

**THE WOODLANDS TOWNSHIP  
AD HOC TRANSPORTATION COMMITTEE MEETING  
APRIL 9, 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 April 9, 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, Mike Bass, Bruce Tough

**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, Mary Connell, Community Relations Manager

**DIRECTORS ABSENT:** None

**1. Call to Order:**

Chairman Long called the meeting to order at 2:00 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 Tough to adopt the agenda; second by Director Bass;

**VOTE:**   **Ayes:**

Bruce Tough  
Jeff Long  
Mike Bass

**Nays:** None

**Abstentions:** None

**ACTION:** Motion passed unanimously (3-0).

3. **Public comment;** None

4. **Receive, consider and act upon approval of the March 12, 2015 Ad Hoc Transportation Committee meeting minutes;**

**MOTION:** Motion by Director Bass to approve the minutes, second by Director Tough

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

**Nays:** None

**Abstentions:** None

**ACTION:** Motion passed unanimously (3-0).

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

- Conroe/The Woodlands Urbanized Area (UZA) – No update. Next meeting will be held in June, 2015.
- The Woodlands Township Transit Plan – The plan is complete, and this item can be removed at the next meeting.
- 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) has begun data collection identifying corridors for study.
- Chamber Mobility Committee – No update.
- Montgomery County Precinct 3 – No update.
- H-GAC Technical Advisory Committee (TAC) – Next meeting scheduled for April 15, 2015. Anticipated to discuss subcommittee nominations.
- Bicycle Advisory Task Force – Update regarding upcoming National Bike Month in May 2015 and The Woodlands National Bike to Work Day event, tentatively scheduled for May 12, 2015. It was recommended to go to the website and RSVP, 3 dozen people have committed so far.
- The Friendship Center –Ridership / statistics update and fleet management update. Announced that The Friendship Center will be changing its name to Meals on Wheels of

Montgomery County. This name is nationally recognized. The Transportation component will be called Meals on Wheels of Montgomery County Senior Rides.

- Interfaith – Ridership / statistics update.
- Woodlands Express Park & Ride update – Ridership and operations statistics update.
- Woodlands Parkway Bridge Construction – Entire project to be complete in April 2015 and this item will be removed from future agendas upon completion.
- Woodlands Road Utility District (RUD) – No update.

**6. Receive, consider and act upon establishing the term of office for the Committee Chairman position and consider any action in connection therewith (previously item #9);**

**MOTION:** Motion by Director Long to nominate Director Bass to be the new Committee Chairman, second by Director Tough.

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

**Nays:** None  
**Abstentions:** None

**ACTION:** Motion passed unanimously (3-0).

Upon completion of the vote, Chairman Bass began presiding over the meeting.

**7. Receive, consider and act upon approval of the Monthly Transportation Report to The Township Board of Directors (previously item #6);**

**MOTION:** Motion by Chairman Bass to approve the Monthly Transportation Report to The Woodlands Township Board of Directors, with one change to add more statistics on the Holiday Shuttle Express, second by Director Tough

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

**Nays:** None  
**Abstentions:** None

**ACTION:** Motion passed unanimously (3-0).

**8. Receive, consider and act upon an update regarding the use of permeable paving materials for certain Township projects (previously item #7);**

Chairman Bass discussed meeting with a vendor regarding an alternative to concrete/asphalt pavement that is available locally, which may have application in future projects to provide an alternative to paving for converting certain soft surfaces to trails or parking projects.

No action taken by the Committee.

**9. Receive, consider and act upon a presentation regarding proposed service changes and marketing for The Woodlands Express commuter bus service (previously item #8);**

Chris LaRue presented information on proposed improvements to Park and Ride service and enhanced marketing to increase community awareness and increase ridership for the service. The committee discussed making use of existing marketing tools and providing a more complete description of the service, with assistance from Township Community Relations staff.

No action taken by the Committee.

**10. The Committee recessed to Executive Session 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 3:47 p.m.;**

**12. Receive, consider and act upon Committee recommendations regarding the South County Mobility Study;**

**MOTION:** Motion by Chairman Bass to direct Don Norrell to resubmit back to the project team a recommendation made in August 2014 about the widening of Woodlands Parkway from Kuykendahl Road to FM 2978, with a provision that the boulevard would be maintained and would move to an urban design, in order to clarify for the final report, second by Director Long.

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

**Nays:** None  
**Abstentions:** None

**ACTION:** Motion passed unanimously (3-0).

**13. Receive, consider and act upon a transit initiatives plan for consideration by the Board of Directors;**

The Committee deferred agenda item 13 regarding the transit initiatives plan for recommendation to the Board of Directors until staff could develop more information.

**14. Receive, consider and act upon a recommendation for the Transit Consulting Services contract;**

**MOTION:** Motion by Chairman Bass to recommend the selection of two consultants for the Transit Consulting Services contract: HDR to perform transit and operations planning and The Goodman Corporation to perform FTA grant management and compliance, second by Director Long

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

**Nays:** None  
**Abstentions:** None

**ACTION:** Motion passed unanimously (3-0).

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

None

**16. Adjournment: 3:50 p.m.**