

1. Agenda

Documents: [6.17.15.PDF](#)

2. Approval Of May 20,2015 Meeting Minutes

Documents: [TSE MEETING NOTES 5 20 15.PDF](#)

3. Communication Items (No Public Comment Will Be Taken)

3.I. Harbor Dredge Issues Related To A State Funded CAD (Confined Aquatic Disposal) Cell
Non-motorized Boating Expansion at the East End Beach

Documents: [MEMODREDGE AND EEB.PDF](#)

3.II. Bike Corrals

Documents: [BIKECORRALPROGRAM.PDF](#)

3.III. Upgrading To LED Streetlights

Documents: [MEMO FEASIBILITY LED STREETLIGHT CONVERSION.PDF](#)

4. Committee Updates/Input Sought: (No Public Comment Will Be Taken)

4.I. Review And Update Request For The Sustainable Portland Plan

Documents: [MEMO REVIEW SUSTAINABLE PORTLAND PLAN.PDF](#)

5. Action Items: (Public Comment Will Be Taken On These Items)

5.I. Traffic Schedule Amendment- Endorse/Forward To City Council

1. Portland Street (Between Alder and Preble Street) One-way Flow Conversion

Documents: [COUNCIL AGENDA REQUEST ONEWAY PORTLAND STREET.PDF](#),
[COUNCIL ORDER ONEWAY PORTLAND STREET.PDF](#), [PORTLAND ONEWAY GRAPHIC.PDF](#)

5.II. EDA Grant Amendment-Extension Of Thompson Point Road/Sidewalk Improvements

5.II.i. EDA

Documents: [EDA USE OF REMAINING FUNDS.PDF](#)

5.III. Metro MOU

Documents: [MEMO TO TSE ON CITY METRO MOU.PDF](#), [PORTLAND METRO STREET CLOSURE AGREEMENT.PDF](#)

5.IV. Sustainable Transportation Plan Fund Allocation Plan Amendment Request

Documents: [SUSTAINTRANSPORTFUNDMEMO.PDF](#)

CITY OF PORTLAND, MAINE
The Transportation, Sustainability and Energy Committee

Transportation, Sustainability and Energy Committee

DATE: 6/17/2015
TIME: 5:30 PM
LOCATION: Room – Council Chambers
City Hall

AGENDA

1. Approval of May 20, 2015 Meeting Minutes
2. Communication Items: (No Public Comment will be taken)
 - A. Harbor Dredge Issues Related to a State Funded CAD (Confined Aquatic Disposal) cell
 - B. Non-motorized Boating Expansion at the East End Beach
 - C. Bike Corrals
 - D. Upgrading to LED Streetlights
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 - A. Review and Update Request for the Sustainable Portland Plan
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 1. Portland Street (Between Alder and Preble Street) One-way Flow Conversion
 - B. EDA Grant Amendment-Extension of Thompson Point Road/Sidewalk Improvements
 - C. Metro MOU

Review and Update Request for the Sustainable Portland Plan

 - D. Sustainable Transportation Plan Fund Allocation Plan Amendment Request Funds

Councilor David A. Marshall, Chair
Councilor Jon Hinck, Vice Chair
Councilors Justin Costa and Kevin Donoghue

CITY OF PORTLAND, MAINE

Standing Committee on Transportation, Sustainability and Energy

Councilor David Marshall (D2), Chair

Councilor Jon Hinck (A/L), Vice Chair

Councilor Kevin Donoghue (D1)

Councilor Justin Costa (D4)

April 15, 2015 Meeting Minutes

Attendees: Councilor David Marshall, Councilor Kevin Donoghue, Councilor Jon Hinck, Councilor Justin Costa, Councilor David Brenerman, Michael Bobinsky, Bruce Hyman, Melissa Graffam, Troy Moon, Kathi Earley, Greg Mitchell, Jennifer Thompson, Alex Jaegerman, William Needelman

1. Approval of April 15, 2015 Meeting Minutes

Motion made by Councilor Donoghue to approve said meeting minutes. Seconded by Councilor Costa. Motion Passed 4-0.

2. A. Fats, Oils and Grease (FOG)

Communication Item

3. A. Franklin Street

Catherine Offenberg from IBI Group, Bruce Hyman, Planning and Urban Development, and Markos Miller, co-chair; presented the summary of the proposal for Franklin Street. Next steps for this proposal will be to get TS&E endorsement, City Council Workshop by June 15th, then go to city council for vote; Preliminary Design Report (PDR) work to be done in June-August.

Markos mentioned that the proposal was broadly supported with 13 out of 14 PAC members voting in favor. Councilor Hinck asked about the one PAC member who voted against it. The vote against was due to a crosswalk in East Bayside being eliminated.

Councilor Costa had concerns about funding of this proposal. He would hate to see CIP funding going to this if it means less funding for schools.

Councilor Brenerman asked in the priorities that the Department of Public Services has; where does this stand? Mike Bobinsky said that it was medium. The priority is to change into multi-mode streets.

Councilor Brenerman asked if the city worked with MaineDOT about this, was a traffic study done about how many vehicles are using versus ten (10) years from now. Randy Dunton, Gorrill-Palmer Consulting Engineers, said that they did work with MaineDOT. They looked at the intersection (at Lancaster Street) the most during the study. Numerous alternatives were

looked at and this was the one that MaineDOT like the best. They also did look at the growth of the future volume of vehicles.

The Committee took public comment.

Carl Eppich, PACTS – There is a lot of opportunity for development with this plan, multi-modular corridor. The PDR is just for the Marginal/Franklin area. Lincoln to Cumberland, needs a design.

John Mahoney, Atlantic Street- Would like to see council go ahead with the plan. Maybe they should look at the Lancaster Crossing with MaineDOT again.

Wendy Cherubini, Portland Resident – Would like to see the council approve. Also, would like to see more money going to the second phase area.

Alex Landry, Portland Resident – Would like to change his vote on the plan (PAC member who abstained from the vote) No real information as to why the pedestrian crossing at Lancaster Street was eliminated from the plan.

Councilor Donoghue asked where in the PDR these issues gets addressed (i.e, Lancaster Street pedestrian crossing)? Mike mentioned that there will be other public meetings that these can be discussed.

Duncan Allen from the IBI Group said that this is still at a conceptual level. It would be premature/warranted to carve out bus stops at this level. This can be looked at during PDR. Councilor Donoghue said he would like to have what/where the bus (transit) stop would be if and when it's needed.

Councilor Donoghue asked what phase has the most ability for cost savings. Mike said that they are not sure at this time. With the CSO work scheduled there is a possibility that material choices could save money.

Councilor Marshall asked what is the problem with the pedestrian crossing at Lancaster Street? MaineDOT states that mid-block crosswalks are not safe, especially with two (2) travel lanes in both directions. It was mentioned that there is already a path at Oxford due to pedestrians crossing there. MaineDOT said you can have one (1) crossing, they will not allow due for these reasons.

Councilor Marshall asked how the decision came about with the different areas of the phase. Catherine said they set it up like bookends. This setting up to be able to do the third phase due to grade conditions.

Councilor Marshall is also concerned with Phase 3, as that is the most dangerous area. Also, if down the road a future city council may decide to leave it the way it is. Catherine said that nothing is cast in stone and the phasing could be changed. This project is projected to only take a few years, so less chance of a new council changing the plan.

Markos Miller said that there are no strong opinions from the PAC about the phasing. Councilor Hinck would like to see the phase that has the most real estate first to help generate funding for the project.

Councilor Marshall asked about signalizing a section of Oxford Street. Randy Dutton responded that volume does not meet the MUTCD signal warrant standards. This does not mean it can't happen in the future.

Councilor Costa made a motion to endorse the recommended Franklin Phase II Design Project as presented. Motion Seconded by Councilor Hinck. Motion passed 4-0.

3. B. List of Pesticide Task Force Members

Troy Moon presented the new task member list. Councilor Hinck said he still didn't see much of a difference on the listing. Troy said that he feels that it is a well-balanced list.

Councilor Donoghue asked Troy how long (number of meetings) would this task force last? Troy anticipated at least four (4) meetings.

The Committee discussed who from this committee would chair this task force. There were concerns from the committee of over-taxing staff since there are other task forces/committees that will need staff to look at.

Councilor Costa made a motion to postpone this discussion until the June meeting. Motion Seconded by Councilor Donoghue. Motion passed 4-0.

3. C. Transportation Network Companies (TNC)

The Committee took public comment.

Craig Corbett, Owner 207 Taxi- Taxi companies pay fees/licenses. Uber, etc., just comes in and does not feel that is a problem. Glad to see the city is doing something. But they are not a livery company, they are a taxi company. State says that you need a certain license plate and they don't.

Rachel Doyle, 207 Taxi Company Treasurer- The City needs to consider the loss of revenues due to no fees/licenses.

Joe Kern, Spring Street – Uber claims to be a tech company, but they are really a transportation company. City sets the rules on rates for taxis; Uber can set anything they want. Uber is taking food away from families table, not a fair playing field.

Collin Kelly, Macworth Street – Uber comes here and tells us we are just going to deal. Hears that there are customer comments that Uber drivers use to rate customers, and then just pick up the prime customers. Uber can charge whatever they want. Does not understand why they are

special. They should be told to cease and assist. They are not just using their app to pick up fares. They are trying to flag down fares.

Frank Niles, Taxi Enforcement Officer, City of Portland- Mentioned that he has seen Uber drivers trying to hail fares in the Old Port.

Councilor Marshall asked about the passenger rating system. Jennifer Thompson, Corporation Council and Phil Saucier, Uber Lawyer, both were not familiar with the reverse rating system.

Councilor Marshall asked about the \$10,000 fee paid by Uber. Any fees by the drivers? Jen said that they still have not been able to come to an agreement. Phil mentioned that they have been negotiating with Corporation Council (Danielle West-Chuhta) about the fee. Uber wanted \$5,000; City wanted \$15,000, came to an agreement to the \$10,000 amount.

Councilor Marshall asked about the hired plates, since that has not been addressed. Phil said not at this time. It is at the Transportation Committee at the State Legislature at the moment. Councilor Marshall also asked if Uber drivers carry commercial insurance. Phil said he is not sure what that means, but the liability coverage is the same. He will check with Danielle.

Uber has a customer service hotline. Uber does background checks. They hire a company to do this. Records are available upon request.

Councilor Hinck apologized to the taxi industry for not acting on this more quickly, but things take time. Hopes this committee can look at the regulations on statute in the future.

Motion was made by Councilor Costa to approve as presented. Motion Seconded by Councilor Donoghue. Motion passed 4-0.

3. D. EDA Grant Amendment – Extension of Thompson Point Road/Sidewalk Improvements

Committee asked Greg Mitchell and Mike Bobinsky what the individual project are/locations and the costs of each projects.

Motion was made by Councilor Donoghue to postpone this to June. Motion Seconded by Councilor Costa. Motion passed 3-1 (Marshall)

Meeting adjourned at 8:39pm.



Executive Department
Bill Needelman, Waterfront Coordinator

Memo from the Waterfront Coordinator

To: David Marshall, Chair, and TSE Committee members

From: Bill Needelman, Waterfront Coordinator

Date: June 11, 2015

Communication: 1. Harbor Dredging issues
2. Grant applications for Kayak and Dinghy Float at the East End Beach

Introduction:

This communication provides an update to the Committee on two potential projects contemplated for Portland's waterfront:

1. Planning and permitting for a Confined Aquatic Disposal (CAD) Site for dredge deposits in Portland Harbor; and,
2. Grant applications for new floating docks to expand kayak, dinghy and other non-motorized boat access in the area of the East End Beach.

While no Committee action is needed at this time, staff wishes to keep the committee informed of the intent, details, and status of these projects and to answer any questions if needed.

I. CAD Cell

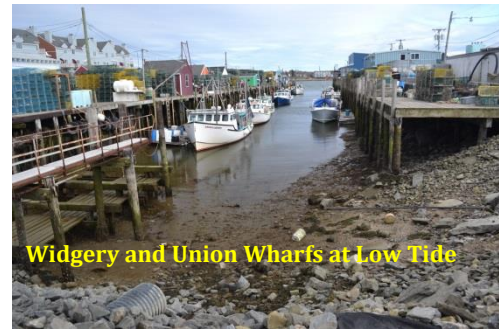
For many years, pier and wharf owners in Portland Harbor have struggled to maintain water depth to support full-tide berthing for vessels. To address this vital need, the City has been working with the State of Maine, the City of South Portland, and a group of interested parties (the Non-Federal Dredge Workgroup) to find environmentally, economically, and socially acceptable solutions. This collaboration has progressed to the point where, using state transportation bond funds, the City is seeking proposals for consulting services to design and permit a Confined Aquatic Disposal (CAD) Cell for Portland Harbor.

Dredging Background:

Both public and private piers experience natural siltation as may be exacerbated by sediments carried by urban storm water. The traditional solution for maintaining water depth has always been to periodically dredge berthing areas. Dredge "spoils" (the extracted sediments) are typically ferried by barge to designated spots for "at-sea" disposal. Dredging is expensive and the environmental permitting for such work is intense. Fortunately, the Army Corps of Engineers has maintained the federal channel, allowing use of the harbor by large and small vessels. Unfortunately, the Corps' work does not extend beyond the channel, leaving private and public pier owners responsible for maintaining berthing areas. Complicating the issue, a legacy of historic industrial pollutants and continuous urban runoff have contaminated the sediments alongside many if not all of the Harbor's piers and wharfs making "at sea" disposal of these

sediments impossible under state and federal permitting. “Upland” disposal at special waste facilities is possible, but typically more expensive than the value of the berth. Simply put, pier dredging has become economically impossible for most pier and wharf owners – including the City.

Dredging Solutions:



For several years, the waterfront community has discussed the possibility of disposing contaminated dredge spoils in a CAD cell. CAD cells have been used extensively in southern New England and elsewhere around the country. They have a proven track record of providing a safe, secure, and reasonable mechanism to address the sediment disposal needs of urban harbors. The CAD is essentially a hole dredged into the harbor bottom. The site selected for the CAD will need to have sufficient depth of clean material, for at-sea disposal, to provide a repository for contaminated material to be dredged from contributing piers and wharfs.

The Non-Federal Dredge Workgroup (NFD) is a non-appointed body of volunteers representing environmental groups, the fishing industry, pier owners, the Portland Harbor Commission, municipal, state, and federal agencies. The Waterfront Coordinator staffs the group. Their mission states:

The Portland Harbor Non-Federal Dredge Workgroup (NFD) seeks to facilitate the dredging of private and municipal piers and wharfs of Portland Harbor, conducted in an environmentally sound, economically feasible, and politically/socially acceptable manner.

The NFD convened 9 times from January 2014 to January 2015 and came to consensus over several key issues:

- The piers, wharfs and anchorages of Portland Harbor need dredging, and at-sea disposal is not an option.
- A CAD Cell is the only reasonable solution for dredging private and municipal berthing that is currently not benefiting from a maintenance dredge program.
- There are limited sites available for a CAD cell in the Harbor and site selection will need to address fisheries, water quality, navigation, and adjacent upland neighborhood concerns.
- State and likely Federal assistance will be needed to fund a CAD effort.

State Funding and Local RFP

The need for a CAD cell has been recognized as critical by State and Federal partners and the State of Maine DOT has signed a letter of agreement with the City to fund \$250,000 toward the site selection, design and permitting of a CAD. The City has drafted an RFP and the Maine Port Authority has reviewed and approved the scope of services. The City will issue the RFP in June with an expectation that a design consultant will be secured by the end of summer. The Waterfront Coordinator will continue to work with the NFD, government partners, and the community in this effort and will keep the TSE informed at project milestones.

II. East End Waterfront Access Project

The **City of Portland**, in partnership with the **Friends of the Eastern Promenade**, is seeking state and private funds for the planning, design, and permitting for new **floats and dockage** dedicated to supporting and expanding kayak, rowing, and other **non-motorized watercraft** activity on Portland's East End Beach – **The East End Waterfront Access Project**.

The Friends of the Eastern Prom have committed to providing local match needed for two state grants:

- \$22,500 from the Shore and Harbor Planning Grant program for design and permitting (submitted in May 2015, decision pending.)
- \$150,000-\$250,000 from the Small Harbor Improvement Program for construction (final budget and application pending.)

If granted, the requested funds will support a siting evaluation, engineering assessment, design, permitting, and construction of a new float assembly dedicated to non-motorized boats.

Over the past several years, non-motorized boating has expanded on Portland's East End to beyond the capacity of existing facilities. A public mooring anchorage, private kayaks and dinghies, competitive rowing, and kayak and paddle board rental all share circulation, compete for storage, and share a single float assembly with the city's only public motorized boat ramp. Dedicated floats supporting non-motorized boating will expand the public's opportunity to use the water while alleviating significant congestion and safety concerns inherent in the current facility design.

East End Waterfront Access Project Process

The proposed project will engage with users of the East End Beach Community Waterfront to solve exiting boating capacity issues while promoting non-motorized boating. If granted, planning funds will be used to hire a competent marine engineering firm to provide assessment, design, and permitting services. The first step will be to engage the public and boating stakeholders in a planning exercise to locate the best site and extent of a new float assembly. The siting evaluation will examine land-side circulation and uses, water-side navigation and conflict areas, tides, prevailing winds, and bottom sediments to locate a preferred site for a dedicated non-motorized float. City staff, led by the Waterfront Coordinator, with support from other city departments and the Friends of Eastern Promenade, will lead the site evaluation effort, using consulting engineers as needed. Based on user group and City staff feedback, the consulting engineers will generate between one and three alternative design concepts for further evaluation by process stakeholders.

Working from a preferred alternative, the consulting engineers will further develop the concept drawings to a level suitable for budgeting and presentation to user groups, the Board of the Friends of Eastern Promenade, and City Council for authorization to proceed. The consulting

engineer will then generate final design plans and specifications, final budget, and all applicable permitting applications.

Bidding and construction will follow permitting and local fundraising as needed under grant requirements.

Problem Statement

Portland's East End Beach boating facilities are over capacity. A new float assembly specifically sited, designed, and dedicated to serve non-motorized boating will alleviate congestion at the existing floats, will expand opportunities for human-powered water sports, and will help maintain safety and capacity for motorized, trailered boating at the existing ramp facility. As a point of reference, over 6000 trips by kayak, dinghy, or stand up paddle board currently access the East End Beach facility between May and October.

Located in the historic Eastern Promenade Park, the East End Beach area is a regionally significant recreational and transportation complex. Improving water quality in Portland Harbor, improved access to the site, and the growing popularity of boating have combined to increase use and need for boating infrastructure. Responding to this increase in demand, the area has evolved to become a center for boating and access to the water.

The site is home to the following facilities:

- *Recreational Boat Ramp:* The City maintains an extremely popular full-tide access ramp serving trailered vessel launch/haul needs to the public.
- *Commercial Barge Ramp:* The City maintains a dedicated commercial barge ramp allowing truck access to the island communities of Portland and the towns of Long Island and Chebeague Island. Commercial barge service is a critical need for island communities and adds significant heavy truck and vessel traffic in a park environment. Commercial barge service is highly tide-dependent, which thwarts efforts to encourage truck traffic away from peak activity times. Between May and October, +/-1200 vehicles utilize the commercial barge ramp.
- *Kayak Storage Racks:* The City provides seasonal rental racks for sea kayaks and stand up paddle boards.
- *Dinghy Storage Racks:* The City provides seasonal rental racks for dinghies assessing the public mooring anchorage. The Portland Harbor Master manages the anchorage, which serves over 150 private recreational and commercial moorings.
- *Portland Paddle:* By license from the City, a private company rents kayaks and paddle boards to the public using a portable shipping container as a base of operations.
- *Portland Community Rowing:* A private non-profit rowing organization serves recreational and competitive rowers out of portable shipping containers.
- *East End Beach:* Portland's only mainland public beach is a popular dog walking and recreational amenity. The beach also serves as a watersport

event venue for triathlons, “polar dips” and the popular *Peaks to Portland* swim race.

- *Eastern Promenade Trail/Maine Narrow Gauge Railroad:* The East End Beach site is bisected by a State of Maine rail right of way utilized by the popular Maine Narrow Gauge Railroad. The right of way also serves the Eastern Prom Trail connecting the Old Port/Waterfront areas to Back Cove trails and regional trail networks to the north. The Eastern Prom Trail is a link in the national “East Coast Greenway” network.

The above list of facilities provides an indication of the popularity of the area in support of marine and non-marine activity serving thousands of residents and visitors a year. With the large and diverse user base, congestion is inevitable; additionally, the interaction of motorized boating with non-motorized boating combines capacity problems and safety concerns. Sea kayak popularity and recent upsurge in stand up paddle board users put inexperienced users in a busy, at times chaotic environment. Efforts to restrict non-motorized boats from using the existing boat ramp floats have been unsuccessful as it is impossible to staff the ramp full time.

City staff concerns over safety are a primary driver motivating this project. Having dedicated and use-specific designed non-motorized float array will relieve congestion at the existing ramp, and provide a better user experience for more non-motorized boaters.

Project Description, Steps, and Tasks:

The East End Waterfront Access Project process is separated into six phases:

Siting/Alternatives Analysis;

Engineering and Design;

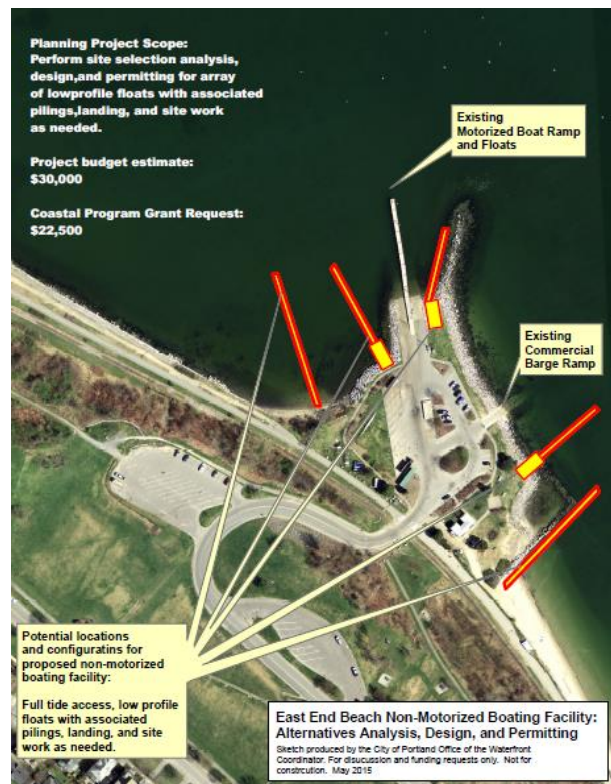
Permitting;

Final Document Preparation;

Capital fund raising; and,

Bidding and construction

The City of Portland will manage the process with staff support from the Office of the Waterfront Coordinator, the Department of Public Services, the Department of Planning and Urban Development, and the Department of Recreation and Facilities Management. The Friends of the Eastern Promenade will assist with oversight and public outreach for the effort. The process will also reach out to impacted user groups and the public utilizing a participatory planning process for the generation and analysis of alternative designs and the selection of a preferred alternative.



Pending grant funding, the process will start with the hiring of a competent marine engineering firm to assist in the siting and alternatives analysis and to conduct the design engineering and permitting tasks.

Expected Project Outcomes

At the end of the East End Waterfront Access Project, the City and the Friends of the Eastern Promenade will have a new non-motorized boating facility for the East End Beach. The public process will have generated support for the project from user groups, as well as permitting agencies. With final designs, budget estimates, and permits in-hand, the project team will best be able to access private and public funding opportunities for implementation. If granted, State Small Harbor Improvement Program funds will be combined with a one-to-one privately raised local match funds for project construction.

Anticipated Project Schedule (if grant funds are approved)

1. **November 2015-January 2016:** Alternatives Analysis and Public Process: engineering support
Deliverable: 1 to 3 alternative design concepts for further evaluation by process stakeholders.
2. **January to March 2016:** Preferred alternative development
Deliverable: 60-70% design drawings with draft budget
3. **March to May 2016:** Design for Permitting
Deliverable: Design plans and specifications, preliminary budget
4. **May to August 2016:** Permit Applications and Final Document Preparation
Deliverable: All applicable permitting applications and representation at permitting meetings as needed. Following approvals, construction bid packet and bid process support.
5. **Winter 2016/17:** Local Fund raising
6. **Spring 2017:** Construction (pending availability of SHIP funds)



Jeff Levine, AICP
Director, Planning & Urban Development Department

June 12, 2015

To: Councilor Marshall, Chair, TS&E Committee; Councilor Hinck, Vice Chair;
Councilor Donoghue and Councilor Costa

From: Kristine Keeney, Transportation Division

Re: Bike Corral Program Status

Last week on June 9th, the Department of Public Services installed the second bike corral at 48 Market Street, sponsored by The Thirsty Pig, to serve its cycling clientele and that of the surrounding businesses. Staff evaluated the proposed space (currently signed as a "no parking zone," but was informally being used for loading) in conjunction with the surrounding business owners and determined that there was sufficient space remaining on the block to accommodate business loading needs. Two formal commercial loading zones are located on the block. The in-street corral preserves the existing narrow sidewalk space where bicycle racks would not fit and addresses bicycle parking needs for multiple businesses.

In May, city staff reinstalled the bike corral at 9 Commercial Street between Arabica Coffee Company and Rosemont Market & Bakery for another season after receiving positive feedback from business owners and customers. After a successful pilot bike corral installation on Commercial Street, staff have determined that a permanent program is warranted due to its success in transforming underutilized street space to more functional uses in business districts that currently lack sufficient bike parking facilities.

Staff seeks the Committee's input on how to shape the permanent bike corral program. In our review of locations for potential additional bike corrals, a number of common on-street parking situations arise, including:

- 'No Parking' zones (such as The Thirsty Pig – not many in ideal locations)
- Loading Zones (such as Arabica/Rosemont)
- Metered Parking spaces
- 2 hr Un-metered Parking spaces
- 15 minute Parking (could be re-located along the same block, if needed)
- Handicapped Parking spaces (could be re-located along the same block).

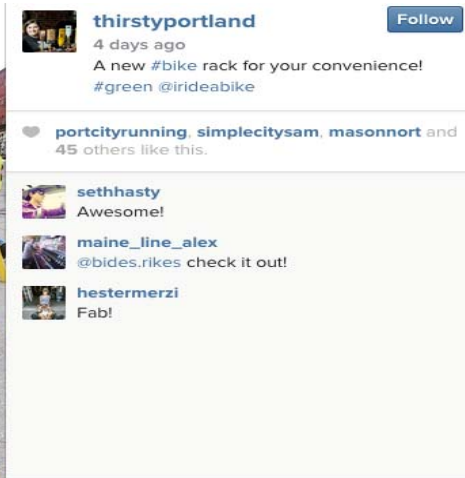
Staff is seeking your guidance in terms of the how to approach the possible displacement of existing on-street parking resources, namely:

- *Under what conditions would the Committee consider approval the removal of a metered or unmetered parking space?*
- *If metered spaces are removed, would the business be required to compensate the City for the loss of revenue?*
- *Or should staff only focus on locating underutilized loading zones or designated no parking areas?*



Jeff Levine, AICP
Director, Planning & Urban Development Department

We seek a nearby business to 'sponsor' the bike corral including signing an agreement to perform day-to-day maintenance and help pay for a portion of the bike corral.



The Thirsty Pig has marketed and received positive feedback about the bike corral on their social media pages.



MEMORANDUM

To: Transportation, Sustainability and Energy Committee

From: Ian Houseal, Assistant to the City Manager, Sustainability Coordinator

Date: June 17, 2015

RE: Update – Feasibility of LED Streetlights Conversion

The following brief is for the Transportation, Sustainability, and Energy Committee with regard to the question of the feasibility of converting to LED streetlights. There is interest from members of the City Council in exploring the feasibility of converting to LED streetlights. Additionally, surrounding communities have also been pursuing the option of LED streetlight conversion and there has been legislative changes and rulemaking with regard to streetlight service. Note the attached memorandum from 2011 is referenced for background information.

In total, the City spends approximately \$1 Million annually in street lighting. Streetlighting accounts for approximately 11% (approximately 3,500,000 kwh) of the City's annual electricity use from City operations. The total cost includes electricity and maintenance; however, it should be noted that some City streetlights (metered lights) are maintained by City staff and maintenance and staff time to maintain those lights is not included in this presented total cost of operation. Other lights are leased and maintained by Central Maine Power (CMP).

Possible drivers for converting to LED streetlights may include:

- Cost and energy savings
- Quality of life Improvements (streetscape experience, night sky, etc.)
- Public Safety (LEDs can be tied in to Public Safety systems and flash, dim, etc.)
- Smart City Technology (LEDs can be tied into vehicle and pedestrian recognition system, can form the backbone for a wireless mesh network, etc.)

Limitations may include:

- Cost and energy savings
- Operational and maintenance responsibility
- Conversion of ornamental lighting in downtown districts and elsewhere
- Process of ending leases

Service Delivery Options

There are two general options available for streetlight service delivery:

- Full Service Lighting (Fixture, Delivery, and Maintenance): Under this option the City leases fixtures from CMP and additional components of the streetlight are also leased as determined by special conditions. CMP maintains and delivers electricity to the fixtures under this arrangement.

- **Energy Delivery-Only Service Lighting:** Under this option the City owns and operates **ALL** streetlight components and CMP **ONLY** delivers electricity to the streetlight. Under this option, CMP may maintain City-owned streetlights under a special contract as negotiated.

In general, the rules permit two paths: City ownership of all streetlights and equipment or CMP operation of all non-metered streetlights.

LED Conversion Options

1. Assuming the City was to continue with full service lighting service delivery through CMP there is one LED fixture (50 watt) that is readily available for consideration as a replacement to comparable fixtures. Through participation in a New England Energy Partners (NEEP) study of LED streetlights, it was concluded that the tariff available in Portland for this fixture is twice as much as comparable fixtures. Until the tariff is decreased, there would be limited cost savings to increased cost by switching to LED fixtures because the CMP charges are approximately 80% of the total cost. And while energy savings could potentially be reduced somewhere between 10% to 50% if 90% of the non-metered system was converted to this particular LED fixture, the undepreciated value of the lease would need to be paid back to CMP if an energy delivery-only service was pursued at a later date.
2. Assuming the City was to pursue energy delivery-only service lighting the entire system would be switched out with City-owned fixtures. Maintenance and operation responsibilities would need to be determined. It is possible that cost and energy savings could be found. Fifteen percent cost savings is a guess; however, any cost savings should be measured against the trade-off with regard to service delivery.

Opinion

If the City was to pursue converting to LED streetlights it is recommended to tie the conversion to additional value-added drivers such as those mentioned above such as quality of life improvements, Smart City technology, or public safety.



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MEMORANDUM

To: Energy and Environmental Sustainability Committee

From: Ian Houseal, Sustainability Coordinator

Date: April 7, 2011

Re: Service Delivery of Municipal Streetlights

The following is provided as a briefing for the Energy and Environmental Sustainability Committee in consideration of the question of whether to support LD 493: An Act to Provide Municipalities with Reciprocal Rights to Rent Space for Street Lights on Utility Poles in Municipal Right-of-ways. The purpose of this briefing is to provide information on the composition of the streetlights located in the City and the implications of the City operating the streetlights that are currently operated by Central Maine Power (CMP).

Maine Municipal Association (MMA) has been involved with this legislation. Contact has been made with MMA related to the proposed legislation. MMA has distributed a survey to the City to gauge interest in exploring the option of asserting direct municipal control over the streetlight program. A response has not yet been provided to the survey.

Streetlight Electricity Usage Profile

The City of Portland uses approximately 18,847,000 kilowatt hours (KWH) of electricity each year. Approximately 3,566,000 KWH (19% of the City's total electricity usage) is attributable to streetlights.

Non-metered Accounts: Approximately 3,454,000 KWH (97%) of streetlight electricity usage is from non-metered accounts which are operated by CMP. Ownership of full streetlight component: pole, bracket, and wiring between streetlight, varies; ownership partly by the City or CMP. CMP is typically owner of the fixture itself (housing, lamp, and ballast). Non-metered streetlight counts and wattages include:

- 50 watt fixtures – 1947
- 70 watt fixtures – 922
- 100 watt fixtures – 1576
- 150 watt fixtures – 981
- 250 watt fixtures – 501
- 400 watt fixtures – 143

Metered Accounts: The remaining 112,500 KWH (3%) of the City's streetlight fixtures are metered accounts and the **exact** counts and wattages of these fixtures is not easily quantifiable. These fixtures

are currently owned and operated by the City. The City owns the equipment and wiring from the meter to each streetlight. There are other metered accounts amounting to less than approximately 230,000 KWH from lighting in city parks potentially increasing the metered account streetlight electricity usage to approximately 9% of the total streetlight electricity usage.

Streetlight Delivery Options

Under the current CMP Electrical Delivery Rate Schedule, Street Lighting Service, Rate SL there are two general options that are available to the City for streetlight delivery:

1. Full Service Lighting (Fixtures, Delivery, and Maintenance): Under this option the City leases fixtures from CMP and additional components of the streetlight are also leased as determined by special conditions. CMP maintains and delivers electricity to the fixtures under this arrangement.
2. Energy Delivery-Only Service Lighting: Under this option the City owns and operates **all** streetlight components and CMP **only** delivers electricity to the streetlight. Under this option, CMP may maintain City-owned streetlights under a special contract.

In summary, there rules permit two paths: City ownership of all streetlights and equipment or CMP operational of all non-metered accounts. Given economies of scale, the two available approaches to streetlight operation are appropriate.

The Cost of Operating Streetlights

If the City was to proceed with owning and operating all streetlights, it has been assumed that under the proposed legislation, the cost of energy delivery-only would not change. Based on a back-of-the-envelope calculation, the delivery cost savings by participating in the Energy Delivery-Only Service Lighting Option listed above would be approximately \$396,492 annually. If the 644 streetlights with wattages greater than 150 were replaced with lower wattage fixtures it can be assumed that the delivery cost savings would be approximately \$428,452. However, these savings would be offset by, first and foremost, the cost of purchasing new equipment (currently owned by CMP) and second by maintaining that equipment. It was assumed that the annual streetlight equipment costs would be approximately:

- \$174,000 annually for the next twenty years (assuming a long-life fixture was purchased) based on an initial purchase of approximately \$2,444,000;
- Operation and maintenance Costs would be approximately \$200,000 annually including materials and labor; and
- Vehicle expenses would be approximately \$13,000 annually.

It is estimated that the annual savings in owning and operating the entire streetlight system in the City would be approximately \$41,452 annually.

Opinion

Given that the legislation would potentially open up the option of using CMP utility pole space for streetlights owned and operated by the City, supporting the legislation would likely do no harm. However, energy efficiency and cost savings are possible and likely, but not likely to a degree that would drive the decision-making process in future discussions of whether to own and operate streetlights. The primary drivers would likely be service-delivery. The City would need to consider the long-term operational implications of owning and operating a streetlight system.



MEMORANDUM

To: Transportation, Sustainability and Energy Committee

From: Ian Houseal, Assistant to the City Manager, Sustainability Coordinator

Date: June 17, 2015

RE: Review Sustainable Portland Plan

The Sustainable Portland Plan is over five years old. Most of the actionable items of the Plan have been accomplished. Other Plan items are about fostering relationships and building and maintaining processes and these relationships and processes are in place. Other actions in addition to plan items have also been undertaken and accomplished. Other ideas have surfaced since the Plan was drafted and might be considered as part of the Plan.

At the pleasure of the Committee, staff is asking the Committee to:

1. Review and discuss the existing plan documents;
2. Consider whether updating the plans is warranted; and
3. Consider what those next steps and process for updating the plan would be, if it is determined that an update is warranted.

The following is staff's review and brief analysis of the current plan documents in consideration of considering future planning efforts with regard to the Sustainable Portland Plan.

Sustainable Portland Plans Review and Analysis

The City has two guiding documents with regard to Sustainability:

- Municipal Climate Action Plan, 2008
- Sustainable Portland Plan, 2010

The Sustainable Portland Plan in particular presents the vision for the community, goals for attaining that vision, and steps that can be taken to meet those goals. The Plan was developed through a public process.

The two Plans are attached and action items are color-coded for the Committee:

- **BLUE** – Actionable and accomplished
- **GREEN** – Actionable, accomplished, and ongoing RELATIONSHIP
- **RED** – Not Actionable
- **LIGHT BLUE** – Actionable and should be carried forward

Assuming staff's characterization of accomplishments of Sustainable Portland Plan items is acceptable the following items might be carried forward as **actionable** items:

- Adopt a reasonable and enforceable no-idling policy throughout the city – including maritime and aviation uses.
- Plan for sea-level rise through land use regulations, education, and infrastructure planning.
- Create a private/public smart energy management program
- Promote the use of renewable energy sources of energy supply.

From the Climate Action Plan:

- Purchase Renewable Energy
- Purchase and use route optimization software
- Transportation Demand Management for Employee Commuting

Preliminary list of potential actionable items for further discussion

- Benchmarking/Disclosure Program
- LED Streetlights Conversion
- Pesticide and Chemical Policy
- Invasive Species Control
- STAR Community Metrics
- Other focuses for Portland's efforts in Sustainability?

Sustainable Portland Plan –June 7, 2010

Goals and Objectives Summary

Environmental Goals and Objectives

Goal

G.1 Pollution prevention and source reduction.

Policies

P.1.1 Explore development of and implementation of an Environmental Management System (EMS) with a goal of certification under ISO 14000.

P.1.2 Under the EMS, adopt a policy of pollution prevention as a guiding principle in all city decision making.

P.1.3 Under the EMS, adopt a citywide net zero waste goal for solid and hazardous waste.

P.1.4 Develop a comprehensive storm water management and pollution prevention program to eliminate toxics and excess nutrient run-off from entering Portland's surface waters and sediments.

P.1.5 Continue the work of the Casco Bay Estuary partnerships to identify and reduce toxic pollution.

P.1.6 Coordinate City efforts within a regional framework and develop stronger relationships with other communities to achieve common environmental sustainability goals.

Implementation

I.1.1 Adopt a reasonable and enforceable no-idling policy throughout the city – including maritime and aviation uses.

I.1.2 Continue to upgrade and separate our combined sewer/water system to minimize release of untreated sewage.

I.1.3 Encourage households and business properties to reduce storm water runoff volume and increase storm water quality through use of improved site design, decreased impervious surfaces, use of rain barrels and other best management practices.

I.1.4 Reduce the incidence of lead poisoning among children by expanding the dissemination of information regarding lead poisoning and lead safe work practices, particularly targeted to Portland homeowners with pre-1950's housing and children under the age of six.

I.1.5 Use City purchasing to support cost-effective local and green products using recycled products where possible.

Goal

G.2 Environmentally responsible and energy efficient buildings.

Policies

P.2.1 Establish as a priority, all new construction and renovation projects to focus on energy conservation.

Implementation

I.2.1 Adopt a requirement that all municipally funded new construction projects receive certification through the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) rating system, targeting a minimum of a Silver Rating. Encourage non-City projects to receive LEED certification as well.

I.2.2 Continue to conduct energy audits of City Buildings and use the results to prioritize energy conservation efforts.

Goal

G.3 Environmental stewardship through effective transportation and land use decision-making.

Policies

P.3.1 Promote public bus transportation and other transit opportunities through infrastructure improvements, sidewalk clearance, expanded funding and operations for METRO, expanded use of METRO for public school transportation, and facilitating regional bus transit efforts.

P.3.2 Plan for sea level rise through land use regulations, education, and infrastructure planning.

P.3.3 Coordinate City efforts within a regional framework and develop stronger relationships with other communities to achieve common environmental sustainability goals.

Implementation

I.3.1 Draft and implement site plan/land use standards for environmental goals, including transit and bicycle use, energy efficiency, decreased impervious surface, improved stormwater quality, and increased wetlands protection.

Goal

G.4 Climate change mitigation and resiliency with energy cost reduction.

Policies

P.4.1 Climate Protection: Meet the City's carbon reduction targets – Revise city energy use to meet carbon reduction commitments established through participation in the *Governor's Carbon Challenge* (Reduce carbon emissions to 10% below 1990 levels by 2020) and the US Conference of Mayor's *Climate Action Plan*.

- Strive to meet or beat the Kyoto Protocol targets in their own communities, through actions ranging from anti-sprawl land-use policies to urban forest restoration projects to public information campaigns;
- Urge their state governments, and the federal government, to enact policies and programs to meet or beat the greenhouse gas emission reduction target suggested for the United States in the Kyoto Protocol -- 7% reduction from 1990 levels by 2012; and
- Urge the U.S. Congress to pass the bipartisan greenhouse gas reduction legislation, which would establish a national emission trading system

P.4.2 Climate Change Resiliency and Adaptation Coordination: Work with regional and local governments and non-governmental organizations to coordinate climate change adaptation processes.

P.4.3. Develop and adopt land use ordinance and infrastructure policies to promote a climate change resilient community.

P.4.4 Create a private/public smart energy management program.

P.4.5 Promote the use of alternative sources of energy supply.

Implementation

I.4.1 Work with Clean Air-Cool Planet to create greenhouse emissions reduction action plan for the entire Portland community.

I.4.2 Change out municipal lights and traffic lights to energy efficient fixtures.

I.4.3 Undertake an on-site renewable energy generation demonstration project.

I.4.4 Review existing codes and identify and remove barriers to energy conservation where appropriate.

I.4.5 Adopt new codes for all new municipal building projects to focus on energy conservation.

I.4.6 Create a public/private cooperative to train energy auditors in an effort to assist current building and home owners in reducing their energy consumption.

Measurements and Benchmarks

1. Greenhouse gas emissions – maintaining the *Clean Air – Cool Planet* energy audit.
2. Number of and percentage of certified “green building” projects city-wide.
3. Percentage of locally consumed energy produced locally.
4. Municipal Solid Waste generation and percentage of recycled waste.
5. Number and condition of “Impaired urban streams” as identified by Maine DEP .
6. Impervious surface, percentage of City and gross area, and Volume Stormwater run-off.
7. Air Quality Index.
8. Number of bike racks and miles of bike lanes.
9. Combined Sewer overflow events and percentage of separated sewers within the City.
10. Single Occupancy Vehicle trips/Transit trips.
11. Mapped extent and severity of shore land flooding and infrastructure damage due to sea level rise.
12. Toxic Chemical Releases and Accumulation – using the *Casco Bay Estuary Partnership's* report on Toxins in Casco Bay as a basis.
13. Number of and condition of street trees and acreage of urban forest.
14. Percentage of Portland children who are identified with BLLs $\geq 10\text{ug/dl}$. (Baseline: 4.7% for children < 6yrs from 2001-2003). % of children who are screened for lead.

Economy Goals and Objectives

Goal

- G.5 A diverse economy resilient to shifting market trends and adaptable to emerging needs and opportunities.

Policies

- P.5.1 Support and enhance a citywide system of neighborhood business districts that are neighborhood-oriented, provide local services within a walkable distance from neighborhood population centers, and are linked by transit.
- P.5.2 Promote and nurture the creative economy for the City.
- P.5.3 Protect and promote the waterfront and marine-related businesses.
- P.5.4 Promote emerging innovation economy, including biotechnology and other research based commerce.
- P.5.5 Promote and encourage green business practices and businesses specializing in environmental and green-focused products and services.
- P.5.6 Maintain regular relationships with local business groups.

Implementation

- I.5.1 Adopt a Buy Local purchasing preference in the city's purchasing program.
- I.5.2 Continue work with Portland Community Chamber to develop and track benchmarks measuring Portland's economic growth relative to Maine and national peer group cities.

Goal

- G.6 Dependable infrastructure which enables efficient workforce mobility and transfer of commerce.

Policies

- P.6.1 Enhance transportation infrastructure that promotes convenient and attractive multimodal transit linkages for both local and regional transportation.
- P.6.2 Continue to invest in public transportation centers including rail, bus, ferry, and the Portland International Jetport to promote efficient and affordable linkages to Portland both as a destination and a gateway to northern New England and the Canadian Maritimes.

P.6.3 Identify and correct any City and State codes that impede recycling and rehabilitation of existing buildings and land.

Goal

G.7 Economic prosperity with Portland entrepreneurs and industries operating in local, regional, national, and global markets.

Policies

P.7.1 Promote regional business linkage throughout New England and Atlantic Canada.

P.7.2 Promote local food production and marketing that coordinates with the “Buy Local” campaign and expands both local and regional markets for Southern Maine farm and fisheries products.

P.7.3 Promote exportation local products and services, capitalizing on the Portland “brand” as a recognizable embodiment of quality products and the Maine work ethic.

Goal

G.8 A well-trained educated workforce able to meet the demands of a dynamic economy.

Policies

P.8.1 Continue to promote mixed-use housing, including the promotion of affordable and student housing, and aggressively implement Portland’s housing plan, *Housing: Sustaining Portland’s Future* (2002).

P.8.2 Commit to uphold our high quality K-12 and adult educational system through continued innovation and investment in effective programs, facilities, and enrichment activities.

P.8.3 Enhance ties with local universities, to ensure a skilled and adaptable workforce, encourage research and development, and spin-off business activity.

Measurements and Benchmarks

1. Employment levels and concentration.
2. Farmer’s Market Days and volume.
3. Distribution of personal income.
4. Availability and affordability of “workforce housing”.

5. Fish landings at the Portland Fish Pier and local lobster pounds.
6. High value-added products and services.
7. Value of exported goods and services.
8. Tourism visitation and spending.
9. Jetport, Amtrak Downeaster, cruise ship, and international ferry ridership.
10. Cost of Living.

Community Goals and Objectives

Goal

- G.9 Organized social institutions of all types supporting the collective well-being of the community.

Policies

- P.9.1 Support an integrated, citywide community volunteer program such as *Volunteer Portland* as a mechanism to link interested citizens with volunteer opportunities.
- P.9.2 Encourage arts and cultural institutions through support for public arts, the creative economy, and the Portland Arts and Cultural Alliance.
- P.9.3 Promote growth of universities and educational/cultural opportunities within the City.

Goal

- G.10 Public and private places where organizations and their buildings mutually support the identity of the City.

Policies

- P.10.1 Enhance recreational opportunities and promote active lifestyles through schools, public recreational facilities, and park venues.
- P.10.2 Continue support for public infrastructure that promotes positive recreation and social activities, including Merrill Auditorium, Hadlock Field, the Cumberland County Civic Center, public recreational facilities, and trails and bicycle trails and amenities.

Goal

- G.11 Social and Civic Events promoting shared experiences for all people of the Portland community.

Policies

- P.11.1 Support efforts like the Creative Economy Steering Committee to enhance opportunities for public events and festivals throughout the year.

Goal

- G.12 Public and private initiatives promoted and implemented by the City of Portland.

Policies

P.12.1 Maintain and enhance the tradition of involving citizens from the inception to implementation of the City's policymaking process. Provide a proactive tracking mechanism to allow interested parties to meaningfully participate in policymaking.

P.12.2 Promote City Diversity through hiring practices, initiatives like the Freedom Trail, support for childhood and adult English Language Learner programs.

P.12.3 Integrate sustainability into adult and school age education through increased cooperation between City government and school administrations at elementary, high school, and collegiate levels.

P.12.4 Continue support for social service programming for homelessness, adult education, at-risk youth, public health, and drug addition.

Implementation

I.12.1 Implement Neighborhood Planning program.

Measurements and Benchmarks

1. Outreach to Community on Sustainability issues (number of hits on Website, use of Sustainability logo)
2. Voter turnout
3. Kindergarten and middle school "capture" rate (i.e. the percentage of children born in Portland who enroll and stay in Portland Public Schools)
4. High School Graduation Rate
5. College enrolment at USM, UNE, Andover College, SMCC, MECA, etc. . .
6. Library and community center participation
7. Volunteer involvement and charitable giving in schools and in the community at-large
8. Adult literacy
9. Historic preservation (number of buildings, percentage of City)
10. Attendance at civic events and festivals
11. Number of cultural and arts venues
12. Homelessness
13. Crime rate
14. Participation in City sponsored recreational activities and programs



The City of Portland

MUNICIPAL

CLIMATE ACTION PLAN

Prepared by the Portland Municipal Climate Change
Working Group

March, 2008

ACKNOWLEDGEMENTS

The Municipal Climate Action Plan was prepared by
The City of Portland Municipal Climate Change Working Group

The Municipal Climate Change Working Group consists of the following Portland city staff:

Troy Moon, Chair	Solid Waste Manager
Douglas Sherwood	Facilities Manager, Portland Public Schools
William Needleman	Senior Planner
Amy Grommes-Pulaski	Program Manager, Housing and Community Development
Judy Harris	Manager, Transportation Policy and Regulatory Compliance
Karen Marston	Assistant Purchasing Agent
Kevin Austin	Fleet Manager
Bob Leeman	Public Buildings Director
Jeff Tarling	City Arborist

Additional Support Received by:

Christa Koehler, Community Program Manager, Clean Air Cool Planet
Christopher Dunn, Intern, Clean Air Cool Planet
Misha Mytar, Intern, Clean Air Cool Planet
Kim Lundgren, ICLEI
Missy Stults, ICLEI
Joseph Gray, Portland City Manager

Introduction

"Climate change may be the greatest challenge to our City since the rebuilding after the Great Fire of 1866 and it will require of us an honest, committed and sustained commitment to change."

The Mayor's Sustainable Portland Taskforce final report, Nov. 2007

Global warming is a serious problem with major implications for both the global and local environment. Unless communities, such as the City of Portland, take immediate action to reduce greenhouse gas (GHG) emissions our region may see its average mean temperature increase by as much as 10 degrees Fahrenheit during the next century. This would result in several negative impacts including disruptions in the supply of food and energy, damage to public infrastructure from more frequent and more extreme weather events, a higher rate of infectious diseases and a higher susceptibility to flooding. In fact, several parts of the City already experience flooding during astronomic high tides. As a coastal community, the city of Portland is vulnerable to the effects of climate change and the municipal government should lead community efforts to prevent and mitigate these impacts. To do this, the City will need to model appropriate conservation practices by adopting energy efficient modes of operation and decision making.

In the summer of 2001 the City of Portland's elected officials signed a resolution pledging to participate in the Cities for Climate Protection (CCP) Campaign sponsored by ICLEI. By doing so they joined officials from hundreds of other cities around the world who believe that action at the local level serves as the foundation of the international effort to fight global climate change.

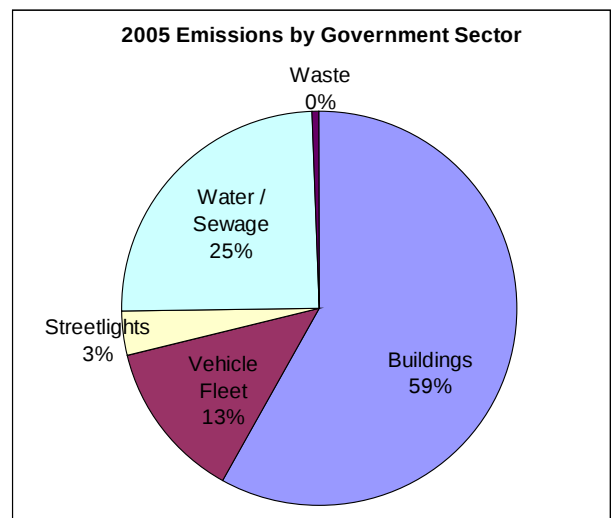
As a participant in the CCP Campaign, the City committed to complete a 'Five Milestone' Process:

1. **Complete a Greenhouse Gas Emissions Inventory and Report**
2. **Set an Emissions Reduction Target**
3. **Complete a Local Climate Action Plan to Reduce Greenhouse Gas Emissions**
4. **Implement the Local Climate Action Plan**
5. **Monitor the Impact of Emissions Reductions Measures**

Milestone 1: The first emissions inventory was completed in 2001 and updated in 2005 with assistance from interns funded by Clean Air Cool Planet. These interns gathered energy consumption data from a variety of sources including Northern Utilities, Central Maine Power, Union Oil and City personnel and entered it into specialized modeling software provided by ICLEI. The software totaled the energy usage from the various departments and created reports detailing the amount of carbon dioxide emitted. This information was used to create a 2005 baseline measurement of equivalent carbon dioxide emissions (eCO₂) for the city of Portland.

Milestone 2: In 2005 then Mayor Jill Dusen signed the Governor's Carbon Challenge. By doing so she committed the City to reduce its CO₂ emissions to 10% below 1990 levels by 2020. This addressed the second milestone of the CCP campaign.

Milestone 3: In the summer of 2007 City Manager Joseph Gray established a diverse working group



consisting of representatives from a variety of departments. The group's goal was to develop a series of steps the City could take to reduce energy costs and GHG emissions. This group, dubbed the Municipal Working Group, met throughout the summer and fall.

The Municipal Working Group (MWG) reviewed the inventory which indicated that emissions from municipal operations in 2005 amounted to nearly 41,000 tons of equivalent CO₂. We learned that 59% of these emissions came from energy consumption in the City's buildings and facilities, water and sewage systems accounted for 25% of the emissions and the vehicle fleet contributed 13% of the emissions. Streetlights and traffic signals accounted for a smaller portion and emissions from waste incineration were negligible.

Several Departments have already begun to take action independent of a central plan basing their efforts on best practices in their areas of responsibility. Examples of such efforts include the installation of LED lights in most traffic signals, the installation of energy efficient T8 fluorescent tubes in most buildings and the adoption of biodiesel to fuel the municipal vehicle fleet. The School Department has recently enacted an energy policy to guide conservation efforts by its building users.

The City of Portland paid nearly \$8 million for its energy use in 2005. This represents a 30% increase from 2000. Energy costs have soared higher since then and the price of oil recently peaked at over \$110 a barrel. Costs continue to rise.

With these factors in mind, the MWG drafted a series of recommendations. This report and its acceptance by the City Manager bring the City to the third milestone of the CCP campaign.

Milestones 4 & 5: If the City of Portland's local government hopes to achieve the emission reduction goals it has set for itself the City Council and the City Manager will need to maintain and extend their commitment to energy efficiency and sustainability. Their guidance will serve as the framework of staff efforts. To become sustainable, though, the initiative will require every City employee to participate. It is the individual employee who will decide whether to turn out a light when s/he leaves a room, who will decide whether or not s/he really needs to drive a vehicle to a meeting a few blocks away or who will throw some paper in the trash instead of the recycling bin. *Unless we foster an organizational culture that values conservation of resources we will not succeed.*

The members of the MWG are pleased to present the results and recommendations to the City Manager and the City Council. The MWG looks forward to implementing these measures and by doing so leading the way into a more sustainable future for the community we serve.

GENERAL RECOMMENDATIONS

1. Create a “Green Team”

The City Manager should create a “Green Team” made up of representatives from all departments to assist with the implementation and adoption of Action Plan items. This team should take primary responsibility for several recommended action items including peer education and behavior modification efforts and coordination with environmental groups outside the City. Examples may include: Portland Green Streets and Commute Another Way Day, among others. The Green Team should also assume primary responsibility for monitoring the City's progress towards its emissions reduction goals and updating the action plan on a regular basis.

The City has had positive experiences recruiting groups of employee volunteers to work on important issues facing the City family. Examples include the Diversity Team and the Health Improvement Team. These programs have particular value because they disperse responsibility beyond the formal management hierarchy and empower interested employees to have significant impact on an initiative they feel strongly about. Members of these teams serve as ambassadors for their particular initiative and work to create interest in it amongst their coworkers. This social networking represents an effective tool for creating more widespread awareness. Hallway chats and informal discussions amongst peers about “green issues” will help create a more receptive environment for the message.

Moreover, a City Green Team will be able to coordinate and cooperate with school, institutional and regional environmental efforts to share best practices and join in regional efforts across bureaucratic and municipal boundaries.

2. Develop a Behavior Change Program for Employees

City employees should make conscious efforts to reduce the amount of energy they consume during the course of their work. This can be accomplished through basic energy conservation measures such as turning off lights when leaving rooms, limiting the use of space heaters and air conditioners, limit unnecessary copying and printing, eliminating unnecessary trips in City vehicles, walking to meetings and turning off computers and computer equipment when not in use. Unfortunately, these basic procedures are not common employee behavior. Creating a culture of conservation will require specific efforts to modify employee behavior. These should include a variety of steps including education and the implementation of specific policies. In addition, individual departments should develop specific energy reduction measures related to their specific operations. These plans should be submitted to and endorsed by the City Manager. Special recognition can be used to encourage compliance.

Part of the behavior change program would include promoting the in-house recycling program. The City has adopted single sort recycling in all City and School buildings. This has been well received by staff and participation has been good in most buildings. (In City Hall, for instance, the custodial staff has been proactive in providing recycling receptacles in convenient locations and collection has increased from once each week to twice each week.) Increased promotion and awareness could lead to further success in this area.

Clean Air Cool Planet has offered to assist with the implementation of a City wide behavior modification program. The City should partner with them for this effort. Coordination can also be combined with active and effective Health Improvement Team which sends daily “healthy

living” tips to employees. The Green Team should assume primary responsibility for promoting and managing this effort.

3. Foster and Encourage Student Support

Educational efforts around reducing energy consumption and changing employee behavior cannot be effective without continuous effort. While many employees have a genuine interest in supporting such efforts, their job responsibilities limit the time they have available. The City should supplement staff capacity by partnering with local schools – high schools, colleges and universities to recruit motivated students who could fill internships, work study jobs, work for academic credit opportunities and volunteer positions. Assignments could include researching energy reduction efforts in other communities, creating and implementing educational programs for staff and assisting the Green Team with their efforts. Students would provide valuable work for the City while getting an opportunity to learn first hand about the workings of municipal government. They could bring creativity and energy to the City’s efforts at a very low cost.

The City has worked with student groups on a limited basis with great success. Last year the Portland High School Environmental Club created an educational video about curbside recycling for the City web page and for cable access TV. This year, Muskie Institute students are working with the Energy and Environmental Sustainability Committee to research sustainability efforts in other communities and document BMPs gleaned for these communities. These experiences suggest that partnerships with schools can be very useful.

Cool Air Cool Planet maintains regular contact with its educational and school partners. We should take advantage of this resource to develop and maintain relationships with schools. In addition to continual updates of the Greenhouse Gas Emissions Inventory and Report, college or graduate level interns should be employed to create metrics for the recommendations of this plan for continual measurement and tracking.

4. Develop an Environmental Preferable Procurement Policy

The choices the City makes regarding the goods and services it purchases can have a major impact on the environment and offer an important opportunity to visibly demonstrate a commitment to sustainability. Ensuring that City purchasing policies include green standards such as a mandate for recycled content, a local vendor/provider preference, reduced toxicity and a full life cycle analysis of major purchases such as heavy equipment and vehicles would model sustainable spending to Portland residents and businesses.

Many communities around the country have already instituted green procurement policies and can provide the City with valuable case studies. ICLEI is currently developing an implementation guide for green procurement. The Green Team should work closely with their staff to implement this measure.

5. Participate in Educational and Informational Partnerships and Events

The City has chosen to participate in a number of climate change initiatives including the Governor’s Carbon Challenge, Cities for Climate Protection and have partnered with Clean Air Cool Planet and ICLEI. These relationships have proved valuable and should continue.

The City should also participate in other relevant initiatives such as the EPA's Cool Cities program, managed locally by GPCOG which will allow us to access additional informational and, potentially, financial resources.

The City should actively participate in Earth Day events, Maine Recycles Week and support the efforts of local groups such as Portland Green Streets. Doing so would bring greater public attention to these events and organizations while helping us inform the greater community about our efforts.

6. Update our Emissions Inventory

In order to monitor the City's progress the city will need to commit to updating the emissions inventory every five years at a minimum.

7. Conduct Public Outreach

The City should regularly inform the public about its energy reduction and climate change efforts. It is important to engage community members in a dialogue about climate change and energy conservation efforts to ensure that they understand that they are partners in a community wide effort. To facilitate this effort, City staff should discuss conservation efforts with members of the community whenever possible and perhaps include this as topic of discussion in the HCD meeting held each year by the District City Councilors. As energy costs continue to rise, the public will be very interested to learn what measures have been taken to reduce consumption and reduce costs.

A comprehensive Sustainable Portland website should be created that can document the City's climate change efforts and provide community members with resources to assist with their own climate change reduction efforts. Energy conservation efforts should be transparent to the public. Information and data documenting fleet fuel consumption, electrical consumption, natural gas consumption and oil consumption from year to year should be available to the public.

ENERGY USE AND FACILITY MEASURES

1. Commission Comprehensive Energy Audits For All City and School Department Buildings

The first and most important step to the City should take to reduce energy consumption and GHG emissions is to commission comprehensive energy audits in all City and School Department buildings. The data collected during green house gas inventory indicates that heating and maintaining buildings represents the greatest area of energy consumption in City operations. While inventory data shows which buildings are the highest users of energy, it does not determine what factors contribute to this usage. Energy audits conducted by knowledgeable energy professionals will help us to determine the appropriate steps to reduce energy consumption. *Until this information is documented the city will be unable to significantly progress toward energy reduction goals.*

Explore Performance Contracting to Act On Recommendations From Energy Audits

Many cities have used performance based contracting with Energy Service Companies (ESCOs) to fund building upgrades. These companies take the result of an audit (or complete their own) and recommend projects to improve energy efficiency. They then negotiate a contract with their client that bundles the recommended efficiency measures into a single project and allows the client to pay for the capital improvements from the savings recouped from the installed conservation measures. The Boston Housing Authority, for instance, has used this arrangement to fund over \$50 million in capital improvements. Some of these improvements include installation of more efficient boilers, low flow toilets, "cool roof" retrofits, solar arrays and combined heat and power systems. Other Maine communities have begun to recognize the value of performance contracts. The City of Biddeford and the City of Bangor have each recently embarked on large capital improvement projects using this method of financing.

Contracting with an ESCO appears to offer the quickest and most economical way to achieve significant reduction in energy consumption and green house gas emissions from City buildings. It offers the opportunity to lump a number of building improvements into a single package with a target date for completion without requiring an upfront expenditure of City funds. It also offers a comprehensive approach to efficiency improvements that would not rely on identifying and attempting to fund improvements to individual buildings each fiscal year. Exploring this option should be the highest priority for the City.

The Maine Public Utilities Commission is able to offer the City assistance and expert advice regarding ESCOs and performance contracting. The City Manager's Office has already had an initial meeting with them to explore performance contracting and further exploration will help to determine the merits of this approach. Additional outside consultation may be needed to ensure that any potential contract fully meet the City's needs.

Upgrade Lighting, HVAC and Water Systems in Existing Buildings

In the absence of a comprehensive energy performance contract to upgrade systems in City buildings, or in buildings that are not included in such a program, a comprehensive strategy should be created to maximize the energy efficiency. This would include adopting a range of measures as indicated by an energy audit such as additional insulation, replacing fixtures, adding motion sensors to light switches and replacement of heating and cooling systems. The City should also upgrade plumbing fixtures in an effort to efficiently use water because, according to data in our emissions inventory, electricity use by the Portland Water District to treat and pump water is a significant contributor to green house gas emissions.

Facilities Management is mindful of energy conservation and has already begun important changes. For instance, they are using T-8 bulbs in most lighting and have worked to ensure that buildings are properly weather proofed. However, MWG recommends creating a strategy and timeline for completing any necessary upgrades identified through an energy audit.

Adopt a Comprehensive Energy Policy for City

In August, 2007 the Portland Public Schools adopted a comprehensive energy policy which describes the responsibility all school employees, students, volunteers and building users have to conserve energy. The policy provides specific procedures that govern the use of heating, cooling and lighting systems in school buildings in order to minimize waste. It also designates

specific individuals to be responsible for ensuring that building users understand and follow the policy.

The City should adopt the School Department's energy policy as a model with the understanding that it will need to be modified to accommodate the wide range functions City operations encompass.

Many of the policies that should be adopted include "common sense" measures (such as turning out lights in empty rooms) that will need to be reinforced through an employee/building user behavior modification program.

4. Adopt green building standards for municipal buildings

The City should adopt proven, verifiable performance standards to ensure that our buildings are designed and built to use resources efficiently. The U.S. Green Building Council's LEED (Leadership in Energy, Environment and Design) standards are the most well known rating system and offer the benefit of broad public acceptance and recognition. Buildings designed to meet LEED standards use energy and water resources efficiently and are healthy for those living and working in them. The certification process adds additional cost to building projects and the City should weigh the cost of certification versus its benefits on a case by case basis.

5. Purchase Renewable Energy

In accordance with green purchasing initiatives, the City should include a certain percentage of green power in its energy portfolio. Green power currently costs significantly more than energy from the standard offer so this measure may be a longer term goal. As energy prices continue to rise, green power may become more cost competitive. Purchasing even a small portion of green power will demonstrate interest and commitment while working to increase demand.

6. Explore Small-Scale Energy Generation Project

The City should explore cost effective small-scale energy generation demonstration projects on City facilities. Such projects, including wind and solar power, offer credible opportunities to show how the City of Portland can play a part in reducing dependence on carbon emitting energy sources. Community support for locally produced energy is growing and the City should be open to using City land in private/public partnerships that reduce overall carbon emissions and potentially benefit the Portland taxpayer.

TRANSPORTATION RECOMMENDATIONS:

1. Update Policies Guiding Use of City Owned Vehicles –Target Reduction

The City should review policies regarding the use of City owned vehicles and amend them to minimize the use of fuel. Examples of such measures could include:

- using the smallest practical piece of equipment for a job
- organizing work assignments to reduce vehicle miles driven
- requiring route drivers to complete routes as assigned
- minimizing the use of City vehicles for personal use

The City Manager should set a reduction target for gasoline and diesel fuel consumption by vehicles in the City fleet and task the Fleet Users Committee with working to implement the reductions.

2. Purchase and use route optimization software

All City operations that regularly use vehicles should develop plans and policies for shared trips, car pooling and trip avoidance. Technology such as Global Positioning and Geographic Information Systems should be used to analyze routed service for maximum efficiency and reduced vehicle miles.

The City should purchase route optimization software to create the most efficient possible routes for operations such as trash and recycling collection, snow plowing, street sweeping and any other operation that requires route driving. This software would integrate with our current MIS program to provide program managers with detailed maps and routes that they can provide to their drivers. Many communities have found that they are able to reduce the number of vehicles used to provide a service if they optimize their vehicle routes. Inefficient routing wastes significant amounts of fuel and also leads to inconsistent service to residents.

3. Enforce Anti-Idling Regulations:

The City implemented an anti-idling policy for its fleet in January, 2006. Anecdotal evidence suggests, however, that City employees have not fully embraced or implemented it. In the short term, the City Manager should send a communication to City employees reminding them of the anti-idling policy and Department Heads should follow up to ensure that vehicle users receive specific information and training about the policy.

The overall success of the policy will rely on individual employees understanding and buying into the rationale behind the policy. The Fleet Users Committee, which has representatives from all of the City departments that operate vehicles, should assume the task of conducting an ongoing peer educating and compliance campaign in conjunction with other fuel conservation efforts.

4. Transportation Demand Management for Employee Commuting

The City should assist employees in their efforts to conserve fuel during their daily commute to work. This includes promoting carpooling by maintaining a bulletin board where interested employees can make arrangements, offering the opportunity for telecommuting where applicable, encouraging the use of public transportation and promoting bicycling or walking to work. City employees should be given equal or greater incentives to choose non-automotive commuting options over employer-paid parking.

Many employees report that the lack of showering facilities in City Hall discourages them from walking or bicycling. Installing such facilities would promote more active lifestyles and reduce emissions created by vehicular commuting.

Most City buildings currently do not have adequate (or any) bike racks for employee or public use. Bike racks should be a priority and installed in convenient and secure areas to promote the use of bicycles by employees and the public.

STREET LIGHTING RECOMMENDATIONS

1. Retrofit Mercury Streetlamps to More Efficient Model

The City has had great success with transitioning traffic signals to energy efficient LED technology. Unfortunately, our nearly 40,000 street lights still use high pressure sodium bulbs - on old, energy inefficient technology which cost over \$1 million annually to operate. Newer technologies offer the potential to significantly reduce electrical consumption and save money. Some cities have begun installing LED light fixtures, which offer amazing potential to reduce electrical consumption. The City should work to upgrade our street lights as soon as possible with such energy efficient fixtures. While this promises to be a large expense, the pay-off in cost savings and GHG emission reductions would be significant. A performance contract with an ESCO or another type of financing arrangement may make this fiscally realistic. We should partner with the Maine PUC and Central Maine Power (who owns many of the lights) and work to implement this measure in the near term.

WATER AND SEWER RECOMMENDATIONS

1. Upgrade the Pumps and Pump Station Buildings

The City's wastewater system relies on a network of large pumps to move large quantities of storm water and sewer effluent through underground pipes to the East End Water Treatment Facility. These pumps and the buildings housing them use tremendous amounts of energy. This system is a vital part of the community's infrastructure and it is important that it be maintained and operated at the highest level of efficiency. To that end, the MWG recommends that the City make several improvements in this area.

The City should replace existing pumps with energy efficient variable flow drive technology. This would significantly reduce electrical consumption by regulating pump speed according to the flow of water in the system.

The buildings housing the pumps must be temperature controlled to ensure proper operation of the equipment they house. Consequently, all of these structures should be inspected to ensure that they are properly weather proofed. The City should also consider the following recommendations:

- Eliminate windows or replace them with energy efficient applications
- Improve the performance and location of all thermostatically controlled heating devices in the pump stations
- Establish a defined minimum temperature for each pump station based on electrical control manufacturer's recommendations
- Connect temperature sensors to a fully working SCADA system so that heating system failures can be quickly detected and repaired
- Convert oil based heating systems to industrial electrical space heater applications

The pump station buildings must also be ventilated to ensure safe interior air quality. Current practice relies on continual venting. The City should upgrade the HVAC systems in the pump stations and maximize the use of timers to facilitate adequate ventilation within the structures.

CONCLUSION

The City's updated green house gas emissions inventory indicates that the City's carbon footprint rose significantly between 2000 and 2005. Despite measures taken by individual departments there is little reason to believe that this growth stopped. It is now clear that the City of Portland must rethink its standard operating procedures. We need to develop an awareness that using energy has consequences on the environmental level – carbon emissions – and on an economic level – cost. Each City employee will need to apply this principle to daily work activities. Changing long established but energy inefficient work practices will be difficult for many. However, doing so will make us better, more responsible stewards of our community's physical and social infrastructure.

The wide ranging work individual departments have done over the last several years to reduce energy consumption will serve as a solid foundation for further, more coordinated efforts. Many employees have already begun to understand the importance of bringing efficiency to municipal operations and will continue to support these efforts. Many employees will undoubtedly offer new and innovative suggestions that have not been explored. We are anxious to hear such ideas and to harness the energy and creativity of the City workforce as we work to achieve our emissions reduction goals. It will take a concerted effort on the part of City staff at all levels of responsibility and in all departments to reduce eCO₂ emissions to 10% below 1990 levels by 2020

Luckily, there is access to support and technical assistance from governmental agencies at the state and federal level as well as support from non-governmental organizations such as ICLEI, Clean Air Cool Planet and the U.S. Conference of Mayors. These groups have been instrumental in helping complete the emissions inventory and they stand ready to continue their support. We will need to maintain close relationships with these groups as we move forward in order to benefit full from the assistance they can provide.

Increased energy use is not a given. Many large and small companies, institutions, and municipalities in Maine have made significant progress in not only slowing growth in carbon emissions, but in achieving actual reductions. The City of Portland must show leadership and commitment to succeed in this effort.

STAR's Objectives

Each of the rating system's 7 goal areas is supported by 5-7 Objectives. Objectives are the clear and desired outcome intended to move the community toward the broader sustainability goal. Below are the system's 44 Objectives, organized by Goal Area.

Table of STAR Goals and Objectives

Built Environment	Climate & Energy	Economy & Jobs	Education, Arts & Community	Equity & Empowerment	Health & Safety	Natural Systems
Ambient Noise & Light	Climate Adaptation	Business Retention & Development	Arts & Culture	Civic Engagement	Active Living	Green Infrastructure
Community Water Systems	Greenhouse Gas Mitigation	Green Market Development	Community Cohesion	Civil & Human Rights	Community Health & Health System	Invasive Species
Compact & Complete Communities	Greening the Energy Supply	Local Economy	Educational Opportunity & Attainment	Environmental Justice	Emergency Prevention & Response	Natural Resource Protection
Housing Affordability	Industrial Sector Resource Efficiency	Quality Jobs & Living Wages	Historic Preservation	Equitable Services & Access	Food Access & Nutrition	Outdoor Air Quality
Infill & Redevelopment	Resource Efficient Buildings	Targeted Industry Development	Social & Cultural Diversity	Human Services	Indoor Air Quality	Water in the Environment
Public Spaces	Resource Efficient Public Infrastructure	Workforce Readiness		Poverty Prevention & Alleviation	Natural & Human Hazards	Working Lands
Transportation Choices	Waste Minimization				Safe Communities	

MEMORANDUM
Agenda request

TO: The Transportation, Sustainability and Energy Committee

FROM: Jeremiah Bartlett, Transportation Systems Engineer

DATE: June 10, 2015

DISTRIBUTION: Michael Sauschuck, Acting City Manager
Michael Brennan, Mayor
Michael Bobinsky, Director of Public Services
John Peverada, Parking Manager
Katherine Earley, PE, Engineering Services Manager

SUBJECT: Endorse Amendment to Traffic Schedule – Portland St Traffic flow conversion

SPONSORS: Michael Bobinsky, Director, Public Services Department
Jeff Levine, Director of Planning & Urban Development

COUNCIL MEETING DATE ACTION IS REQUESTED:

1ST Reading: July 6, 2015 Final Action: July 6, 2015

Can this Action be taken at a later date? X Yes ___ No (if no, why not)

PRESENTATION:

I. SUMMARY OF ISSUE

The Department of Public Services, supported by the Department of Planning and Urban Development, are requesting that Portland Street between Alder Street and Preble Street be converted to one-way flow only for eastbound traffic (towards Preble). This would be done on a provisional basis until a few weeks into the fall school season, and evaluated for safety and impacts. If found effective, the change would be made permanent.

II. REASON FOR SUBMISSION

The intersection of Portland, Oxford and Alder streets is an awkward configuration, and it requires westbound Portland Street traffic to stop and slowly creep into the intersection, looking for westbound Oxford Street traffic. This results in drivers often not focused on pedestrian activities or the school facility at Portland and Alder streets. The one-way flow would make the configuration of Portland Street simpler and easier to control for the school pickups and drop offs. This change would also allow for the

inclusion of angled parking on this section of Portland Street, adding more supply to an area with significant demand.

It should also be noted that the pending Bayside Transportation Study will examine the potential of a two-way Oxford Street through Bayside, and such a change would almost certainly necessitate this change for Portland Street. We bring this one-way flow conversion forward now as paving activity creates a new 'canvas' for this experimental change to take place as the Bayside Transportation Study evaluates long-term solutions.

III. INTENDED RESULT

The configuration, as shown in the attached sketch, will allow for the placement of angled parking and, ultimately, a buffered bike lane. Alternatively, the south side of Portland Street could also be converted to angled parking with a single shared lane remaining for vehicles and bicycles.

The resulting one-way vehicular flow should also make pedestrian crossings of Portland Street at both Alder and Preble Street safer and more predictable.

IV. COUNCIL GOAL ADDRESSED

This proposed change addresses the Council goal of advancing opportunities for bicycle use, and makes walking safer.

V. FINANCIAL IMPACT

Signage Materials: \$150
Pavement Markings (Temporary): \$250
Pavement Markings (Permanent): \$500
Staff Time (Equivalent): \$800
Total: \$1,700

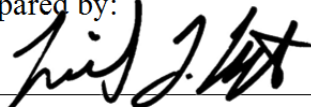
VI. STAFF ANALYSIS & RECOMMENDATION

The Departments of Public Services and Planning & Urban Development and the School Department have reviewed this change and concur with this action.

VII. LIST ATTACHMENTS

- Exhibit A: Council Order
- Exhibit B: Graphic

Prepared by:



Signature

June 11, 2015

Date

MICHAEL F. BRENNAN (MAYOR)
KEVIN J. DONOGHUE (1)
DAVID A. MARSHALL (2)
EDWARD J. SUSLOVIC (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

DAVID BRENERMAN (5)
JILL C. DUSON (A/L)
JON HINCK (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

TRAFFIC SCHEDULE AMENDMENTS

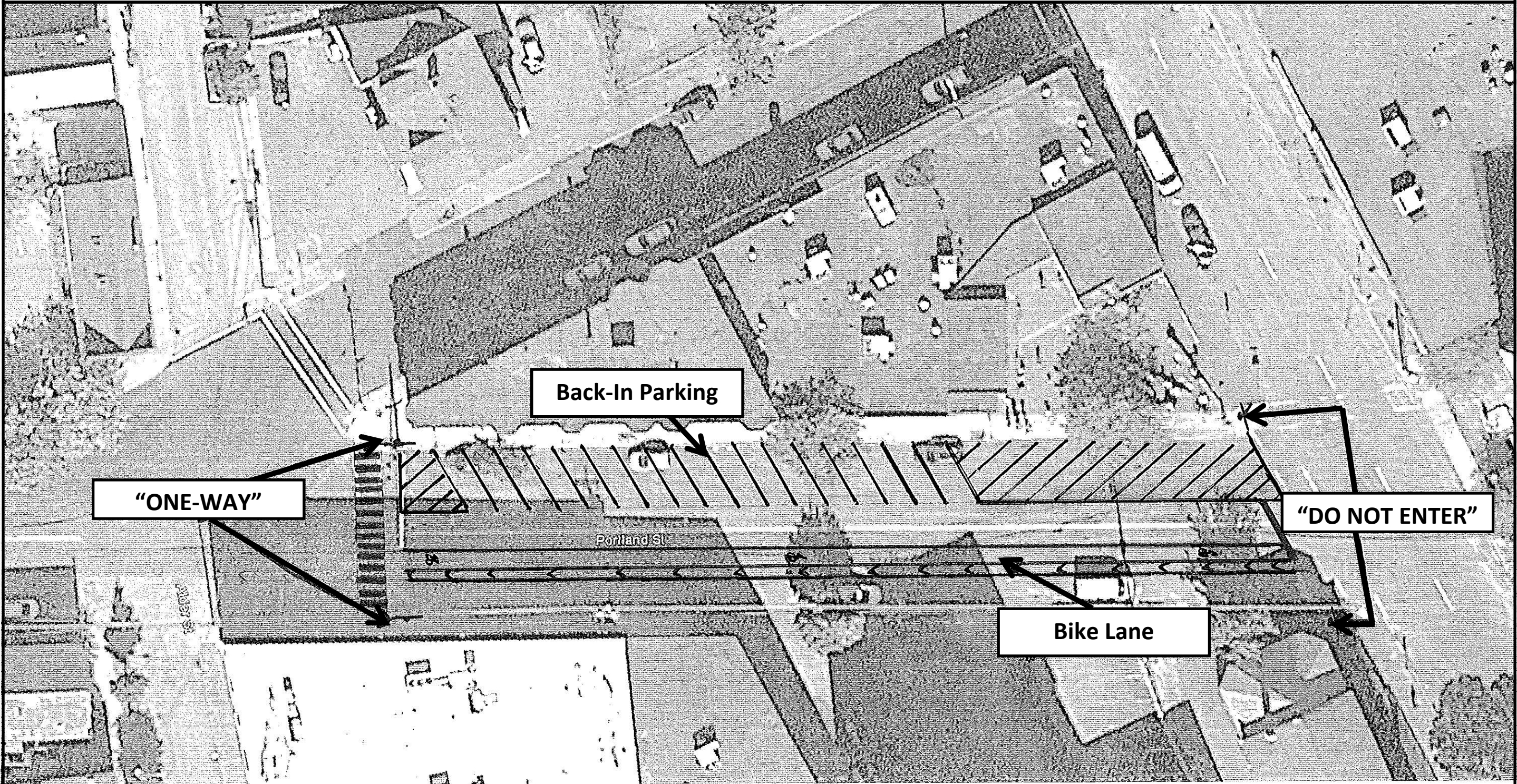
Ordered, that the City of Portland's Traffic Schedule be and hereby is amended as follows:

Portland Street

Add: From a point 0 feet easterly of the intersection of Alder and Oxford Streets and running to a point 0 feet westerly from Preble Street - **Schedule XXII: One-Way Street.**

This Amendment will be in place effective July 15, 2015, and shall remain in place until September 15, 2015. At that time, the amendment will be reviewed for desired outcomes, and if outcomes are found to be acceptable, the amendment will remain.

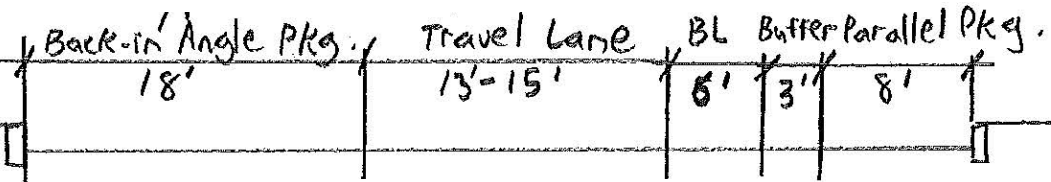
Portland Street One-Way Eastbound Concept: Alder to Preble



Draft: DPS/JJB

Date: 6/10/15

Typical Section Looking East



Scale: 1" = 10'

Scale: 1" = 30'



Economic Development Department
Gregory A. Mitchell, Director

MEMORANDUM

TO: Transportation, Sustainability & Energy Committee (TSE)

FROM: Greg Mitchell, Economic Development Director
Michael Bobinsky, Public Services Director

DATE: June 12, 2015

SUBJECT: City Policy Direction Regarding Public Transportation Infrastructure Investment
Associated with remaining Thompson Point Project EDA Grant Funds

This memorandum provides additional information, as requested by the TSE at their last meeting, to discuss future investment options associated with remaining Thompson Point EDA Project Grant funds.

Request to TSE

City staff seeks TSE policy direction regarding use of approximately \$400,000 +/- in available unspent Federal Economic Development Administration (EDA) grant and private local match funds to invest in the following two public transportation infrastructure projects:

1. Extend the public road right-of-way road and sidewalk construction into Thompson's Point.

Policy direction from the TSE and City Council is needed to extend the public road and sidewalk right-of-way into private property an additional 300-400+/- feet. It is noted that the Thompson Point developers have agreed to assume maintenance responsibility for the roadway extension. City staff notes that public benefits related to the street and sidewalk extension includes increased public vehicle and pedestrian access and safety to the Thompson's Point site.

2. Libbytown additional sidewalks along Congress Street and/or traffic calming improvements in response to a traffic study which is underway.

Policy direction from the TSE is needed to invest in additional sidewalk investment in Libbytown. City staff notes public benefits for this type of investment includes improved pedestrian safety. The additional sidewalk improvements relate to any remaining sidewalk gaps along the Park Avenue and the Congress Street corridor, which were not addressed during the original EDA construction improvements.

Please note that EDA program restrictions dictate that the investment category options related directly to the existing grant categories (see below background information section of this memorandum).

City staff is recommending the above two categories of investment options as the best use of remaining funds. Staff will have additional cost information available to discuss at the June 17 meeting.

Lastly, staff briefed City Councilor Suslovic, as the District Councilor, regarding this opportunity. Councilor Suslovic input is incorporated in the above recommendations.

The proposed mix of federal grant and local match private funding is on a 5:1 ratio (road to sidewalk). It is noted that the city is holding 100% of the local private match funds (totally +/- \$300,000) associated with this grant and the Thompson Point Project developers could request a refund of all local match funds. This proposed partnership is designed to leverage remaining federal grants funds and secure additional funds for city public infrastructure projects which otherwise are not available.

Background Information

The City entered into an Agreement with the Thompson's Point Project developers and Maine Department of Transportation (MDOT) in 2012 to secure a \$1.5 Million Dollar grant from the Economic Development Administration (EDA), matched by \$1.5 million in Thompson's Point Project developer funds, in addition to MDOT investment in the following major public infrastructure:

- Thompson Point Connector Road upgrade and expansion to create a three 'reversal' travel lane road with improved sidewalks, lighting and signage;
- I-295 Ramp Upgrades;
- Sewall Street Sidewalk upgrades; and,
- Libbytown Traffic Calming improvements- including sidewalks, speed bumps and stop signs. Staff will be conducting a follow-up traffic study that provides an assessment of the effectiveness of the traffic calming improvements and a determination if any additional traffic control features are needed.

TSE Policy Discussion

City staff looks forward to discussing this matter with you at your June 17, 2015 meeting and will provide maps showing possible investment options.



Michael J. Bobinsky
Director of Public Services

To: Transportation, Sustainability and Energy Committee Members
From: Michael J. Bobinsky, Director of Public Services
Date: June 12, 2015
Subject: City of Portland-METRO Memorandum of Understanding - Street Closures

The Department of Public Services has been working with METRO officials for several months on a set of guidelines to follow when streets need to be closed for special events or construction activities and they have impacts to METRO's bus service. The guidelines are incorporated into the attached Memorandum of Understanding (MOU) that has been developed in collaboration with staff from METRO and the Department of Public Services. A goal is to not have impacts to transit services when street closures occur, but if needed the MOU outlines steps for event organizers, contractors and City staff to follow to ensure that transit services are not adversely affected. The MOU outlines priority corridors as an example and requires close interface with City staff and METRO officials if those are being considered for closing and approval by the City Council unless linked to a City CIP project, an emergency, or free speech event.

The need for the Memorandum of Understanding MOU comes from a desire to ensure impacts from street closures for whatever reason, includes an evaluation of the impacts to METRO public transit system and mitigation measures to reduce or eliminate those impacts. The intended results are to minimize impacts to METRO's transit services when street closures are needed, greater planning effort between event coordinators, and contractors impacting or working in priority transit corridors.

Staff has been working closely with METRO's General Manager and views the attached MOU has a working document that builds on an established set of guidelines for staff to follow to ensure reducing the impacts to transit users from special events and or construction that involve street closures. The MOU provides for regular reviews between staff from METRO and the Department of Public Services to determine if changes or adjustments to the Agreement are needed. The attached MOU has been reviewed by officials of METRO and is ready for further review and endorsement by the TSE Committee.

Staff recommends endorsement of the attached Memorandum of Understanding and to forward on to the City Council as a Communication for their July 6 Council agenda.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY OF PORTLAND AND
GREATER PORTLAND TRANSIT DISTRICT**

The City of Portland (“City”), whose Department of Public Services (the “Department”) has offices at 55 Portland Street and Greater Portland Transit District with offices on Valley Street in Portland (“METRO”), herein enter into this Memorandum of Understanding (“Agreement”).

Transit Corridor Closure Planning Program

Whereas, the City is a sponsor of METRO for the purpose of providing effective transit services within the city; and,

Whereas, METRO is a regional transit district authorized by state statute and provides transit services principally in the City of Portland but also in the communities of Falmouth, South Portland and Westbrook; and,

Whereas, the City and METRO have a mutual goal of increasing transit ridership; and,

Whereas, the City and METRO agree that preserving the accessibility, availability and continuity of transit services is necessary to support a reliable transit system; and,

Whereas, the City and Metro recognize that community events, construction activities and emergencies will at times require changes and restrictions to traffic flow as well as closure of bus stops; and,

Whereas, the City and METRO desire to as much as possible prevent adverse impacts to transit services associated with events and construction activities, mitigate adverse impacts to transit services when traffic restrictions are necessary, and manage unavoidable impacts in such a manner as to provide the least disruption possible on transit services; and

Whereas, the Department is assigned the responsibility for planning and coordinating street closure decisions with other City Departments and agencies including Police, Parking Enforcement, Fire, Recreation and Facilities Management, and Portland Downtown District, through its street opening/street occupancy or festival permitting process and agrees to work collaboratively with METRO on the planning process for Transit Corridor closures and include METRO officials with other City and Agency representatives when Transit Corridor closure planning occurs;

NOW THEREFORE, the City and METRO hereby agree as follows:

1. The following arterials are critical transit corridors (“Tier 1 Transit Corridors”) on which transit service will be preserved at all times during weekdays from 6:00 a.m. to 12:00 a.m. (midnight): Congress Street, Washington Avenue, Stevens Avenue, Allen Avenue, Brighton Avenue, and Forest Avenue.
 - a. The City may administratively waive the requirements stipulated under Section 1 under the following circumstances: emergencies, necessary construction activity or free speech related events.
 - b. All other waivers of the requirements stipulated under Section 1 shall require City Council approval.
 - c. For all closures to Tier 1 Transit Corridors, the City will direct event organizers/contractors to work directly with METRO and applicable city staff to program events or manage construction in ways that minimize or avoid disruptions to transit service if possible.
2. For all other closures of Transit Corridors (Tier 2), or closures of Tier 1 Transit Corridors during Saturdays, Sundays, and major Holidays, the City will implement an event/construction permitting application and approval process that requires event organizers/contractors to work directly with METRO to program events or manage construction in ways that minimize or avoid disruptions to transit service, in addition to Metro officials participating in multi-agency planning meetings scheduled by event organizers.
3. To submit, review, and finalize Transit Corridor closure requests in the following manner:
 - a. Follow existing procedures including the preparation and submission of a traffic detour/control plan to the Department’s permitting staff and Transportation Systems Engineer for review at least five (5) working days prior to the requested closure date. The traffic detour/control plan shall be submitted to METRO for an evaluation of potential route detours and temporary bus stop relocations if needed as part of the detour plan; and
 - b. Determine the best methods of eliminating the need to detour transit services or close bus stops whenever possible, and mitigate the impacts of transit detours and bus stop closures when they become necessary.

- c. Plans must account for the special needs of transit riders impacted by a temporary street closure and route detour plan, such as handicap accessibility issues.

4. The following contact information for City and METRO officials shall be used when Transit Corridor closures are being considered or planned:

City officials:	Contact information
Michael Bobinsky, Director of Public Services	207-874-8801
Jeremiah Bartlett, Transportation Systems Engineer	207-874-8891
Rhonda Zazzara, Construction Inspections Coordinator	207-874-8831
Ted Musgrave, Events Coordinator	207-874-8826
Jessica Grondin, Director of Communications	207-756-8173
John Peverada, Director of Parking	207-874-8444

METRO officials:

Gregory Jordan, General Manager:	207-517-3025
Glenn Fenton, Chief Operations Officer:	207-517-3029
Tom Ridge, Assistant Transportation Manager:	207-517-3026
Emergency Contact or after hours Contact:	207-310-1889

4. The parties agree that METRO officials shall be the point of contact for all other public transit providers that might be possibly impacted by a Transit Corridor closure in Portland, including but not limited to Regional Transportation Program (RTP) and the City of South Portland's Transit Service.

5. The parties agree to develop a collaborative public notification process to alert METRO transit users of temporary route detours and bus stop relocations, and a check list of possible impacts to the systems transit services, if needed.

6. The parties agree that the Department staff and the event organizer/contractors noted previously as additional responsible parties shall notify METRO representatives when plans are considered for Transit Corridor closure (for purposes of providing notice and seeking feedback on said closure), as well as Transit Corridor traffic detour plans or temporary route changes.

7. The parties agree to meet regularly to review the Transit Corridor closing process and planning efforts and the resulting impacts to transit operations in the City of Portland.

8. All communications and notices regarding changes to the Memorandum shall be in writing and shall be deemed sufficiently served if mailed addressed as follows, or to such other addresses as the parties may designate in writing from time to time:

To METRO: Gregory Jordan, General Manager
114 Valley Street
Portland, ME 04102

To CITY: Michael Sauschuck, Acting City Manager
389 Congress St.
Portland, Maine 04101

With a copy to: Michael J. Bobinsky, Director
Department of Public Services
55 Portland Street
Portland, Maine 04101

9. The parties may terminate this Memorandum at any time for cause or for their convenience on thirty (30) days prior written notice to the other party.

10. Limitation of Liability. Each party to this Memorandum assumes liability for its own actions and those actions of its employees, directors, officials, agents or representatives. Neither party shall make a claim against, or be liable to, the other party or its employees, directors, officials, agents, representatives or affiliates for any damages resulting from any failure to comply with this Agreement.

IN WITNESS WHEREOF, the City has caused this Memorandum to be signed and sealed in its corporate name by Michael Sauschuck, its Acting City Manager, thereunto duly authorized, and METRO has caused this Agreement to be signed and sealed in its corporate name by Gregory Jordan, its General Manager, thereunto duly authorized:

City of Portland

Witness:_____

By:_____
Michael Sauschuck, Acting City Manager

Greater Portland Transit District

Witness:_____

By:_____
Gregory Jordan, General Manager

Reviewed and Approved:

Michael J. Bobinsky, Director
Department of Public Services

Approved as to form:

Corporation Counsel's Office



Jeff Levine, AICP
Director, Planning & Urban Development Department

June 12, 2015

To: Councilor Marshall, Chair, TS&E Committee; Councilor Hinck, Vice Chair;
Councilor Donoghue and Councilor Costa

From: Bruce Hyman, Transportation Program Manager

Re: Sustainable Transportation Fund – Requested Addendum

Overview

At your April 2015 meeting you approved an allocation plan for the existing and foreseeable balances of the Sustainable Transportation Fund (STF). These allocations were:

- Central Sub-district – up to \$40,000 for the Congress St Bus Priority Corridor project and up to \$40,000 for the Cumberland Avenue Sidewalk and Lighting project (\$83,700 available)
- Eastern Sub-district – up to \$80,000 for the Washington Avenue-Fox-Walnut intersection pedestrian and traffic safety improvements (approximately \$80,000 anticipated soon).

Staff will be requesting that this item be on an upcoming City Council agenda for their approval.

Additional Request

To be able to flexibly respond to opportunities as they arise for permitted STF expenditures, staff requests that we have the authorization to use up to 20% of an available STF balance within a sub-district's account.

As an example, the developers of the Century Tire site will be constructing a short segment of the Bayside Trail along their frontage on Kennebec Street. An interim bicycle and pedestrian facility is to be installed for the remainder of Kennebec Street (to the existing terminus of the Bayside Trail on Elm Street to Forest Avenue) and some funding is needed for materials. Rather than needing TS&E and full council approval for every individual expenditure, staff requests that it have the ability to use a portion of STF money for permitted expenditures.

We anticipate that similar situations will arise from time to time and we seek your authorization to amend the April allocation plan to include this provision when it goes to the full Council.