

**THE WOODLANDS TOWNSHIP
AD HOC TRANSPORTATION COMMITTEE MEETING
SEPTEMBER 11, 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 September 11, 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: Mike Bass, Bruce Tough

STAFF/ADVISORS: Don Norrell, President/General Manager, John Powers, Assistant General Manager for Community Services, Chris LaRue, Transit Planner, Karen Dempsey, Management Analyst, Nick Wolda, President of the CVB,

DIRECTORS ABSENT: Jeff Long

1. Call to Order;

Director Bass called the meeting to order at 2:07 p.m.

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

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

VOTE: Ayes: Mike Bass
Bruce Tough

Nays: None

Abstentions: None

ACTION: Motion passed unanimously (2-0).

3. Public comment;

There were no public comments.

4. Receive, consider and act upon approval of the August 14, 2014 Ad Hoc Transportation Committee meeting minutes;

MOTION: Motion by Director Tough to approve the minutes; second by Chairman Bass.

VOTE: Ayes: Mike Bass
Bruce Tough

Nays: None

Abstentions: None

ACTION: Motion passed unanimously (2-0).

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

- Conroe/The Woodlands Urbanized Area (UZA), met the week of September 8, general updates, The Friendship Center presentation, Conroe 5310 funding resolution
- The Woodlands Township Transit Plan, Board workshop on October 16, followed by public meeting later in the month
- South Montgomery County Mobility and Thoroughfare Study, concluding soon, elected officials briefing 9/17, 9/25 public meeting, followed by two weeks public comment
- Chamber Mobility Committee, none
- Montgomery County Precinct 3, none
- H-GAC Technical Advisory Committee (TAC), meet September 15
- Bicycle Advisory Task Force, updates on Bike Coalition, Safety Expo for NNO participation, Bike to School, Tour of The Woodlands, Sally K. Ride Bike Rodeo, will provide input to committee for mobility study
- The Friendship Center, ridership/statistics update, procurement delay for buses to October
- Interfaith, ridership/statistics update
- Brazos Transit District, Park & Ride update, ridership statistics
- Woodlands Parkway Bridge Construction, short overview given of process up to now, default letter sent, must be rebid
- Township Transit Planning and Operations, provided in following agenda item

6. Receive, consider and act upon review of the following RFPs/RFQs for transit-related services;

Chris LaRue discussed the proposed RFP for Park and Ride Operators, RFP for Transit Fleet Expansion (Commuter Bus Procurement), and RFQ for architectural and design services for Town Center transportation terminal. All are pending legal review. Committee requested

revision of wording concerning goals, criteria for evaluation of proposals and point system for grading submissions. Release schedule was discussed, along with prioritization of proposals. Committee approved recommending to the Township Board at its next meeting to approve the two RFPs and RFQ with corrections as noted, subject to legal review.

MOTION: Motion by Director Tough to recommend to the Township Board of Directors to approve the proposed RFPs and RFQ with revisions as discussed, subject to review by legal counsel; second by Chairman Bass.

VOTE: Ayes: Mike Bass
Bruce Tough

Nays: None

Abstentions: None

ACTION: Motion passed unanimously (2-0).

7. Receive, consider and act upon meeting summary review requirements;

Committee discussed the format and timing of information provided to the Township Board regarding Transportation Committee objectives and accomplishments. The existing summary is to be continued, and a transportation update with the status of various goals, projects and objectives is to be given routinely to the Board.

8. Receive, consider and act upon review of the monthly Township Board transportation update;

This subject was discussed during the previous agenda item consideration.

9. Receive, consider and act upon a Town Center Transit System Vision Statement and 2015 Township transportation planning priorities;

Director Bass discussed a proposed transportation vision statement and 2015 priorities list and requested staff develop and flesh out additional information for Township Board consideration at its October meeting.

10. The Committee recessed to Executive Session at 3 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;

11. The Committee reconvened in public session at 4 p.m.

No action was taken.

12. Receive, consider and act upon trolley service during the holiday season;

No action was taken.

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

None

14. Adjournment 4:03 p.m.