

**THE WOODLANDS TOWNSHIP
AD HOC TRANSPORTATION COMMITTEE MEETING
MARCH 13, 2014
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 March 13, 2014, 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, John Powers, Assistant General Manager for Community Services, Monique Sharp, Assistant General Manager for Finance and Administration; Chris LaRue, Transit Planner, Management Analyst Karen Dempsey; Nick Wolda, President of the CVB

DIRECTORS ABSENT: None

1. Call to Order:

Chairman Long called the meeting to order at 2:05 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:** Jeff Long
Mike Bass
Bruce Tough

Nays: None

Abstentions: None

ACTION: Motion passed unanimously (3-0).

3. Public comment:

There was no comment.

4. Receive, consider and act upon approval of the February 3, 2014 Ad Hoc Transportation Committee meeting minutes;

Minutes were approved as part of the motion adopting the meeting agenda.

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

- Conroe/The Woodlands Urbanized Area (UZA), met last week, approved resolution in support of Conroe/TW pending applications of purchase of new buses
- The Woodlands Township Transit Plan, H-GAC indicated the consultant is narrowing alternatives via first level screening, survey is closed with good response, PMC meeting on April 3
- H-GAC Technical Advisory Committee (TAC), Chris LaRue confirmed as member of TAC, next meeting will include nominations for subcommittees
- Bicycle Advisory Task Force, May activities include Bike the Woodlands Day, two training workshops, Bike to Worship Weekend, discussion regarding inclusion of a bicycle master plan in the South Montgomery County Mobility Study
- South Montgomery County Mobility Study, open house well attended
- The Friendship Center, update on staffing and fleet
- Woodlands Parkway Bridge Construction, discussion regarding delays on bridge expansion and TxDOT requirement that eastbound work be finished before westbound work can be completed; new TxDOT project schedule to publish Monday

6. Receive, consider and act upon a review of Park and Ride operations;

Brazos Transit District provided an analysis of The Woodlands Express passenger count summary and reported service exceptions; discussion on a future analysis breaking down riders versus capacity on individual runs Monday through Thursday.

7. Receive, consider and act upon appointments to the Bicycle Advisory Task Force;

Recommended appointments were approved during the agenda adoption motion.

8. Receive, consider and act upon an update from HDR, Inc. regarding the anticipated process for the submittal of a grant request to H-GAC for bus acquisition;

HDR, Inc. discussed RFP specifics for vehicle procurement through H-GAC, including application period, pre-application review, eligibility requirements, standards and vehicle specs.

9. Receive, consider and act upon an update from HDR, Inc. regarding drafting of the RFP for procuring a provider for Park & Ride services;

HDR, Inc. discussed RFP specifics for transit provider, including service start, scope, specifics, federal guidelines, proposal content and proposal evaluation.

Agenda Items 10 and 11 were considered after Executive Session.

CLOSED MEETING

12. The Committee recessed to Executive Session at 3:04 p.m. with counsel, staff and/or affected third parties to discuss matters relating to real property, deliberation of economic development negotiations, discuss personnel matters, consult with The Woodlands Township attorney, discuss funding alternatives and potential agreements with other local, state or federal agencies;

13. The Committee reconvened in public session at 3:45 p.m.

10. Receive, consider and act upon a Transportation Fund Budget Amendment;

Committee approved recommendation to the Township Board to adopt the Transportation Fund Budget Amendment as presented dated March 13, 2014.

11. Receive, consider and act upon potential future trolley service considerations for The Woodlands Township Transit Plan;

Staff directed to develop a detailed project definition for transit system in Town Center, encompassing Hughes Landing, lakeshore and previous information developed for a Town Center parking garage and bring back to next committee meeting.

14. Consideration of items to be place on the agenda for the next committee meeting;

Transit system for Town Center project definition

15. Adjournment 3:50 p.m.