

**THE WOODLANDS TOWNSHIP
AD HOC TRANSPORTATION COMMITTEE MEETING
May 9, 2013
MINUTES**

**THE STATE OF TEXAS §
COUNTIES OF HARRIS & MONTGOMERY §**

The Ad Hoc Transportation Committee of The Woodlands Township Board of Directors met in regular session, open to the public, on May 9, 2013, posted to begin at 2 p.m. The committee meeting was held in a meeting room at the office of The Woodlands Township Town Hall, 2801 Technology Forest Boulevard, The Woodlands, Texas, within the boundaries of The Woodlands Township.

DIRECTORS PRESENT: Jeff Long, Mike Bass, Bruce Tough

STAFF/ADVISORS: Don Norrell, President/General Manager, Miles McKinney, Director of Legislative Affairs and Transportation, John Powers, Assistant General Manager for Community Services, Monique Sharp, Assistant General Manager for Finance and Administration, Karen Dempsey, Management Analyst, Attorney Mike Page, Bryan Brown, The Goodman Corporation, Barry Goodman, The Goodman Corporation

DIRECTORS ABSENT: None

1. Call to Order:

Chairman Long called the meeting to order at 2 p.m. As there was a quorum of members present, the committee proceeded to conduct business regarding the following matters:

2. Receive, consider and act upon adoption of the meeting agenda:

MOTION: Motion by Director Bass to adopt the agenda; second by Director Tough.

VOTE: **Ayes:** Mike Bass
Jeff Long
Bruce Tough

Nays: None

Abstentions: None

ACTION: Motion passed unanimously (3-0).

3. Receive, consider and act upon approval of the April 11, 2013 Ad Hoc Transportation Committee Meeting minutes:

MOTION: Motion by Director Bass to accept the minutes as presented, second by Director Tough.

VOTE: **Ayes:** Mike Bass
Jeff Long
Bruce Tough
Nays: None
Abstentions: None

ACTION: Motion passed unanimously (3-0)

4. Receive, consider and act upon a discussion of demand response mobility services for seniors and the disabled;

Don Norrell and Barry Goodman reviewed current paratransit facilities in the community, including a discussion of services offered by The Friendship Center, Interfaith and Brazos Transit District. The Executive Director of The Friendship Center presented an overview of its transit offerings, costs, funding sources and future needs. Director Tough directed staff to work with The Goodman Corporation to review and research collaborative efforts with transit providers, conduct an analysis of current users and funding and develop a recommendation for the 2014 budget season and to bring back such recommendation to the committee in 30 days.

5. Receive, consider and act upon the Houston-Galveston Area Council/The Woodlands Transit Plan Study;

Don Norrell introduced Ashby Johnson and Carlene Mullins of the H-GAC who discussed The Woodlands Transit Plan Study scope and recommended funding.

MOTION: Motion by Director Bass to recommend that the Township Board of Directors approve The Woodlands Transit Plan Scope of Work for the study at its May meeting, with the revisions noted, as proposed by the Houston-Galveston Area Council; second by Director Tough.

VOTE: **Ayes:** Mike Bass
Jeff Long
Bruce Tough
Nays: None
Abstentions: None

ACTION: Motion passed unanimously (3-0).

MOTION: Motion by Director Bass to recommend that the Township Board of Directors authorize the President/General Manager to execute an Interlocal Agreement with Houston-Galveston Area Council to perform the proposed transit study in a total amount not to exceed \$300,000, with H-GAC funding up to \$240,000 and local match funding by the Township up to \$60,000.

VOTE: Ayes: Mike Bass
Jeff Long
Bruce Tough
Nays: None
Abstentions: None

ACTION: Motion passed unanimously (3-0)

6. Receive, consider and act upon a Houston-Galveston Area Council grant program regarding Park and Ride funding;

Don Norrell presented an overview of proposed funding scenarios for park and ride bus fleets, protecting potential federal funding opportunities and percentage participation between H-GAC and the Township. Monique Sharp discussed several funding scenarios and the Committee directed that the Township Board receive an update at its May meeting.

MOTION: Motion by Director Tough to provide an update on park and ride bus fleet funding to the Township Board at its May 22, 2013 meeting; second by Director Bass.

VOTE: Ayes: Mike Bass
Jeff Long
Bruce Tough
Nays: None
Abstentions: None

ACTION: Motion passed unanimously (3-0).

7. Receive, consider and act upon the Park and Ride User Survey format;

The Committee and representatives from The Goodman Corporation discussed wording changes and methodology on a proposed park and ride user survey, one of the tools of an ongoing transit provider analysis.

No action was taken.

8. Receive, consider and act upon a discussion of the South Montgomery County Mobility Study;

Don Norrell provided an overview of the mobility study to be funded by the Township and surrounding entities. Proposed total funding is \$300,000 with funding from The Woodlands Township-up to \$50,000, Montgomery County-up to \$50,000, Woodlands Road Utility District #1-up to \$50,000, City of

Shenandoah-up to \$25,000 and City of Oak Ridge North-up to \$25,000 with maximum funding from Houston-Galveston Area Council of \$300,000.

MOTION: Director Bass moved to approve recommending to the Township Board to go forward with this project, scope and funding.

VOTE: Ayes: Mike Bass
 Jeff Long
 Bruce Tough
Nays: None
Abstentions: None

MOTION: Motion passed unanimously (3-0).

9. Receive, consider and act upon outside committee and meeting updates;

- **Conroe/Woodlands Urbanized Area (UZA)**
- **Chamber Mobility Committee**
- **Montgomery County Precinct 3**
- **H-GAC Technical Advisory Committee (TAC);**

Updates were provided for the above groups.

10. Receive, consider and act upon updating the Framework for Mobility and Transportation Program Success Factors;

Discussion took place concerning various tasks detailed on the framework, with Director Bass noting that the Committee's work was approaching completion. Items discussed were formalizing Board liaison position with the TPC, WRUD update, development of a bike friendly plan and removal of Spring Creek trails from the framework.

11. There was no Executive Session.

13. Consideration of items to be placed on the agenda for the next committee meeting;

Park & Ride Survey with recommendations
Transit Report from The Goodman Corporation

14. Adjourn

The meeting adjourned at 4:20 p.m.