

**THE WOODLANDS TOWNSHIP  
AD HOC TRANSPORTATION COMMITTEE MEETING  
JANUARY 13, 2016  
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 January 13, 2016, posted to begin at 1:00 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 and Gordy Bunch (arrives at 1:09 p.m.)

**STAFF/ADVISORS:** Don Norrell, President/General Manager; John Powers, Assistant General Manager for Community Services; Monique Sharp, Assistant General Manager for Finance and Administration; Robin Cross, Township Attorney; Karen Dempsey, Assistant to the President; Nick Wolda, President of the CVB; Miles McKinney, Director of Intergovernmental Relations and Chris LaRue, Transit Program Manager

**DIRECTORS ABSENT:** None

**1. Call to Order;**

Chairman Bass called the meeting to order at 1:00 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;**

Committee Chairman Bass requested Jones & Carter (Agenda Item 7) to provide a project update/progress report only as the Committee Chairman didn't want the Committee to be a "buffer" between the project team and the Board of Directors. John Powers stated that there are two meetings scheduled for this Committee, two meetings for the Board of Directors, and a meeting with the DSC. Director Long requested that Jones and Carter provide a progress statement that the Board can review. Committee Chairman Bass requested that the second meeting be deferred and just present a progress report instead. The item was moved to be considered immediately after the consent agenda in deference to the project team's time.

**MOTION:** Motion by Director Long to adopt the agenda; second by Committee 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 Committee Chairman Bass to approve the Consent Agenda, second by Director Long;

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

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

5. **Receive, consider and act upon a presentation on Pedestrian and Bicycle Master Plan project (formerly item #7);**

Chelsea Young, Project Manager with Jones and Carter gave a brief update on the status of The Woodlands Pedestrian and Bicycle Master Plan. She stated that there have been two Steering Committee meetings and over 900 responses to the project questionnaire to date. She also reminded the Committee that there will be a public meeting held on January 19<sup>th</sup>, from 6:00 p.m. to 8:00 p.m., at the Town Hall.

Director Bunch arrives at 1:09 p.m.

6. **Receive, consider and act upon election of The Woodlands Township Ad Hoc Transportation Committee Chairmen (formerly item #5);**

Committee Chairman Bass was re-elected to serve another one-year term as Committee Chair. Discussion was made that this position would rotate on a two year basis.

**MOTION:** Motion by Director Long to re-elect Committee Chairman Bass for another year, second by Director Bunch;

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

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

7. **Receive, consider and act upon outside committee and meeting updates (formerly item #6);**

- Conroe/The Woodlands Urbanized Area (UZA) – No meetings were scheduled since the last Ad Hoc Transportation Committee. Discussion of the UZA meeting held in December 2015 including election of Guy Martin (City of Conroe) as Chairman, Director Mike Bass as Vice Chairman. Director Long requested some information on the funding amounts for the UZA. Don Norrell stated that the federal funds are split 80/20; The Woodlands receive 80%, and the City of Conroe receives 20%. He further stated that it is based on ridership miles. It has been projected that the percentage amount will increase for the City of Conroe, due to a Park and Ride lot.
- Chamber Mobility Committee – None
- Bicycle Advisory Task Force – None
- Woodlands Road Utility District (RUD): Committee Chairman Bass indicated that the RUD is currently focusing on two special projects; turning lane improvements on Woodlands Parkway and the widening of the Kuykendahl Bridge project, which the RUD is managing. The Bid process has not begun, until the ILA has been finalized.

**MOTION:** Motion by Committee Chairman Bass to receive and accept the reports, second by Director Long;

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

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

**8. Receive, consider and act upon an update regarding status and ridership of Demand Response System;**

- Meals on Wheels Montgomery County/Senior Rides: De'Andre Guin stated that they are working together with a Case Manager on a project to coordinate rides to medical facilities. In the past, a person would call 911 to obtain a ride. An ambulance ride would average \$1,200, and a ride provided by their program is only \$22 a trip; a significant savings. Another project is coordinating rides with the City of Conroe. Senior Rides provided 1,500 rides in December; 700 in UZA, and approximately 300 in The Woodlands. They are in the process of updating their software program, and will be able to retrieve more data in the future.
- Interfaith of The Woodlands: Interfaith provided 308 for the month of December, and 278 were in The Woodlands. Director Bunch asked Interfaith whether the use of Uber would be a viable way to assist in reducing costs for Taxi rides provided by Interfaith. They indicated that they have looked into it but that the use of Uber has proven logistically difficult because of the Uber program being one-way trip based transportation with no way to communicate with anyone directly to schedule round-trip rides, which is their normal way of booking rides with local providers. They also indicated that safety and security was an issue since the providers they currently use are well-known to the users and have been utilized for a number of years.

**MOTION:** Motion made by Committee Chairman Bass to receive and accept the reports, second by Director Long.

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

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

**9. Receive, consider and act upon a recommendation to The Woodlands Township Board of Directors regarding a Park and Ride fare increase;**

Don Norrell gave a brief history of the bus program; when the program originated, and where the program is currently. To breakdown the ridership; approximately 60% are residents of the Woodlands, and 40% are residents outside of the area that use the service. The Committee considered a recommendation to the Board of Directors regarding a Park & Ride fare increase based on increasing operations costs, a decline in ridership and repayment of the loan from the Capital Asset Reserve fund. Monique Sharp presented the

Committee a report illustrating several scenarios that included a 2016 fare increase and repayment scenarios of five, seven and ten years. Discussion was also made by the Committee on revenue generating ideas.

**MOTION:** Motion made by Director Jeff Long to recommend to the Board of Directors; to increase the fare \$1.00/round trip, extend the period of time to reimburse the Capital Replacement Reserve from five years to 10 years, and any excess revenue generate, placed into a reserve fund within the Transportation Fund for future replacement of buses, second by Director Bunch.

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

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

**10. Receive, consider and act upon a review of information for consideration at the February Board planning session regarding the Town Center/Trolley Shuttle Service;**

Chris LaRue discussed with the Committee the use of the public Transitway; to include how it was funded. The Committee considered improvements to the existing Waterway Trolley service to improve headways, efficiency and reliability for passengers by implementing a pilot program. Items of discussion included expanded operating hours to accommodate out-of-town guests who may not have a car and to provide more reliable headways for all Town Center users. Director Bunch requested that ridership numbers be broken down by hour on the existing Trolley system. The Committee discussed several phases that could be implemented to improve the current Trolley route service.

**MOTION:** Director Long made a motion to recommend this presentation to The Township Board at the February planning session for consideration, second by Committee Chairman Bass.

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

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

**11. Receive, consider and act upon a review of information for consideration at the February Board planning session regarding the Parking Garage/Transportation Center project;**

The Committee considered a recommendation to the Board of Directors to be considered at the February planning session regarding the Parking Garage/Transportation Center at the Gold Lot. Items of discussion included potential cost/design options as well as grant funding availability. Director Bunch inquired if there are opportunities from the Township to generate revenue. Don Norrell stated that the Township has options to use this area after hours to generate revenue.

**MOTION:** No action taken, informational only.

**12. Receive, consider and act upon a recommendation to the Board of Directors to initiate the process to seek Township representation on the H-GAC Transportation Policy Council;**

This item was deferred to the February 9, 2016 meeting, due to the interest of time.

**13. Receive, consider and act upon a recommendation to the Board of Directors to amend the 2014 ILA with Montgomery County for transportation project improvements;**

This item was deferred to the February 9, 2016 meeting, due to the interest of time.

**14. Executive Session**

None

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

None

**16. Adjournment: 3:26 p.m.**