

**THE WOODLANDS TOWNSHIP  
AD HOC TRANSPORTATION COMMITTEE MEETING  
September 12, 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 September 12, 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, Bruce Tough

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

**DIRECTORS ABSENT:** Mike Bass

**1. Call to Order:**

Chairman Long called the meeting to order at 2:10 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 Tough to adopt the agenda; second by Chairman Long.

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

**Nays:** None

**Abstentions:** None

**ACTION:** Motion passed unanimously (2-0).

**3. Public comment:**

There was no comment.

**4. Receive, consider and act upon approval of the August 8, 2013 Ad Hoc Transportation Committee Meeting minutes:**

**MOTION:** Motion by Director Tough to accept the minutes as presented, second by Chairman Long.

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

**Nays:** None

**Abstentions:** None

**ACTION:** Motion passed unanimously (2-0)

**5. Receive, consider and act upon Houston-Galveston Area Council RFP for Commute Solutions, Commuter Transit Services and Pilot Program Projects;**

Miles McKinney updated the Committee regarding a Request for Proposals issued by H-GAC to receive transit fleet expansion funding at 80% with a 20% local match through the commuter and transit pilot program. It was determined that, due to the limited time frame for procuring the transit vehicles along with acquiring the appropriate documentation prior to December 31, 2014, no recommendation would be given to the Township Board to proceed.

**6. Receive and consider an update regarding First Class Tours;**

Based on direction by the Township Board, legal counsel has reviewed the recent contract between Brazos Transit District and First Class Tours and has determined it is user friendly, short term and possibly assignable to the Township, if not easily terminated. The committee will recommend that the Board approve the contract and addendum between Brazos and First Class Tours.

**MOTION:** Motion by Director Tough to recommend to The Woodlands Township Board of Directors to approve the contract and addendum between The Brazos Transit District and First Class Tours and its addendum; second by Chairman Long.

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

**Nays:** None

**Abstentions:** None

**ACTION:** Motion passed unanimously (2-0).

**7. Receive, consider and act upon an update from The Goodman Corporation concerning an ADA plan for Township transit operations;**

The Goodman Corporation gave a presentation concerning provision of ADA service in support of The Woodlands Waterway Trolleys as a fixed route public transit service, including funding and route requirements. No action to be taken.

**8. Receive, consider and act upon selection of a designated recipient for FTA 5310 funds allocated to the Conroe/The Woodlands urbanized area;**

The Goodman Corporation provided an update concerning selection of a designated recipient for FTA Section 5310 funds (Enhanced Mobility of Seniors and Individuals with Disabilities Program). Specific funding requirements and pros and cons of administration of the program were deliberated. Staff was directed to establish consensus with the City of Conroe concerning the status of designated recipient and to bring this information back to the committee.

**9. Receive, consider and act upon an Interlocal Agreement with The Friendship Center regarding demand response transit service within the Conroe/The Woodlands urbanized area;**

Mike Page reviewed a proposed agreement with The Friendship Center to be the provider of demand response transit service for the Conroe/The Woodlands urbanized area. Since TFC isn't a governmental entity the agreement was restructured as a service agreement, rather than interlocal.

**MOTION:** Motion by Director Tough to recommend to the Township Board to approve the execution of the service agreement between the Township and The Friendship Center; second by Chairman Long.

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

**ACTION:** Motion passed unanimously (2-0).

**10. Receive, consider and act upon recommendations concerning Town Center parking initiatives;**

The committee discussed possible methods of easing holiday parking in the Town Center area, including additional trolley service, shuttle service, signage and parking garage availability. Staff was directed to approach the Mall and Market Street with a request to partner in the cost of proposed programs and to bring information to the Township Board at its next meeting.

**11. 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);**
- **Bicycle Advisory Task Force**
- **South Montgomery County Mobility Study**

Updates were provided for the above groups.

**12. There was no executive session.**

**14. Consideration of items to be placed on the agenda for the next committee meeting:**

None discussed.

**15. Adjourn**

The meeting adjourned at 3:55 p.m.