

PACTS

Portland Area Comprehensive Transportation System

Policy Committee Meeting Notice

July 15, 2010
1:30 p.m.

GPCOG, 68 Marginal Way, Portland

Agenda

1. Call to order and welcome new members
2. Public Comment
3. Minutes of the May 20th Meeting
4. Annual Check-in on the Executive Committee process
5. Presentation of MaineDOT Draft Local Match Policy
6. Report on Transportation Improvement Program priority setting work
7. Action on proposals to amend planning budget and to fund new studies
8. Action on proposal to submit TIGER II application
9. Consent Agenda
10. Executive Director's Report
11. Executive Session to complete the PACTS Director performance evaluation
12. Adjourn

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Minutes of the May 20th Meeting

Members: Judy Harris (Portland), Bill Shane (Cumberland), John Bubier (Biddeford), Kat Beaudoin (MaineDOT), Ed Clifford (Shuttlebus/Zoom), Jim Gailey (South Portland), Nathan Poore (Falmouth), Tom Hall (Scarborough), Sara Devlin (MTA), Mike McGovern (Cape Elizabeth), Mike Bobinsky (Portland), David Cole (Gorham), Rick Michaud (Saco)

Staff/guests: Neal Allen (GPCOG), Cheryl Leeman (Senator Snowe's office), Mike Laberge (MaineDOT), John Duncan (PACTS), Lynne Powers (GPCOG), Carl Eppich (PACTS), Steve Linnell (GPCOG), John Sylvester (MMA), Bruce Van Note (MaineDOT), Brad Foley (MaineDOT)

1. Call to Order

John Bubier called the meeting to order at 1:30.

2. Public Comment

There was no public comment.

3. Minutes of the March 18th Meeting

Judy Harris made a motion to accept the minutes, and Mike Bobinsky seconded. The motion was passed unanimously.

4. MaineDOT's Highway Simplification Study

Bruce Van Note discussed the study, which he has been working on closely with David Cole and John Sylvester. He stated that there are cases where the road maintenance responsibilities don't line up, with towns doing year-round work that they shouldn't have to, or getting year-round care that they don't need. The object of the study is to simplify into one system for local road assistance. The preliminary findings indicate that the current systems are complicated and sometimes unequal and unfair, and the feeling is that the federal classification system (major roads, minor roads, and arterials) is the future. On May 19, the study's policy working group opted to request a six month extension from the Legislature, which would bring the date of the study to January 15, 2011.

John Sylvester talked about the study, saying that the current plan is to fix 2200 miles of minor collector roads and make them the responsibility of municipalities. MaineDOT will take over winter maintenance on major collectors. He pointed out that this is a difficult situation, in terms of the costs, and that all parties are staying at the table to hash this out and to try to mitigate the negative effects on the communities that will lose out with simplification. Towns with a lot of major collectors and very few minor collectors will do well, while ones with many minor collectors and not a single major will pick up a large amount of potential future cost with no significant financial aid. The group is trying to work out how to shift some towns' savings into helping the towns that will be adversely affected. The combined effort of MaineDOT and municipalities, standing together in front of key legislative committees, will be essential.

Committee members shared concerns, such as hidden costs in items such as pavement, drainage, or failure of struts; the many small costs that could quickly add up for the towns that will be taking over these roads. If the initiative is accepted as it is right now, DOT will fix roads up to a 10-year standard, with an average cost of \$130,000 per mile. The kicker will be all parties agreeing on what needs to be done to reach that standard. There has been discussion of giving municipalities the option of not having DOT fix the road and taking the money instead.

6. Election of Policy Committee Officers for July 2010 (taken out of order)

The nominating committee proposed Nathan Poore as the next vice chair of the Policy Committee and Kathi Earley as the chair. **Rick Michaud made a motion to accept the nominations and David seconded. The motion passed by unanimous vote** (with Nathan abstaining).

7. TIP Funding Actions (taken out of order)

A. Short list of road rebuild proposals for enhanced project scoping

Following the initial scoring process, there are currently three proposed projects that would get enhanced project scoping (EPS). There is enough funding to build two of the three. Bill Shane asked why PACTS would scope three if there is only funding for two. Carl responded that the budgets could all come in lower than they have currently been estimated, and the third one could have 50% of the funding available, at which point PACTS could discuss options with the municipality. Approving the EPS of three projects in no way creates an obligation for PACTS to fund the third in the future.

Mike McGovern moved to scope the top three projects at a limit of \$10,000 and Mike Bobinsky seconded. All were in favor except Bill, who was opposed.

B. Transit committee proposal to move funds

Steve Linnell updated the committee on an unspent \$144,000 that the Transit Committee had identified from the TIDS and Metro Pulse awning projects. The Transit Committee's recommendation is to reprogram the \$144,000 to make up the difference of a request for STP funds from RTP for a paratransit vehicle. This was the only project where there was a request for funding that wasn't granted; it was the next item on the list and was requested two years ago.

Rick made a motion to approve the Transit Committee request to reprogram the money and Judy seconded. The motion passed by unanimous vote.

C. Allocation of FTA 5307 funds to transit systems

The Transit Committee and members of the Policy Committee have crafted the formula for this year, and the region received significantly less funding than it has in previous years. There has been an advertisement in the newspaper for public comment. The allocation of funds requires Policy Committee approval. Mike M. requested reports from the transit systems that explain the impact of receiving

\$500,000 less than two years ago, in the interest of raising awareness.

Mike M. motioned for approval of the allocation of FY 2010 FTA 5307 funds to transit systems. David seconded. The motion was passed by unanimous vote.

5. MaineDOT Traffic Movement Permit Policy (taken out of order)

Steve Landry from MaineDOT gave a presentation on the proposed traffic permit process. This is an attempt to fix inequalities currently in the system, and to level the playing field. Impact fees would have to meet the nexus test, which stipulates that the reason that money is being collected has to fit the area it's being collected from. The top choice in DOT for the way to organize is by labor market areas. DOT looked at where the ratio of average annual daily traffic to road capacity was nine or higher. For areas where there will be capacity problems, an impact fee will be charged. DOT and the communities within the labor market area will sit down together and decide on the highest priorities for using the money from the impact fees. Projects could include construction or travel demand management. Steve is at the meeting to gauge members' reaction to the idea, and looking for entities to help champion it.

The general consensus was that this is an interesting idea that could use further work. Several members wanted to be certain that it would be reconciled with the Highway Simplification Study, and that the effect on locally-charged impact fees will be studied. The group recommended that the effort keep going.

8. Executive Director's Report

John Duncan gave a brief report of the projects that PACTS is currently working on. It was noted that Cape Elizabeth had also applied to the credit program and needed to be added to the list of applicants.

9. Adjourn

Mike M. moved to adjourn and David seconded. The meeting adjourned at 3:25 P.M.

Agenda Item 4: Annual Check-in on Executive Committee Process

Member Resources: Executive Committee

Staff Resource: John Duncan

Recommendations:

To review the Executive Committee process, and to thank the six members and staff for making the first two years of the Executive Committee exactly what the Policy Committee envisioned, and to thank these individuals:

- The outgoing members, Bill Shane, Greg Tansley, Ed Clifford and Bob Burns, for their two years of professional work to make the new Committee a vital part of the PACTS process.
- John Bubier and Kathi Earley for their continued leadership.
- The incoming members, Dan Bacon, Albert Presgraves, Sara Trafton and Nathan Poore, for accepting the responsibility for the next two years.

Background

The Policy Committee created the Executive Committee in 2008 with the intent that:

- The primary purposes of the proposed Executive Committee were to coordinate more the work of our four standing committees, and to take care of certain details so that the Policy Committee can work on bigger issues and, perhaps, meet less often than in the past.
- The proposed Executive Committee would have little authority.
- The primary purpose of the Transit, Planning and Technical Committees having seats on the Executive Committee was as liaisons between our committees.

The Policy Committee consensus in March 2009 was that the Executive Committee format was working out quite well, and that a check-in be done once a year.

Last month the outgoing and incoming Executive Committee members met for a “hand off” – see the meeting minutes in today’s meeting email. See also the following staff perspective in the June Executive Committee meeting packet:

- Staff feels that the process is going very well. The Policy Committee is meeting less often, is able to focus on larger issues, and is relying on the good work of the Executive Committee.
- One of the reasons for creating the Executive Committee was to foster more interaction between our various committees. While we see this being achieved to some extent in the Executive Committee process, we think that this is being achieved at least as much through our numerous joint committee meetings.

Executive Committee’s Work Since July 2009

Executive Committee Activities July 2009 to June 2010

<u>Agenda Items</u>	<u>July</u>	<u>Aug</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Mar</u>	<u>May</u>	<u>June</u>
Finalize Policy agenda	na	Yes	Yes	Yes	na	Yes	Yes	Yes	na
Member updates	Yes	Yes	No time	Yes	Yes	No time	Yes	No time	Yes
Staff updates*	Yes	Yes	No time	Yes	Yes	No time	Yes	No time	Yes
MDOT TIP request	Action				Action	Action	5 actions	Action	
Project substitution			2 actions						
Project scope amendment								Action	
TIP 2010-2013 process	Briefing								
3-Party Agreement	Briefing		Briefing		Briefing				
Languishing projects		Briefing							
TIP Policies/Procedures			Briefing						
PACTS Credit Program				Special mtg.		Briefing	Briefing		
Transit Committee Holding PIN				Briefing					
Dunstan Corner project					Briefing	Briefing			
Holding PIN status						Briefing			
FY '11 Congressional earmarks						Briefing			
FTA 5307 formula revision							Briefing		
2012/2013 TIP process status								No time	Briefing
BACTS finance report		Briefing							
MDOT Highway Simplification Study							Briefing	No time	
MPO's forum in Auburn			Briefing						
Explore raise fuel tax **		Discuss							
Articulate needs meeting			Briefing						
PACTS media activities					Briefing	Briefing			
PACTS video presentation							Briefing		
MDOT Commissioner meeting			Briefing						
Appointments to committees			Action						
Review Exec Committee process								Discuss	Discuss
Spend \$6,400 for model		Briefing							
Regional aerial photo flight				Briefing					
Amend the planning budget (UPWP)						Briefing			
Status report on UPWP									Briefing

* Includes project administrative actions by staff.

** Not an agenda item, but members and staff discussed at length.

Agenda Item 5 – MaineDOT Draft Local Match Policy

Kat Beaudoin will share MaineDOT’s draft new local match policy regarding capital improvements if it is ready in time for our meeting.

Agenda Item 6 – Report on TIP Priority Setting Work

Staff Resource: John Duncan

Recommendation: Accept reports on the Holding PIN, our Set Asides and our Credit Program.

Background

In September the Policy Committee will program funds for Credit Program projects and for the balance in the Holding PIN, and also for the 2012/2013 biennium MPO Allocation. The process is going well, and there is a lot of work to do to get the job done by September. The MaineDOT's deadline for us is October, but PACTS staff is pushing to finish the committee priority setting work in September. The Executive, Planning and/or Technical Committees were briefed on these subjects two days ago.

Holding PIN Status

The following table (still a work-in-progress) shows a larger balance than we expected!

PACTS Holding PIN Account Status July 13, 2010

	Federal	State	Fed+State
July 8th balance	\$1,454,531	\$276,041	\$1,730,572
<u>Upcoming additions</u>			
OOB sidewalk withdrawal #1	\$151,882	\$24,301	\$176,183
OOB sidewalk withdrawal #2	\$122,200	\$18,800	\$141,000
<u>Upcoming reductions</u>			
OOB intersection substitution	-\$162,954	\$2,380	-\$160,574
Credit Program -- Read Street (Ptd)	-\$54,000	-\$6,000	-\$60,000
Credit Program -- Route 88 (Cumb)	-\$237,500	-\$12,500	-\$250,000
Credit Program -- Route 77 (Cape) *	<u>-\$45,000</u>	<u>-\$5,000</u>	<u>-\$50,000</u>
Balance after additions/reductions	\$1,229,159	\$298,022	\$1,527,181
Buying power of \$1,527,181 with 25% local match:			\$2,036,241

* See narrative below in this meeting packet.

These federal and state funds are available to use NOW. Staff and the Executive Committee will discuss options in August for how to use these funds, and submit a recommendation to the Policy Committee in September. Our current thinking is to fund a high ranking 2012/2013 Set Aside project proposal(s) with the \$2,036,000 and then to reduce that 2012/2013 Set Aside budget accordingly – and then reallocate that amount to the Set Asides according to our Set Aside percentages, or to reallocate on some other basis. *Do Policy Committee members have any thoughts on this today?*

Set Asides priority setting for 2012/2013 biennium

In 2008 we programmed \$14.6 million (federal + state + local) for our 2010/2011 MPO Allocation. Last January we adopted a \$15,000,000 budget as a guide as we prepare for programming the 2012/2013 funds this September. The “budgets” in the Set Aside narratives below reflect the \$15,000,000. We are glad to report that we appear to have **\$15,300,000** available to program, plus the Holding PIN funds described above!

The Executive Committee will review all recommendations before they go to the Policy Committee for action in September.

1. Collector Road Projects (\$8.98 million budget)

Paul is working with Gorrill-Palmer on a draft update of our Regional Collector Roads Study. He and the Technical Committee and MaineDOT will use the results this summer to develop a list of projects for programming by the Policy Committee this fall. The process will be:

- The Technical Committee adopts a field-review list of candidates in early August.
- MaineDOT, PACTS and municipal staff do field work in August.
- Technical Committee finalize list of proposals for programming by the Policy Committee in September.

2. Bike/Ped Projects (\$630,000 budget)

In March, the Policy Committee endorsed a short list of proposals to undergo further scoping (EPS). We have hired Sebago Technics to do the enhanced project scoping (EPS) work. The next steps are:

- In August the Technical and Planning Committees jointly will recommend a set of projects to be field reviewed.
- Policy Committee final programming action in September.

3. Rebuild Roads (\$1,575,000 budget)

On May 20th the Policy Committee chose three proposals for which EPS will be done (by Gorrill-Palmer). Like Bike/Ped above, the process will be:

- In August the Technical and Planning Committees jointly will recommend a set of projects to be field reviewed.
- Policy Committee final programming action in September.

4. Intersections (\$3,000,000 budget)

We are going to use the entire amount on the Dunstan Corner project per the Policy Committee vote in January.

5. STP Transit Capital Projects (\$1,152,000 budget)

The Transit Committee has already adopted a list of projects for action by the Policy Committee in September.

Credit Program

The Policy Committee created this \$1,000,000 pilot program in March. We have received the following four proposals.

- Falmouth has spent \$1,350,000 in local funds on Johnson Road and Middle Road, so is eligible for \$135,000 from the Credit Program. Paul and MaineDOT have applied \$39,000 toward the PACTS-funded Falmouth Route 88 sidewalk project in order to meet a MaineDOT project deadline. The balance will be used for a PACTS-funded Allen Avenue project.
- Portland has spent approximately \$650,000 in local funds rebuilding a section of Read Street. Paul is working with Portland on options for using Credit Program funds – as was discussed with the Executive Committee recently.
- Cumberland expects to spend approximately \$4,000,000 in local funds this year on Route 88. This will make the Town eligible for \$250,000 from the Credit Program. Paul is working Bill Shane on the scope and budget of the Town's recent bike/ped application to PACTS (which was not funded).
- Cape Elizabeth estimates spending \$441,879 on three projects on Route 77. Paul has reviewed the projects, has discussed them with Gorrill-Palmer and has met with Mike McGovern and Bob Malley. He and John have concluded that the Town's proposal does not meet the requirements of our Credit Program even after spending \$441,879 on a state highway. However, Paul and John hope to work out something with Cape Elizabeth after this major expenditure by the Town.

Mike met with the Executive Committee two days ago to discuss his proposal and staff's conclusions. The members decided to discuss the situation further at their August meeting. One idea was to reduce the \$500,000 eligibility threshold.

Paul has looked around the region to see if other towns have also spent significantly on their state roads but less than the \$500,000 Credit Program threshold. Biddeford and South Portland have spent significant amounts, but not nearly as much as Cape Elizabeth has.

The table of page 7 shows estimated amounts to be withdrawn from our Holding PIN for the proposals above. (Staff and MaineDOT have already acted on the Falmouth proposal in order to meet a MaineDOT construction project deadline.)

Agenda Item 7 – Amend Planning Budgets and Fund New Studies

Staff Resource: John Duncan

Recommendations:

1. Amend the FTA 5303 funded section of the Unified Planning Work Program (UPWP) described below.
2. Amend the FHWA-funded section of the UPWP per the Executive Committee recommendation below.

The 2-year PACTS planning and administration budget includes work done by GPCOG, SMRPC, PACTS staff and consultants. The budget is financed by FHWA, FTA 5303, FTA 5307, MaineDOT, transit operators and municipalities.

Our bylaws require that UPWP amendments be acted upon by the Policy Committee.

FTA 5303 Tasks Background

The 2-year FTA 5303 budget adopted in May 2009 was based on an estimate of federal funding as usual. We just learned that the actual FY 2010 federal funding amounts are slightly less than estimated. The bottom line is a reduction of \$11,606 from \$635,478 to \$623,872.

The Transit Committee has endorsed Steve Linnell's following proposal which reflects the \$11,606 overall budget reduction and an accounting shift between tasks based on actual levels of effort during the past year and on revised expectations for the coming year.

- UPWP Task 6 – Increase this task by \$16,825 to \$100,288. This Task has been used more than expected in the first year of the biennium due to unusual amount of Committee Support required. (Task 6 is for PACTS committee support and administration.)
- UPWP Task 7 – Reduce this task by \$4,000 to 99,984. (Task 7 is for the Regional Sign and Shelter work and Traveler Information.)
- UPWP Task 8 – No Change, \$125,777 (Task 8 is for implementation of the PACTS Transit Coordination Study, Maine Clean Communities work, coordination with state and federal agencies, and transportation/human services planning.)
- UPWP Task 9 – No Change, \$117,049 (Task 9 is for the automatic vehicle location work, Congress Street bus priority study, and the regional bus passenger survey.)
- UPWP Task 10 – Reduce this task by \$22,109 to \$56,000 (Task 10 is for technical activities such as mapping, databases and training.)

Background and recommendation on FHWA-Funded Tasks

Based on a mid-biennium review of our budget, staff is showing that we have \$64,949 in consultant study funding to reallocate. See the table on page 12. We also expect that we will have more study funding to reallocate this fall.

On June 8th staff introduced this topic to the Executive Committee and suggested that we consider a range of study proposals: new efforts proposed by staff, and the February 2009 study proposals that the Policy Committee did not fund in our current UPWP. At that time the Executive Committee recommended that staff contact Portland, Scarborough and Windham regarding their 2009 study proposals that had not been funded. Staff did so, and asked the municipalities if they are still interested, have the 20% match required, and if they would be able to complete the efforts by next June. All three municipalities said yes on all accounts.

The Portland and Scarborough study proposals (to implement the Portland TDM ordinance and to develop a pedestrian plan for the Oakhill area) are the two highest ranking study proposals from February 2009 that we did not fund. The two Windham proposals ranked below the Portland and Scarborough proposals.

Two days ago staff recommended that we fund the two studies below (at reduced budgets) plus expand upon a regional bicycle and pedestrian promotion initiative being done by the Bicycle Coalition of Maine (also at a reduced budget). The latter initiative is ready to start right away.

However, based primarily on the principles of funding studies which had been ranked through our biennial studies ranking process and which are “next in line”, the Executive Committee recommends that we fund the following two efforts based on their proposed budgets:

- \$20,000 implementation of the Portland TDM ordinance
- \$40,000 Oakhill pedestrian plan in Scarborough

The budgets for the two Windham study proposals are \$25,000 and \$53,600 – well beyond the remaining \$4,949.

July 13, 2010 PACTS Planning/Administration Budget Change Recommendations

<u>Budget Items</u>	<u>Budget</u>	<u>Current Estimate</u>	<u>Change Estimate</u>	<u>Comments</u>
PACTS Staff and GPCOG support	\$989,000	\$989,000	\$0	
Maine Clean Communities	\$30,000	\$30,000	\$0	
SMRPC Planning Services	\$30,000	\$30,000	\$0	
GPCOG Planning Services	\$30,000	\$30,000	\$0	
PACTS Model Consultant	\$43,459	\$38,459	-\$5,000	
Portland Forest Avenue (1)	\$100,000	\$100,000	\$0	
Portland Franklin Street (1)	\$100,000	\$100,000	\$0	RFP send soon.
Portland Congress St. Bus Priority (1)	\$55,000	\$55,000	\$0	Funded with FTA 5303 \$.
Regional Aerial Photo Flight	\$20,000	\$20,000	\$0	Do by Spring 2011???
Regional Collector Study II	\$20,000	\$11,000	-\$9,000	Draft report under review.
Regional Dest. Tomorrow Update	\$25,000	\$20,000	-\$5,000	Developing a scope.
Regional Enhanced Project Scoping	\$25,000	\$20,000	-\$5,000	
Regional Signal Study II	\$25,000	\$25,000	\$0	
Regional Transit Focus Initiative (1)	\$40,000	\$40,000	\$0	Hired Nelson-Nygaard team.
Regional Urban Finance Study	\$10,000	\$10,000	\$0	\$4,200 spent so far.
Simplification MPO's/MaineDOT	\$20,000	\$20,000	\$0	Melrose...spent \$17.5k so far.
Windham Comp. Transpo. DOT (1)	\$40,000	\$40,000	\$0	RFP send soon.
Yarmouth Route One Phase III	<u>\$40,000</u>	\$40,000	<u>\$0</u>	Hired Gorrill-Palmer
Pre-Carryover Subtotal	\$1,642,459	\$1,618,459	-\$24,000	
<u>Carryover from 2008/2009 UPWP</u>	<u>Note 2</u>	<u>Note 3</u>		
Portland Libbytown Trail	\$2,000	\$1,765	-\$235	
Regional Bike/Ped Plan Update	\$5,000	\$4,669	-\$331	
Regional Planning Software	\$16,000	\$0	-\$16,000	No longer a priority.
Regional Signal Study I	\$28,500	\$26,966	-\$1,534	
Regional Traffic Counts	\$16,000	\$16,000	\$0	Scope being developed.
Scarborough Running Hill Road	\$13,000	\$4,600	-\$8,400	
TIF TOD Outreach	\$2,000	\$1,954	-\$46	
Transit Bus Route Study	\$30,000	\$30,000	\$0	RFP sent. No bidders.
Transit Regional Ride Guide	\$3,000	\$0	-\$3,000	
Tri-Community Transportation Plan	\$53,290	\$48,702	-\$4,588	
Veterans Bridge Facilitation	\$3,000	\$750	-\$2,250	
Westbrook Downtown Streetscape	\$2,210	\$0	-\$2,210	
Windham Route 302 Study	<u>\$3,000</u>	<u>\$645</u>	<u>-\$2,355</u>	
Carryover Subtotal	\$177,000	\$136,051	-\$40,949	
Total	\$1,819,459	\$1,754,510	-\$64,949	Available to reallocate
<u>New Efforts as proposed by Executive Committee</u>				
Portland TDM Ordinance Implementation			\$20,000	
Scarborough Oakhill Pedestrian Plan (1)			<u>\$40,000</u>	
			\$60,000	

Agenda Item 8 – Proposal to submit TIGER II application

Staff Resource: Paul Niehoff

Recommendation: Support a staff recommendation that the PACTS Executive Director submit a grant application described below.

Background

A team led by the South Portland Land Trust has asked that PACTS submit an application for a planning grant under the TIGER II program. The team (not PACTS staff) is writing the grant application. Staff thinks this is an appropriate role for PACTS because it's a regional proposal, it's an exciting bike/ped concept, we have been asked, and the TIGER II rules allow MPO's to apply.

Project Title:

Greater Portland's Regional Bicycle and Pedestrian Corridor Planning Project

Project Description:

This bicycle and pedestrian transportation planning project will conduct benefit cost analyses, feasibility studies, and preliminary trail and bridge designs that when built would complete a safe, efficient regional trail corridor through the Greater Portland area that will connect rural, suburban, urban and economically-disadvantaged populations to our major employment, transit and educational centers.

Name of Lead Applicant: The Portland Area Comprehensive Transportation System

Primary Partners: The Town of Scarborough, the City of Portland, the City of South Portland, Portland Trails, the Eastern Trail Management District, the East Coast Greenway Alliance and the South Portland Land Trust.

Primary Grant Writers: Jon Doré, South Portland Land Trust, wgarland@maine.rr.com, (207) 767-8257.

Nan Cumming, Portland Trails

Jeff Ryan, 19 Oaks, jryan5@mac.com, (207) 807-7633.

Project Components: Traffic and Feasibility Studies, Route and Benefit/Cost Analyses, and Designs

- The Scarborough component of the project will open up trail use as a viable commuting and recreational option to the residents of the Town of Scarborough and to all users of the Eastern Trail/East Coast Greenway.

- The Long Creek Bridge component will provide an off-road connection from Scarborough and the east end of South Portland to the Maine Mall area, one of Maine's most important centers of employment and commerce. Connector trails will also lead to the separated bike/ped facilities of the soon-to-be reconstructed Veteran's Memorial Bridge and West Commercial Street.
- The Veteran's Memorial Bridge pedestrian overpass will provide safe access over an automobile onramp eliminating the need for bicyclists and pedestrians to cross high speed, high volume traffic at any point in their trip across the bridge and onto connector trails
- The Bayside component will provide a 1.2 mile trail link between the Eastern Promenade trail and the Back Cove trail. This trail will pass along the Franklin Street Arterial through the ongoing revitalization effort in the economically disadvantaged Bayside Neighborhood and through Exit 7 off I-295 to Back Cove. The component includes a trail link from the Bayside trail to Deering Oaks Park.
- Finally, the swing bridge retrofit component will open up a major commuter link by retrofitting an old rail swing bridge that will carry users coming over the Martin's Point Bridge from the Town of Falmouth into Downtown Portland and to all trail points south.

Agenda Item 9 – Consent Agenda (1 action item and 3 info items)

1. MaineDOT Request for a TIP Amendment

Late on Tuesday afternoon MaineDOT staff asked that the Policy Committee amend the PACTS Transportation Improvement Program for 17 bridge-deck replacements on I-295. The one-sentence email provided no details. We will provide details at the Policy Committee meeting.

2. Transit leadership – *For information only*

News of Ed Clifford's resignation as General Manager of the Shuttlebus-Zoom prompted a few conversations on the potential opportunities for more regionalizing of our transit systems. The Transit Committee's perspective is to "stay the course" in our great progress in implementing our 2007 Transit Coordination Study. The Executive Committee conversation echoed those sentiments except for the suggestion that we consider next year (when we are assembling our next 2-year PACTS studies budget) the idea of funding an administrative costs comparison of a regional transit authority with our status quo.

3. The Transit Committee's annual accomplishments report to the Policy Committee – from Ed Clifford, the Transit Committee Chair. The following is a synopsis of PACTS Transit Committee activities that took place over the course of Fiscal Year 2010

The PACTS Transit Committee continues to work across boundaries to enhance the regional transit system. In FY10, the members continued to implement the recommendations of the PACTS Regional Transit Coordination Study (2007), by increasing communication, coordinating regional planning activities, and collaborating on customer information. In FY10, the members:

- Developed the first single Transit Guide for all the public transportation services in the region. The regional map and timetable received a ReCOGNition award from GPCOG.
 - Facilitated and increased regional communication through twelve (12) Transit Committee meetings and eight (8) Operations Committee meetings.
 - Convened three (3) joint meetings with the Planning Committee to pursue the common goal of making better linkages between transit and land use planning.
 - Continued to work collaboratively to develop plans for Automatic Vehicle Location systems to track bus locations in the region. The goal is to provide riders with regionally integrated real time arrival and departure information and to improve transfers between services.
 - Made recommendations to the Policy Committee on the distribution of Surface Transportation Program (STP) Transit funds, and on the reallocation of unspent STP funds.
 - Worked to build consensus on the sub-allocation to transit providers for the annual allocation of Federal Transit Administration 5307 urban funding.
 - Reconvened the Regional Transit Pass subcommittee to work on the development of a regional pass and to discuss the current and future fare levels.
 - Attended several meetings related to PACTS projects, such as the Gorham East/West Corridor study and Portland-North rail effort.
 - Continued to have representatives attend meetings of other PACTS Committees, including Executive, Planning and Technical, and reported to the Transit Committee on important items.
 - Assisted in the successful passage and implementation of Transit TIF legislation, a landmark effort to improve transit funding.
4. At the May 20th Policy meeting the Committee asked the transit providers to give an assessment of how the lower amount of FTA 5307 funding effects their service and specifically their riders. Here is the Transit Committee's report on the negative effects of cuts in FTA 5307 funding.

South Portland Bus Service

With a decrease in South Portland's municipal budget coupled with less 5307 funding, SPBS and our CUSTOMERS have been impacted in two significant ways, with trickle down to a third area that is closely linked:

1. Fare increases: 25% increase in student fares and 20% increase in all other fares to raise an additional estimated \$13,038.00 in revenue.
2. Reduction in level of service: Forced to eliminate one of our three bus routes and reduce frequency on the remaining two routes while "expanding" the service area. This impacts our customers in several ways: some will be inconvenienced by a transfer to another bus to travel from one end of our city to the other end. The bus will be less frequent on the other two routes. Internally, this meant one of our 40 hour full time positions was reduced to a permanent part time position; we don't yet know how this will work out for us in terms of coverage.
3. More preventive maintenance shifted to municipal taxpayer: transparent to the outside world, we have decided internally to apply all of the federal funding to operations rather than using some for preventive maintenance. In the past, SPBS applied \$30,000 of 5307 funding toward preventive maintenance of our aging fleet, but are no longer able to do so. Rather, we have added additional funds in the annual Capital Improvement Plan (i.e., for capital replacement and repairs). As a practical matter, it's all municipal taxpayer money closing the gap in a shortfall of federal funding.

ShuttleBus Local Bus Service

The reduction in 5307 funding necessitated that the Biddeford-Saco-OOB Transit reduce the ShuttleBus Local service last Fall. \$66,000 from the ShuttleBus budget had to be eliminated or shifted to other services as a result of the less than anticipated 5307 revenue.

In October, Saturday service was cut 3 hours with a 10:00am versus 7:00am start. This later start time affected riders who used transit to get to work on weekends. Sunday bus service was similarly reduced and the service was cut to one-bus operating on two-hour versus hourly intervals. One of few transit services that operate on Sundays, this service reduction nevertheless impacted the community given the number of UNE students and seasonal Old Orchard Beach workers that rely on the bus.

Ironically, these cuts arrived at a time of increased use of the ShuttleBus. In 2007 the ShuttleBus extended route mileage by incorporating the Shops at Biddeford Crossing. Schedule improvements, marketing and other efforts brought a 48% increase in annual ridership. As a result, the ShuttleBus has been anticipating an increase in its pro-rated share of the 5307 allocation to PACTS. Due to the 5307 funding cuts the service has yet to receive any increase to reflect its development and in fact are receiving *decreasing* amounts (\$178,000 two years ago to \$149,000 in FFY10).

BSOOB Transit operates on July/June fiscal year and we will be monitoring the Federal allocation that will be available next year (FFY11). Further service cuts to the ShuttleBus Local might be necessary if the 5307 allocation remains unchanged or reduced.

Casco Bay Island Transit District

The reduction in 5307 funding will mean a reduction in the scope of annual dry dock maintenance work done on our vessels this year. Each year two or three of our vessels go into dry dock for bi-annual maintenance work. This work is done to be sure the boat is safe and in satisfactory operational condition as well as extending the life cycle of the vessel. At that time a Coast Guard inspection of the hull is done. Dry dock work is very expensive and a reduction of the 5307 funding means that less will be done pushing work that should be done off for at least two more years. Increasing fares to cover this difference is currently not an option because of the reaction as evidenced in a recent petition from some islanders to the Maine Public Utilities Commission to the last rate increase. Further cost reductions will also not make up the difference because recent cost cutting initiatives already have exhausted all significant cost saving items.

Greater Portland Transit District (METRO)

The recent reduction in FTA 5307 funds has impacted METRO's current CY/FY 2010 budget in the amount of \$88K. Coupled with the Tax Extenders revenue stream of \$70 K still unresolved in D.C., there is pressure on the District's conservative budget for FY2010. Regardless of the fare increase in April 2010, the District will be carefully looking at the expense side of our budget in the near future.

Unlike other agencies, we have been fortunate to have an extended warranty program on items that would have been overhauled. The warranty ends in 2011 and the District is in the process of determining how to deliver cost effective service. The District has welcomed the revenue and ridership derived from the MaineCare Bus Program but there is uncertainty about future expectations.

METRO expects the District will be addressing tough issues in the near future and will act accordingly as we plan for 2011.

Regional Transportation Program

The reduction of \$10,000 in our 5307 funding impacts RTP both in substance and timing. The impending MaineCare rate reductions effective August 1, will cost our agency several \$100,000's in lost revenues at a time when we are experiencing a 33% increase in the demand for our service. More than ever, RTP, as with other regional transportation providers, is heavily dependent on FTA operating assistance funds to help us provide safe and efficient transportation in these very difficult financial times.

York County Community Action Corporation

Due to the small amount of 5307 funding that YCCAC receives, the reduction will not affect them significantly.

Agenda Item 10 – Executive Director’s Report

1. The Technical, Transit and Planning Committees officers for the next two years are:
 - Transit – Sara Trafton, RTP Executive Director
 - Technical – Dan Jellis, Yarmouth Town Engineer
 - Planning – Dan Bacon, Scarborough Planning Director

2. These committees met and/or are meeting in July:
 - Executive Committee
 - The Technical and Planning Committees met together – **25 people**.
 - The *Destination Tomorrow* Update Subcommittee
 - Transit Committee
 - Transit Operations Committee
 - Traffic Signal Coordination Committee
 - Tri-Community Transportation Plan Committee

3. Two days ago the newly reconstituted Executive Committee:
 - Finalized today’s agenda and recommendations.
 - Decided to make decisions as often as possible by consensus during the next two years.
 - Endorsed an OOB project substitution.

4. September Policy Committee draft agenda:
 - Final action on TIP projects for 2012/2013 biennium, on the use of the Credit Program funds and on the use of the Holding PIN money. MaineDOT’s deadline for us is October, but we would like to get it done in September.
 - MaineDOT overview on Portland North Study process and recommendations, and the MaineDOT study regarding extension of Amtrak service to Lewiston/Auburn.

5. Executive Committee’s draft August meeting agenda:
 - Endorse TIP amendment for the four traffic signal projects endorsed in concept for earmark funding by the Policy Committee last winter. This is based on a MaineDOT request for more details in our submission.
 - Discuss a proposal to change PACTS TIP Policy that currently requires that all unspent or withdrawn TIP project funds return to the Holding PIN.
 - Continue to work with staff on TIP 2012/2013 priority setting process.
 - Staff and member updates.

6. GPCOG and PACTS staff are working with others to organize a \$1,000,000-plus study proposal under the HUD/EPA/DOT Sustainable Communities Planning Grant Program. *FTA Region One's Interim Regional Director is going to visit this month in order to discuss the grant application.*
7. Tex Haeuser was recently honored as the Planner of the Year by the Maine Association of Planners.
8. Portland hired Bruce Hyman as a Bicycle/Pedestrian Coordinator for a 2-year position that is funded with federal stimulus funds.
9. The Portland City Council recently passed an ordinance to allow developers to pay a fee in lieu of building new parking spaces. The fee revenues will go into a Sustainable Transportation Fund.
10. See list below of lead roles of PACTS staff in our work during the coming year.

PACTS Staff Primary Contacts for July 2010 to June 2011 Work at PACTS

	<u>John</u>	<u>Paul</u>	<u>Carl</u>	<u>Notes</u>
TIP projects administration		X		Scoping/budget coordination with MDOT and muni's,
		X		Holding PIN, Credit Program,
		X		3-Party agreements, Project ID forms, other
Enhanced project scoping		X		
TIP projects lists for 12/13 biennium	X	X		
Destination Tomorrow Update			X	
PACTS Video II	X		X	
Gorham East West Corridor Study	X		X	
Traffic signals management initiative	X		X	
Policy and Executive Committees	X			
Planning Committee			X	
Technical Committee		X		
Transit Committee		GPCOG's Steve Linnell is the primary staff.		
Citizen group on bike/ped topics		X		
Greater Ptd TIGER II plan grant app.		X		A South Portland Land Trust effort
Public Participation Plan Update	X			
MDOT Highway Simplification Study	X	X		
MDOT annual conference planning	X			
HUD/EPA/DOT Sustain grant app.			X	A GPCOG initiative
Pedestrian access to bus stops			X	A GPCOG effort
Legislative activities	X			Includes December Legislators Forum
Earmarks and High Priority Projects	X			Staff work funded with municipal funds
UPWP: administrative functions	X			
UPWP: develop new for 2011 to 2013	X			
MDOT's Martin's Point Bridge plan		X		
MDOT's Windham River Road plan	X			
<u>PACTS-funded Consultant Efforts</u>				
GPCOG Planning Services	X			Mapping, website support, other technical assistance
Maine Clean Communities		GPCOG's Steve Linnell is the primary staff.		
PACTS Model Consultant	X			Kevin Hooper
Portland TDM Ordinance Implement			X	Assuming funded in July 2010
Portland Forest Avenue			X	
Portland Franklin Street			X	
Portland Congress St. Bus Priority		GPCOG's Steve Linnell is the primary staff.		
Regional Aerial Photo Flight	X			
Regional Collector Study II	X			Gorrill-Palmer
Regional Dest. Tomorrow Update			X	
Regional Enhanced Project Scoping	X			Gorrill-Palmer, and Sebago Technics
Regional Signal Study II			X	To be combined with Congress St. study
Regional Traffic Counts			X	
Regional Urban Finance Analysis	X			
Scarboro Oak Hill Pedestrian Plan			X	Assuming funded in July 2010
Simplification MPO's/MaineDOT	X			Maine Tomorrow
SMRPC Planning Services	X			
Transit Bus Route Study		GPCOG's Steve Linnell is the primary staff.		
Transit Focused Region Initiative			X	Nelson-Nygaard team
Tri-Community Transportation Plan			X	Gorrill-Palmer team
Windham Comp. Transpo. Study			X	
Yarmouth Route One Phase III			X	Gorrill-Palmer

