
FY19 Board Briefing Materials

May 20, 2019

Clarion Hotel – Chart Room
1203 Congress Street
Portland, Maine 04102

11:00am



MaineDOT "Take Your Kids to Work Day" trip on the Downeaster.

For More Information

 207-780-1000 x 105

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**NORTHERN NEW ENGLAND
PASSENGER RAIL AUTHORITY**



NNEPRA FY2019 Action Plan

Core Objectives:

- Support and maintain a culture of safety.
- Maintain compliance with all regulations
- Enhance public benefits associated with the Downeaster.
- Work to secure a stable, dedicated and equitable funding mechanisms to sustain Downeaster operations and continued capital investments in the Downeaster Corridor.

Meet or exceed projected Downeaster Performance Benchmarks

- 49% Total Cost Recovery
- 86% Café Cost Recovery in Café
- 85% On Time Performance
- 93% Overall Customer Satisfaction

Improve Downeaster Service Efficiency

- Increase revenue on peak trains
- Increase performance on off-peak trains
- Maximize equipment utilization
- Improve cost recovery in Café

Improve Passenger Services & Communication

- ✓ Implement PIDS at all Maine Stations
- Improve/promote last mile connectivity
- Promote and improve connectivity to Amtrak network
- Seek ways to improve bicycle access
- ✓ Operate 5 daily R/T Brunswick-Boston
- Enhance Station experience for passengers

Sponsor Capital Projects to improve safety, service quality and efficiency

- ✓ Complete 2018 Tie Replacement Program
- Complete Royal Junction Siding Project
- Improve connectivity between Wells Station and Kennebunk/Kennebunkport
- ✓ Initiate Rockingham Siding Rehabilitation
- Complete Wells Siding/Platform Project design and engineering and identify construction funding.

Explore Options for Service Improvement/Expansions

- ✓ Manage Lewiston/Auburn Service Plan
- Explore seasonal service on Rockland Branch
- Explore potential for WEM-POR inbound commuter trip.
- Explore shuttle service between Westbrook/Rock Row development, PTC and Commercial Street
- Explore Portland Station improvement options and alternatives

MEETING AGENDA

NNEPRA BOARD of DIRECTORS

May 20, 2019

Clarion Hotel – Chart Room

1230 Congress Street

Portland, Maine 04102

10:30pm Vote to open meeting and enter Executive Session

1. 1 MRS §§ 405(6)(C) and 405(6)(F) and 23 MRS § 8115-A to discuss negotiations with Concord Coach Lines related to the Portland Transportation Center and to discuss the possible acquisition or use of certain real property.
2. 1 MRS §§ 405(6)(C) and 405(6)(F) and 23 MRS § 8115-A to discuss negotiations with Pan Am regarding agreements for capital projects and to discuss the possible acquisition or use of certain real property.
3. 1 MRS § 405(6)(C) to discuss development strategy.

11:00am Vote to close Executive Session and open Public Session

- Welcome & Introductions
- Approval of Minutes from April 2019 Board Meeting
- Performance Update
- Finance Update
 - FY20 Budget Review
- Project Updates
- Other Business
- Public Comment

Next Meeting:

Monday, June 24, 2019

MEETING MINUTES

April 29, 2019
NNEPRA, Portland, ME

Directors in attendance:

Mr. John Melrose, Chairman; Mr. Ron McKinnon, Treasurer; Commissioner Van Note; Mr. Brian Hobart; Ex-officio Mr. Steve Lyons, MaineDECD; Mr. Charles Large

Staff in attendance:

Ms. Patricia Quinn, Ms. Natalie Bogart, Mr. Brian Beeler, Ms. Marina Douglass, Mr. Stephen Houdlette, Mr. Jim Russell

Interested parties:

Mr. Wayne Davis, TrainRiders Northeast; Ms. Maryann Hayes, MaineDOT; Mr. Stanley Koski, Maine Rail Group; Mr. Richard Rudolph, Maine Rail Group; Mr. Bruce Sleeper, TrainRiders Northeast; Ms. Sara Zografos, GPCOG/PACTS; Ms. Katelyn Mitchell, Burns & McDonnell; Mr. Chris Marshall, Burns & McDonnell; Mr. Jeremy Steinman, SAIPRC; Mr. Steve Corcoran, Amtrak; Mr. Kevin Chittenden, Amtrak; Mr. Greg Day, Waterstone; Mr. Daniel Stevenson, City of Westbrook; Mr. Tony Donovan, Maine Rail Transit Coalition, and Mr. Dana Knapp, Concord Coach Lines

Opening Remarks

Motion to open Public Session at 12:30

Motion: Mr. Hobart
Seconded:
Accepted: All

Motion to enter Executive Session at 12:31

1 MRS § 405(6)(C) and 23 MRS § 8115-A to discuss negotiations with Amtrak regarding the operating agreement.

1 MRS § 405(6)(C) and 23 MRS § 8115-A to discuss negotiations with Concord Coach Lines related to the Portland Transportation Center.

Motion: Mr. Large
Seconded: Mr. Lyons
Accepted: All

Motion to reopen Public Session at 1:10pm

Motion: Mr. Hobart
Seconded: Mr. McKinnon
Accepted: All

Vote to accept minutes as presented by the staff

Motion: Mr. Hobart
Seconded: Mr. McKinnon
Accepted: All

DOWNEASTER PERFORMANCE REPORT

Ms. Quinn reviewed the Performance Report highlighting the following:

- March 2019 total ridership of 46,787 was 2,798 more than target. It was the best March ridership in Downeaster history.
- March 2019 ticket revenue was \$886,504, or \$50,713 more than projected.
- Demand factors such as cultural events, group travel, and additional frequency to Freeport and Brunswick contributed to growth.
- CSI consistently strong, overall customer satisfaction of 92.
- March Customer OTP of 84% and Train OTP of 78%.
- Preliminary results indicate that average April ridership of 1,629 passengers per day will be under target of 1,677 passengers per day.

FINANCE REPORT – Marina Douglass

Ms. Douglass reviewed the March 2019 preliminary variance report.

Mr. Beeler reviewed the March 2019 Café financial performance.

Mr. Hobart asked if adding a second attendant in the Café had even been considered on busy trains. Mr. Beeler explained it has been tried, but because the setup of the café and its space constraints a second attendant doesn't result in faster transaction times. Mr. Beeler did mention that NexDine is adding scanner technology to increase transaction speed.

Vote to accept preliminary variance Report

Motion: Commissioner Van Note

Seconded: Mr. McKinnon

Accepted: All

Ms. Quinn provided an overview of the proposed FY2020 operating budget and asked the Board to submit any questions in advance of the next meeting. She will connect with Commissioner Van Note to review approve the budget prior to the June meeting.

Project Updates – Jim Russell

- Royal Siding work has resumed and Pan Am is preparing cross over panels and equilateral panels for install in June.
- The 2020-2021 Capital Maintenance program drafted just received from Pan Am.
- The Rockingham Siding Project in New Hampshire is set to begin July 1st and be completed by the end of 2019.
 - The welded rail train has arrived in Dover.
 - Procurements are underway
- 2018-2019 Capital Maintenance Program work elements scheduled to be completed this spring include:
 - Brush cutting which began in February.
 - Replacement of the 3rd and Chestnut Street crossing in Dover.
 - Replacement of the Saco Main Street Bridge

Planning Projects- Patricia Quinn

- The L/A study: A public meeting was held in March 27, 2019 in Lewiston. There was an excellent turnout and the final report is being completed. Ms. Hayes noted that stakeholders from L/A will potentially host a charette at the Lewiston Rail Station in conjunction with the Build Maine conference in June.
- NNEPRA has begun to consider working the Maine Turnpike Authority on X53
- MaineDOT to hire consultant for PTC
- Greg Day from Waterstone Properties showed a video of the proposed Rock Row Site. Ms. Quinn provided an overview of the Westbrook – Portland Commercial Street Rail Shuttle feasibility study.
- Dan Stevenson, Westbrook Economic Development direct

Other Business – Patricia Quinn

- Jeremy Steinemann, Executive Director of the State Amtrak Intercity Passenger Rail Committee (SAIPRC) was introduced.
- The spring Downeaster schedule will go into effect on May 20. As of that date, all Downeaster trains, including weekends, will service Freeport and Brunswick and service to Old Orchard Beach will resume for the summer.
- A Quik Trak machine is being installed in Old Orchard Beach.
- The MRG annual meeting was held in Durham on April 27. The work and support of advocacy groups is greatly appreciated.
- The NNEPRA Ambassador Appreciation Luncheon Meeting will be held on May 20. The Board meeting will be held at the Clarion Hotel prior to that event.

Public Comment

- Mr. Donovan suggested that passenger service consider Standish. He inquired about the sequencing of project priorities.
- Mr. Rudolph ask about timing of Rockland service. Ms. Quinn noted it was still not ruled out for this year.
- Mr. Koski asked if parking at the Brunswick satellite lot would be free. Ms. Hayes said there were no plans to charge.

Vote to adjourn at 2:40pm

Motion: Mr. McKinnon

Seconded: Mr. Hobart

Accepted: All

NEXT MEETING: May 20, 2019, Clarion Hotel, Portland, Maine. Public Session will begin at 11:00am.

DOWNEASTER PERFORMANCE REPORT

FY2019 To Date

July 2018-April 2019



Both ridership and revenue **broke April records** in 2019 exceeding the previous April ridership record of 48,515 achieved in 2018 and the previous revenue record of \$910,032 achieved in 2018.

Ridership						
	FY2018 Actual	FY2019 Actual	FY2019 Target	Variance to Target	Var %	Passenger Miles
July	57,652	57,912	58,590	(678)	-1%	4,906,109
August	57,306	56,332	58,249	(1,917)	-3%	4,763,477
September	50,016	39,730	30,000	9,730	32%	2,852,161
October	47,174	43,784	48,112	(4,328)	-9%	3,191,011
November	42,110	42,753	43,050	(297)	-1%	3,446,794
December	43,557	40,215	46,035	(5,820)	-13%	3,351,363
January	34,458	37,963	36,797	1,166	3%	3,078,211
February	37,498	40,460	38,444	2,016	5%	3,251,302
March	41,505	46,787	43,989	2,798	6%	3,813,086
April	48,515	48,694	50,310	(1,616)	-3%	3,992,908
Total	459,791	454,630	453,576	1,054	0%	36,646,422

Ticket Revenue						
	FY2018 Actual	FY2019 Actual	FY2019 Target	Variance to Target	Var %	Average Fare
July	\$ 1,042,712	\$ 1,134,781	\$ 1,098,563	\$ 36,218	3%	\$ 19.59
August	\$ 1,052,422	\$ 1,088,275	\$ 1,092,169	\$ (3,894)	0%	\$ 19.32
September	\$ 933,017	\$ 647,318	\$ 480,000	\$ 167,318	35%	\$ 16.29
October	\$ 875,607	\$ 779,541	\$ 902,100	\$ (122,559)	-14%	\$ 17.80
November	\$ 791,778	\$ 826,526	\$ 817,950	\$ 8,576	1%	\$ 19.33
December	\$ 831,519	\$ 796,707	\$ 874,665	\$ (77,958)	-9%	\$ 19.81
January	\$ 623,626	\$ 703,697	\$ 680,745	\$ 22,953	3%	\$ 18.54
February	\$ 698,382	\$ 774,464	\$ 720,825	\$ 53,639	7%	\$ 19.14
March	\$ 798,783	\$ 886,504	\$ 835,791	\$ 50,713	6%	\$ 18.95
April	910,032	917,726	943,313	\$ (25,587)	-3%	\$ 18.85
Total	\$ 8,557,877	\$ 8,555,540	\$ 8,446,120	\$ 109,420	1%	\$ 18.82

Note that track work in September and October significantly impacted performance.

DOWNEASTER PERFORMANCE REPORT

FY2019 To Date

July 2018-April 2019



On Time Performance (OTP)						
	NOV	DEC	JAN	FEB	MAR	APR
Train OTP 2019	72%	81%	84%	78%	78%	86%
Train OTP 2018	67%	67%	66%	76%	78%	73%
Passenger OTP 2019		87%	88%	85%	84%	90%
<i># of Trains Scheduled</i>	300	310	310	280	310	300
<i># of Trains Operated</i>	292	310	310	280	307	300
<i># of Trains Delayed</i>	83	59	50	64	65	43
Primary Cause of Delay:						
Commuter Train (CTI)	6	0	2	6	3	1
Engine Failure (ENG)	1	1	0	4	4	0
Freight Train (FTI)	10	11	12	18	15	12
MoW Work (DMW)	1	3	7	4	4	1
Police (POL)	0	1	0	0	0	0
Signals (DCS)	17	8	11	8	7	6
Speed Restriction (DSR)	5	1	3	6	3	2
Weather (WTR)	5	0	0	0	0	0
Late Turn of Equipment (ITI)	0	0	6	1	2	6
Passenger Train (PTI)	20	8	6	17	16	4
Other	18	26	3	0	11	11

The Customer Satisfaction Index for April has not been released.

PROJECT STATUS REPORT- MAY 2019

UPDATED
5/15/2019

PROJECT STATUS SUMMARY
May 2019



NNEPRA Capital Project Summary

Status	Project Name	Budget	Expended To Date	Percent Complete	Funding Balance	Commitments/Obligations	Forecast Changes	Forecast Balance	Anticipated Project Schedule to Closeout			
									Sept-Dec 2018	Jan - Mar 2019	Apr - Aug 2019	Sept-Dec 2019
	Pan Am Deferred Change from last report	\$ 6,223,246	\$ 5,612,351	90%	\$ 610,895	\$ 610,895	\$ -	\$ -	92%	98%	100%	100%
	Pan Am CIP 2018-2019 Change from last report	\$ 1,523,702	\$ 846,782	56%	\$ 676,920	\$ 697,928	\$ -	\$ (21,008)	85%	85%	100%	100%
	Royal Siding Project Change from last report	\$ 9,370,084	\$ 5,854,416	62%	\$ 3,515,668	\$ 3,515,668	\$ -	\$ -	80%	85%	100%	100%
	Pan Am Tie Project 2018 Change from last report	\$ 1,490,860	\$ 1,209,854	81%	\$ 281,006	\$ 281,006	\$ -	\$ -	90%	100%	100%	100%
	Rockingham Siding Project Change from last report	\$ 1,600,000	\$ 649	0%	\$ 1,599,351	\$ 1,599,351	\$ -	\$ -	80%	85%	100%	100%
	Capital Project Total Change from last report	\$ 20,207,892	\$ 13,524,051	67%	\$ 6,683,841	\$ 6,704,848	\$ -	\$ 21,008				

NNEPRA Planning & Project Development Summary

Status	Project Name	Budget	Expended To Date	Percent Complete	Funding Balance	Commitments	Forecast Changes	Forecast Balance	Anticipated Project Schedule to Closeout			
									Sept-Dec 2018	Jan - Mar 2019	Apr - Aug 2019	Sept-Dec 2019
	L/A Service Plan Change from last report	\$ 500,000	\$ 466,997	93%	\$ 33,003	\$ 20,000	\$ -	\$ 13,003	75%	95%	100%	100%
	Wells Siding D & E, Part I Change from last report	\$ 531,520	\$ 223,489	42%	\$ 308,031	\$ 308,031	\$ -	\$ -	30%	70%	100%	100%
	Westbrook/Portland Connector Change from last report	\$ 50,000	\$ 49,137	98%	\$ 863	\$ 863	\$ -	\$ -	30%	60%	100%	100%
	Planning Project Total	\$ 1,081,520	\$ 739,622	68%	\$ 341,898	\$ 328,894	\$ -	\$ 13,003				

On schedule/minimal risk
 Some delay/minimal risk
 Major delay/high risk
 Initial complete date
 Estimated complete date