

**THE WOODLANDS TOWNSHIP  
AD HOC TRANSPORTATION COMMITTEE MEETING  
August 8, 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 August 8, 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:** Mike Bass, Jeff Long

**STAFF/ADVISORS:** Don Norrell, President and General Manager, 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, Bryan Brown, The Goodman Corporation

**DIRECTORS ABSENT:** Bruce Tough

**1. Call to Order:**

Chairman Long called the meeting to order at 2 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 Chairman Long.

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

**Nays:** None

**Abstentions:** None

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

**3. Receive, consider and act upon approval of the July 15, 2013 Ad Hoc Transportation Committee Meeting minutes:**

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

**VOTE: Ayes:** Mike Bass

Jeff Long

**Nays:** None

**Abstentions:** None

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

**4. Receive, consider and act upon Park and Ride User Survey and Recommendations:**

Bryan Brown from The Goodman Corporation discussed the summary of recommendations that emerged from the survey and will continue to fine tune a policy to be brought back to the Township Board at some point. No action was taken.

**5. Receive, consider and act upon provision of demand-response mobility services for seniors and the disabled:**

Don Norrell updated the committee regarding a briefing to the Township Board concerning a September hearing of the Conroe/The Woodlands UZA and eventual action concerning agreements covering demand-response services for seniors and the disabled. He summarized the proposed interlocal agreement with The Friendship Center and noted that The Goodman Corporation is developing an ADA plan. This issue will be discussed at the September meeting and September Township Board meeting.

**6. Receive, consider and act upon a Town Center parking initiative:**

Don Norrell reviewed short and long term Town Center parking issues followed by committee discussion on the necessity to explore additional parking possibilities apart from the transit and mobility studies. Staff was directed to research the subject for the next committee meeting.

**7. Receive, consider and act upon a discussion of park and ride service provider proposed hourly rate increase:**

The committee was briefed by Margie Lucas and John McBeth about transition to First Class Tours. Brazos Transit District will provide a draft contract for our legal review in order to present to the Township Board for concurrence with Brazos' actions.

**MOTION:** Motion by Director Bass to endorse the change of park and ride service provider to First Class Tours and to present to the Township Board at its August meeting; second by Chairman Long.

**VOTE:** **Ayes:** Mike Bass

Jeff Long

**Nays:** None

**Abstentions:** None

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

**8. Receive, consider and act upon a park and ride fare increase;**

The committee discussed the proposed tiered fare increase along with discussion with Brazos Transit District, under whose jurisdiction the change resides. The District would be responsible for advertising a public hearing, 45 days prior to a fare increase, should one be requested.

**MOTION:** Motion by Director Bass to present this issue for support to the Township Board at its August meeting; second by Chairman Long.

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

**Nays:** None

**Abstentions:** None

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

**9. Receive, consider and act upon matters regarding discontinuation of the Medical Center route from the Sterling Ridge Park and Ride;**

Margie Lucas discussed usage statistics in reference to the Sterling Ridge Park and Ride route, offering modifications in hours scheduling and destinations. The Goodman Corporation was tasked with developing a targeted survey to determine trips to both Greenway Plaza and the Medical Center.

**10. Receive and consider a discussion of the status of consultant selection for The Woodlands Township Transit Study and the South Montgomery County Mobility Study;**

The committee discussed the need to appoint representatives to steering committees of both The Woodlands Township Transit Study and the South Montgomery County Mobility Study and for monthly Board updates by the representatives once instituted. A discussion was held concerning the difference between the South County Mobility Study and the Commissioner Precinct 3 Transportation task force. This issue will be brought to the Township Board at its August Board 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.**

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

Town Center parking initiatives

**16. Adjourn**

The meeting adjourned at 3:50 p.m.