

**THE WOODLANDS TOWNSHIP
AD HOC TRANSPORTATION COMMITTEE MEETING
APRIL 11, 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 April 11, 2013, posted to begin at 10 a.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, Karen Dempsey, Management Analyst, Bryan Brown, The Goodman Corporation

DIRECTORS ABSENT: None

1. Call to Order:

Chairman Long called the meeting to order at 10:04 a.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 with the move of agenda items 13 and 9 to discussion after approval of the minutes:

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 March 18, 2013 Ad Hoc Transportation Committee Meeting and March 28, 2013 Special 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)

The following two agenda items were discussed out of order.

13. Receive, consider and act upon the Technical Advisory Committee's and Transportation Policy Council's consideration of the proposed grade separation at Research Forest Drive and Grogan's Mill Road;

Don Norrell and Mike Bass updated the Committee on the status of the grade separation project as it was considered by the Houston-Galveston Area Council's subcommittee. Public comments are closed for the project.

9. Receive, consider and act upon the Bicycle Advisory Task Force charter;

John Powers reviewed the proposed Bicycle Advisory Task Force charter with the Committee.

MOTION: Motion by Director Bass to recommend to the Township Board to approve the Bicycle Advisory Task Force Charter 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 proposed Houston-Galveston Area Council Transit Plan Study for The Woodlands area;

Carlene Mullins, Houston-Galveston Area Council representative, led a discussion of the proposed Interlocal Agreement between H-GAC and The Woodlands Township for development of a Transit Plan for The Woodlands area.

MOTION: Motion by Director Bass to recommend to the Township Board to approve the scope of the Transit Plan Study and to authorize the Ad Hoc Transportation Committee to oversee the day to day administration of the study with periodic reports to be made to the Township Board, and that any funding needed in excess of budgeted funds for the study be funded through the use of the Economic Development Reserve Fund; second by Director Tough.

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

ACTION: Motion passed unanimously (3-0).

5. Receive, consider and act upon the transit terminal study update:

Bryan Brown and Barry Goodman of The Goodman Corporation provided an update on the status of a Town Center transit terminal advanced planning report. The report will be presented to the Township Board for approval in order to hold existing grant funds until the new Transit Study is completed.

6. Receive, consider and act upon Park & Ride operations update:

John McBeth and Margie Lucas of Brazos Transit District provided an overview of current park and ride operations, including concerns over acceptable service and aging equipment. Funding of current and new direct service is in place through 2014. The Committee requested that a user survey be developed and conducted soon. The Goodman Corporation will draft a survey with associated costs, all information to be given to the Township Board.

MOTION: Motion by Director Tough to approve the President/General Manager to authorize a future ridership needs user survey, within his signature authority, and to report to the Township Board at its April 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 options for future bus needs:

Don Norrell briefed the Committee on the status of park and ride buses, proposals to H-GAC committees regarding allocation of funding for purchase of new buses and potential federal funding available. The Township Board will be provided an update concerning key issues and if action is taken by the H-GAC Transportation Policy Council this will be brought to the Board for deliberation.

No action was taken.

8. Receive, consider and act upon renewal of the trolley contract;

The Committee discussed recommendation of the trolley contract renewal.

MOTION: Director Bass moved to approve recommendation to the Township Board to approve the one-year trolley contract renewal; second by Chairman Long.

VOTE: Ayes: Mike Bass
Jeff Long

Nays: None

Abstentions: None

Director Tough was out of the room during the vote.

MOTION: Motion passed unanimously (2-0).

10. Receive, consider and act upon a Transportation Advocacy Group Action Alert-support for Texas Transportation Investment Act;

No action was taken.

11. Receive, consider and act upon Woodlands Road Utility District #1 utility in financing future transportation projects;

Discussion took place about proposed legislative amendments introduced to make some minor amendments to existing WRUD legislation. WRUD #1 has utility in providing financing for future roadway improvements in the Township and proposals to consider broadening representation on the Board of Directors of the WRUD have been well received. There is a possibility that the proposed legislation amendment may be expanded to allow for a broader representation on the WRUD Board.

No action was taken other than to update the Board of Directors.

12. Receive, consider and act upon Conroe/The Woodlands Urbanized Area (UZA) Advisory Committee bylaws and amendments to the Interlocal Agreement in connection therewith;

Don Norrell and Barry Goodman briefed the Committee on the evolution of the Transit Advisory Committee Bylaws development and the proposed draft to be considered by the Township Board.

MOTION: Director Tough moved to recommend to The Woodlands Township Board to approve the proposed Conroe/The Woodlands Urbanized Area Advisory Committee bylaws and associated amendments to the Interlocal Agreement between Conroe and The Woodlands; second by Chairman Long.

VOTE: Ayes: Jeff Long
Bruce Tough
Director Bass left the meeting.

Nays: None

Abstentions: None

ACTION: Motion passed unanimously (2-0).

14. 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);**

There were no updates.

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

There was no discussion.

16. There was no Executive Session.

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

There were no items discussed.

19. Adjourn

The meeting adjourned at 12:40 p.m.