

LEWISTON-AUBURN TRANSIT COMMITTEE

Thursday, June 26, 2014
12:00 PM

@ AVCOG

1. Declaration of Quorum/Call to Order
2. Consent Agenda
 - A. May 8, 2014 Minutes – (enclosed)
 - B. AVCOG May 2014 Invoice – (enclosed)
 - C. WMTS Fixed Route and ADA Invoices for April and May 2014 – (enclosed)
 - D. ATA Revenue Statement April 2014 – (enclosed)
3. Public Comment
4. Bills and Communications
 - A. Budget-to-Actual April 30, 2014 - (enclosed)
 - B. Ridership Reports May 2014 Fixed Route – (enclosed)
5. Review and Update
 - A. Boys and Girls Club citylink Summer Program
 - B. MaineCare Broker - Logisticare
 - C. RFP's for transit related studies
6. CCI's Mobility Management and Travel Training Programs

Enclosed is an update provided by CCI on the Mobility Management Program that they are providing. Under separate attachment are the Travel Training Guide and Travel Training Trainer's Guide that CCI has put together. CCI has taken two groups out on citylink and has requested additional 6-ride passes for participants. (Action)
7. Bus Shelters

Discussion of citylink bus shelters.
8. Advertising Policy
 - A. Enclosed is LATC's Advertising Policy. The Policy has been discussed before but final changes and approval of the policy has not occurred. (Action)
 - B. Request to Allow Anti-Marijuana Ad on citylink Buses (Action)
9. Capital
 - A. SLF Disposal - Update
 - B. Bluebird - Update
10. Monthly Passes to Greyhound Personnel

Greyhound personnel have requested 2 monthly buses for staff. Greyhound sells a significant number of passes for LATC. (Action)
11. Auburn Bus Station

Update.

Executive Session

12. Other Business

Adjourn

**Next Meeting –
July 2014 to be determined**

LEWISTON-AUBURN TRANSIT COMMITTEE
Minutes of May 8, 2014

@ AVCOG

MEMBERS PRESENT

Belinda Gerry	Auburn
Phil Nadeau	Lewiston
Karen Veilleux	Auburn
Howard Kroll	Auburn

MEMBERS ABSENT

Christina Berry (excused)	Lewiston
Lucy Bisson (excused)	Lewiston
Mark Cayer	Lewiston

STAFF AND OTHERS PRESENT

Russell Soule	WMTS
Harold Allen	WMTS
Sandy Buchanan	WMTS
Jennifer Williams	ATRC
Marsha Bennett	AVCOG/LATC
Greg Whitney	AVCOG

LATC Workshop – (12:10 – 12:35)

A workshop was held prior to the regularly scheduled meeting to discuss and finalize the scope or work and timeline for LATC's two studies – Short Range Transit Study Update and the Transit Management Structure RFP. Representatives from Auburn suggested several items (hand out #1) to be added to the fixed route study RFP and one item to the management study RFP. The committee agreed that two suggested items should be in the management plan and not the fixed route study. Standards for evaluating the performance of the service and fare pricing policies will be included in the management study. The two RFP's need to be reviewed by MaineDOT to ensure all areas of compliance are being met. Marsha Bennett will make the changes and establish a new timeline.

1. Declaration of Quorum/Call to Order

A quorum was declared and the meeting was called to order at 12:35 PM.

2. Consent Agenda

- A. April 10, 2014 Minutes
- B. WMTS Fixed Route and ADA Invoices for March 2014
- C. ATA Revenue Statement March 2014

MOTION Howard Kroll to approve the consent agenda. **SECONDED** by Belinda Gerry. MOTION passed 4-0.

3. Public Comment

There was no public comment.

4. Bills and Communications

- A. AVCOG April 2014 Invoice - (Hand out #2)
- The AVCOG invoice was distributed at the meeting.

B. Budget-to-Actual April 30, 2014

Greg Whitney reviewed the financial reports through April 30, 2014. Year-end projections indicate ATA revenues are ahead of budget. The committee budgeted \$15,000, we are currently at \$18,000, and are projecting \$25,000 in revenue for the year. Fuel and fare box are doing well, projecting a year-end savings of over \$30,000 in local funds.

MOTION by Howard Kroll to approve the April AVCOG invoice and to accept and place on file the April 30, 2014 Budget-to-Actual report. SECONDED by Belinda Gerry. MOTION passed 4-0.

C. 4/29/14 Grow America Act (email) information

D. 4/29/14 CNG Workshop for Fleets (email) - information

5. **Review and Update**

A. Business to Business Trade Show

LATC will not be participating in the B2B Trade Show this year. ATA will be in New York that day working to attract future advertisers.

B. The agenda was incorrect. There is no agenda item 5B.

C. Customer Appreciation

Marsha Bennett will be coordinating this with Dunkin Donuts and WMTS.

D. MaineCare Brokerage Bids

DHHS awarded a new brokerage contract MaineCare transportation services. Logisticare was awarded the contract for District's 1, 2, 6 and 7 (Androscoggin, Franklin and Oxford Counties). Logisticare is currently the broker in York County.

E. Inspection of Bluebird Buses

Two representatives from Bluebird spent a day at WMTS inspecting LATC's four Bluebird buses. This is in response to the safety complaint that Phil Nadeau filed with NHTSA pertaining to the low steering linkage on the Bluebird buses. If a safety concern is identified, NHTSA will require the manufacturer to fix it. The Bluebird inspectors also looked at Bangor's one Bluebird. Phil noted another safety issue that has recently been filed to NHTSA pertaining to leaking antifreeze in the passenger compartment. WMTS stated that they recently had an antifreeze leak. They will follow up on this.

Phil stated that he will be contacting FTA Region I soon because he has not heard anything from them as a result to the Bluebird report he prepared. FloridaDOT has complaints from five operators about the Bluebird buses.

6. **FY2015 Budget**

Enclosed in the agenda packet was a revised FY2015 budget reducing the request for local share to last year's amount of \$211,378 per city. MaineDOT has since released the FY2015 state funds only funds (Handout #5) and funding to LATC is \$98,115, nearly double what was in LATC's original budget. \$600,000 that made up the Transit Bonus program and funds from the multi-modal account has been allocated for transit operating assistance. The increase in state funds reduces LATC's FY2015 local share by \$47,990 or \$23,995 per community (Handout #4, 5/8/14 FY15 Revised Budget). Marsha Bennett will email the revised budget to Phil and Howard.

MOTION by Howard Kroll to approve the May 8, 2014, LATC FY2015 Revised Budget reflecting local share in the amount of \$211,378 per community. SECONDED by Karen Veilleux. MOTION passed 4-0.

7. FY2013 Audit

Greg Whitney reported that LATC had a clean audit with no finding. Copies are available if anyone would like a hard copy.

MOTION by Howard Kroll to approve and accept the FY2013 Audit prepared by RKO. SECONDED by Karen Veilleux. MOTION passed 4-0

8. Androscoggin Home Care & Hospice and Healthy Androscoggin Healthy Food Program

Androscoggin Home Care & Hospice's Community Care Team has partnered with Healthy Androscoggin to improve nutrition at a lower cost and to increase physical activity. At the last meeting, Angela Richardson, AHC&H, made a presentation to LATC about the program and what they are trying to accomplish. LATC would like more specific information from AHC&H as to how transit is needed to promote the program and what would they like for assistance from LATC and citylink. Marsha Bennett will follow up with Angela.

9. Capital

A. Transit Operators Maintenance Forum

MaineDOT recently held a Transit Operators Maintenance forum for all transit operators in the state that receive state and/or federal funds. These meetings are held quarterly. Dan Rolfe, MaineDOT Fleet Services, stated that if DOT hasn't already performed a maintenance review of an agency in the past three years, you will be contacted soon to schedule a review by the end of summer. The reviews that they have conducted so far are showing that record keeping/documentation is an issue for almost everyone.

B. Large Bus Procurement

MaineDOT will be holding a meeting with the large bus operators to develop a "needs" list. DOT will be pursuing used buses and is looking at bringing on a contractor to assist DOT staff in locating and inspecting potential buses.

Phil Nadeau stated that he was contacted by a WCSH Channel 6 news reporter requesting citylink maintenance records since 2011. A FOIA request had been submitted to MaineDOT for this information and the reporter was told that they do not keep that information. The information was being requested for a possible follow-up story to the issues from last fall. Phil provided maintenance information.

10. Short Range Transit Study and Management Study

The two RFP's for transit related studies will be brought back to LATC for final approval once they are finalized.

11. Auburn Bus Station

A motion to enter into executive session was made at 1:30 PM.

MOTION by Howard Kroll to go into Executive Session under State of Maine statute Title 1, Chapter 13, Public Records and Proceedings, §405 Executive Sessions, Section 6, C, to discuss the acquisition or use of real property. SECONDED by Karen Veilleux. MOTION passed 4-0.

Executive session ended at 2:00 PM

12. Other Business

There was no other business.

Adjournment

MOTION by Howard Kroll to adjourn at 2:00 PM. SECONDED by Karen VEilleux. MOTION passed 4-0.
Next scheduled meeting will be determined.



Date: June 4, 2014

Mr. Phil Nadeau
 Lewiston-Auburn Transit Committee
 125 Manley Road
 Auburn, ME 04210

330001-189

RE: Invoice for Administrative Services performed by Androscoggin Valley Council of Governments for the Lewiston-Auburn Transit Committee in Administration, Marketing and the Intermodal Transfer Facility

Period: May-14

INVOICE

DATE	DESCRIPTION	AMOUNT
May-14	PLANNING AND FINANCE	
	Salaries and wages	727.23
	Fringe benefits	130.52
	Local Travel	3.36
	Postage	4.20
	Administrative & meetings	5.07
	Telephone	0.00
	Web Page Maintenance	0.00
	Office supplies	0.00
	Printing & Publications	0.00
	Advertising	0.00
	Memberships, dues & subscriptions	0.00
	Building repairs and maintenance	0.00
	Legal	0.00
	Indirect costs	202.97
	Total Planning & Finance	1,073.35
	MARKETING	
	Salaries and wages	0.00
	Fringe Benefits	0.00
	Local travel	0.00
	Project Supplies	0.00
	Printing & publications	0.00
	Indirect	0.00
Total Marketing	0.00	
TOTAL DUE AVCOG \$		1,073.35

Payable upon receipt.

Please make checks payable to:
 Androscoggin Valley Council of Governments



**Western
Maine
Transportation
Services**

Queen Holmes, Chairperson

Sandra E. Buchanan, General Manager

May 20, 2014

Mr. Phil Nadeau, Chairman, LATC
AVCOG
125 Manley Road
Auburn, Maine 04210

Re: April, 2014 Billing

Dear Phil:

The following represents the invoice for Fixed Route transportation services to the LATC for the month of April, 2014:

Total – Per Contract	\$ 96,883.34
Less: Farebox	(\$ 9,696.42)
Less: Passes	(\$ 1,015.50)
Less: Bus-N-buy	(\$ 6,417.00)

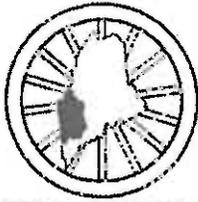
Total Due to WMTS	\$ 79,754.42

Thank you very much.

Sincerely,

Russell C. Soule
Deputy Manager/Director of Finance & Administration

76 Mellow Rd Auburn, Maine 04210
telephone 207-333-6972 fax: 207-795-6725



Western
Maine
Transportation
Services

10000 Highway 100, Bangor, ME 04401

10000 Highway 100, Bangor, ME 04401

May 20, 2014

Mr. Phil Nadeau, Chairman, LATC
AVCOG
125 Manley Road
Auburn, Maine 04210

Re: April, 2014 Billing

Dear Phil:

The following represents the invoice for ADA transportation services to the LATC for the month of April 2014:

Total – Per Contract	\$ 12,783.34	
Less: ADA	\$ (2,820.00)	940 Trips
Less: PCA's	\$ (0.00)	6 Trips
Less: Escorts	\$ (3.00)	1 Trip
Total Due to WMTS	\$ 9,960.34	947 Trips
 April No-Shows	 \$ 39.00	 13 Trips (Excluded from above)

Thank you very much.

Sincerely,

Russell C. Soule
Deputy Manager/Director of Finance & Administration



**Western
Maine
Transportation
Services**

CLARA FLORES, Chairperson

RUSSELL C. SOULE, General Manager

June 16, 2014

Mr. Phil Nadeau, Chairman, LATC
AVCOG
125 Manley Road
Auburn, Maine 04210

Re: May, 2014 Billing

Dear Phil:

The following represents the invoice for Fixed Route transportation services to the LATC for the month of May, 2014:

Total – Per Contract	\$ 96,883.34
Less: Farebox	(\$ 8,670.35)
Less: Passes	(\$ 738.00)
Less: Bus-N-buy	(\$ 4,302.00)

Total Due to WMTS	\$ 83,172.99

Thank you very much.

Sincerely,

Russell C. Soule
Deputy Manager/Director of Finance & Administration

76 Merrow Rd Auburn, Maine 04210
telephone 207-333-6372 fax: 207-795-6725



**Western
Maine
Transportation
Services**

CLARENCE HODGKINS, CHAIRMAN

JOHN R. E. BUCKHAM, GENERAL MANAGER

June 16, 2014

Mr. Phil Nadeau, Chairman, LATC
AVCOG
125 Manley Road
Auburn, Maine 04210

Re: May, 2014 Billing

Dear Phil:

The following represents the invoice for ADA transportation services to the LATC for the month of May 2014:

Total – Per Contract	\$ 12,783.34	
Less: ADA	\$ (2,745.00)	915 Trips
Less: PCA's	\$ (0.00)	4 Trips
Less: Escorts	\$ (0.00)	0 Trip
Total Due to WMTS	\$10,038.34	919 Trips
May No-Shows	\$ 12.00	4 Trips (Excluded from above)

Thank you very much.

Sincerely,

Russell C. Soule
Deputy Manager/Director of Finance & Administration

8:02 AM

05/02/14

Cash Basis

Alternate Transit Advertising, Inc.

L/A Sales

April 2 - 30, 2014

Type	Date	Num	Name	Ship Date	Paid Amount
Service					
Net Due System					
NET L/A					
Invoice	4/2/2014	11188	Maine Health Access Foundat...	1/1/2014	805.00
Invoice	4/7/2014	11388	U.S. Cellular	1/1/2014	1,050.00
Total NET L/A					1,855.00
Total Net Due System					1,855.00
Total Service					1,855.00
TOTAL					1,855.00

LEWISTON - AUBURN TRANSIT COMMITTEE FY2014
For the Period Ending May 31, 2014

	BUDGET	ACTUAL	VARIANCE	%	Year end Projection
BUS STATION EXPENSES					
JANITORIAL	7,500.00	7,070.00	430.00	94.27%	9,500.00
MAINT/REPAIRS	6,000.00	4,079.00	1,921.00	67.98%	6,000.00
SUPPLIES/JANIT.	2,000.00	374.39	1,625.61	18.72%	1,000.00
SNOW REMOVAL	7,500.00	7,594.98	(94.98)	101.27%	7,595.00
RESTROOM RENTAL	1,350.00	840.00	510.00	62.22%	1,350.00
UTILITIES:					
GAS	4,000.00	2,880.09	1,119.91	72.00%	3,500.00
ELECTRIC	4,000.00	2,204.95	1,795.05	55.12%	4,000.00
H2O/SEWER	600.00	208.24	391.76	34.71%	600.00
INSURANCE	600.00	665.00	(65.00)	110.83%	665.00
TOTAL	33,550.00	25,916.65	7,633.35	77.25%	34,210.00
ADMINISTRATION EXPENSES:					
AVCOG-PLAN/FIN	13,000.00	10,466.34	2,533.66	80.51%	13,000.00
MEETINGS/CONF.	2,000.00	1,211.36	788.64	60.57%	2,000.00
ADV./MARKETING	3,000.00	145.93	2,854.07	4.86%	3,000.00
AUDIT	6,350.00	6,250.00	100.00	98.43%	6,250.00
LEGAL	600.00	220.00	380.00	36.67%	600.00
OTHER (Bus storage)	-	1,361.00	(1,361.00)		1,361.00
TOTAL	24,950.00	19,654.63	5,295.37	78.78%	26,211.00
TOTAL BUS STATION/ADMIN DEFICIT	58,500.00	45,571.28	12,928.72	77.90%	60,421.00
Federal Subsidy	29,250.00	22,785.64	(6,464.36)	77.90%	30,210.50
Vermont Transit Revenues	12,000.00	9,108.00	(2,892.00)	75.90%	12,144.00
Misc. Revenues (vending)	1,700.00	654.45	(1,045.55)	38.50%	1,200.00
ATA Revenues	15,000.00	21,364.00	6,364.00	142.43%	25,000.00
Interest Income	500.00	167.78	(332.22)	33.56%	200.00
Local Subsidy	50.00	(8,508.59)	(8,558.59)		(8,333.50)
			0.00		
CAPITAL MAINTENANCE REVENUES:					
FED SUBSIDY	0.00		0.00		
CAPITAL MATCH	0.00	22,480.80	22,480.80		
less: CAPITALIZED EQUIPMENT	0.00	22,480.80	22,480.80		
less: EXPENSED EQUIPMENT	0.00	8,137.46	8,137.46		
CAPITAL MAINT SURPLUS (DEFICIT)	0.00	-8,137.46	-8,137.46		
MATCH FOR STUDY					
BUS STATION SALE PROCEEDS		275,000.00			
INTEREST (THRU 9/30/13)		25,558.48			
FY 2014 INTEREST		13.15			
FEDERAL & STATE SUBSIDY		123,891.00			
LESS: NEW BUS STATION		(391,074.00)			
TOTAL AVAILABLE FOR NEW BUS STATION		33,388.63			

Lewiston-Auburn Transit Committee
FY 2014 Year End Projection
- Fixed Route, ADA, Bus Station/LATC Operating

	FY 2012 Actual	FY 2013 Actual	FY 2014 Approved	FY 2014 YE Proj
Fixed Route				
Expenses:				
Contract	\$1,073,662	\$1,142,900	\$1,162,600	\$1,162,600
Fuel	\$191,126	\$199,148	\$221,250	\$193,980
Total Expense	\$1,264,788	\$1,342,048	\$1,383,850	\$1,356,580
Revenue:				
Federal	\$669,215	\$672,143	\$700,615	\$668,771
State	\$48,026	\$50,430	\$49,419	\$49,419
Local	\$365,212	\$422,873	\$445,816	\$413,972
Fare Box	\$182,335	\$196,603	\$188,000	\$224,417
Total Revenue	\$1,264,788	\$1,342,048	\$1,383,850	\$1,356,580
ADA Complementary Paratransit:				
Expenses:				
Contract	\$142,800	\$146,400	\$153,400	\$153,400
Revenue:				
Federal	\$90,706	\$91,622	\$99,520	\$97,387
State	\$0	\$0	\$0	\$0
Local	\$22,676	\$22,906	\$24,880	\$24,347
Fare Box	\$29,418	\$31,872	\$29,000	\$31,667
	\$142,800	\$146,400	\$153,400	\$153,400
Local Subsidy:				
Bus Station/LATC Operating	-\$4,461	-\$28,467	\$50	-\$8,334
Fixed Route	\$364,799	\$422,873	\$445,816	\$413,972
ADA Comp. Paratransit	\$22,676	\$22,906	\$24,880	\$24,347
	\$383,014	\$417,312	\$470,746	\$429,986
Less Reserves (negative is a surplus)	-\$32,544	-\$53,785	\$0	-\$40,760
Auburn	\$207,779	\$235,548	\$235,373	\$235,373
Lewiston	\$207,779	\$235,548	\$235,373	\$235,373
Surplus/Deficit	\$32,544	\$53,785		\$40,760
Capital match	\$11,511	\$1,403		
Capital match - Auburn		\$40,000	\$40,000	
Capital match - Lewiston		\$40,000	\$40,000	
Match for study			\$7,500	\$7,500
Net surplus/deficit	\$21,033	\$52,382		
Available Reserves	\$78,262	\$130,644	\$123,144	\$163,904
One month expenses	\$117,299	\$124,037	\$128,104	

WESTERN MAINE TRANSPORTATION SERVICES, INC.
LEWISTON-AUBURN TRANSIT COMMITTEE
OPERATING STATISTICS
MAY 14' FY 14

OPERATING DAYS - 26

ROUTE	CURRENT RIDERSHIP	PERCENT	Y-T-D RIDERSHIP	PERCENT	CURRENT MILEAGE	PERCENT	Y-T-D MILEAGE	PERCENT	CURRENT HOURS	PERCENT	Y-T-D HOURS	PERCENT	CURRENT REVENUE	PERCENT	Y-T-D REVENUE	PERCENT
1 - MAIN STREET	3,429	10.61%	22,271	9.42%	3,066	15.56%	25,175	16.43%	231	14.97%	1847	15.20%	2570.74	12.80%	16656.31	11.70%
2 - SABATTUS STREET	4,621	14.30%	32,098	13.57%	2,586	13.12%	20,589	13.44%	217	14.07%	1720	14.15%	3716.43	18.50%	25164.17	17.67%
3 - LISBON STREET	4,677	14.47%	33,977	14.37%	3,244	16.46%	24,373	15.91%	227	14.75%	1804	14.84%	4109.60	20.46%	29246.63	20.54%
4 - NEW AUBURN	2,123	6.57%	15,302	6.47%	2,673	13.57%	20,124	13.14%	234	15.19%	1767	14.54%	1532.59	7.63%	10402.82	7.30%
5 - MINOT AVE	560	1.73%	3,493	1.48%	1,494	7.58%	11,051	7.21%	98	6.33%	728	5.99%	433.29	2.16%	2543.45	1.79%
6 - COLLEGE STREET	6,539	20.23%	49,363	20.88%	1,772	8.99%	13,777	8.99%	103	6.69%	834	6.86%	5308.68	26.43%	40123.27	28.17%
7 - AUBURN MALLS	2,929	9.06%	22,831	9.66%	1,434	7.28%	11,460	7.48%	118	7.63%	947	7.79%	2321.32	11.56%	17666.71	12.41%
8 - MALL SHUTTLE	4,460	13.80%	37,788	15.98%	2,603	13.21%	20,584	13.44%	211	13.69%	1734	14.27%	76.90	0.38%	492.41	0.35%
9 - DOWNTOWN SHUTTLE	2,983	9.23%	19,335	8.18%	833	4.23%	6,055	3.95%	103	6.67%	773	6.36%	16.05	0.08%	116.56	0.08%
TOTALS	32,321	100.00%	236,458	100.00%	19,705	100.00%	153,188	100.00%	1,542	100.00%	12,154	100.00%	\$20,086	100.00%	\$142,412	100.00%

ROUTE	CURRENT IPM	Y-T-D IPM	CURRENT IPH	Y-T-D IPH	CURRENT REV/HR	Y-T-D REV/HR
1 - MAIN STREET	1.1	0.9	14.9	12.1	\$11.1	9
2 - SABATTUS STREET	1.8	1.6	21.3	18.7	\$17.1	15
3 - LISBON STREET	1.4	1.4	20.6	18.8	\$18.1	16
4 - NEW AUBURN	0.8	0.8	9.1	8.7	\$6.5	6
5 - MINOT AVENUE	0.4	0.3	5.7	4.8	\$4.4	3
6 - COLLEGE STREET	3.7	3.6	63.4	59.2	\$51.4	48
7 - AUBURN MALLS	2.0	2.0	24.9	24.1	\$19.7	19
8 - MALL SHUTTLE	1.7	1.8	21.1	21.8	\$0.4	0
9 - DOWNTOWN SHUTTLE	3.6	3.2	29.0	25.0	\$0.2	0
TOTALS	1.6	1.5	21.0	19.5	\$13.0	12

WESTERN MAINE TRANSPORTATION SERVICES, INC.
LEWISTON-AUBURN TRANSIT COMMITTEE
RIDERSHIP

MAY 2014

OPERATING DAYS = 26

ROUTE	TRNSFR	CASH REGLR	CASH STDNT	CASH SEN/DIS	108	333	435	243	800	0	27	84	51	250	RDSHP	RVNUE
		REGLR	STDNT	SEN/DIS	REGLR	SEN/DIS	STDNT	SEN/DIS	SINGLE RIDE	CNCT	VHLCR	USNBUR	\$0 FARE			
1 - MAIN STREET	278	389	107	324	108	333	435	243	800	0	27	84	51	250	3,429	\$ 2,570.74
2 - SABATTUS STREET	637	696	83	484	440	191	750	104	709	0	8	102	82	335	4,621	\$ 3,716.43
3 - LISBON STREET	521	1192	64	486	255	285	567	84	855	0	2	47	114	205	4,677	\$ 4,109.60
4 - NEW AUBURN	321	263	40	305	80	128	245	51	557	0	15	18	0	100	2,123	\$ 1,532.59
5 - MINOT AVENUE	54	86	7	28	20	18	64	2	248	0	2	14	0	17	560	\$ 433.29
6 - COLLEGE ST	649	1132	404	789	129	571	576	277	1230	0	0	177	315	290	6,539	\$ 5,308.68
7 - AUBURN MALLS	278	423	89	375	75	114	346	37	979	0	0	66	65	82	2,929	\$ 2,321.32
8 - MALL SHUTTLE	2	4	2	4	3	0	7	0	5	0	0	67	0	4366	4,460	\$ 76.90
9 - DOWNTOWN SHUTTLE	0	0	0	0	0	0	0	0	3	0	0	19	0	2961	2,983	\$ 16.05
TOTALS	2,740	4,185	796	2,795	1,110	1,640	2,990	798	5,386	0	54	594	627	8,606	32,321	\$ 20,085.60

WESTERN MAINE TRANSPORTATION SERVICES, INC.
LEWISTON-AUBURN TRANSIT COMMITTEE
RIDERSHIP STATISTICS
FY 2014 (OCT 13-SEPT 14)

ROUTE	October	November	December	January	February	March	April	May	June	July	August	Sept	TOTAL	2013
1 - MAIN STREET	2,897	2,366	2,484	2,507	2,641	2,771	3,176	3,429					22,271	34,210
2 - SABATTUS STREET	3,933	3,205	3,377	3,798	4,021	4,410	4,733	4,621					32,098	48,683
3 - LISBON STREET	4,648	3,738	4,013	3,827	4,143	4,310	4,621	4,677					33,977	53,496
4 - NEW AUBURN	2,198	1,584	1,619	1,769	1,924	2,101	1,984	2,123					15,302	24,692
5 - MINOT AVENUE	342	343	309	476	404	459	600	560					3,493	5,515
6 - COLLEGE STREET	6,957	6,067	6,109	5,250	5,670	5,872	6,899	6,539					49,363	71,977
7 - AUBURN MALLS	3,001	2,687	2,692	2,571	2,691	3,064	3,196	2,929					22,831	31,616
8 - MALL SHUTTLE	5,509	4,935	4,663	3,814	4,505	4,692	5,210	4,460					37,788	50,366
9 - DOWNTOWN SHUTTLE	2,117	1,380	2,038	2,414	2,617	2,698	3,088	2,963					19,335	32,368
GRANDTOTALS	31,602	26,305	27,304	26,426	28,616	30,377	33,507	32,321	0	0	0	0	236,458	352,923
PERCENT CHANGE	-2.16%	-14.33%	-2.08%	-4.78%	0.02%	-1.12%	6.13%	4.87%	-100.00%	-100.00%	-100.00%	-100.00%		
FY 2014	31,602	26,305	27,304	26,426	28,616	30,377	33,507	32,321	26,812	28,050	29,109	28,590	236,458	
FY 2013	32,299	30,705	27,885	27,752	28,609	30,721	31,571	30,820	30,553	28,896	32,654	29,975	352,923	
FY 2012	27,629	28,445	29,639	26,165	28,457	29,872	29,405	28,914	30,553	28,896	32,654	29,975	350,604	
FY 2011	21,889	23,049	24,646	19,852	21,455	24,460	24,458	23,176	25,055	23,771	26,302	27,096	285,209	
FY 2010	20,675	18,370	20,848	17,844	18,415	20,500	20,722	19,287	20,226	19,364	20,012	22,869	239,132	
FY 2009	20,762	16,804	20,309	17,305	17,562	18,682	19,955	17,833	18,593	18,998	18,712	19,416	224,931	
FY 2008	19,119	18,412	17,967	17,520	16,527	18,305	20,933	20,458	19,122	21,664	21,553	19,349	230,929	
FY 2007	17,743	17,238	17,175	15,971	14,090	17,349	15,237	17,748	16,978	16,524	19,007	15,865	200,925	
FY 2006	17,451	17,633	17,683	16,197	16,789	19,532	16,984	18,406	19,273	16,836	20,321	17,730	214,835	
FY 2005	15,214	15,948	16,819	14,251	13,918	17,384	17,407	17,160	16,544	16,185	19,086	17,542	198,545	
FY 2004	12,841	11,149	13,187	11,272	11,227	16,470	16,422	14,769	16,544	14,688	15,245	15,157	168,971	
FY 2003	11,889	9,978	10,183	9,958	9,687	10,185	11,319	10,975	11,464	11,651	12,045	11,216	130,550	
FY 2002	11,030	10,039	9,854	10,008	9,315	10,064	10,450	10,501	10,053	10,656	10,258	9,995	122,223	
FY 2001	10,718	10,420	9,920	10,479	9,488	9,520	9,953	10,557	9,577	9,497	11,210	9,119	120,458	
FY 2000	10,176	10,540	10,689	8,609	9,754	12,032	9,557	10,870	10,630	9,457	10,812	10,320	123,446	
FY 1999	10,840	10,117	11,492	8,878	9,690	12,167	11,217	10,145	11,112	10,183	11,017	10,673	127,531	
FY 1998	10,298	8,731	10,148	7,417	9,036	10,678	9,804	9,519	10,435	9,592	10,594	11,433	117,685	
FY 1997	9,836	8,173	9,008	8,547	8,885	8,984	9,031	8,967	9,140	8,736	9,272	9,316	107,895	

OPERATING DAYS

	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>
FY 2014	27	25	25	26	24	26	25	26	25	26	27	24
FY 2013	27	25	25	26	23	26	26	26	26	25	27	24
FY 2012	26	25	27	26	25	27	25	26	26	25	27	24
FY 2011	26	25	26	25	24	27	26	25	26	25	26	25
FY 2010	22	21	22	20	20	22	22	20	22	21	21	21
FY 2009	22	19	22	21	20	22	22	20	22	22	21	21
FY 2008	23	20	20	22	21	21	22	21	21	22	23	19
FY 2007	22	21	20	22	20	22	21	22	22	20	23	20
FY 2006	21	21	22	21	20	23	20	21	22	20	23	21
FY 2005	21	21	23	21	19	23	21	21	22	21	22	21
FY 2004	23	19	22	22	20	23	22	20	22	21	21	21
FY 2003	22	20	21	22	20	21	22	21	21	22	22	20
FY 2002	22	20	20	21	20	21	21	22	20	21	23	19
FY 2001	21	20	20	21	20	22	20	22	21	20	23	20
FY 2000	20	20	21	20	21	23	19	22	22	21	22	21
FY 1999	21	19	22	19	20	23	21	20	22	21	21	21
FY 1998	22	18	22	19	20	22	21	20	22	22	21	21
FY 1997	22	19	21	21	20	21	21	21	22	22	21	21

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AVERAGE RDPERS/HP/DAY

FY 2014	1,170	1,052	1,092	1,016	1,192	1,168	1,340	1,243	#DIV/0!	#DIV/0!	#DIV/0!	1,159
FY 2013	1,196	1,228	1,115	1,067	1,244	1,182	1,214	1,185	1,072	1,079	1,078	1,153
FY 2012	1,063	1,138	1,098	1,006	1,138	1,106	1,176	1,112	1,175	1,156	1,209	1,135
FY 2011	842	922	948	794	894	906	941	927	964	951	974	929
FY 2010	940	875	948	892	921	891	942	964	919	880	770	902
FY 2009	944	884	923	824	878	849	907	892	845	905	891	899
FY 2008	831	921	898	796	787	872	952	974	911	985	1,026	906
FY 2007	807	821	859	726	705	789	726	807	808	787	826	791
FY 2006	831	840	804	771	839	849	849	837	876	842	884	842
FY 2005	724	759	731	679	733	756	829	817	801	809	830	776
FY 2004	558	587	599	512	561	716	746	738	752	699	693	657
FY 2003	540	499	485	453	484	485	515	523	546	530	574	514
FY 2002	501	502	493	477	466	479	498	477	503	484	466	487
FY 2001	510	521	496	499	474	433	498	480	456	452	487	482
FY 2000	509	527	509	430	464	523	503	494	483	473	470	492
FY 1999	516	532	522	467	485	529	534	507	505	485	501	508
FY 1998	468	485	461	390	452	485	467	476	474	436	504	471
FY 1997	447	430	429	407	444	428	430	427	415	397	442	428

WESTERN MAINE TRANSPORTATION SERVICES, INC.
LEWISTON-AUBURN TRANSIT COMMITTEE

May-14

ROUTE	TRANSFER	CASH REGULAR	CASH STANDT	CASH SEMIDIS	MULTIPASS REGULAR	MULTIPASS SEMIDIS	MINTPASS REGULAR	MINTPASS SEMIDIS	SINGLE RIDE	LISS ONCT	WHLCHRR	BUSNBLY	SO FARE	TOTAL	YTD TOTAL
1 - MAIN STREET	278	389	107	324	108	333	435	243	800	27	84	51	250	3,429	22,271
INC/DEC	279	464	49	189	108	173	680	108	894	17	21	30	111	3,123	23,696
PERCENT CHANGE	-1	-75	58	135	0	180	-245	135	-84	10	63	21	139	306	-1,425
	0%	-16%	118%	71%	0%	92%	-35%	125%	-11%	59%	300%	70%	125%	0	0
2 - SABATTUS STREET	637	696	83	484	440	191	750	104	709	8	102	82	335	4,621	32,098
INC/DEC	496	975	93	424	401	292	792	77	700	6	10	0	246	4,512	32,035
PERCENT CHANGE	28%	(27)	(10)	60	39	(101)	(42)	27	9	2	82	82	89	109	63
	28%	-29%	-11%	14%	10%	-35%	-5%	35%	1%	33%	920%	#DIV/0!	38%	0	0
3 - LIBBON STREET	521	1192	64	486	255	285	567	84	855	2	47	114	205	4,677	33,977
INC/DEC	493	1185	61	473	216	310	529	105	928	7	27	93	229	4,656	36,969
PERCENT CHANGE	28	-80	7	13	39	-25	38	-21	-73	-5	20	21	-24	21	-2,982
	6%	1%	5%	3%	18%	-8%	7%	-20%	-8%	-71%	74%	23%	-10%	0	0
4 - NEW AUBURN	321	263	40	305	80	128	245	51	557	0	15	18	100	2,123	15,302
INC/DEC	325	323	33	198	49	113	373	48	675	0	8	6	44	2,195	16,536
PERCENT CHANGE	-4	-80	7	107	31	-15	-128	3	-118	0	7	12	56	-72	-1,234
	-1%	-19%	21%	54%	63%	13%	-34%	6%	-17%	86%	200%	#DIV/0!	127%	0	0
5 - MINOT AVENUE	54	86	7	28	20	18	64	2	248	2	14	0	17	560	3,493
INC/DEC	34	75	15	37	13	11	73	15	240	0	5	11	1	530	3,779
PERCENT CHANGE	20	11	-8	-9	7	-9	-13	-3	8	-3	3	0	18	30	-285
	56%	15%	-53%	-24%	84%	84%	-12%	-87%	3%	-60%	27%	#DIV/0!	1600%	0	0
6 - COLLEGE ST	649	1132	404	789	129	571	576	277	1230	0	177	315	290	6,539	49,363
INC/DEC	613	1475	207	524	135	420	584	174	1155	4	81	341	246	5,959	49,263
PERCENT CHANGE	36	-343	197	265	-8	161	-8	103	75	-4	96	-26	44	580	100
	6%	-23%	95%	51%	-4%	36%	-1%	59%	6%	-100%	118%	-8%	18%	0	0
7 - AUBURN MALLS	278	423	89	375	75	114	346	37	979	0	66	65	82	2,929	22,831
INC/DEC	220	544	75	409	61	210	252	30	934	10	91	102	86	3,024	21,544
PERCENT CHANGE	58	-121	14	-34	14	-66	94	7	45	-10	-25	-37	-4	-85	1,287
	26%	-22%	19%	-8%	23%	-66%	37%	23%	5%	-100%	-27%	-36%	-5%	0	0
8 - MALL SHUTTLE	2	4	2	4	3	0	7	0	5	0	67	0	4366	4,460	37,788
INC/DEC	0	0	0	0	0	0	0	0	0	0	0	0	3840	3,840	34,470
PERCENT CHANGE	2	4	2	4	3	0	7	0	5	0	67	0	526	620	3,318
	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	14%	0	0
9 DOWNTOWN SHUTTLE	0	0	0	0	0	0	0	0	3	0	19	0	2961	2,983	19,335
INC/DEC	0	0	0	0	0	0	0	0	0	0	0	0	2981	2,981	22,070
PERCENT CHANGE	0	0	0	0	0	0	0	0	3	0	19	0	-20	2	-2,735
	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-1%	0	0
TOTALS	2,740	4,185	706	2,795	1,110	1,640	2,990	708	5,386	54	594	627	8,606	32,321	236,458
INC/DEC	2,460	5,041	533	2,294	983	1,329	3,283	557	5,326	57	247	566	7,784	30,820	240,362
PERCENT CHANGE	280	-856	263	541	127	111	-293	241	-140	-3	347	61	822	1,501	-3,904
	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0

Mobility Management Update – May 2014

Bus Passes and Taxi Coupons

The bus pass and taxi coupon program was active in it's first four weeks of implementation. Community Concepts has been working with citylink (LATC), Western Maine Transportation Services and City Cab to provide discounted bus passes and taxi coupons to targeted groups in the Lewiston Auburn area.

Community Concepts is responsible for outreach for the program and has targeted populations with low income, developmental disabilities, physical disabilities, mental illness and language barriers. Outreach has been conducted through child and family programs of Community Concepts and communication with agencies providing services to the target populations including Tri-County Mental Health, Looking Ahead Clubhouse, Androscoggin Home Care and Hospice, Safe Voices and Auburn Housing.

The bus passes and taxi coupons are available for purchase at the Community Concepts office in Lewiston at 240 Bates St. or through the mail. The passes and coupons are sold at half price. The office is on the Citylink Lisbon St. bus route and is located at a downtown location approximately ½ mile from the Oak Street Bus Station in Lewiston.

May Sales

May bus pass sales totaled 125 passes.

Passes sold by category:

6 RIDE: 67 11 RIDE: 23 MONTHLY: 6 SENIOR/DISABLED MONTHLY: 29

May sales of taxi coupons for City Cab totaled 20 coupons books.

Sales Data

Participants were asked to fill out a voluntary application to purchase passes. The purpose of the application is to gather data about individuals buying the passes.

Forty-two individuals filled out applications in May.

City of Origin: Auburn - 17 Lewiston – 25

Age, Sex, Head of Household, Marital Status and Ethnicity: 57% of the passes purchased were for rides 51 or older; 38% were 61 or older. 21-30 accounted for 14% of the riders; 31-40 – 16% and 41-50 – 12%.

Females accounted for 57% of the riders and males 43%. Seventy percent reported being heads of household. Seventy our percent reported being single, 5% reported being married and 21% reported being divorced.

Of those reporting on their ethnicity, 80% identified themselves as Caucasian. One person reported being Native American and the rest identified themselves as OTHER but with no explanation.

Employment Status

Of the applications, 38 participants reported on their employment status. 10 reported part-time or full time jobs; 9 were unemployed; 16 were retired and 3 self-reported being disabled (it was not a choice on the application under employment status).

Annual Household Income

Seventy-Nine percent of participants reported an average annual income of less than \$10, 000. The balance reported an income from \$10,000 - \$19,999.

Trip Purpose

Medical - 24%; Employment – 11%; School – 5%; Social – 13%; Shopping – 32% and Other – 15%. Primary destinations reported include Wal Mart, K Mart, Hannaford, CMMC, Shaws, Washburn School and Looking Ahead Clubhouse. Other destinations include Mollison Way, Central Maine Orthopedics, Auburn Mall and Tri-County Mental Health.

Special Needs

The only special needs reported was a mobility issue requiring the use of a walker and another participant who reported over the phone, when purchasing taxi coupons through the mail, mobility challenges who used a walker and on occasions a wheelchair.

Travel Training

Community Concepts is collaborating on a travel training program with the Looking Ahead Clubhouse on Main Street in Lewiston.

Community Concepts created a Travel Training Train the Trainer's Guide and Participant Guide. Looking Ahead Travel Trainer, Rose Charest, created a Power Point presentation for the workshop. The Travel Training was designed to be a 75 minute classroom presentation followed with catching the Lisbon Street bus at the Community Concepts and making a transfer to the College Street bus. Participants receive a 6-ride bus pass after completion of the program. LATC agreed to an initial request of 20 6-ride passes to help the program get started.

The first travel training took place on May 29. We informed LATC and WMTS that we would be riding the bus for travel training. There were 5 participants came from the Looking Ahead Clubhouse. Rose Charest conducted the course with the Power Point presentation. Two of the participants had ridden the bus once or twice but found it overwhelming. The other 3 participants were first time bus riders.

At 10:15, the participants boarded the Lisbon Street Bus and were greeted enthusiastically by the Lisbon Street driver which set everyone at ease. Everyone was pretty happy and chatty that there was finally some sun. Rose covered other aspects of riding such as where to sit, leaving seats open for the elderly or mobility challenged, consideration of other passengers and where to store any items they carry on.

The participants rode around the complete loop and into the bus station, collected a transfer pass (so they would understand how that works) and boarded the College Street bus. The driver on the College Street bus also was very friendly which again helped put the participants at ease. Rose covered transfers, "free fare zones", "Bus and Buy", how to notify the driver for a stop and other bus etiquette.

The class returned to the Oak Street bus station and caught the Lisbon Street bus back to Community Concepts to complete the class at 12:30.

After reviewing the class, we discussed the possibility of some one-on-one travel training. We found some participants able to generalize the information for broader application of the schedules and routes for riding the bus and some who needed more specific assistance tailored to their individual travel patterns.

We will be working on scheduling and providing some one-on-one travel training in the future.

F. Transit Advertising

1. In general the following policies are meant to protect the interests of the Lewiston-Auburn Transit Committee while maximizing the revenues received from compliant advertisers. In no way are these policies meant to deny or in any way limit the rights advertisers have as guaranteed by the First Amendment of the Constitution of the United States.
2. The following types of advertising are prohibited:
 - a. Advertising that advocates violence, crime and anti-social behavior, or presents violence as erotic, entertaining, amusing or appropriate.
 - b. Advertising that promotes pornography or businesses that traffic in pornography. This applies to advertising X-rated movies.
 - c. Advertising that portrays individuals with characteristics protected under federal law as inferior or contemptible under those protected characteristics.
 - d. Advertising that states or implies the endorsement of product or service by LATC.
 - e. Advertising that is obscene (i.e. patently offensive sexual material lacking literary, social, artistic and/or political value, that appeals to the prurient interest of a person of average sensibilities).
 - f. Advertising that is false, misleading, deceptive or relates to an illegal activity.
 - g. Advertising which includes language that is obscene, profane or libelous.
 - h. Advertising that is vulgar or is intended to be disreputable to a person, business or organization.
 - i. Advertising that appears as graffiti, gang signs or symbols, encourages graffiti, or appears to encourage or implies that destruction or marking of property of any sort. Copy and graphics using "graffiti style" art may be deemed acceptable if, in the judgment of transit system officials, such style art does not imply or appear as destructive, malicious or inappropriate in its context.
3. Alcoholic beverage advertising will be accepted; however, the following guidelines are to be followed:
 - a. No more that % (22.5) or all classes of exterior space locations on buses will be sold to alcoholic beverage advertisers in any given calendar year. Also, alcoholic beverage advertising may not exceed % (35) of space in any given month (this will accommodate potential overlaps but will not affect the overall annual average).
 - b. All alcoholic beverage advertising accepted must contain a responsible drinking message.
 - c. In order to maintain this ratio, not more that % (20) of all fully illustrated buses will carry alcohol beverage advertising.
 - d. Appropriateness of alcoholic beverage ads will be judged on the way the product is presented. For example, copy or graphics that do not portray responsible use by legal age groups will not be deemed acceptable.
 - e. No advertising promoting the consumption of alcoholic beverages will be accepted inside the bus. However, at the discretion of LATC

No ads for tobacco, liquor or illegal activities are permitted on and in the transit buses and transit facilities.

4. With regard to accepting advertising for tobacco products, the following guidelines are to be followed:
 - a. The advertising sales company may not sell space that exceeds % (10) of all classes of exterior space locations without consent from transit officials. In no instance can tobacco product advertising exceed % (20) of all classes to exterior space.

b. Tobacco product advertising must comply with all federal, state, and local requirements dealing with such advertising (e.g. surgeon general's warning).