their findings as described further in the meeting packet. Among the items noted were:

- **Printed paper cards/flash cards (no tech).** This is similar to a regular ID card.
- **Magnetic Fare Cards.** Utilizes different technologies and validates each card.
- **Smart cards.** These involve embedded chips and radio antennae. This is an EZ Pass and can go through a toll booth like seen on Maine Turnpike.

Tom provided various examples that are currently in use in larger and smaller urban areas. Larger areas mostly use the magnetic fare cards or smart cards, whereas the smaller urban areas utilize the printed paper version. The group discussed several options and scenarios. It was felt that the hi-tech cards might not be the best option at this time. The group wanted to be able to do this with something simple and be able to share the revenue. It is a customer service issue. A regional-type pass would work well. It was suggested that local providers should “keep it simple”, but with the ability to expand on it. Other transit providers such as Casco Bay Lines and the Downeaster could eventually be invited to take part in the effort. Tom R. recommended that the three local providers - METRO, SPBS, and the ShuttleBus -- begin by getting together to discuss their needs and concerns, such as customer service and fare calculations. There are systems that can work these things out. Tom R. will keep the group informed as the process moves along.

e. Other – in order of priority

AVL. Larry Harmon cannot commit to the mapping aspect of the AVL system.

Other options include:

- CometTracker software with MaineDOT’s support. Upgrades to the software may be available.
- ACT SOFT, but it does not have a mapping feature.
- Other software such as AFTA or CTEA could be looked into.
- Matti Gurney from GPCOG’s mapping department could provide some assistance.
- A study could be done to look at what other transit systems use.

A discussion began about the TIDS program. In its current form it may not be as useful as it could be to transition to something more useful. Perhaps the group should consider looking at TIDS in a bigger way. It was noted that the group should try to keep it simple. It may become very expensive to be all things to all people; most customers simply want to know when the next bus is coming. Steve Linnell said he could follow-up with Matti Gurney on what is available. Maybe a map is not needed if the group is simply looking at when the next bus will be there but it might work well in a fixed route scenario. The intent is to get those who are not familiar with the bus system to understand it and to find it easy to use. Mapping is good to some degree but not everyone carries a laptop with them.

A subcommittee could be formed to review the various options. The group decided to begin with a follow-up with both Sue Moreau (MaineDOT) and with Matti Gurney (GPCOG). Tom R. said he could also look into other options that include software upgrades. Sara Behr explained what

funding is available for 08/09 monies. Two separate studies/projects could be done or all the monies could be used for one project. The STP funds have not been done. Steve will discuss this with John Duncan. Tom R. said he would follow-up by looking at what other options are available with software upgrades.

10. Information Sharing/Round Table Discussion

- Ridership was up in August with most local transit providers.
- Airports all saw a decrease in ridership in August except Kansas City who showed a 20% increase.
- Mermaid Transportation's passenger counts to Logan and Manchester have been significantly down.
- METRO's primary means of communication is NXTEL and VHF is secondary.

11. Other Business. No other business was discussed.

12. Next Meeting Date. October 9 @ 9:00 a.m., at GPCOG with the Planning Committee.

13. Adjourn. The meeting adjourned at 12:35 p.m.

Agenda Item #3

Status Reports (compiled by Steve Linnell and John Duncan)

GPCOG has hired Rosemary Kulow effective September 29. Over the next 9 months she will be working on a part time (32 hours/week) basis. After 5 years as the New Gloucester Town Manager, Rosi has resigned effective September 19 from that position. In addition to serving as TM in a number of other communities, Rosi's background includes 2 years as a Transportation Planning Specialist with the Maine DOT . She will be working with Carol approximately one day per week getting up to speed on our Cooperative Purchasing Program and Human Resources responsibilities. As a manager who has spent most of her time in smaller communities and given her academic background, Rosi is ideally suited to assume Carol's duties next July.

Paul and Carl recently attended the Transportation Research Board's *Tools of the Trade* Conference for small metropolitan areas in Portland, Oregon.

John will attend and speak in Seattle next month at the annual MPO Executive Directors conference of the Association of Metropolitan Planning Organizations.

Members of the GPCOG held a retreat in September where three sub-committees (Community, Economy and Environment) established 21 Principles of Sustainability. The Executive Committee has refined those to seven as a basis for developing a Regional Sustainability Plan over the next two years.

Maine Clean Communities, along with the Granite State Clean Cities Coalition, University of New Hampshire and the Clean Vehicle Education Foundation will be co-hosting "A Compelling Case for Natural Gas Vehicles" at the Durham campus of UNH on November 18. Contact Steve Linnell for more information, or go to http://www.gpcog.org/Transportation_and_Land_Use/ngv-registration.php

The Policy Committee met in on Thursday September 18th and created a new TIP Process Committee. Kat Fuller also briefed the Committee on major DOT regional studies for the first time since May, and will meet next in October to make final decisions for the 2010/2011 PACTS Capital Projects.

The Executive Committee has been meeting monthly and, and its next meeting will be held next Tuesday, October 7th.

The High Priority Projects Sub-Committee met on Thursday, October 2nd. The Committee voted on a short, un-prioritized list of projects to send to the Policy Committee. The HPP Committee recommends the following process for completing a list of project priorities:

1. The Policy Committee adopts on October 16th a short list of proposals, and directs staff to seek input from our 15 city/town councils, 7 transit boards and the Portland Regional Chamber of Commerce.
2. Staff presents the list to councils, transit boards and the chamber.
3. The Policy Committee adopts a final list for submission to the Congressional Delegation next spring.

The HPP Committee recommends the following list of proposals. Note that the Committee's list is not in priority order.

- Purchase the transit vehicles per the Transit Committee proposal at \$22,500,000 plus an inflation factor to be developed.
- Make capital investments for "Portland North" passenger rail to Brunswick at \$70,000,000 (a rough MaineDOT estimate).
- The Veterans Bridge rehabilitation/reconstruction project if MaineDOT is unable to fund it fully.

The HPP Committee's recommends that PACTS not propose to the Congressional Delegation that HPP funds be sought to make I-295 corridor safety and mobility improvements in Portland (\$20,000,000).

Technical Committee

- Paul Niehoff has initiated a Technical Committee working group to review and develop innovate and streamlined ways to develop and complete projects, including new partnerships...and maybe lobby for revising federal guidelines and/or standards. MaineDOT and the other MPO's are also interested, and have joined in the discussion.
- Regional Collector Road Study – still working on methodology to select collector paving projects to fund this fall.

The Portland Peninsula Transit Study Committee held its final meeting September 24. A final draft will be sent to the Committee this month. The latest draft can be found on the City of Portland's website.

Noteworthy Transportation Studies Underway, About to Start or Proposed

- Maine Turnpike Authority’s Gorham East-West Corridor Study (Kickoff meeting in November)
- MaineDOT’s I-295 Corridor Study
- **MaineDOT’s “Small Starts” passenger rail study**
- MaineDOT et al review of Traffic Movement Permit process
- **PACTS Portland Peninsula Transit Study**
- PACTS Collector Roads Assessment Study
- **PACTS Regional Signal Coordination Study**
- PACTS Franklin Arterial Corridor Study
- PACTS Portland Peninsula Wayfinding Study
- PACTS Cape Elizabeth Shore Road Path Study
- PACTS Yarmouth Route 1 Phase 2 Study
- PACTS Scarborough Running Hill Road Corridor Transportation Study
- PACTS Freeport School Street Extension Study
- Turnpike Widening Alternatives Analysis – DELAYED TWO YEARS

Agenda Item #4

Draft Timeline/Work Plan for the PACTS Transit Committee

DRAFT 10/7/2008

Fiscal Year 2009:

<i>July 2008</i>	Review criteria for submitting proposals for 2010/2011 STP Capital
<i>August</i>	
<i>September</i>	
<i>October</i>	↓ Review and Approve Allocation Formula for 5307 and STIC
<i>November</i>	Regional Transit Study; Annual Report Provider information (ridership, miles, etc.) due
<i>December</i>	
<i>January 2009</i>	FTA Budget announced (tentative) Public Comment/TIP Amendment Operators submit requests for planning functions and funding for UPWP
<i>February</i>	Draft Unified Planning Work Program (UPWP) submitted and first review
<i>March</i>	Review UPWP
<i>April</i>	Complete recommendations to Policy Committee re: UPWP
<i>May</i>	
<i>June 2009</i>	Annual evaluation of Committee (year 5)

Fiscal Year 2010:

<i>July 2009</i>	
<i>August</i>	Provide input to PACTS Process Review
<i>September</i>	Participate in PACTS TIP Process Review, <i>including JARC</i>
<i>October</i>	Approve Allocation Formula for 5307 and STIC

<i>November</i>	Public comment period for Section 5303 and 5307 funds, '10/'11 (pending release of Federal Register notice) Develop Study Proposals for 5303 and 5307 Planning funds Provider information (ridership, miles, etc.) due
<i>December</i>	
<i>January 2010</i>	Submit recommendation to Policy Committee for FTA Section 5307 funds
<i>February</i>	Submit STP proposals to staff for ratings Public Comment Period... Update TIP
<i>March</i>	FTA Budget announced
<i>April</i>	Appoint Nominating Committee for new Officers Adopt STP proposals for submission to Policy Committee
May	
<i>June</i>	Annual evaluation of Committee (year 6) Elect New Committee Officers

Other tasks:

- Execute the Implementation Schedule for the **Regional Transit Coordination Study**.
- Provide assistance and coordination for implementing **Destination Tomorrow** and associated studies and plans
- Determine level of involvement of the Committee wishes to have in ongoing studies such as:
 - Peninsula Transit Study
 - Passenger Rail to Brunswick
 - Transit Oriented Zoning
 - Maine Narrow Gauge RR Extension Study
 - Other future studies
- Begin orientation of what it will mean to be a part of a Transportation Management Area
- Respond to Policy Committee requests for action, information or recommendations as needed

Glossary of Terms

BOP	Biennial Operations Plan (MDOT)
BTIP	Biennial Transportation Improvement Program (MDOT)
CMAQ	Congestion Mitigation Air Quality Program (Federal Funds)
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
ISTEA	Intermodal Surface Transportation Efficiency Act
ITS	Intelligent Transportation Systems
JARC	Job Access & Reverse Commute
MDOT	Maine Department of Transportation
MPO	Metropolitan Planning Organization (PACTS, KACTS, ATRC, BACTS)
NNEPRA	Northern New England Passenger Rail Authority (Downeaster, contracts with Amtrak)
OPT	Office of Passenger Transportation (MDOT)
PACTS	Portland Area Comprehensive Transportation Study (Portland Area MPO)
SAFETEA-LU	Safe, Affordable, Flexible, Efficient, Transportation Act –Legacy for Users
STIC	Small Transit Intensive Cities
STIP	Statewide Transportation Improvement Program
STPA	Sensible Transportation Policy Act
STP	Surface Transportation Program (Federal Funds)

TE Transportation Enhancement Program (Federal Funds)
 TEA-21 Transportation Equity Act for the 21st Century
 TIP Transportation Improvement Program (PACTS)
 UPWP Unified Planning Work Program
 5303 FTA Planning Program
 5307 FTA Urbanized Assistance

Agenda Item # 5

Recommendation for Additional STP Funding

As discussed at the last meeting, \$787,000 has been allocated for transit in Surface Transportation Program funds for 2010/2011. We now have a \$10.2 million total estimate, which is higher than our original estimate. At the October Policy Committee meeting, they will make a final list of projects to fund for 2010/2011. The \$787,000 amount for transit would go up by \$50,000 with the new funding. The Transit Committee needs to make a recommendation to the Policy Committee for how it wants to spend the additional \$50,000. Staff recommendation to the Transit Committee is to replace the \$40,000 that was “given up” from project C, the South Portland Mill Creek Transit Hub and put the remaining \$10,000 into Project E, for Regional Bus Signage & Shelters. These are the number two and number one ranked projects respectively. See the table for the current distribution of funds.

2010/2011 STP Transit Set Aside Recommendation						
<u>ID</u>	<u>Rank</u>	<u>Provider(s)</u>	<u>Scope and Location</u>	<u>Cost Est.</u>	<u>3/13/2008 Adjustment*</u>	<u>New Cost Est.</u>
E	1	Fixed Route	Regional Bus Signage & Shelters	\$ 273,000	\$ (2,753)	\$ 270,247
C	2	SPBS	Mill Creek Transit Hub	\$ 153,600	\$ (40,000)	\$ 113,600
F	3	GPCOG	TIDS	\$ 40,000	\$ (40,000)	\$ -
D	4	SPBS	Building Replacement - South Portland	\$ 238,153		\$ 238,153
A	5	GBHTD	AVLITS	\$ 150,000	\$ (150,000)	\$ -
B	6	RTP	Three Paratransit vehicles	\$ 165,000		\$ 165,000
				\$ 1,019,753	\$ (232,753)	\$ 787,000
Original Set-Aside				\$ 787,000		\$ 837,000
New funds				\$ 50,000		
New Total				\$ 837,000		
Difference				\$ (182,753)		\$ 50,000

*Projects A and F were reprogrammed into existing AVL funding, Project C was reduced by \$40,000 and Project E was reduced by \$2,753.

October 9, 2008

To: PACTS Policy Committee Members and Staff

From: Ed Clifford, PACTS Transit Committee Chair

Subject: PACTS Transit Committee Accomplishments FY 2008 **DRAFT**

The following is a synopsis of PTC activities and actions that took place over the course of Fiscal Year 2008. This has been an exciting year for the Committee, as we have moved from completing the Transit Coordination Study to implementing its key recommendations. We will continue to work on these, and many other projects in the coming year. Please feel free to contact me or staff if there are any questions.

- Twelve PTC meetings were held during the fiscal year. One joint meeting was held between the Planning and Transit Committees.
- Appointed new Chairperson and Vice Chairperson for the Committee.
- Participated in the “2009 High Priority Projects Committee”, including public meeting. Reviewed project lists and continued to give input on the process.
- Participated in two PACTS reorganization retreats.
- Worked with MaineDOT to make several revisions and amendments to the PACTS Transportation Improvement Program (TIP) and Unified Planning Work Program (UPWP).
- A subcommittee worked with staff to develop a new funding formula for FTA 5307 urban funds and STIC funding (Small Transit Intensive Cities). Formula was recommended to/approved by the Policy Committee.
- Members attended several meetings related to PACTS projects, such as the I-295 study and Portland-North rail effort.
- Received presentation on a mixed-use/special transit district model land use ordinance (MUST) from the Biddeford City Planner.
- Received a presentation on the Lakes Region Transit project.
- Received a presentation on the ShuttleBus and South Portland Bus Service Route Study.
- PTC members attended all other PACTS Committee meetings and gave reports to the PTC on important items.
- Discussed and shared information regarding transit passenger behavior and standards of conduct.
- Worked collaboratively to develop plans for Automatic Vehicle Location (AVL) systems for providers in the region.
- Revisited and made changes to timeline/workplan for future Transit Committee tasks
- Allocated the STP Transit Set-Aside funds for FY 2008.
- Worked with PACTS and others to organize a transit summit, which included a signing ceremony by all providers, MaineDOT, and others regarding the Regional Transit Coordination Study.
- Began implementing tasks in the Regional Transit Coordination Study, including:
 - Regional Map and Timetable
 - Regional Route Study
 - Transit Planning in Comprehensive Planning Process
 - Regional Pass System

Agenda Item #7 (John and Steve)

At the last meeting the Committee requested an update of the budget with staff recommendation for possible reallocation of funds within funding categories from projects that may be dropped or put on hold to projects that are higher priority for the Committee. A draft recommendation from staff will be provided at or before the meeting.

Agenda Item #8 a.

PACTS Transit Coordination Study - Prioritized Recommendations		
Priority	Recommendation	Target
1	Regional Map and Timetable Present multi-modal travel options in one easy to use format	Fall '08
2	Regional Route Study Examine design, schedule & efficiency of routes Identify new transit hubs Timed Schedule with common clock-face departures Improve intermodal connections and create timed transfers Expand Bus service to Park & Ride lots Improve transit to underserved locations Coordinate service between major origins and destinations Expand present network	Summer '07 Fall '07 Winter '07 Winter '07 Spring '08 Spring '08 Spring '08 Summer '08
3	Incorporate transit planning in comprehensive planning process Include transit in major land use development Explore Impact Fees and other sources for Transit funding Promote transit incentives w/ major employers	Summer '08 Spring '09 Summer '08
4	Develop regional pass system Seamless payment system that works on all fixed route buses	Spring '09
Other Recommendations	Implementation steps on Transit Committee agenda each month Annual meeting of all transit boards Better coordination of ridership and other data Combine major employee training among providers Maintenance staff to explore the feasibility of a shared facility Take advantage of Safety and Security Funding Explore common branding Create a regional information website for public transportation Develop common survey instrument Explore cooperative purchasing to help reduce costs Collectively work w/ MDOT on capital purchases Improve & expand Downtown Transportation Center Create new transfer points and mini-hubs Improve and increase shelters and amenities	

Agenda Item #8 b.

Staff will provide an update at the meeting.

Agenda Item #8 c.

Staff will provide a Draft Scope at or before the meeting.

Agenda Item #8 d.

Joint meeting

Agenda Item #8 e.

**Regional Fare Card Meeting
Thursday, September 25, 2008
Greater Portland Council of Governments**

Attendance: Tom Meyers – South Portland Bus Service; Ed Clifford – ShuttleBus; Dave Redlefsen –METRO; Denise Beck – METRO; Peter Schauer – Consultant to MaineDOT

Staff: Steve Linnell – GPCOG; Tom Reinauer - SMRPC

Purpose of meeting: Begin discussions on developing a regional transit pass for the Portland region, one of the top recommendations of the PACTS Regional Transit Coordination Study.

The group discussed the purpose of the meeting briefly, and agreed on some basic concepts and themes related to a regional transit pass:

- The pass should be simple and easy to use for the customer, and logistics should remain behind the scenes as to not impact this ease of use.
- There should be some considerations of seniors and any impact on these fares
- Revenue
 - o Revenue sharing from pass sales should be equitable between the providers and based on the best data available
 - o The method and location for acquiring passes should take into account effects on potential revenue by provider (if revenue is kept at the point of sale by provider, and not shared by agreement/formula)
 - o Recovery of fares when transfers are made needs to be addressed in some way
- Planning for existing passes needs to be folded into any plan for rolling out the regional pass (for example, METRO is planning to print monthly passes shortly)

We then spent some time listing all of the different fare structures for the providers. A summary is included below. All three allow free transfers between services. There was some discussion on which parts of the current pass structure(s) should remain, and which could possibly be replaced by a new regional pass. One consideration for the pass is tampering/counterfeiting. This is already a problem for many providers, and any new pass would be a target of abuse as well.

The group also did not want to lose out on the idea and benefits of some type of annual pass, particularly for seniors, if it could be structured well.

Fare Structures by service provider:

ShuttleBus (excluding the ZOOM service) – Approx. 25% of revenues from fares – [is this accurate?](#)

- Monthly Pass for Tri-Town service = \$25.00
 - Senior and Student ([definition?](#)) monthly = \$20.00
- Intercity Service: 10 Ride Pass = \$39.00
 - 10 Ride Pass Zone 2 only = \$23.00
- Combo Pass (good for 5 rides on the ZOOM and 5 rides on the Intercity) = \$24.00
- University of New England students and faculty = free with student ID
 - UNE contributes to operating costs for service

South Portland Bus Service – Aprox. 18% of revenues from fares

- 10 Ride Pass = \$11.00
 - Senior half-fare 10 Ride = \$5.50
 - Student (K-College) 10 Ride = \$9.00
 - Southern Maine Community College 10 Ride = \$5.50
- Free Ride Ticket
- Annual Pass ([cost?](#))

METRO – Approx. 26% of revenues from fares

- Monthly Pass = \$37.50
- 10 Ride Pass = \$11.00
 - Half-fare 10 Ride = \$5.50
- Day Pass = \$5.00
- Script Ticket (full and half fare) [may need a better description here – costs?](#)
- Summer Youth Pass (18 or younger) = \$20.00
- Student Ticket (K-12)
- Various College Tickets – some discounts based on different agreements ([do we want to list them all?](#))
- MaineCare pass
- Bus and Buy program – merchants can validate ticket for free ride when patrons shop
- Various Free Ride Promotions
- Annual Pass for former/retired METRO employees

Discussion then focused on specific tasks to accomplish to reach the goal, and on what a realistic timeframe for implementation/roll-out might be. It was decided that July 1, 2009 is the best date for offering the new pass. Another major step will be reaching decisions on product pricing and revenue sharing by January 1, 2009.

The group decided they will also take a look at the different fare types and passes, and begin to coordinate better, and providing more and better information to each other moving forward.

Tasks for our next meeting on October 17th:

- ✓ Tom R. will develop meeting notes/summary
- Tom R. and Steve will develop a schedule/timeline with major milestones
- Tom M. will look at transfers more closely, and try to come up with some rough estimates on possible fiscal impact/benefits
- Tom R. and Steve will review the Transfer Study conducted by METRO intern, and touch base with Tom M. prior to the meeting
- Tom R. and Steve will contact the Volpe Center and other sources for possible examples of tamper-free cards

PACTS Transit Committee Roster

Updated on 9/26/08

Members	Affiliation	Phone	Email
John Bubier	City of Biddeford	284-9313	jbubier@biddefordmaine.org
Ed Clifford - Chair	ShuttleBus/ZOOM	282-5408	director@shuttlebus-zoom.com
Jack Debaradinis	RTP	774-2666 x 13	jackd@rtprides.org
Catherine Debo - Vice-Chair	CBITD	774-7871 x103	cdebo@cascobaylines.com
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Private Optr Seat	See below		
Staff			
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Robert Wagner	Portland bus rider		robertwagner@alum.mit.edu
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Susan Davis	Maine Narrow Gauge RR	828-0814	director@mngrr.org
Steve Klein	Mermaid Transportation	885-5630	gomermaid@aol.com
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Greg Isherwood	Custom Coach & Limousine	797-9100	gisherwood@customcoachandlimo.com
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Kenneth Wyman	Vermont Transit	782-0311	