



Linking our Communities . Advancing our Region

PACTS

Portland Area Comprehensive Transportation System

Executive Committee Meeting Notice

August 2, 2011

8:30 to 10:00

To be followed by TIP Process Committee Meeting

GPCOG, 68 Marginal Way, Portland

Agenda

1. Call to order
2. Minutes of July 14th meeting
3. Staff proposal to reallocate study funds (8:35)
4. Annual review of Executive Committee (9:00)
5. Draft memo to Policy Committee regarding financing of 10% match policy (9:20)
6. Updates (9:30)
7. Agenda for August Policy Committee meeting (9:50)
8. Public comment on topics not on today's agenda (9:55)
9. Adjourn

Next meeting: September 6th at 8:30 a.m.

The Metropolitan Planning Organization for the Portland Urbanized Area

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Minutes of July 14th Meeting

In attendance: Nathan Poore, Chair; Kathi Earley; Al Presgraves; Sara Trafton; Judy Harris; John Duncan, Paul Niehoff; Maddy Adams

1. **Call to order.** Nathan Poore called the meeting to order at 1:20. (The Committee viewed the Destination Tomorrow video prior to the start of the meeting.)
2. **Minutes of June 7th meeting.** Kathi noted that the local match goes from 25% to 10% in first paragraph on #3 (not 20% to 10%). Nathan noted that that discussion actually took place at the Policy Committee level. *Kathi made a motion to accept the minutes, seconded by Al Presgraves. All were in favor.*
3. **Adopt draft-for-public-comment PACTS TIP for 2012 to 2015.** John explained that the list needs to be submitted to MaineDOT and Federal Highway, and we are required to seek public comment on it. It is somewhat of a formality and somewhat of a foundation for PACTS. We typically hold a public hearing and maybe a few people attend, and then the Policy Committee adopts it. John spoke recently with Jim Gailey and Nathan about the Title VI plan that we need to update and refresh. In that conversation, there was discussion about having this public hearing become more than usual. We could solicit public input more actively. John said he was somewhat reluctant to do it, but it can be done. His logic is that we don't have to have a public forum for the purposes of Title VI in the next month or two, but we do need to develop a Title VI plan. The immediate mandate is to adopt a draft TIP for public comment. The question is whether or not we try to apply some of the Title VI information also, although that is not required. Kathi mentioned that in the past we had talked about bringing our list of projects to the public once it was in final form. She also mentioned the alternative modes bike/ped group that we've met with in the past.

John suggested that we could do a presentation about PACTS and how it's funded and also present the TIP at the same time. We would need to get a list of minority groups (United Way, PROP, NAACP, etc.) to send it to. Paul will be meeting with the Healthy Maine Partnership group and he may be able to get some lists/ideas from them.

The meeting should be held in the evening and it would be good to have Executive Committee representation at the meeting. Paul suggested that we should make a bigger deal about the meeting if we want some attendance, such as sending it to the Portland Alternative Modes Transportation Advisory Group. The week of August 8th was mentioned for the meeting. Kathi is unavailable that week but perhaps Mike Bobinsky could come in her place in case there are some questions on Portland projects. The Merrill Auditorium rehearsal room was suggested with a meeting start time of 7:00 p.m.

Kathi pointed out that when we looked at the early kickoff project list, there was a project for the Casco Bay Bridge that we didn't know about and that still hasn't been clarified so she was a little reluctant to adopt the document. There is also a Congress Street paving job that she also had some concerns about. She urged everyone to take a look at the TIP. This document becomes effective October 1.

A motion was made to adopt the draft PACTS TIP for FY 2012 to FY 2015 for a public hearing during the week of August 8th at the Merrill Auditorium rehearsal room at 7:00 p.m. with outreach to PACTS, United Way, NAACP, and other minority groups. Motion passed by consensus.

4. **Next steps in response to MaineDOT letter regarding STP and ARRA funds related to the CBITD vessel project.** The PACTS Transit Committee recommended four projects. John provided some background on the \$240,000 that was programmed from the Holding PIN that went to transit. In February the Policy Committee re-programmed \$940,000 in federal-and-state funds from our Holding PIN as follows:
- \$240,000 to transit capital projects (one in south Portland and three at CBITD)
 - \$95,000 to design four bike/ped projects (*These have not moved forward*)
 - \$260,000 to our 2011 Credit Program (*We probably only need \$50,000*)
 - \$125,000 for consideration by the TIP Projects Efficiencies Team as a means to implement one of their recommendations due in July (*May not be happening*)
 - \$180,000 for a collector project

We have a major need for money to fulfill our Policy Committee decision about local match. John reviewed some numbers on the board about how the 10% local match will affect the bottom line for PACTS. There was much discussion about how we will fill the gap. The specific action before us is to consider the Transit Committee recommendations.

If we make the changes as mentioned above (in bold italics), there would be more than \$240,000 available from the Holding PIN to take care of the transit projects. However, we can't afford to give transit \$240,000 because of the bigger needs. The bigger problem that we have is that with the reduced local match figures, we won't have enough money to cover all the projects; we have a shortage of funds. We really don't know how much money is available in the Holding PIN. MaineDOT hasn't closed out projects. The assumption is that we got projects done for less than anticipated but we really don't know.

The Committee decided to do nothing today. Of the \$940,000 from the above list, \$180,000 is committed for a collector project and \$50,000 for the credit program (from the 2011 Credit Program \$260,000 amount). This item was tabled and will be discussed further at the October meeting of the Policy Committee.

5. **Destination Tomorrow video.** The video was viewed by some Executive Committee members prior to the meeting. The Committee liked the video and the use of citizens in the video, in particular. It educates the public, talks about funding, etc. It is understandable to the man on the street. The video will be sent to the public access channels. It will be on the PACTS blog and will be on YouTube. We'll send out a notice to our interested parties e-mail list.
6. **Updates**
- 6A. Credit Program. Only one project (from Portland) has been received.
- 6B. Annual meeting – went very well. The Commissioner was very good.

We learned today that the notice for State of Good Repair and Bus Livability grants only went to a few providers, not all of them. It was only sent to six people from the original group. Sara said she got an e-mail today that a policy decision was made that there would be a focus on the urban areas, and than an investment in METRO should be helpful to RTP anyway. MaineDOT hired HNTB as a consultant to put the application together.

6C. TDM2go.info Judy provided an update.

6D. Status of Carryover Studies. No changes.

6E. Title VI plan. We will draft a plan.

6F. Report to MaineDOT Commissioner from MPO Projects Efficiency Team. This will be addressed at the next meeting today.

6G. August 2nd Executive Committee Draft Agenda.

Item 2 – Status of three-party agreements. If something happens on this item, it will need to be added to the August 18th Policy Committee agenda.

6H. August 18th Policy Committee draft agenda.

Add report from TIP process committee

Progress from the MPO Projects Efficiency Team

6I. September and October Executive Committee Agendas. To be determined.

6J. October 20th Policy Committee draft agenda. OK

6K. Other updates from staff and committee members. None.

7. Public comment on topics not on today's agenda. None.

8. Adjourn. The meeting adjourned at 2:22.

Agenda Item 3: Staff proposal to reallocate UPWP funds

Staff Resource: John Duncan

Recommendation: Recommend to the Policy Committee that we reallocate the \$113,000 in Reserve Account and the \$30,000 Local Project Administration account in the UPWP as follows:

1. \$50,000 to prepare a Portland Peninsula Vehicular Wayfinding Plan
2. \$18,000 to do PACTS Outreach and Marketing
3. \$15,000 to augment the Arterial Study budget
4. \$10,000 to do Regional Bicycle and Pedestrian Counts
5. \$20,000 to develop a Regional Bicycle and Pedestrian Wayfinding System
6. \$30,000 to perform a Regional Traffic Management System Study 3

Background

As is always the case, there are more demands on the available funds than funds available to carry out all of our important regional transportation work. PACTS staff has reviewed all of these needs, including municipal proposals submitted in the 2012-2013 study solicitation round six months ago. The following proposals were in the not-funded 6-10 ranked positions. These proposals included:

Ranked 6: Peninsula vehicular wayfinding	Portland
Ranked 7: Southern Maine Community College satellite parking/bussing	South Portland
Ranked 8: Alternative funding study	Windham
Ranked 9: Broadway roadway capacity	South Portland
Ranked 10: Eastern Trail railroad crossing	Scarborough

The Scarborough proposal (Rank 10) has been incorporated into a MaineDOT-funded study on the Eastern Trail, so it was not reevaluated.

Considering regional needs, only the 6th ranked project for Wayfinding on the Portland Peninsula is suggested for funding.

Portland Peninsula Vehicular Wayfinding Plan **\$50K**
PACTS UPWP Study Request, 2012-2013

This study proposal was submitted in the 2012-2013 study round, this 6th ranked study proposed to develop a plan “to provide a consistent and repetitive information path for the traveling public to find destinations on the Portland peninsula. The resulting system of signs will implement portions of *City of Portland Wayfinding System Study: Wayfinding Report, June 23, 2008*, and will replace the existing "hoop" sign system serving the Portland Peninsula.”

Although PACTS staff believes that bicycle vehicles were intended in this study, staff recommends explicitly adding “bicyclist wayfinding” language into the scope and the RFP if funded.

This item is supported in *Destination Tomorrow* as a **Policy 2 Maintaining and Transforming the Region** (Strategy #13 Bicycle Plans and Strategy #9 Increase Transit by way of its support for the Congress Street Mobility and Bus Priority study recommendations)

Expanded Public Outreach and PACTS Marketing

\$18K

In recent years, PACTS has stepped up its public outreach with videos, news releases, sandwich symposiums, etc. The Policy Committee has urged staff to work to “make PACTS a household name”. However, this outreach is sporadic or inconsistent at best as work loads have grown. GPCOG and GoMaine have in-house expertise and capacity to dedicate on average 5 hours a week to this effort to:

- ◆ Constantly and consistently update and add information the **pactsplan.org** website
- ◆ Develop and coordinate press/news releases
- ◆ Improve our required outreach to disadvantage populations (Title VI Environmental Justice and Non-discrimination)
- ◆ Manage periodic email communications to Interested Parties lists
- ◆ Post public notices
- ◆ Assist in the development of outreach media, i.e. educational campaigns, short videos and new media content

New media areas:

- ◆ Maintain and update PACTS blog i.e. with current study developments, and DOT and MTA information and issues. Also Federal transportation funding current events
- ◆ Develop a PACTS Facebook page and YouTube content such as vehicular bicyclist protocols, methods, and skills
- ◆ Develop online issue surveys to help guide our priorities, projects, and policies.
- ◆ Develop online info areas on “what PACTS is doing in the region” such as road preservation, Complete Streets, traffic signal optimization, bicycle and pedestrian education, etc.

This item is supported in *Destination Tomorrow* as a **Policy I Regional Focus Policy** strategy.

Additional funding: Collector and Arterial Roads Preservation Program

+\$15K

With two-biennia of experience with the PACTS Area Collector Roads Assessment report and its update, we have budgeted to expand into assessing the region’s arterial roads. Currently funded at \$25K, staff believes that additional funds are necessary to inventory and prioritize arterial investments and preservation. As a reminder, PACTS is responsible for maintaining and improving all un-built arterials in the PACTS funding area. Currently neither MaineDOT nor PACTS has an inventory of the condition or built status of all arterials. A Technical Committee subcommittee is reviewing the parameters of the potential assessment.

This item is supported in *Destination Tomorrow* as a **Policy II Maintaining and Transforming the System** (Strategies #14 Collector Roads Preservation, and #15 Arterial Roads Program) and **Policy III Economic Development** (Strategy #20 Economically Significant Arterials)

Regional Bicycle and Pedestrian Counts

\$10K

Recent proposals in draft Congressional bills indicate that project funding under the upcoming federal transportation reauthorization will be more *performance based*. Maine DOT has indicated that their funding policies will likely follow in this direction as well. While currently most federal transportation funds are distributed by formula, and states are given flexibility to make spending decisions subject to unspecified performance criteria. Regardless of the criteria, performance measures mean quantifiable measures such as level of service, crash data, and modal counts. PACTS and the Maine DOT require counts for motor vehicle movements in most studies, and Maine DOT maintains automatic vehicle counters in fixed locations. But neither MaineDOT nor PACTS has baseline or regional counts for bicyclists or pedestrians. Only under certain specific conditions and locations are modal counts obtained. This budget item would begin this effort immediately, and will continue as needed and appropriate over the next two years. Staff also recommends ongoing funding for this each biennial budget to develop data over time.

This item is supported in *Destination Tomorrow* as a **Policy I Regional Focus Policy** (Strategy #3 Multiple Municipality Projects Connecting Land Use and Transportation, and **Policy 2 Maintaining and Transforming the Region** (Strategy #13 Bicycle Plans)

Regional Bicycle and Pedestrian Wayfinding System

\$20K

This is *the* #1 recommendation and regional initiative of the 2009 PACTS Regional Bicycle & Pedestrian Plan Update. PACTS and or consultants will identify high quality longer distance bicycle routes that link key destinations within the region that currently combine on-road bikeway facilities and pathways that would meet the needs of cyclists. The scope also includes the development of bicycle specific, but also to include where appropriate pedestrians wayfinding and destination signage, including helpful information like distances, estimated time to destination, availability of transit, and location and type of activity areas. Developing the system includes working with communities, other entities such as MaineDOT, E. Trail and East Coast Greenway Coalitions, and Portland Trails to include their priorities bring regional consistency, and consistent cost estimates for sign purchasing, including the potential for group purchases, installation and maintenance planning.

This item is supported in *Destination Tomorrow* as a **Policy Policy II Maintaining and Transforming the System** (Strategies #13 Bicycle Plans)

PACTS Expansion of the Regional Traffic Management System 3

\$30k

In 2009 PACTS initiated a multi-year regional effort to develop a plan for a regional traffic signal management program (RTMS). In June we concluded phase 2 of this effort

in Biddeford and Saco. With the Expanded RTMS, PACTS has now addressed and planned or funded signal improvements at 89 signalized intersections on 10 of 50 principal corridors. There are still approximately 180 signalized intersections on 40 corridors in the PACTS region that could be studied. As the Expanded RTMS Plan concluded, there remains currently congested or forecast to be congested corridors that are high priority for improvements. These include:

◆ Rank 1	Congress St from State St. to Washington Ave in Portland	- 12 signals
◆ Rank 2	Cumberland Ave. from State St to Washington Ave in Portland	- 9 signals
◆ Rank 3	Stevens Ave from Congress St. to Morrill’s Corner (Forest Ave) in Portland	- 6 signals
◆ Rank 4	Franklin Street from Marginal Way to Commercial St in Portland	- 9 signals
◆ Rank 5*	Route 22/County Rd from South Street to Saco Street in Gorham	- 3 signals
◆ Rank 7**	Route 1 from Clearwater Dr to Johnson Rd, in Falmouth	- 4 signals
	TOTAL SIGNALS	43

The budget estimate is intended to partially fund the above list, based on the last two RTMS studies which indicate about \$1,000 an intersection, and spreading the effort around to Portland, Gorham**, and Falmouth.

* This section in Gorham is the “Overlap” area of Route 22 and 114. This is a short-term improvement recommendation of the Gorham East-West Corridor Feasibility study.

** Ranked 6th is William Clark Dr, in Westbrook which has recently been upgraded

This item is supported in *Destination Tomorrow* as a **Policy II Maintaining and Transforming the System** (Strategies #4 Intersection Policy, and Strategy #5 Signal Coordination)

Agenda Item 4: Annual Review of Executive Committee

Staff Resource: John Duncan

Recommendation: Submit an assessment of the Executive Committee process to the Policy Committee, and ask the Policy Committee members to discuss their perspectives on the value and effectiveness of the Executive Committee.

Background

The Policy Committee has done two annual reviews of the Executive Committee process, and the consensus has always been quite positive. Key comments have been:

- The Executive Committee has reduced the time that Policy Committee members have had to spend at PACTS meetings, and has enabled the Policy Committee to focus on policy issues more than in the past.
- Policy Committee members concluded the Executive Committee has not reduced the authority of the Policy Committee and has not reduced the level of Policy Committee member participation as had been feared.
- Staff is very pleased with the Executive Committee process.
 - The participation has been excellent.
 - The guidance to staff has been very helpful.
 - The Executive Committee’s vetting of topics, and their recommendations, have often made it easier to get the support of the Policy Committee.

The first annual review of the Executive Committee involved a detailed review of the actions taken and subjects considered by the Committee. The subsequent reviews have been less involved.

Our bylaws article for the Executive Committee is provided below for your reference.

Executive Committee

Section 1. The Executive Committee shall have the following functions and powers:

1. To meet with staff to organize Policy Committee meetings and to coordinate the work of the PACTS committees.
2. To offer recommendations for action to the Policy Committee.
3. To make the following TIP project changes:
 - a. To revise the scope of work of funded MPO Allocation and FTA-funded projects as long as the amendments do not increase the PACTS contribution to those projects,
 - b. To endorse project substitution proposals per the PACTS Project Substitution policy,
 - c. To revise the PACTS TIP in order to fix administrative errors,
 - d. To add, delete or change other FHWA-funded and FTA-funded projects as requested by MaineDOT
4. To perform the annual evaluation of the Executive Director and report to the Policy Committee.
5. To appoint “appointees” to the Planning, Transit and Technical Committees (per Article III, Section 3).
6. To make the following Unified Planning Work Program changes:
 - a. To adjust the budgets for the FTA-funded planning tasks based on a Transit Committee recommendation, and
 - b. To use newly available study funds to fund a ranked study proposal not funded in the biennial UPWP adopted by the Policy Committee.
7. To take on other responsibilities as requested by the Policy Committee.

Section 2. The membership of the Executive Committee shall be as follows:

1. The Chairperson of the Policy Committee,
2. The Vice Chairperson of the Policy Committee,
3. The Immediate Past Chairperson of the Policy Committee,
4. The Chairperson, or a designated member, of the Transit Committee,
5. The Chairperson, or a designated member, of the Planning Committee, and
6. The Chairperson, or a designated member, of the Technical Committee

Section 3. Attendance by four members shall constitute a quorum. Members may not send substitutes to meetings.

Section 4. Each member shall have one vote. However, the members shall strive to make decisions through consensus rather than by voting.

Section 5. The Executive Committee shall meet monthly, or as needed.

Agenda Item 5: Draft report to Policy Committee regarding financing of 10% match policy

Staff: John Duncan

Recommendation: Submit memorandum to Policy Committee in August in preparation for Policy Committee action in October after staff determines the financial implications of the May adoption of the new 10% local match incentive policy as (amended by the Executive Committee in June)

Draft Memorandum to Policy Committee

Recommendation: Accept report in preparation for Policy Committee action in October after staff determines financial implications of the new 10% local match incentive policy.

Background

In May the Policy Committee adopted a policy designed to encourage our municipal members to collaborate more effectively with MaineDOT in the commencement of federally funded projects, and to save money in the process. In June the Executive Committee extended the deadline for signing of agreements to September 1st, and clarified that the policy below applies in 2011 only to the construction phases of the projects. Here is the policy, as amended.

1. This policy applies to the local match for new PACTS projects funded for the 2012/2013 biennium (except our Transit Set Aside projects), and relies on MaineDOT to provide the agreements for signing by July 1st.
 - Allow a 10% local match for projects whose 3-Party Agreements or Locally Administered Project agreements are signed by September 1st.
 - Allow a 20% local match for projects whose 3-Party Agreements or Locally Administered Project agreements are signed between September 2nd and December 31st.
 - Require a 30% local match for projects whose 3-Party Agreements or Locally Administered Project agreements are signed after December 31st.
2. Apply the incentive/disincentive policy in future biennia as follows:
 - Allow a 15% local match for PACTS projects whose 3-Party Agreements or Locally Administered Project agreements are signed by December 31st of the year in which the MaineDOT Capital Work Plan is adopted.
 - Require a 30% local match for PACTS projects whose 3-Party Agreements or Locally Administered Project agreements are signed after December 31st of that same year.
 - Apply, instead, the 10%-20%-30% policy above in future biennia if MaineDOT implements the “early kick-off” approach that they are doing this year.

3. Adjust the 2012/2013 projects list at the October 20th Policy Committee meeting based on the actual number of 3-Party Agreements and Locally Administered Project agreements signed. See options listed on next page.
4. Reduce the Dunstan Corner local match for the construction phase to 20% if feasible.

Staff advised that the benefits of this new policy will be:

- The reduction from the 25% local match for many PACTS projects programmed last fall will be a welcome change for many of our communities during these difficult economic times.
- More projects will be completed within the biennium for which they are funded.
- The general public and the Legislature will be more amenable to proposals for more transportation funding from MaineDOT, PACTS and many other transportation system stakeholders if we can be more efficient and cost effective.
- This will save money on individual projects by the getting them done sooner.

However, staff also advised in May that we may have to cut some projects that we programmed last fall because we will be using a higher percentage of federal funds in each remaining project.

In September, staff will calculate the federal and state funding needed to accommodate the new total federal funding needed for our projects based on the number of agreements signed by the September 1st deadline. Staff will work with MaineDOT and the Executive Committee to develop a recommendation to the Policy Committee for action at the October 20th meeting.

See the table on the next page regarding the situation in the event that all the agreements are signed by September 1st and that the Dunstan Corner project's local match is reduced to 20%. Note that PACTS and MaineDOT staff are working to reach agreement on the balance in the Holding PIN.

Note also that the Policy Committee's February action to program \$240,000 (federal and state only) from the Holding PIN for two transit capital projects was rescinded by MaineDOT in March. We discussed this at the May Policy Committee meeting. Since then, the Executive Committee considered a new Transit Committee request for \$240,000 from the Holding PIN. The Executive Committee tabled consideration of that request until October pending more information regarding the implications of this 10% incentive policy.

Here are our options for action in October.

- Cut our lowest priority collector projects programmed last fall.
- Use some or all of the Holding PIN.
- Use available federal and state funds from completed projects that have not yet been "closed out" financially (therefore not yet available). Paul is still working with MaineDOT on this.

August 2011 Framework for October Policy Committee Action

	<u>Federal and State Funds</u>
May 2011 projects list at 80% federal and 10% state	\$13,200,000
October 2010 projects at 65% federal and 9% state (\$11,500,000 was total 12/13 biennium funds available.)	<u>\$11,500,000</u>
Difference -- amount needed to finance incentive policy	\$1,700,000
Rough estimate of Holding PIN funds available *	<u>\$1,088,000</u>
Difference -- need after use of entire Holding PIN account	\$612,000

* MaineDOT and PACTS staff are reviewing the status of the Holding PIN.

Agenda Item 6: Updates

- A. Staff will provide an overview of the two reports sent along with this meeting packet. The reports are generated by MaineDOT's "front office". The information is the same in each report. This is the Executive Committee's first review of these reports.
- B. Paul has invited MaineDOT Deputy Commissioner, Bruce Van Note, to the August Technical Committee meeting regarding clarity of road responsibilities of MaineDOT, PACTS and municipalities
- C. Paul provided useful "institutional memory" in noting last week that there is \$50,000 (approx.) available in a MaineDOT escrow account for a capital improvement in southern Gorham. Staff will pursue a traffic signal improvement project there.
- D. Congress is still considering a proposal to eliminate small MPOs like PACTS.
- E. Internal draft update of PACTS public participation plan is 90% complete (17 pages plus appendices). The changes are: more use of the internet, reduced public comment periods regarding TIP project changes, and rewrite of the plan for clarity. Next step is to get MaineDOT input.
- F. Internal draft update of PACTS Title VI plan is 90% complete. We will seek Policy Committee endorsement in October.
- G. We have drafted a new monthly report (on next page) which shows the wide scope of activities of PACTS staff and will provide an update on the status of consultant studies.
- H. September 6th Executive Committee Agenda
 - 1. Status report on our Holding PIN account.
 - 2. Review draft PACTS Title VI Plan update.
 - 3. Support staff recommendation to seek public comment (45 days) on the draft update of PACTS public participation plan.
 - 4. Status of 3-party agreements signing at the 10% local match rate by the September 1st deadline...and implications for \$15,000,000 projects list.
 - 5. Recommend to Policy Committee that we use only 3-party agreements and drop 2-party agreements.
 - 6. Presentation of recommendations in Transit Focused Region Report
 - 7. Updates
- I. October 20th Policy Committee Draft Agenda
 - 1. Reallocate funds within our \$15,000,000 projects list per the implications of 3-party and LAP agreements made by September 1st per our 10% local match policy. This follows the August briefing noted above.
 - 2. Adopt PACTS Title VI Plan update.
 - 3. Endorse PACTS public participation plan update.

PACTS Staff Activities July 2011

	<u>Paul</u>	<u>Carl</u>	<u>John</u>	<u>Notes</u>
3-Party Agreements	XX	X		
August 10th PACTS Forum		X	XX	
Air Quality Conformity meeting		X		
CBITD Triennial Review materials		XX	X	
Collector Road Scoring Subcommittee	XX			
Complete Streets Forum	XX	XX		
Cumberland and York County Health + Trans	XX			Bike audit, and BMUFL guideline document
Destination Tomorrow Video	X	XX	X	
East Coast Greenways/Eastern Trail	X			
Energy Working Group		X		
Falmouth Route One Transformation	X			
Federal Reauthorization			X	
Franklin Street Corridor Study Phase II	X	XX	XX	
Gorham East West Corridor		XX	XX	
Invite Bruce Van Note to Tech Meeting	X			
MaineDOT Annual Conference Plan Team			XX	
MaineDOT Statewide Bike/Ped. Council	XX			
MaineDOT Portland North Study		X		
Martin's Point Bridge Committee	X			
PACTS Committee meetings prep etc	XX	XX	XX	
Pedestrian Access to Transit Study	XX			
Public Participation Plan Update	X	X	XX	
South Portland Bike/Ped Committee	XX			
Title VI Plan Update	X	X	XX	
TIP Holding PIN reconciliation	XX			
TIP Process Committee	XX	XX	XX	
TIP Projects Administration	XX	XX	XX	
Traffic Incident Management Committee			XX	
Signal Coordination Projects		X		
Transit Focused Region Report completion		XX		
Yarmouth Byways Committee	XX			
				RFP Being
				Drafted
				RFP Sent
				Consultant
				Hired
Consultant Studies				
Biddeford/Saco Wayfinding				
Congress Street Bus Priority (COG...FTA \$)		X		
Gorham East West Land Use Planning		X		
PACTS Model Consultant				
PACTS Reserve Account				
Portland Brighton/Deering/Falmouth				
Portland Libbytown Traffic and Streetscape				
Regional Aerial Flight				
Regional Bike/Ped Plan Implementation	XX			
Regional Collector and Arterial Studies	XX			
Regional Enhanced Project Scoping				
Regional Local Project Administration				
Regional Transportation Funding Policy				
Regional Traffic Signals Management		X		
Scarborough Oakhill Pedestrian Plan				Study will be completed by July 31st.
Southern Maine Transit Coordination (COG)				Study will be completed by September 30th.
Transit Bus Route Study (COG)				Study will be completed by July 31st.
Windham Comp. Transpo. Study				Study will be completed by September 30th.
Yarmouth Route One Phase 3				Study will be completed by July 31st.

X means a minor effort during the past month. XX means substantial.

Agenda Item 7: August 20th Policy Committee Agenda

1. Adopt PACTS TIP for 2012 to 2015
2. Annual review of Executive Committee process.
3. Review memo to Policy Committee regarding the financial options for Policy Committee action in October regarding the implications of the 10% local match.
4. Add more studies to the UPWP per the \$143,000 referenced above
5. Show Destination Tomorrow video
6. Executive Director's Report...including report from TIP Process Committee and TIP Process Committee's recommendations to endorse/amend the MPO Projects Efficiency Team's recommendations, the MaineDOT Commissioner's response, and next steps
7. Annual performance review of PACTS Director.