

**THE WOODLANDS TOWNSHIP
AD HOC TRANSPORTATION COMMITTEE MEETING
MAY 14, 2015
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 14, 2015, posted to begin at 2:00 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 and Mike Bass

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

DIRECTORS ABSENT: None

1. Call to Order;

Chairman Bass called the meeting to order at 2:01 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 Chairman Bass to adopt the agenda; second by Director Long;

VOTE: **Ayes:**

Jeff Long
Mike Bass

Nays: None

Abstentions: None

ACTION: Motion passed unanimously (2-0).

3. **Public comment;** None

4. **Receive, consider and act upon approval of the April 9, 2015 Ad Hoc Transportation Committee meeting minutes;**

MOTION: Motion by Director Long to approve the minutes, second by Chairman Bass

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

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) – No update. The UZA meets quarterly. Next meeting will be held on June 9, 2015. Staff met on May 6, 2015 to discuss developing FY 2013-FY2014 and FY 2015-FY2016 Program of Projects for inclusion in the TIP.
- South Montgomery County Mobility and Thoroughfare Studies – H-GAC and the consultants are finalizing recommendations for the South County Mobility Plan. The Montgomery County Thoroughfare Plan (MCTP) H-GAC and consultants are analyzing data and beginning model runs.
- Chamber Mobility Committee – No update.
- Montgomery County Precinct 3 – No update.
- H-GAC Technical Advisory Committee (TAC) – Meeting was held on May 13, 2015; discussed 1-45 North improvement project and comment period which ends May 31, 2015. Suggestion was made to write a letter in support, due to the necessity of good access needed for the buses. The study includes the area from the Beltway to Downtown Houston.
- Bicycle Advisory Task Force – Update regarding The Woodlands National Bike to Work day; over 300 riders participated. This event brought awareness for another means of transportation. Several sponsors were; Huntsman, Jones & Carter, Wholefoods, and Black Walnut Café. The Township was thanked for their support.
- Meals on Wheels of Montgomery County Senior Rides - Ridership / statistics update and fleet management update. The name “Meals on Wheels of Montgomery County/Senior

Rides,” will officially change on May 28, 2015. They will maintain a fleet of seven vehicles. Buses will be wrapped with their new name.

- Interfaith – Ridership / statistics update.
- Woodlands Express Park & Ride update – Ridership and operations statistics update.
- Woodlands Road Utility District (RUD) – Update from Chairman Bass regarding the Kuykendahl Road Bridge and overpass at Grogan’s Mill Road and potential for bike lanes. He stated that the design of widening the bridge is 90% complete. He believes that bids should go out the middle of June, follow up by construction in September or October, 2015.

6. Receive, consider and act upon approval of the Monthly Transportation Report to The Township Board of Directors;

The Committee gave direction to staff regarding certain revisions to be made to the Monthly Transportation Report before sending it to the Board of Directors. Chairman Bass requested that the transit initiatives be removed from the report and addressed in the Budget discussions. Chairman Bass requested that grant funding should be shown under capital projects 2014-2015. The report should illustrate what the net costs are for the Township and the reimbursement rate.

7. Receive, consider and act upon a Request for Proposals for The Woodlands Township Bicycle/Pedestrian Master Plan;

John Powers discussed the Request for Proposals and the six major goals in the RFP. Some data has already been collected, of which the Township has approximately 90% in hard copy and 60% digitally. Director Long inquired about obtaining grant money for this project. It was discussed that the H-GAC deadline for the FY2015 TIP Call for Projects could not have been met, and the next one available would be in January 2017.

MOTION: Motion by Director Long to approve an RFP for a Bike and Pedestrian Master Plan to be sent to the Board of Directors for their Consideration and approval.

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

Nays: None

Abstentions: None

ACTION: Motion passed unanimously (2-0).

8. Receive, consider and act upon proposed schedule modifications to The Woodlands Express commuter bus services; (previously item #10)

Chris LaRue discussed potential improvements to The Woodlands Express commuter bus service that would adjust runs and reduce operating costs, including implementation of a guaranteed ride home program. The Committee directed staff to report back on operational and marketing improvements at the next meeting.

MOTION: Motion by Chairman Bass to approve a presentation from staff regarding improvements to The Woodlands Express commuter bus service that will adjust runs and reduce operational costs.

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

Nays: None

Abstentions: None

ACTION: Motion passed unanimously (2-0).

9. The Committee recessed to Executive Session at 2:45 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;

Director Tough arrived at 3:01 p.m.

10. The Committee reconvened in public session at 4:13 p.m.;

11. Receive, consider and act upon the scope of services to be included in a Request for Information solicitation for Compressed Natural Gas fleet fueling services;

No action taken.

12. Receive, consider and act upon the development of a Request for Proposal for intelligent Transit Technology and Automated Fare Collection Systems;

No action taken.

13. Receive, consider and act upon a presentation regarding a transit circulator service in the Town Center;

Deferred until June 10, 2015 meeting

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

None

15. Adjournment: 4:14 p.m.