Conroe - The Woodlands Urbanized Area

Transit Advisory Committee
Agenda Packet
December 9, 2014
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AGENDA
TRANSIT ADVISORY COMMITTEE MEETING
CONROE-THE WOODLANDS URBANIZED AREA

THE WOODLANDS TOWNSHIP
2801 TECHNOLOGY FOREST BLVD.
THE WOODLANDS, TX  77381

December 9, 2014 – 10:00 A.M to 11:30 A.M.

1. Introduction of Committee Appointees and Meeting Attendees (2 minutes)

2. Consider Meeting Minutes from September 9, 2014 for Approval – Action Item (3 minutes)

3. Public Comment– Limited to items on the agenda (3 minutes per citizen)

4. Consider Quarterly Updates Regarding:
   a. FTA Section 5310 Program, Enhanced Mobility of Seniors and Individuals with Disabilities
   b. Limited Eligibility Demand Response Transit Service in the Conroe-The Woodlands Urbanized Area – Discussion (10 minutes)
   c. South Montgomery County Mobility Plan – Discussion (10 minutes)
   d. The Woodlands Township Transit Plan – Discussion (10 minutes)

5. Adjourn

Next Meeting: March 10, 2015
City of Conroe
Greater Conroe Economic Development Corporation
Chamber Boardroom
505 West Davis Street
Conroe, TX  77301

English and Spanish language public notices were published for the advisory committee meeting in the Courier of Montgomery County (Conroe) and the Woodland’s Villager during the week of December 1, 2014.
Introduction of Committee Appointees and Meeting Attendees (2 minutes)

Background

In accordance with the Transit Advisory Committee Bylaws, one Committee member and alternate was appointed by each of the following interests.

- **City of Conroe**
  - Guy Martin, Mayor Pro Tem
  - Alternate – Vacant

- **The Woodlands Township**
  - Bruce Tough, Board Chairman
  - Alternate – Don Norrell, President/General Manager

- **Montgomery County**
  - James Noack, Commissioner Precinct 3
  - Alternate – Mark Mooney, County Engineer

- **Other Providers** (As defined in ILA, this Committee member will be a single representative for all the small cities in the UZA.)
  - James Kuykendall, Mayor, City of Oak Ridge North
  - Alternate – Greg Smith, City Administrator, City of Shenandoah

Purpose

To introduce the Committee members and alternates from the City of Conroe, The Woodlands Township, Montgomery County and the single representative and alternate from the “Small Cities”, which are City of Cut and Shoot, City of Oak Ridge North, City of Panorama City, City of Shenandoah, City of Willis and Town of Woodloch, as well as the meeting attendees.
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Transit Advisory Committee

Consider Meeting Minutes from September 9, 2014 for Approval – **Action Item** (3 minutes)

**Background**

The Transit Advisory Committee met formally at The Woodlands Township, 2801 Technology Forest Boulevard, on September 9, 2014.

**Purpose/Proposed Action**

To consider approving the meeting minutes from September 9, 2014.

**Attachment**

Meeting Minutes, September 9, 2014
Agenda Item 2
Attachment
The Transit Advisory Committee Meeting commenced at 1:30 p.m. on September 9, 2014.

The next meeting was set for 10:00 a.m. in The Woodlands, Texas, on December 9, 2014.

Attendees: See sign-in sheet (attached)

<table>
<thead>
<tr>
<th>1. Introduction of Committee Members and Meeting Attendees</th>
<th>Discussion</th>
<th>The meeting began with an introduction of meeting attendees, as well as committee members. For a detailed list of attendees, see the attached sign-in sheet.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actions</td>
<td></td>
<td>No formal action was taken.</td>
</tr>
<tr>
<td>2. Consider Approving Meeting Minutes from June 10, 2014</td>
<td>Discussion</td>
<td>The Committee discussed the previous Transit Advisory Committee Meeting Minutes from June 10, 2014. Mayor Kuykendall made a motion to approve the Minutes. Paul Virgadamo seconded the motion.</td>
</tr>
<tr>
<td>Actions</td>
<td></td>
<td>The meeting minutes were approved by a vote of 3 to 0.</td>
</tr>
<tr>
<td>3. Public Comment</td>
<td>Discussion</td>
<td>The Committee allowed time for the public comment. No one from the public gave comment. The meeting notice Affidavit of Publication in the Montgomery County Courier (Conroe) and the Woodlands Villager is attached.</td>
</tr>
<tr>
<td>Actions</td>
<td></td>
<td>No formal action was taken.</td>
</tr>
<tr>
<td>4. Consider a Presentation, Public Comment and Action Item Regarding the Conroe-The Woodlands UZA FTA Section 5310 Program, Enhanced Mobility of Seniors and Individuals with Disabilities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A. Consider a Presentation Regarding the FTA Section 5310 Program</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B. Consider Public Comment Regarding the FY 2013 and FY 2014 Program of Projects for FTA Section 5310 – Public</td>
<td></td>
<td></td>
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</table>
C. Consider a Resolution of Support of the Designated Recipient’s FY 2013 and FY 2014 Program of Projects for FTA Section 5310

**Discussion**

David Bartels provided background regarding the Program of Projects for FTA Section 5310. The project management position provides guidance and runs through H-GAC and FTA processes.

Public participation process followed. Amy Leyenbeck and Allison Huett—representing the Friendship Center (TFC)—elaborated on the impact that the reduction of their fleet has had on the Demand Response service and discussed the funding request. Leyenbeck emphasized ability to lower maintenance cost with additional and newer buses. TFC also discussed application for TFC Project Manager, purchase of service, and purchase of two vehicles. The 5310 Program of Projects has been published as well. Written comments are due by September 26, 2014. Kuykendall offered to lend public support through H-GAC as well.

Barry Goodman reiterated previous TxDOT support for Transit.

Mayor Kuykendall made a motion to approve a Resolution of Support of the Designated Recipient’s FY2013 and FY2014 Program of Projects for FTA Section 5310. Virgadamo seconded the motion.

**Actions**

The Resolution was approved by a vote of 3 to 0.

5. Consider an Update Regarding State Public Transportation Appropriations for the Conroe-The Woodlands UZA

**Discussion**

The Texas Legislature appropriated $60,682,135 for public transportation grants under the General Appropriations Act during the 82nd and 83rd Texas Legislative sessions. Barry Goodman explained that funds have been allocated to the Conroe-Woodlands Urbanized Area for FY13, FY14, and FY15. The Texas Transportation Commission awarded $462,618 in FY 2013 and $463,256 in FY 2014 to the Urbanized Area. The agreement through Brazos Transit District is being completed to include a Program of Projects and split. This is run through Bryan MPOs purview.
### 6. Consider a Presentation Regarding H-GAC’s Proposed 2015-2018 TIP Project Call

**Discussion**
The next Call for Projects, which will complete programming of the 2015-2018 Transportation Improvement Program (TIP) will be looking for shovel ready projects. However, the programming of new funds will be looking at funding that will be available for projects for years 2017 and 2018. Unlike other calls, there is discussion of extending the TIP coverage to other years (2019 and 2020).

**Actions**
No formal action was taken.

### 7. Consider an Update Regarding The Woodlands Express and the H-GAC Transit Fleet Expansion Program

**Discussion**
Chris LaRue provided background and an update on the H-GAC Transit Fleet Expansion Program. H-GAC advertised in April that they were providing grant money for transit fleet expansion. Proposals were due June 1st. H-GAC received three proposals; later in June, The Township was notified that its proposal had been recommended to be selected to receive $14.4 million out of a total of $18.8 million. The Woodlands is seeking to purchase up to 25 more buses. In July, the recommendation was formally approved by the H-GAC board. Since that point, The Township has been developing an RFP which is about 95% complete. On track according to submittal. The RFP is in the agenda for the next Ad Hoc Transportation Committee of The Woodlands, scheduled for this Thursdays (9/11/14). It will be reviewed at the meeting by the committee and then will go to Legal Counsel. Thereafter once the committee has reviewed the RFP and recommends for it to move forward, it will go to the Woodlands Township Board of Directors for the September 18th agenda for review and approval. Unless major hurdles, The Township should be able to advertise the solicitation within the end of September. On track for application criteria and deadlines to be met.

**Actions**
No formal action was taken.

### 8. Consider Quarterly Updates Regarding:
A. Limited Eligibility Demand Response Transit Service in the Conroe-The Woodlands Urbanized Area
## B. South Montgomery County Mobility Plan
## C. The Woodlands Township Transit Plan

**Discussion**

Amy Leyenbeck provided a summary of total trips for the months of June, July, and August of 2014. Slight decrease probably due to the higher temperatures. People just don’t go out as much during the summer, but it stayed pretty constant. In average there were about 50 total trips per day or 1.7 trips per hour. Across TFC system, within the whole county, passengers ride for about 9.2 miles per trip and a little over a half-hour. Declining requests as well as trips.

Kuykendall inquired about the frequency of trips to Houston. Leyenbeck explained that TFC only offers one trip a week to the VA Hospital.

David Bartels followed up Leyenbeck discussion. Bartels reminded the committee a previous discussion regarding figuring out where the origins of the trips are and whether this was a good methodology to determine local costs. TFC is not able to assess all UZA trips through the data that they collect due to glitches in their system/software. TGC provided analysis within UZA—includes Conroe, The Woodlands, Willis, Shenandoah, Oakridge North—for FY12, FY13, and FY14.

During FY12 there was a total trip count of 18,325; 75-80% of those trips were within the Conroe city limits and The Woodlands Township limits. During FY13, total trips dropped to 16,000 total trips. During FY14, significant drop to about 11,000 (80% of trips coming from Conroe and The Woodlands). Smaller cities also dropped but the unincorporated trips remain constant. Service provided by TFC is affected by the maintenance of vehicles. From FY13, capacity has dropped off due to a reduction of fleet from 13 to 11 vehicles. Additionally, in July 2013 TFC lost a taxi service contract that was providing some of the demand-response services that TFC wasn’t able to handle. TFC has not been able to re-procure that contract, though there is some money budgeted for that as listed under the Program of Projects 5310. Since FY13, TFC has lost 3 more vehicles (went from 11 to 8 vehicles). The
maintenance costs are driving the vehicles out of service. FY14 numbers are projections of trip counts annualized from previous years to figure out what August and September would look like.

TGC will be tracking TFC data in a regular basis so that TFC will have accurate data.

With purchase of new vehicles, it will be important to see how well these will take care of the existing demand. The demand has not disappeared, only TFC hasn’t had the capacity to handle the demand. The fleet was cut in half but the output has not dropped at the same percentage. Output is pretty high considering the fleet reduction. Per vehicle capacity increased 16%. TFC does not openly market the service due to the strained capacity. Ms. Leyenbeck explained that it would be irresponsible for TFC to advertise the service when they cannot fulfill the demand.

Don Norrell gave an update regarding the South Montgomery County Montgomery Plan. Public meeting regarding plan will take place in September. The South County study will be complete by October 1st. A price tag for the projects has not been finalized; however, an estimate cost for all projects that does not include right-of-way was $1.6 billion. A question regarding the #1 priority project for South Montgomery County was asked. Norrell confirmed that the committee will not rank projects.

LaRue gave an update regarding The Woodlands Township Transit Plan. H-GAC and the consultants presented draft concepts a week and a half previous to the meeting to the project management committee. The draft included conceptual trolley expansion routes and considerations for expanding the Woodlands Express—the latter includes reverse commute and potential new service to areas in Houston. Suggestions also include potential fixed route service to the villages. Comments and feedback regarding possible fixed route service to the villages is due October 16th and will be incorporated into the plan once gathered.
Bruce Tough also spoke regarding the process of The Woodlands Transit Plan. The plan focuses on enhancing transit around the Town Center area, which is really going to be our most congested area. The Township is looking at expanding the trolley service into different lines (i.e. red, green, etc) to reduce headway to 6-8 minutes from 15-20 minutes. Also looking at express bus service and park & ride expansion.

Leyenbeck also gave an update regarding the Mobility Manager position funded by a Montgomery County-United Way partnership. The position will be housed in The Friendship Center for three years. It is a new system that is popping up all over the country—FTA is a fan—and it focuses on managing mobility for at risk population. Basically a mobility manager takes an inventory of the capital and an inventory of the need and figures out the operations between the two.

<table>
<thead>
<tr>
<th>Actions</th>
<th>No formal action was taken.</th>
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9. Adjourn

APPROVED this the 9th day of December 2014.

_______________________________
Bruce Tough
Chairman, Transit Advisory Committee

ATTEST:

_______________________________
Guy Martin
Vice Chairman, Transit Advisory Committee
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>E-mail Address</th>
<th>Mailing Address and/or Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wendy Meeden</td>
<td>BTD</td>
<td><a href="mailto:Wendy@btd.org">Wendy@btd.org</a></td>
<td></td>
</tr>
<tr>
<td>Paul W. Hamilton</td>
<td>COHRR</td>
<td></td>
<td></td>
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September 09, 2014
<table>
<thead>
<tr>
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<th>Organization</th>
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<th>Mailing Address and/or Phone Number (Optional)</th>
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<tbody>
<tr>
<td>Attendees missing from sign-in sheet</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>James Noack</td>
<td>Montgomery County</td>
<td><a href="mailto:commissionernoack@mctx.org">commissionernoack@mctx.org</a></td>
<td></td>
</tr>
<tr>
<td>Bruce Tough</td>
<td>The Woodlands Township</td>
<td><a href="mailto:BTough@thewoodlandstownship-tx.gov">BTough@thewoodlandstownship-tx.gov</a></td>
<td></td>
</tr>
<tr>
<td>Chris LaRue</td>
<td>The Woodlands Township</td>
<td><a href="mailto:clarue@thewoodlandstownship-tx.gov">clarue@thewoodlandstownship-tx.gov</a></td>
<td></td>
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<tr>
<td>Don Norrell</td>
<td>The Woodlands Township</td>
<td><a href="mailto:Don.Norrell@thewoodlandstownship-tx.gov">Don.Norrell@thewoodlandstownship-tx.gov</a></td>
<td></td>
</tr>
<tr>
<td>Barry Goodman</td>
<td>The Goodman Corporation</td>
<td><a href="mailto:barry@thegoodmancorp.com">barry@thegoodmancorp.com</a></td>
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</tr>
<tr>
<td>David Bartels</td>
<td>The Goodman Corporation</td>
<td><a href="mailto:dbartels@thegoodmancorp.com">dbartels@thegoodmancorp.com</a></td>
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<tr>
<td>Mariana Marmol</td>
<td>The Goodman Corporation</td>
<td><a href="mailto:mmarmol@thegoodmancorp.com">mmarmol@thegoodmancorp.com</a></td>
<td></td>
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</tbody>
</table>
STATE OF TEXAS
COUNTY OF MONTGOMERY

Personally appeared before the undersigned, a Notary Public within and for said County and State. Jennifer Underferth, Representative for Jason Joseph, General Manager and Publisher of the The Conroe Courier and Woodlands Villager, newspapers of general circulation in the County of Montgomery, State of Texas. Who being duly sworn, states under oath that the report of Legal Notices, a true copy of which is hereto annexed was published in said newspapers in its issue(s) of the

3rd day of September, 2013 Couries
4th day of September, 2013 Villager

Sworn to and subscribed before me this 4th day of September, 2013

Notary Public

My commission expires on (stamp)
Notice of Transit Advisory Committee Meeting

A Transit Advisory Committee Meeting will be held by The Conroe-The Woodlands Urbanized Area to discuss planning, service delivery, administration and oversight for the provision of public transportation services and related programs in the Conroe-The Woodlands Urbanized Area.

The meeting will be held at 1:30 P.M. on Tuesday, September 9, 2014, in the Greater Conroe Economic Development Council Chamber Boardroom, 505 West Davis St., Conroe, TX 77301. All interested parties are invited to attend.

Anuncia de Una Reunión del Comité Asesor de Tránsito

La reunión del comité asesor de tránsito se llevará a cabo por el área urbana de Conroe-The Woodlands para discutir la planificación, prestación de servicios, administración y supervisión de la prestación de servicios de transporte público y programas relacionados con el área urbanizada de Conroe-The Woodlands.

La reunión se llevará a cabo a partir de las 1:30 p.m., el día martes, 9 de septiembre del 2014 en la sala de juntas de la Corporación de Desarrollo Económico de Conroe (Greater Conroe Economic Development) localizada en 505 West Davis St., Conroe, TX 77301. Se invita a todas las partes interesadas a asistir.

Notice of Proposed Public Transportation Projects

The City of Conroe proposes to use FY 2013 ($37,245) and FY 2014 ($156,359) Section 5310 Enhanced Mobility of Seniors & Individuals with Disabilities Program funds within the Conroe-The Woodlands Urbanized Area. The proposed Program of Projects (project) will be funded with grant support from the United States Department of Transportation. The projects will occur in the City of Conroe and The Woodlands Township and are proposed to be implemented in FY 2015 and FY 2016 with federal funds appropriated in FY 2013 and FY 2014.

Project: Capital Expenditures, Bus Acquisition
Total Amount: $135,000 of which $108,000 is federal funding and $27,000 is local funding.

Project: Capital Expenditures, Preventive Maintenance
Total Amount: $41,105 of which $32,942 is federal funding and $8,163 is local funding.

Project: Capital Expenditure, Purchase of Service
Total Amount: $11,622 of which $35,297 is federal funding and $8,325 is local funding.

Project: Administration
Total Amount: $19,359 of which $19,359 is federal funding.

Members of the public have until September 26, 2014, to submit comments. Comments may be given in writing or via email. Comments via email may be sent to: transit@cyconroe.org.

Comments in writing may be addressed to:

Shawn Johnson, Transit Administrator
The City of Conroe
505 West Davis St.
Conroe, Texas 77301

Members of the public may provide verbal comments at the Conroe-The Woodlands Transit Advisory Committee meeting, 1:30 p.m., Tuesday, September 9, 2014, in the Greater Conroe Economic Development Council Chamber Boardroom, 505 West Davis St., Conroe, TX 77301. For further information please contact the Transit Administrator (936) 522-3526, or transit@cyconroe.org.

Notificación de Proyectos de Proyectos de Transporte Público

La Ciudad de Conroe propone utilizar los fondos del año fiscal 2013 ($37,245) y los fondos del año fiscal 2014 ($156,359) provenientes del programa Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities, dentro del Área Urbanizada Conroe-The Woodlands.

El Programa de Proyectos (Project) propuesto será financiado con el apoyo de fondos del Departamento de Transporte de los Estados Unidos. Los proyectos se llevarán a cabo en la Ciudad de Conroe y The Woodlands Township. Estos se implementarán durante los años fiscales 2015 y 2016 con fondos federales asignados en los años fiscales 2013 y 2014.

Proyecto: Gastos de Capital, Adquisición de Autobuses
Total: $135,000 of which $105,000 is federal funding and $27,000 is local funding.

Proyecto: Gastos de Capital, Mantenimiento Preventivo
Total: $41,105 of which $32,942 is federal funding and $8,163 is local funding.

Proyecto: Gastos de Capital, Compra de Servicios
Total: $11,622 of which $35,297 is federal funding and $8,325 is local funding.

Proyecto: Administración
Total: $19,359 of which $19,359 is federal funding.

El público tiene hasta el 26 de septiembre para presentar sus comentarios u observaciones. Los comentarios podrán ser conferidos por escrito o por correo electrónico. Los comentarios vía e-mail deberán ser enviados a transit@cyconroe.org. Los comentarios por escrito deberán ser dirigidos a:

Shawn Johnson, Administradora de Tránsito
The City of Conroe
505 West Davis St.
Conroe, Texas 77301

El público podrá ofrecer sus comentarios verbalmente en la reunión del Comité Asesor de Tránsito del Área Urbanizada de Conroe-The Woodlands, el martes, 9 de septiembre del 2014 a las 1:30 p.m. en la Sala de Reuniones del Consejo de Desarrollo Económico, 505 West Davis St., Conroe TX 77301. Para más información, por favor contacte a la Administradora(a) de Tránsito a través del (936) 522-3526 o transit@cyconroe.org.
UZA Demand & Response Transportation Service
Summary for June-August, 2014

Total Trips for UZA:
June: 1,117
July: 1,055
August: 963

Total Hours of Service for UZA:
June: 626.50
July: 585
August: 623.75

UZA Averages:
Average Trips per day: 49
Average Trips per hour: 1.71

System Wide Averages:
Average trip length: 9.2 miles
Average Trip time: .57 hr

![Average Trips Per Day Chart]
One-Way Trips Per Month

Declined Trips Per Month
THE FRIENDSHIP CENTER TRIP DATA

TFC TRIP DATA SUMMARY

- Three data sets
  - FY 2012
  - FY 2013
  - FY 2014
    - 10 Months
    - Through July 31, 2014
    - Fiscal Years counted from October 1 to September 30
- Trip totals are within Conroe-The Woodlands Urbanized Area
- Data points plotted using Emergency Services (911) address data in GIS
### FY 2012 TRIP DATA

<table>
<thead>
<tr>
<th>ORIGIN</th>
<th>TRIP COUNT</th>
<th>% OF TOTAL</th>
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</thead>
<tbody>
<tr>
<td>Conroe</td>
<td>9,961</td>
<td>54.4%</td>
</tr>
<tr>
<td>The Woodlands</td>
<td>4,751</td>
<td>25.9%</td>
</tr>
<tr>
<td>Willis</td>
<td>1,385</td>
<td>7.6%</td>
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<tr>
<td>Shenandoah</td>
<td>882</td>
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<tr>
<td>Oak Ridge North</td>
<td>159</td>
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<tr>
<td>Woodloch</td>
<td>56</td>
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<tr>
<td>Panorama Village</td>
<td>31</td>
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<tr>
<td>Cut and Shoot</td>
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<tr>
<td>Unincorporated Conroe-The Woodlands UZA</td>
<td>1,096</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>18,325</strong></td>
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### FY 2013 TRIP DATA

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<td>3,055</td>
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<td>Shenandoah</td>
<td>685</td>
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<td>Oak Ridge North</td>
<td>110</td>
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<td>Woodloch</td>
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<tr>
<td>Panorama Village</td>
<td>47</td>
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<td>Unincorporated Conroe-The Woodlands UZA</td>
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<td><strong>TOTAL</strong></td>
<td><strong>16,054</strong></td>
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## FY 2014 TRIP DATA – 10 MONTHS

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<td>5,255</td>
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<tr>
<td>The Woodlands</td>
<td>4,114</td>
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<tr>
<td>Willis</td>
<td>538</td>
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<tr>
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<td>Oak Ridge North</td>
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<tr>
<td>Woodloch</td>
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<tr>
<td>Panorama Village</td>
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<td>Cut and Shoot</td>
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<tr>
<td>Unincorporated Conroe-The Woodlands UZA</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>11,502</strong></td>
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## FY 2014 TRIP DATA – ANNUALIZED

*Trip Counts of FY 2013 show that 7% of trips were taken in August, 7.2% in September*

<table>
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<tr>
<th>ORIGIN</th>
<th>TRIP COUNT</th>
<th>% OF TOTAL</th>
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<tbody>
<tr>
<td>Conroe</td>
<td>6,001</td>
<td>45.7%</td>
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<tr>
<td>The Woodlands</td>
<td>4,698</td>
<td>35.8%</td>
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<td>Willis</td>
<td>614</td>
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<td>Shenandoah</td>
<td>772</td>
<td>5.9%</td>
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<tr>
<td>Oak Ridge North</td>
<td>130</td>
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<tr>
<td>Woodloch</td>
<td>2</td>
<td>0.0%</td>
</tr>
<tr>
<td>Panorama Village</td>
<td>2</td>
<td>0.0%</td>
</tr>
<tr>
<td>Cut and Shoot</td>
<td>6</td>
<td>0.0%</td>
</tr>
<tr>
<td>Unincorporated Conroe-The Woodlands UZA</td>
<td>888</td>
<td>6.8%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>13,113</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>
TRENDS IN TFC TRIP DATA

- FY 2012 Through FY 2014
  - Total trips fell 28% (using the annualized numbers)
  - Trips from the smaller cities also fell
  - Percentage of trips from the unincorporated areas remained relatively constant
- FY 2014
  - Percentage of trips originating in The Woodlands increased
  - Percentage of trips originating in Conroe decreased
- Most Likely Causes of Downward Trends
  - Fleet reduced from 13 vehicles to 11 vehicles in FY 2013*
  - Subcontract for service (Taxicabs) ended July 2013
  - Fleet reduced to 8 vehicles in FY 2014*
  - Two months of data is missing from FY 2014
  * Fleet reductions caused by fleet age, breakdowns and expensive repair
<table>
<thead>
<tr>
<th>Name</th>
<th>Home Address</th>
<th>E-mail Address (Optional)</th>
<th>Phone Number (Optional)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amy Leggett</td>
<td>1202 Callahan Ave, Conroe TX 77301</td>
<td><a href="mailto:aleygett22@email.com">aleygett22@email.com</a></td>
<td>936-228-8503</td>
</tr>
<tr>
<td>Allison Reid</td>
<td>11 TFC</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Transit Advisory Committee

Public Comment – Limited to items on the agenda (3 minutes per citizen)

Background

In accordance with the Transit Advisory Committee Bylaws under Meetings, all Advisory Committee meetings are open to the public. Public comment will be allowed only on agenda items.

Comments are limited to three (3) minutes per citizen per agenda item.

Purpose

To provide Committee members with public comment related to agenda items that are under consideration by the Committee.
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Consider Quarterly Updates Regarding:

- a. FTA Section 5310 Program, Enhanced Mobility of Seniors and Individuals with Disabilities
- b. Limited Eligibility Demand Response Transit Service in the Conroe-The Woodlands Urbanized Area – Discussion (10 minutes)
- c. South Montgomery County Mobility Plan – Discussion (10 minutes)
- d. The Woodlands Township Transit Plan – Discussion (10 minutes)

### Background

**Designated Recipient**

On July 15, 2014, the Texas Department of Transportation notified the Federal Transit Administration (FTA) of its concurrence with the City of Conroe’s (City) request to become the Section 5310 Designated Recipient.

**Program Management Plan (PMP)**

Conroe submitted the PMP to the FTA for review, comment, and approval on July 24, 2014. The PMP must be approved by the FTA prior to programming funds in grants. FTA’s review of the PMP is pending.

**FY 2013 and FY 2014 Program of Projects**

The FY 2013 and 2014 Section 5310 appropriations for the Conroe-The Woodlands UZA are shown as follows:

<table>
<thead>
<tr>
<th>Section 5310</th>
<th>FY 2013</th>
<th>FY 2014</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appropriation</td>
<td>$ 37,245</td>
<td>$ 156,359</td>
<td>$ 193,604</td>
</tr>
<tr>
<td>Less 10% Admin*</td>
<td>$3,724</td>
<td>$15,635</td>
<td>$19,359</td>
</tr>
<tr>
<td>Project Finding</td>
<td>$33,521</td>
<td>$140,724</td>
<td>$174,245</td>
</tr>
</tbody>
</table>
One application was received and approved by The Friendship Center. The Conroe City Council passed a resolution supporting the proposed POP in its September 25, 2014 meeting. The POP was submitted to the H-GAC on October 6, 2014 for inclusion in the Transportation Improvement Program and subsequently, the State TIP. The FY2013 and FY2014 POP reflects the following. The draft grant has been submitted to the FTA grant management system. FTA’s approval of the grant is dependent on the inclusion of the project in the H-GAC TIP. The item is on the TAC agenda for December 10, 2014 and the TPC agency for December 19, 2014.

### Proposed FY 2013 and FY 2014 Program of Projects

<table>
<thead>
<tr>
<th>Description</th>
<th>Federal</th>
<th>Local</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preventative Maintenance</td>
<td>$32,948</td>
<td>$8,237</td>
<td>$ 41,185</td>
</tr>
<tr>
<td>Purchase of Service</td>
<td>$33,297</td>
<td>$8,325</td>
<td>$41,622</td>
</tr>
<tr>
<td>Purchase of 2 Vehicles</td>
<td>$108,000</td>
<td>$27,000</td>
<td>$135,000</td>
</tr>
<tr>
<td>Total</td>
<td>$174,245</td>
<td>$43,562</td>
<td>$217,807</td>
</tr>
</tbody>
</table>

### FY2015 and FY2016 Estimated Appropriations and Request for Public Input

It is the intent of Conroe to align its programming schedule with that of the Texas Department of Transportation. By accelerating the schedule, Conroe will be able to provide funding when appropriations are made available. Currently, the process of awarding funding is lagging the appropriation cycle due to the administrative lead time to include projects in the TIP and STIP.

The amount of funding for FY2015 and FY2016 is not known at this time. It is estimated to be similar to the previous appropriation, or about $150,000 annually. (Note: The amount programmed for FY2013 reflects only that part of the appropriation programmed by Conroe. TxDOT appropriated the remainder.) The final program of projects will be adjusted based on actual appropriation once it is known. Conroe intends to begin the process of conferring with transportation providers regarding their programs and needs and outreach to individuals who are elderly and/or with disabilities regarding their transportation needs.
Purpose

The purpose of this agenda item is to provide an update of the FY 2013 and FY 2014 programming and notify the committee of the upcoming outreach to the public, transit providers and health and human service providers.

b. Limited Eligibility Demand Response Transit Service in the Conroe-The Woodlands Urbanized Area

Background

On November 4, 2013, the service provider for demand response transit (DRT) service within the Conroe–The Woodlands Urbanized Area (UZA) was changed from the Brazos Transit District (District) to The Friendship Center (Center). In addition, the eligibility to use the service changed from general public to individuals 65 years and older and persons with disabilities, which is also referred to as limited eligibility.

Purpose

To provide an update about performance of the limited eligibility DRT service during the last quarter and present trip data for FY 2012, FY 2013 and FY 2014 (year to date).

c. South Montgomery County Mobility Plan Update

Background

H-GAC, TxDOT, and the local governments located in South Montgomery County have been developing a planning study to improve the efficiency of the roadway network in South Montgomery County. Bicycle and pedestrian improvements are also being evaluated as part of the study. The study is being conducted by consultant Brown & Gay.

Representatives from H-GAC and Brown & Gay presented a summary of preliminary findings and recommendations of the plan at The Woodlands Township Transit Plan public meeting, held on Wednesday, November 5, 2014.
Purpose
To provide an update on plan progress.

d. The Woodlands Township Transit Plan Update

Background
Developed concurrently with the South County Mobility Plan, The Township Transit Plan is underway to determine existing and future transit needs for The Woodlands Township. The study is evaluating existing services (Park and Ride, Trolley, Waterway Cruiser, as well as different modes of transit such as vanpools, car pools, and express bus services. The study is being conducted by consultant Steer Davies Gleave.
Study Area

Purpose
To provide an update on plan progress.
Agenda Item 4
Attachment
RESOLUTION NO. 2014-03

A RESOLUTION OF THE TRANSIT ADVISORY COMMITTEE OF THE CONROE-THE WOODLANDS URBANIZED AREA IN SUPPORT OF THE DESIGNATED RECIPIENTS PROPOSED PROGRAM OF PROJECTS FOR FY 2013 AND FY 2014 FEDERAL TRANSIT ADMINISTRATION SECTION 5310 ENHANCED MOBILITY FOR SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAM.

WHEREAS, the City of Conroe and The Woodlands Township have been designated as a new large urbanized area pursuant to the 2010 U.S. Census; and

WHEREAS, it is the stated goal of the Transit Advisory Committee to support improved and expanded public transportation throughout the Large Urban Area and Montgomery County; and

WHEREAS, the Texas Department of Transportation notified the Federal Transit Administration (FTA) naming the City of Conroe as the Conroe-The Woodlands Urbanized Area (UZA) Designated Recipient for the Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program; and

WHEREAS, the FTA has apportioned $174,245 for FY 2013 and FY 2014 to the Conroe-The Woodlands UZA FTA Section 5310 Program; and

WHEREAS, the Designated Recipient has initiated a Public Participation Process to announce the availability of funding, identifying transportation needs of seniors and individuals with disabilities within the Conroe-The Woodlands UZA, consulting with health and human providers, public transportation providers and the public and requesting applications for project funding; and

WHEREAS, the Designated Recipient received an application from The Friendship Center for $174,245, which constitutes a proposed Program of Projects as outlined in Table 1; and

<table>
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<td>$43,562</td>
<td>$217,807</td>
</tr>
</tbody>
</table>
WHEREAS, designees from the Designated Recipient and the Transit Advisory Committee have reviewed The Friendship Center’s application and recommend approval of the resulting proposed Program of Projects.

NOW, THEREFORE,

BE IT RESOLVED BY THE TRANSIT ADVISORY COMMITTEE OF THE CONROE-THEWOODLANDS UZA:

That the Committee approves a resolution in support of the Designated Recipient’s proposed Program of Projects for FY 2013 and FY 2014 Federal Transit Administration Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program.

PASSED and APPROVED this the 9th day of September, 2014.

Bruce Tough
Chairman, Transit Advisory Committee

ATTEST:

Guy Martin
Vice Chairman, Transit Advisory Committee