

Transit Committee
Meeting Notice
Thursday, July 12, 2007, 9:00 a.m.
Saco City Hall, 300 Main Street
Agenda

- 1. Call to order**
- 2. Approval of Minutes from the last meetings (attached)**
- 3. Questions on Committee Reports**
- 4. Allocation process for Small Transit Intensive Cities (STIC) funds – 20 Min.**
- 5. FY2007 TIP Amendments – 45 min**
 - a. 5307**
 - b. STP**
 - c. JARC**
 - d. STIC**
- 6. UPWP Amendments Action Item – 06-07 and 08-09 – 10 Min.**
- 7. Draft Timeline/Work Plan (attached) – 5 min.**
- 8. Coordination Study Implementation – 15 min.**
 - a. Draft Resolution**
 - b. Project Updates**
- 9. Annual Report of Accomplishments (to be brought to the meeting) – 5 min.**
- 10. Information Sharing/Round Table Discussion/Check-In/What's Up**
 - a. Call Center**
- 11. Other Business**
- 12. Next Meeting Date (August 9 @ 9:00 a.m., at GPCOG), Agenda**
- 13. Adjourn**

Attachments: May 10 PTC & RTC minutes, STIC allocation table, MaineDOT STIP Table, STP allocation table, PACTS Timeline/Work Plan UPWP tasks 8 + 9 excerpts, Committee Roster.

PACTS Transit Study Advisory Committee
May 10, 2007
9:00 a.m. at Saco City Hall

Members Present: Tom Meyers, Chair, South Portland Bus Service; Sara Behr, MaineDOT; Linda Boudreau, South Portland, Policy Com. Appointee; Jason Briggs, Private Operator; Ed Clifford, ShuttleBus/ZOOM; Connie Garber, York County Community Action; Art Handman, Policy Com. Appointee; Patricia Quinn, NNEPRA; David Redlefsen, METRO

Members Absent: John Bubier, Biddeford; Catherine Debo, CBITD; Jonathan LaBonte, MTA; Dave Libby, Falmouth, Policy Com. Appointee; Mike McGovern, Cape Elizabeth, Policy Com. Appointee; Jon McNulty, RTP

Staff and Guests: Maddy Adams, GPCOG; Susan Davis, MNGRR; Steve Linnell, GPCOG; Chris Small, MNGRR; Tom Reinauer, SMRPC; Robert Wagner; David Willauer, GPCOG

1. **Call to Order.** Tom Meyers called the meeting to order at 9:07 a.m. Introductions were made.
2. **Approval of April 12, 2007 Minutes.** *David Redlefsen moved approval of the April 12, 2007 minutes, seconded by Ed Clifford. All were in favor.*
3. **Report on Public Meetings.** Steve Linnell distributed a handout. There were five people in attendance at the Portland public meeting and three at the Saco meeting (2 reporters and 1 BSOOB Transit District member). The reporters were interested in receiving the Executive Summary. A bolder statement should be made that the primary goal of the study is to improve ridership. It was mentioned that most people carry cell phones and it would be a good idea to have a number that people could call at any time to get information about schedules.
4. **Report on status of Draft Report.** Tom M. has reviewed the report and submitted his comments to Steve. Maddy will now be formatting and proofing the document. Steve distributed the final version of the Executive Summary. Tom noted that the Executive Summary is what most people are going to be looking at. If anyone has any comments on it, please let Steve know by tomorrow. Add the statement about ridership in the Executive Summary along with any comments from the public meetings. The Study should say Coordination, not Consolidation; also Connie is Vice-Chair, not Co-Chair.
5. **Process to move the study forward.** Tom M. explained the process by which the Policy Committee moves items forward. Tom has presented in a memo what the Transit Study Committee wants to do to move the Regional Transit Coordination Study forward. He prepared a draft Resolution which he reviewed with the Committee. He said that he would like to have this Resolution voted on at the PACTS Annual Meeting in June. Tom spoke to a woman in Atlanta whose office had recently gone through this type of coordination process and she provided Tom with useful information and was very helpful. The Committee reviewed the Resolution and Tom asked for their input.

David said it was a great initiative but was curious why Tom didn't ask for help from staff. Tom M. said that he had indicated at the last meeting that he would be putting this together and he only got it done last night. It was suggested that 'transit body' be changed to 'transit agency' on page 3. David suggested that SMRPC and GPCOG be mentioned as agencies that are staffing the study. Connie noted that there is no way that we would have accomplished all that we have without the assistance of staff and MaineDOT. On page 1, #4, add "with the continued assistance and resources brought from

the regional planning entities (SMRPC and GPCOG).” David suggested that a “Whereas” be used to explain the role of GPCOG/SMRPC. He added that the document is well done and he doesn’t want to slow down the process, but asked about the private sector signatories. In the Resolution, it says public/private. It was suggested that the signature list include an asterisk saying “including but not limited to private passenger transportation providers”. It was suggested that the Whereas about Consolidation should have the words “at this time” added. The goal of the study should be added to the last Now Therefore. Connie and Tom M. will meet after the meeting to refine the wording and will pass it on to John Duncan. This will go out to the Policy Committee with their packet.

- 6. Report on Regional Map and Timetable.** Patricia explained that a different approach is being tried. A design was presented with all the lines of where the providers go and it didn’t prove to be very useful, so they tried another illustration. There was a lot of discussion about the type of map that would be most useful. They will be meeting again on May 17th and trying to put something together. Natalie will be sending out an e-mail. The map will not serve all things but they are trying to find something that will fold up to a reasonable size. Connie shared her experience with the Shoreline Explorer map. She will send a copy of the updated PDF to the group. Natalie (NNEPRA), Katie (CBITD) and Denise (METRO) have been working very well together. Catherine suggested that a standing marketing committee would be a good idea – one that meets on a regular basis. Tom M. noted that this is a recommendation of the Transit Coordination Study.
- 7. Discussion/Next Steps.** We may need another meeting on June 14th after the Policy Committee meeting in case they have some comments on the report. David thanked Tom and Connie for their leadership. Connie stated that this group is what made it all happen, as well as a wider group of resources – Steve, Tom, David, and John Duncan.
- 8. Next Meeting Date.** The meeting on June 14th should be a report out of the Policy Committee and hopefully will be the last meeting. Members of this committee should attend the PACTS Annual Meeting.
- 9. Adjourn.** The meeting adjourned at 10:00 a.m.

PACTS Transit Committee Minutes
May 10, 2007
10:15 a.m. at Saco City Hall

Members Present: Tom Meyers, Chair, South Portland Bus Service; Sara Behr, MaineDOT; Jason Briggs, Private Operator; Ed Clifford, ShuttleBus/ZOOM; Connie Garber, YCCAC; Patricia Quinn, NNEPRA; David Redlefsen, METRO

Members Absent: John Bubier, Biddeford; Catherine Debo, CBITD; Jonathan LaBonte, MTA; Jon McNulty, RTP

Staff and Guests: Maddy Adams, GPCOG; Susan Davis, MNGRR; Art Handman, Consultant; Steve Linnell, GPCOG; Chris Small, MNGRR; Tom Reinauer, SMRPC; Robert Wagner; David Willauer, GPCOG

1. **Call to Order.** Tom Meyers called the meeting to order at 10:25 a.m.
2. **Approval of minutes from April 12th, 2007 meeting.** *Connie Garber moved approval of the minutes of the April 12th meeting, seconded by Ed Clifford.* David explained about JARC funding. JARC efforts should be coordinated where they overlap between Cumberland and York County. This summer is the deadline. Connie explained that in York County it is two-pronged because they receive some urban and some rural funding. It was suggested that the table on page 2 of the minutes be moved above the STP paragraph. Regarding the 7% for transit being at risk (as noted in the minutes), Sara mentioned that the TIP Committee has decided to keep the 7% for transit. With the above noted change, the minutes were approved.
3. **Questions on Committee Reports.** No questions.
4. **Recommendation on Transit Portion of Unified Planning Work Program (UPWP).** Pages 1-9 deal with FHWA PACTS PL funds. Consultant work is listed beginning on page 10 and pages 16-20 deal with the transit piece. John explained that it is a working draft and the page numbers are incorrect on the table of contents. It needs to be completed by the end of the month and it will go to FHWA and FTA. Page 18 covers GPCOG work. Page 21 covers long-range planning.

It was asked what was meant by #23 on page 15 – Portland Transportation Center Expansion Plan. David explained that Thompson’s Point is at the end of the Portland Transportation Center. The study would entail a concept drawing by a consultant about the possibilities of one of the transit agencies expanding to this facility or perhaps housing a maintenance facility. It is not enough money (\$10,000) to build something but this would be for a concept plan. VIP, NNEPRA and Vermont Transit are all interested.

Page 20 should say 08/09 instead of 06/07 on the tables. The UPWP can be amended at any time during the next two years. There is still study money available. On #27, page 16, it was questioned whether or not regional impact fees could be used for operations as well as capital. David said we could put it in and see what happens. On 5307 projects, the local match would come from the agency submitting the project. Member dues are used for local match for 5303. Short-range planning should be added on page 23 -- one line should be designated for 5303 and one line for 5307 because of the new designations. For long range, “system” and “project” should be separated onto two lines.

Connie Garber made a motion to support the UPWP, seconded by Ed Clifford. All were in favor.

5. **Surface Transportation Program (STP) Allocation.** The Policy Committee has allocated 7% to transit. In October, we approved the projects on the list (they are in priority order). Two projects were deferred (listed at bottom of page). In February there was an adjustment made moving some funds and since then projects have been further deferred. In May, \$600,000 is available for the five projects (rather than the \$804,436). Two options were provided. In Option A, each project was reduced by the same amount; Option B provided full funding for projects 1-3 and the bottom two received what was remaining. Everything above the line is a cut. The projects below the line (passenger ferry and bus garage) are deferred projects.

It was questioned if the funds for the DTC were to finish the Center. David R. responded that he thought the \$90,283 represents Phase 2. He didn't think it was part of what is going on right now. David W. explained that a loan had to be taken out to get the center built because the funding hadn't come in yet.

Connie was concerned that Catherine and David were at a disadvantage because this is all new to them and they don't have all the answers today. She explained that in the past we determined if a project needed full funding to get it done or if a project could be done with less money. She didn't feel there was enough information to make a decision today, especially regarding the Downtown Transportation Center. John explained that the State needs to submit a document to the feds in the summer and we need to submit to MaineDOT this month. Tom M. said he would pull the South Portland Bus Garage project in total. Tom added that the METRO Communication System w/AVL will help METRO, RTP and SPBS; it is a joint project. David R. said that if the \$90,283 is for the canopied area for the parking garage, they are not going forward with that because of the liability. Steve explained that they had really pushed for the canopy and now the City is very opposed to it because of liability. Another meeting will probably need to occur so that we can get this information clarified. We are trying to make the DTC customer friendly and not having a canopy goes against that.

John suggested putting in a transit contingency -- putting a placeholder in for transit. Jon McNulty is not here today and we think he had originally asked for three vehicles or more. Tom suggested that those agencies with projects on the list should convene and an e-mail vote would be conducted. Sara thought that the transit side might be able to wait another month on the MaineDOT end; she will talk to Mike Laberge. A suggestion was made to open it up for other projects to come forward but Connie objected to this explaining that it is not appropriate at this time because all of the projects on the list have been through the review process; we should not be starting over again. Keep a placeholder for the DTC and go with Tom's offer to forego the bus garage -- that would keep us with the priorities that we have determined. We need to talk to the players involved. John mentioned that the Policy Committee will meet at the PACTS Annual Meeting in June and they will be taking action to approve the Regional Transit Coordination Study. John would prefer to not take up other action at this meeting as it is more of a luncheon-type event. Sara will find out what she can and if necessary the players will get together to decide what's what. We will use a holding PIN for the whole amount until we figure it out.

Before the end of the meeting, Sara had heard back from Mike Laberge and he can't wait until July so they will put all of the transit money (\$600,000) into a transit holding PIN. Ed was concerned that they might think that we don't have any projects lined up. Connie said that we would explain that \$804,000 of projects was originally planned for and then that amount was cut back and now we are readjusting the numbers again but we need more time to work that out. The STIC funds do not need to be determined today. The June meeting will be devoted to the allocation process for STIC and STP.

6. **Revisit Allocation Process for Section 5307 and STIC funds.** A handout was distributed. There is STIC funding for '07 that is available and hasn't yet been allocated. David explained that it is a new program but it is '07 dollars. If the population for our region goes over 200,000, then the money will no longer be available. Further discussion on this topic was deferred to another meeting.
7. **Draft Work Plan.** The following changes were recommended:
 - Add Election of Chair to the schedule.
 - Under July 2007, Remove the words "and Schedule" from "Complete Regional Transit Map" ~~and Schedule.~~
 - Add STIC conversation to June agenda.
 - Under October 2007, change to "Adopt an Allocation Formula."
 - Add to the schedule "Develop Study Proposals for 5303 and 5307", three months before they are due.
8. **Presentation on Maine Narrow Gauge Railroad.** Susan Davis distributed a handout entitled "The Maine Narrow Gauge Railroad & Museum; ROW Status Update." In 2005, a MNGRR Extension Study Committee, set up by the Portland City Council, was funded to study the feasibility and potential alignments to extend as far as Hadlock Field. A route largely on the north side of Marginal Way was recommended by this Committee, with the original Union Branch route as a less-favored option. On April 30, the Portland City Council received the study "as a communication", meaning not for public comment or discussion. Funding to have the train run was not even discussed. They have a meeting scheduled for May 15th with Joe Gray, Jeff Monroe and Alex Jaegerman where they hope to clarify things further. MNGRR is working with Sebago Technics to investigate what it will cost to get around the bend. They would lose the connectivity of intermodal transportation if they are not allowed to study this further. Chris added that one of the PACTS recommendations of the study was that a cost study be done but no mechanism was set up to do that. They don't know exactly what the next steps are but they are talking with officials in Portland to discuss it further. The "Vision" of the MNGRR will be e-mailed to the Committee. Susan thanked the Transit Committee for allowing them to participate in these discussions.
9. **Information Sharing.**
 - Patricia announced that there would be a track outage for the next two weeks on Monday through Thursday – an entire line will be out. Once the work is done, they will be able to run a fifth round-trip.
 - The grand opening of the Downtown Transportation Center is scheduled for June 13th.
 - Commute Another Way Week is next week. South Portland signed a proclamation.
 - South Portland/ShuttleBus study – a group met on Tuesday and they are moving ahead on expanding service.
 - UNE service will be starting in the fall during the academic year.
 - The Portland Explorer will begin its schedule on May 15, running through September 15th. They are trying to coordinate the schedule with the Downeaster and hotels, etc.
 - Catherine thanked Steve for the data input on the CBITD survey.
 - Tom M. mentioned that we could discuss the "Google" maps idea from David at another meeting.
10. **Other Business.** None.
11. **Next Meeting Date.** June 14th at 10:15 at GPCOG.
12. **Adjourn.** The meeting adjourned at 12:05 p.m.

AGENDA ITEM #3 – Committee Reports and Updates (from John Duncan)

People News

- Tony Hayes has retired from the Town of Falmouth, but is staying on for a “few” months to assist in the transition. Skip Varney has been named as the new of Public Works Director.
- Joe Ziepniewski has also retired from Scarborough.
- Brooks More is the new Windham Planner and Molly Just has recently been hired as Westbrook’s new Planner.
- Sandy Mowery has changed positions as well from Old Orchard Beach to Kittery.

HAI (Highway Adequacy Index): The MaineDOT is in the process of collecting data from the Interstate system down to the Major/Urban Collectors.

UPWP: There is a distinct possibility that the Tech Committee may be involved with reducing the UPWP funding allocation from \$3,000,000 to approximately \$2,000,000.

2008/2011 TIP: We are currently working with MaineDOT during the STIP development to produce the new TIP.

2009 High Priority Projects: Development and refinements to the HPP process continues.

Locally Administered Projects: The LAP subcommittee will be conducting their second meeting Thursday the 12th.

PACTS Annual Meeting: The annual meeting was held on June 22nd with 58 people attending.

PACTS Regional Transit Coordination Study: The Policy Committee voted to adopt the study at the annual meeting.

AGENDA ITEM # 4

Small Transit Intensive Cities (STIC) Allocation FY 2007

Staff Resource: David Willauer

Member Resources: Sara Behr, Tom Meyers

Overview (from the 11/30/05 Federal Register)

(b) STIC Apportionments

SAFETEA-LU establishes a one percent set-aside program from section 5307 that provides funding to UZAs [*urbanized areas*] under 200,000 in population that operate at a level of service equal to or above the industry average level of service for all UZAs with a population of at least 200,000 but not more than 999,999, in one or more of six performance categories: Passenger miles traveled per vehicle revenue mile, passenger miles traveled per vehicle revenue hour, vehicle revenue miles per capita, vehicle revenue hours per capita, passenger miles traveled per capita, and passengers per capita. The data for these categories comes from the most current National Transit Database (NTD) reports.

Below is the PACTS allocation, staff recommendations and FY06 NTD calculations.

PACTS STIC Allocation FY2007
\$723,646

Staff recommendations:

- Option A: Allocate STIC funds using existing percentages in the 5307 Formula
- Option B: Allocate as above with a percentage for NNEPRA
- Option C: Allocate STIC funds using similar process at STP set-aside with criteria

Small Transit Intensive Cities Performance Data Used for FY 2006 Apportionment Calculations									
(Total Funding Available for Apportionment = \$34,320,142)									
State	Urbanized Area (UZA) Description	Passenger Miles per Vehicle Revenue Mile	Passenger Miles per Vehicle Revenue Hour	Vehicle Revenue Mile per Capita	Vehicle Revenue Hour per Capita	Passenger Miles per Capita	Passenger Trips per Capita	Number of Performance Factors Met or Exceeded	STIC Funding: @ \$132,000.54 per Factor Met or Exceeded
	Average for UZAs with populations 200,000 - 999,999	5.583	97.843	10.844	0.729	72.588	13.050		
Maine	Bangor, ME	4.511	61.001	9.182	0.679	41.423	10.004	0	\$ -
Maine	Lewiston, ME	1.593	21.137	13.166	0.992	20.968	5.765	2	\$ 264,001
Maine	Portland, ME	6.481	81.566	7.955	0.632	51.557	12.764	1	\$ 132,001

Source: 11/30/05 Federal Register – Note this is to illustrate the methodology and does not reflect 2007 funds.

AGENDA ITEM #5: TIP Amendments

Staff resource: David Willauer

Member resources: Sara Behr, Tom Meyers

Background: The TIP amendments are for adjustments in the following funding categories:

5A: 5307	FTA Formula Funds	50/50
5B: STP	FHWA Surface Transportation Program Set-aside funds	80/20
5C: JARC	Job Access & Reverse Commute Program Funds	50/50
5D: STIC	Small Transit Intensive Cities (1% of 5307)	50/50

5A 5307 Funds

Background: In the last [2006-2008] TIP, the 2007 figures were not available so estimates were used. Actual figures have since been provided through the Federal Register and this TIP amendment acknowledges these new totals (see April 5, 2007 memo to Richard Doyle from Barbara Donovan). MaineDOT is now requiring 5307 funds to be further identified as capital, operating, ADA operating or planning.

Recommendation: Approve the new allocation of FTA 5307 funds.

**Maine Department of Transportation 2006 - 2008 STIP
Adjustment/Amendment #1 FFY 2006
7/5/2007 draft**

PIN	Program	Recipient (Op/Cap/Admin)	Previous Amount	Change	Revised Amount	Description Budget increase/decrease
				+/-		
13291.00	JARC	GPCOG (Operating FY 06)	\$0	\$25,000	\$25,000	Budget Increase
13291.00	JARC	GPTD (Operating FY 06)	\$0	\$30,000	\$30,000	Budget Increase
13291.00	JARC	YCCAC (Operating - Portland FY 06)	\$0	\$36,446	\$36,446	Budget Increase
13291.00	JARC	YCCAC (Capital - Portland FY 06)	\$0	\$152,000	\$152,000	Budget Increase
13260.00	5307	BSOOB (Operating)	\$136,945	\$31,426	\$168,371	Budget Increase
13260.00	5307	BSOOB (Planning)	\$0	\$10,000	\$10,000	Budget Increase
13265.00	5307	CBITD (Capital)	\$340,816	\$123,592	\$464,408	Budget Increase
13269.00	5307	GPTD (Operating)	\$1,401,356	\$168,363	\$1,569,719	Budget Increase
13274.00	5307	RTP (Operating)	\$151,186	\$45,667	\$196,853	Budget Increase
13289.00	5307	SPBS (Operating)	\$109,419	\$48,058	\$157,477	Budget Increase
13288.00	5307	SPBS (Capital)	\$34,650	(\$4,006)	\$30,644	Budget Decrease
13281.00	5307	YCCAC (Operating - Portland)	\$0	\$81,419	\$81,419	Budget Increase
13283.00	5307	YCCAC - Portsmouth	\$0	\$84,090	\$84,090	Budget Increase
13283.00	5307	YCCAC - Dover/Rochester	\$76,971	(\$31,608)	\$45,363	Budget Decrease
		TOTAL	\$2,251,343	\$ 800,447	\$3,051,790	

*Need to add STIC and STP funding

5B: STP Set-Aside 08-09 Allocation Adjustment Action Item - 20 Min.

Background:

PACTS allocates STP funds using a set-aside formula in which 7% of the MPO Allocation is used for public transportation. The amount of available funds continues to change with new estimates from MaineDOT. At the May 10, 2007 PACTS Transit Committee Meeting, committee members were asked to reallocate the funds based on a total of \$800,000 available for FY08-09 (\$200,000 is already allocated for CBITD – see meeting minutes and the attachment on the next page). Below are the staff recommendations for suggestions on how to reduce the allocation.

Recommendations:

Option A: Reduce all projects by the same percentage.

Option B: Fully fund three projects, reduce and phase two projects.

Agenda Item #5B

Adjusted '08/'09 STP Transit Set Aside Allocation Recommendation

<u>Provider</u>	<u>Scope and Location</u>	October, 06 <u>Cost Est.</u>	February, 07	May, 07	06/07 Allocation Deferred to 2010/2011
METRO	Downtown Transportation Center	\$ 90,283	\$ 90,283		
TIDS	Monitors, CPU's, Installation	\$ 36,000	\$ 36,000		
RTP	Two Paratransit vehicles	\$ 140,000	\$ 140,000		
METRO	Communication System w/ AVL	\$ 300,000	\$ 300,000		
SPBS	Building Replacement - South Portland	\$ 238,153	\$ 238,153		
Total Request		\$ 804,436	\$ 804,436	\$ 600,000	
CBITD	06/07 Deferral Passenger Ferry	\$ 500,000	\$ 200,000	\$ 200,000	\$ 300,000
SPBS	06/07 Deferral Bus Garage	\$ 238,153	\$ -	\$ -	\$ 238,153
		\$ 1,542,589	\$ 1,004,436	\$ 800,000	\$ 538,153

<u>Provider</u>	<u>Scope and Location</u>	Option A	Option B	Option C
METRO	Downtown Transportation Center	\$ 67,339	\$ 90,283	
TIDS	Monitors, CPU's, Installation	\$ 26,851	\$ 36,000	
RTP	Two Paratransit vehicles	\$ 104,421	\$ 140,000	
METRO	Communication System w/ AVL	\$ 223,759	\$ 186,035	
SPBS	Building Replacement - South Portland	\$ 177,630	\$ 147,682	
Total Request		\$ 600,000	\$ 600,000	\$ -
CBITD	06/07 Deferral Passenger Ferry	\$ 200,000	\$ 200,000	
SPBS	06/07 Deferral Bus Garage	\$ -	\$ -	
		\$ 800,000	\$ 800,000	
Target		\$ 600,000	\$ 333,717	
Difference		\$ 204,436	\$ 266,283	
Percentage		74.59%	62.0115%	

5C: Job Access & Reverse Commute (JARC) funds

Background:

The JARC program is designed to help low income persons get to work and to encourage reverse commute transit opportunities. Examples in Southern Maine include the Wheels to Access Vocation and Education (WAVE) program administered by YCCAC and the Falmouth Flyer administered by METRO. Since JARC funds were first awarded in 1999, GPCOG, SMRPC and transit providers prepared JARC Plans to reflect coordinated human service and transportation planning efforts.

In SAFETEA-LU, JARC became a formula program with each state receiving a JARC allocation. MaineDOT allocates JARC funds through an annual application process. Applicants are required to document coordinated human service and transportation planning as part of the Biennial Operations Plan (BOP). The local “JARC plans” are being replaced with the BOP documents by region.

Recommendation: Approve JARC allocations by provider (see Table MaineDOT STIP)

5D: Small Transit Intensive Cities (STIC) funds

(See Agenda item #4 for background and recommendations)

AGENDA ITEM #7

UPWP Amendments Action Item – 06-07 and 08-09

Member Resources Sara Behr, Tom Meyers

Staff resource: David Willauer

Background: At the May 10, 2007 PACTS Transit Committee Meeting, committee members approved the draft 2008-2009 Unified Planning Work Program (UPWP). The ShuttleBus/SPBS Route Study was not listed in either the 2006-2007 or 2008-2009 UPWP. The revised pages from the 2008-2009 UPWP (attached) include the study identifying the use of 5307 funds for part of this study.

In the 2008-2009 UPWP, staff identified “Welfare to Work Planning” as a task under Long Range Planning. This is more accurately described as “Coordinated human service and transportation planning.”

Recommendations: Amend the 2006-2007 and 2008-2009 UPWPs to include the ShuttleBus/SPBS Route Study using 5307 funds for planning purposes and amend the 2008-2009 UPWP to describe transportation and human services planning. (see UPWP excerpts for Tasks 8 and 9 on the following pages).

TASK 8: GPCOG SHORT RANGE TRANSPORTATION PLANNING

BACKGROUND

Short Range planning includes specific projects for transit providers (5307 funds) and regional short-range pilot projects (5303 funds). METRO, ShuttleBus, SPBS and RTP have identified individual planning tasks for 2008-2009 using 5307 funds.

PREVIOUS WORK

GPCOG and SMRPC has provided a variety of technical assistance to public and private transportation operators and communities. Examples of work included:

- Portland Explorer Administration
- Traveler Information – Travel Planner, O+D routes across modes, TIDS
- On/Off Passenger Survey for the Greater Portland Transit District (METRO) and the South Portland Bus Service (SPBS).
- CBITD passenger and freight surveys
- METRO Fixed Route Study
- RTP Fixed Route Interface Project

PROPOSED FY 2008-2009 ACTIVITIES Regional Transit Projects (5303 Funds)

Short Range Support	Total	Federal	Local
Traveler Information	\$40,000	\$32,000	\$8,000
Portland Explorer	\$15,000	\$12,000	\$3,000
Total Short Range Support	\$55,000	\$44,000	\$11,000

PROPOSED FY 2008-2009 ACTIVITIES for Transit Providers (5307 Funds)

Providers, proposed projects	Total	Federal	Local
CBITD			
METRO: COMMS, Survey	\$30,000	\$24,000	\$6,000
NNEPRA		\$0	\$0
RTP AVL, other ITS projects	\$15,000	\$12,000	\$3,000
SPBS	\$11,700	\$9,360	\$2,340
ShuttleBus	\$12,500	\$10,000	\$2,500
YCCAC			
Totals	\$69,200	\$55,360	\$13,840

PRODUCTS/OUTCOMES: On-line Travel Planner, TIDS screens at selected hotels, transportation terminals and other locations, Portland Explorer Administration, METRO Communications Plan, METRO surveys, ShuttleBus/SPBS Route Study, RTP AVL and other ITS projects.

(excerpt from p. 24, draft 2008-2009 UPWP, 3 July 07)

TASK 9: GPCOG LONG RANGE TRANSPORTATION PLANNING

OBJECTIVE:

GPCOG to assess the overall mobility environment in the Greater Portland area; analyze the long-term strengths and weaknesses of the existing transit and travel demand management services and facilities; identify and evaluate options or alternatives; recommend appropriate actions; and create a timetable to implement programs and plans.

PREVIOUS WORK:

- 2000 *Greater Portland ITS Regional Architecture Report* (June 00), *Inter-terminal Shuttle*
- 2001 *Windham Commuter Bus Technical Memorandum* (June 01), *Greater Portland ITS Architecture* (June 01), *Greater Portland Job Access Plan* (June 01)
- 2002 *Greater Portland ITS Project Architecture*, METRO route planning, West Falmouth METRO Extension, Portland Transportation Website www.transportme.org.
- 2003 *Maine Mall Transit Center and METRO Downtown Transit Center planning*
- 2004 *Bus Rapid Transit/Light Rail Transit Study*, TIDS screens at the CVB and Marriott
- 2005 *AVL Pilot Portland Explorer*, and assisted MaineDOT with the Statewide ITS Architecture
- 2006 *TIDS screens USM, Sheraton Hotel, USM AVL Pilot, 13 new CNG Buses, Fueling Station*
- 2007 *Lakes Region Transit Study, USM Gorham Bus Study, TIDS screen at METRO DTC.*

PROPOSED FY 2008-2009 ACTIVITIES (Long Range System) FTA 5303 Funds:

Long Range - System	Total	Federal	Local
Transit Coordination Study*	\$60,000	\$48,000	\$12,000
Maine Clean Communities	\$50,000	\$40,000	\$10,000
Regional Corridor Planning	\$40,000	\$32,000	\$8,000
State & federal assistance	\$10,000	\$8,000	\$2,000
Trans/Human Service Planning	\$5,000	\$4,000	\$1,000
Total Long Range System	\$165,000	\$132,000	\$33,000

**Priorities to be determined by the PACTS Transit Committee*

PROPOSED FY 2008-2009 ACTIVITIES (Long Range Project) FTA 5303 Funds:

Long Range - Project	Total	Federal	Local
ITS Planning	\$40,000	\$32,000	\$8,000
METRO DTC	\$10,000	\$8,000	\$2,000
Maine Mall Transit Center	\$20,000	\$16,000	\$4,000
Total Long Range Project	\$70,000	\$56,000	\$14,000

AGENDA ITEM #7

PACTS Transit Committee Timeline/Work Plan

DRAFT 7/11/2007

Fiscal Year 2007:

May	<i>Approve New Work Plan /UPWP</i>
June	Adoption of Regional Transit Coordination Study Evaluation of the Committee (year 3)

Fiscal Year 2008:

<i>July 2007</i>	Continue development of Allocation Formulas for 5307 and STIC Complete Regional Transit Map and Schedule Participate in PACTS High Priority Projects list development
August	<i>Provide input to PACTS Process Review</i>
September	<i>Participate in PACTS TIP Process Review</i>
<i>October</i>	Adopt Performance Based Allocation Formula for 5307 funds
<i>November</i>	FTA Budget announced (tentative)
<i>December</i>	Provider information (ridership, miles, etc.) due
<i>January 2008</i>	Submit recommendation to Policy Committee for FTA Section 5307 funds
February	
March	
April	
May	
<i>June</i>	Annual evaluation of Committee (year 4)

Fiscal Year 2009:

<i>July 2008</i>	Elect new chair and vice-chair Review criteria for submitting proposals for 2010/2011 STP Capital
<i>August</i>	Submit STP proposals to staff for ratings
<i>September</i>	
<i>October</i>	Adopt STP proposals for submission to Policy Committee
<i>November</i>	
<i>December</i>	

<i>January 2009</i>	Operators submit requests for planning functions and funding Develop Study Proposals for 5303 and 5307
<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)

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 and Lewiston/Auburn
 - 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

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