THE WOODLANDS TOWNSHIP
AD HOC TRANSPORTATION COMMITTEE MEETING
JULY 17, 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 July 17, 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; Monique Sharp, Assistant General Manager for Finance and Administration; Miles McKinney, Director of Intergovernmental Relations; Chris LaRue, Transit Program Manager; and Nick Wolda, President of the CVB.

DIRECTORS ABSENT: Bruce Tough

1. **Call to Order;**

Chairman Bass 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 Long to adopt the agenda; second by Chairman Bass;

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 the consent Agenda;**

MOTION: Motion by Director Long to approve the Consent Agenda, 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) – Meeting was held June 9, 2015; approved FY 2013-FY2014 and FY 2015-FY 2016 Program of Projects for inclusion in the TIP. Next meeting will be in September.
- South Montgomery County Mobility and Thoroughfare Studies – H-GAC has circulated Draft Final South County Mobility Plan to Steering Committee for comment on June 4, 2015. Final Report will be published in September. The Thoroughfare Plan will not be finished until December 2015.
- Chamber Mobility Committee – No update.
- H-GAC Technical Advisory Committee (TAC) – Meeting was held on July 17, 2015; discussed Conroe-The Woodlands UZA meeting and Program of Projects submitted by City of Conroe. The Woodlands Program of Projects will be submitted in August.
- Bicycle Advisory Task Force – A study was conducted on shoulder hazards, and the one on Shadow Bend has been repaired. Establishment of contact person for future communications.
- Meals on Wheels Montgomery County Senior Rides - Ridership / statistics update and fleet management update. It was reported that out of 1,400 trips, 378 where in The Woodlands. They did receive a signed contract from The City of Conroe.
- Interfaith – No update.
- Woodlands Express Park & Ride update – Ridership and operations statistics update. Discussed interruption from Memorial Day storm in May and Tropical Storm Bill in June. Complaints were made on the air temperature on several buses. Three buses were serviced to correct the issue. The new 5:30 a.m. bus has been running at 86% full. The next scheduled run was at 76% full.

- Woodlands Road Utility District (RUD) – Update from Chairman Bass regarding status of projects – particularly Kuykendahl Road, and a list of upcoming projects and financial commitment.

6. **Receive, consider and act upon a proposal to advertise a RFP for printing of collateral materials;**

   The Committee gave feedback on an RFP for collateral materials (maps & schedules) estimated to cost around $15,000. The cost was budgeted in the FY 2015 Transportation Department marketing budget. The significance of this is to improve the information on routes in a pocket size item.

   MOTION: Motion by Director Long to advertise a RFP for printing of collateral materials, second by Chairman Bass;

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

   ACTION: Motion passed unanimously (2-0).

7. **The Committee recessed to Executive Session at 2:18 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;**

8. **The Committee reconvened in public session at 3:46 p.m.;**

9. **Receive, consider and act upon a Committee recommendation for 2016 Budget Proposals;**

   No action taken.

10. **Receive, consider and act upon a recommendation to The Woodlands Township Board of Director's regarding selection of a consultant for professional services for a Pedestrian-Bicycle Master Plan;**

    The Committee voted to move forward the staff's recommendation; Jones & Carter Project Team. Jones & Carter was one of six proposals submitted.

MOTION: Motion by Director Long to recommend Jones & Carter Project Team, to the Board of Directors for The Woodlands pedestrian-Bicycle Master Plan, second by Chairman Bass;

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

ACTION: Motion passed unanimously (2-0).

11. **Receive, consider and act upon a recommendation to The Woodlands Township Board of Directors regarding the Transportation Center and Parking Garage project;**

    The Committee recommends to move the Town Center Transportation Terminal & Parking Garage to the FY 2016 budget process.

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

    None

13. **Adjournment: 3:48 p.m.**