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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  

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

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<tbody>
<tr>
<td>1.</td>
<td>Introduction of Committee Appointees and Meeting Attendees (2 minutes)</td>
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<tr>
<td>2.</td>
<td>Consider Meeting Minutes from March 5, 2014 for Approval – <strong>Action Item</strong> (3 minutes)</td>
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<td>3.</td>
<td>Public Comment – Limited to items on the agenda (3 minutes per citizen)</td>
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<td>4.</td>
<td>Consider Presentations by The Friendship Center Regarding:</td>
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<tr>
<td></td>
<td>a. A Quarterly Update on Limited Eligibility Demand Response Transit Service in the</td>
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<td>Conroe-The Woodlands Urbanized Area – Discussion (10 minutes)</td>
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<td>b. The Provision of Limited Eligibility Demand Response Transit Service in the</td>
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<td>Conroe-The Woodlands Urbanized Area for FY 2015 – Discussion (10 minutes)</td>
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<td>5.</td>
<td>Consider a Resolution in Support of Renewing, Extending or Amending the Agreement</td>
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<td>with The Friendship Center to Provide Limited Eligibility Demand Response Transit</td>
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<td>Service in the Conroe-The Woodlands Urbanized Area – <strong>Action Item</strong> (5 minutes)</td>
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<td>6.</td>
<td>Consider an Update Regarding State Public Transportation Appropriations for the</td>
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<td>Conroe-The Woodlands UZA – Discussion (10 minutes)</td>
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<td>7.</td>
<td>Consider an Update Regarding a Proposed Transportation Center and Parking Structure</td>
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<td>in The Woodlands Town Center – Discussion (5 minutes)</td>
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<td>8.</td>
<td>Consider an Update Regarding the Proposed Expanded/Enhanced Trolley Service in The</td>
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<td>Woodlands Known as the Hughes Landing Express – Discussion (10 minutes)</td>
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<td>9.</td>
<td>Consider Quarterly Updates Regarding:</td>
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<td>a. FTA Section 5310 Program, Enhanced Mobility of Seniors and Individuals with</td>
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<td>Disabilities – Discussion (10 minutes)</td>
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<td></td>
<td>b. South Montgomery County Mobility Plan – Discussion (10 minutes)</td>
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<td>c. The Woodlands Township Transit Plan – Discussion (10 minutes)</td>
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<td>10.</td>
<td>Adjourn</td>
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**Next Meeting:** **September 10, 2014**  
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 Villagdr during the week of June 1, 2014.
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**Transit Advisory Committee**  
*Agenda Item 1*

**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

### Agenda Item 2

**Consider Meeting Minutes from March 5, 2014 for Approval – Action Item (3 minutes)**

### Background

The Transit Advisory Committee met formally in the City of Conroe, Greater Conroe Economic Development Council Chamber Boardroom, 505 West Davis Street, on March 5, 2014.

### Purpose/Proposed Action

To consider approving the meeting minutes from March 5, 2014.

### Attachment

Meeting Minutes, March 5, 2014
Agenda Item 2
Attachment
The Transit Advisory Committee Meeting commenced at 10:00 a.m. on March 5, 2014.
The next meeting was set for 10:00 a.m. in The Woodlands, Texas, on June 10, 2014.

Attendees: See sign-in sheet (attached)

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<tr>
<td><strong>1. Introduction of Committee Members and Meeting Attendees</strong></td>
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<tr>
<td><strong>Discussion</strong></td>
<td>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.</td>
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<tr>
<td><strong>Actions</strong></td>
<td>No formal action was taken.</td>
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<tr>
<td><strong>2. Consider Approving Meeting Minutes from December 10, 2013</strong></td>
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<tr>
<td><strong>Discussion</strong></td>
<td>The Committee discussed the previous Transit Advisory Committee Meeting Minutes from December 10, 2013.</td>
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<td><strong>Actions</strong></td>
<td>The meeting minutes were approved by a vote of 4 to 0.</td>
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<td><strong>3. Public Comment</strong></td>
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<td><strong>Discussion</strong></td>
<td>The Committee allowed time for the public comment. Marty Young was acknowledged as an interested citizen, but 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>
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<tr>
<td><strong>Actions</strong></td>
<td>No formal action was taken.</td>
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<td><strong>4. Consider Public Presentation and Comment Regarding the 2014 Conroe-Woodlands UZA FTA Section 5307, Urbanized Area Formula Program, and 5339, Bus and Bus Facilities Program, Program of Projects</strong></td>
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<td><strong>Discussion</strong></td>
<td>As dual designated recipients for the UZA, the City of Conroe and The Woodlands are responsible for developing transit projects under the Section 5307 and Section 5339 Program of Projects. Transit projects include capital, planning, and operating projects using federal funding. The Program of Projects breaks down the federal share and local</td>
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To include the Program of Projects in the Regional Transportation Plan, Transportation Improvement Plan (TIP), and/or the Unified Planning Work Program (UPWP), which are all managed by H-GAC, the Program of Projects must comply with new public participation requirements. Designated recipients can no longer rely on the H-GAC TIP process to meet the public participation requirements for FTA formula funding programs. The City of Conroe and The Woodlands will use the Transit Advisory Committee meetings, as well as other local meetings with stakeholders, to meet the public participation requirements.

For the City of Conroe, the 5307 Program for FY 2014 has a total cost of $1,022,286 with a total federal share of $646,832. For the 5339 Program, the total cost was $83,151 with a federal share of $66,521.

The public was provided the opportunity to comment under this agenda item, but no comments were voiced or submitted in writing.

### Actions
No formal action was taken.

### 5. Consider a Resolution in Support of the City of Conroe and The Woodlands Township’s Pursuit of Funding from the Houston-Galveston Area Council for Transit Pilot Program and/or Fleet Expansion Program

#### Discussion
The Committee discussed the action item to consider an amended Resolution supporting the City of Conroe and The Woodlands Township’s Pursuit of Funding from the Houston-Galveston Area Council for Transit Pilot Program and/or Fleet Expansion Program.

The City of Conroe and The Woodlands Township are planning to pursue Transit Pilot Program and/or Fleet Expansion Program funding through H-GAC. The purchase of buses is for the expansion of services and not for replacement vehicles.

The City of Conroe is seeking funding for new fixed-route and commuter buses. The Woodlands is
seeking funds to replace the vehicles for their park and ride services instead of leasing the vehicles under a turnkey contract.

Greg Smith made a motion to approve the Resolution. Guy Martin seconded the motion.

**Actions**
The Committee approved an amended Resolution (see attached) supporting the City of Conroe and The Woodlands Township’s Pursuit of Funding from the Houston-Galveston Area Council for Transit Pilot Program and/or Fleet Expansion Program by a vote of 4 to 0.

### 6. Consider an Update on State Public Transportation Appropriations for the Conroe-The Woodlands UZA

**Discussion**
The State provides monetary support to small urban and rural transit operations through the Texas Department of Transportation. Due to the changes in census status, state funds are available to the Conroe-Woodlands UZA due to the change from small urban (The Woodlands) and rural (Conroe) to a large urbanized area. TxDOT currently allocates these funds to Brazos Transit District (BTD) due to state statutes.

Conroe-The Woodlands UZA was allocated about $465,000 for FY2013 and FY2014. This amount was sub-allocated in the interlocal agreement between the City of Conroe and The Woodlands. Conroe has yet to receive their sub-allocation for either FY2013 or FY2014.

A tri-party agreement between Conroe, TWT, and BTD is necessary to allocate state funds to Conroe and The Woodlands. The Goodman Corporation will continue working towards reaching an agreement.

**Actions**
No formal action was taken.

### 7. Consider Quarterly Updates on Limited Eligibility Demand Response Services, FTA Section 5310 Program, South Montgomery County Mobility Plan, The Woodlands Township Transit Plan

**Discussion**
The Friendship Center (TFC) took over demand response service from BTD on November 4, 2013. TFC has been using new tablets and software programs, which allows TFC to see the location of
buses live and dispatch buses as necessary. This allows TFC to adjust for traffic, individuals running late, and other trip delays. TFC is currently working out programing glitches in the software. TFC lost two bus drivers recently, and with two new buses arriving in the summer, they need more bus drivers.

The City of Conroe has requested to become the designated recipient for FTA Section 5310 Program. In January, the City met with H-GAC staff to discuss the public participation requirements for Section 5310. The City will develop a Program of Projects for Section 5310 funds in consultation with local providers. The City will also be looking for transportation development credits for a program total amount of $108,856.

Since December, the South Montgomery County Mobility Plan has been collecting data from public meetings, traffic counts, and blue tooth readers. They conducted a public meeting with about 130 attendees and received 80 public comment cards. They are completing their data collection and beginning analysis in the spring. The County plan received a notice to proceed on March 1st and will be kicking off soon. The County Plan and the South Montgomery County Mobility Plan will complement each other.

The Woodlands Township Transit Plan has been conducting meetings with 10 different focus groups, including developers, public officials, senior citizens, religious associations, the convention center, and others. Approximately 170 people have actively participated in these focus groups. A transit survey has also been released and there have been over 900 responses.

**Actions**
No formal action was taken.

**8. Consider Setting the Quarterly Meeting Dates, Times and Locations**

**Discussion**
The Committee discussed potential dates for the next four quarterly meetings, including June 10, 2014; September 9, 2014; December 9, 2014; and March 10, 2015. The meeting location alternates between The Woodlands and the City of Conroe. The
Committee discussed putting meeting information not only in local newspapers and on the City and The Woodlands’ websites but also on the County website. Meeting information will be sent to the County for posting.

**Actions**

No formal action was taken.

9. **Consider Potential Amendments to the Transit Advisory Committee Bylaws**

**Discussion**

The Committee discussed the process of how potential amendments to the Transit Advisory Committee Bylaws are considered. Any proposed amendment must be furnished to advisory committee members in writing seven days prior to the committee meeting. All amendments recommended by committee resolution must be submitted to the City of Conroe and The Woodlands for consideration by their governing bodies. The governing body may consider the amendments, in whole or in part, but both must adopt the same amendments.

No committee members brought forth any proposed amendments for consideration by the committee.

**Actions**

No formal action was taken.

10. **Adjourn**

**APPROVED** this the 10th day of June, 2014.

___________________________
Bruce Tough
Chairman, Transit Advisory Committee

**ATTEST:**

___________________________
Guy Martin
Vice Chairman, Transit Advisory Committee
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<th>Name</th>
<th>Organization</th>
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<tr>
<td>Carlene Mullins</td>
<td>H-G-AC</td>
<td><a href="mailto:carlene.mullins@h-gac.com">carlene.mullins@h-gac.com</a></td>
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<tr>
<td>Maggi Lucas</td>
<td>BTO</td>
<td><a href="mailto:mlucas@bto.org">mlucas@bto.org</a></td>
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<td>Wendy Weedon</td>
<td>BTO</td>
<td><a href="mailto:wendy@bto.org">wendy@bto.org</a></td>
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<tr>
<td>Darla Walton</td>
<td>TXDOT-PTN</td>
<td><a href="mailto:darla.walton@txdot.gov">darla.walton@txdot.gov</a></td>
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<tr>
<td>Chris LaRue</td>
<td>Woodlands</td>
<td><a href="mailto:chlaure@thewoodlandstownship-tx.gov">chlaure@thewoodlandstownship-tx.gov</a></td>
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<tr>
<td>Allison Hulett</td>
<td>TFC</td>
<td><a href="mailto:ahulett@tfc.seniorservices.org">ahulett@tfc.seniorservices.org</a></td>
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<tr>
<td>Marty Young</td>
<td>Interested Citizen</td>
<td><a href="mailto:makyoung@me.com">makyoung@me.com</a></td>
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<tr>
<td>Missy Hendon</td>
<td>Interfaith Woodlands</td>
<td>m <a href="mailto:Hendon@woodlandsinterfaith.org">Hendon@woodlandsinterfaith.org</a></td>
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<tr>
<td>Shawn Johnson</td>
<td>City of Conroe</td>
<td><a href="mailto:sjohnson@cityofconroe.org">sjohnson@cityofconroe.org</a></td>
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<tr>
<td>Mike Bass</td>
<td>Woodlands JS</td>
<td>mkbass1040c.com</td>
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<tr>
<td>James Noake</td>
<td>Commissioner Pct 3</td>
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<tr>
<td>Bruce Tough</td>
<td>Chairman</td>
<td><a href="mailto:btough@btoughlawfirm.net">btough@btoughlawfirm.net</a></td>
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March 5, 2014
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<tr>
<td>GREG SMITH</td>
<td>City of Shenandoah</td>
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<td></td>
<td>MOCO</td>
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<td>Vicky Rudy</td>
<td>Oak Ridge North</td>
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<td>ATTENDED, BUT</td>
<td>DID NOT SIGN IN</td>
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<td>LARRY CALLAHAN</td>
<td>City of Conroe</td>
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<td>GILLY MARTIN</td>
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<td>Don Norrell</td>
<td>The Woodlands Township</td>
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<td>Barry Goodman</td>
<td>The Goodman Corporation</td>
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<td>Blas Curibé</td>
<td>The Blaise Group</td>
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<td>David Bartels</td>
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<td>David Wurdlow</td>
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March 5, 2014
SIGN IN FOR PUBLIC HEARING
Item 4. Proposed FY 2014 Program of Projects
Transit Advisory Committee Meeting
Conroe-The Woodlands Urbanized Area

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March 5, 2014
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

26th day of February, 2014 Courier
27th day of February, 2014 Villager

[Signature]
Publisher's Representative

Sworn to and subscribed before me this 27th day of February, 2014

[Signature]
Notary Public

My commission expires on (stamp) November 06, 2014
Notice of Transit Advisory Committee Meeting

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

The meeting will be held at 10:00 P.M. on Wednesday, March 5, 2014, in the Greater Conroe Economic Development Council Chamber Boardroom, 505 West Davis St., Conroe, TX 77301. All interested parties are invited to attend.

Anuncio de Una Reunión del Comité Asesor de Tránsito

Una reunión del comité asesor de tránsito se llevará a cabo por el urbanizado comité asesor de tránsito del área 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-Woodlands.

Una reunión se llevará a cabo a partir de a.m. 10:00 el día miércoles, 5 de marzo de 2014 en la sala de juntas de desarrollo económico de Conroe (Greater Conroe Economic Development) 505 West Davis St., Conroe, TX 77301. Se invita a todos las partes interesadas a asistir.

CC 02/26, WV 02/27
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

26th day of __February__, 2014  __Courier__

27th day of __February__, 2014  __Villager__

Sworn to and subscribed before me this __22__ day of __February__, 2014

__Susie Marie__

Notary Public
Notice of Proposed Public Transportation Projects

The City of Conroe proposes to use FY 2014 Urbanized Area Formula Program ($646,832) and FY 2014 Bus and Bus Facility Formula Program ($66,521) grants for public transportation projects within the Conroe-The Woodlands Urbanized Area. The proposed Program of Projects (projects) will be funded with grant support from the United States Department of Transportation. The projects will occur in the City of Conroe and are proposed to be implemented in FY 2014 and FY 2015.

Urbanized Area Formula Program
Project: Transit Planning Activities
Amount: $180,000 of which $128,000 is eligible for federal funding and $52,000 is local funding

Project: Capital Expenditures, Associated Capital Improvements, Transportation Security for Public Transportation
Amount: $424,283 of which $339,427 is eligible for federal funding and $84,856 is local funding

Project: Operating Expenditures for Public Transportation
Amount: $198,595 of which $179,408 is eligible for federal funding and $19,187 is local funding

Bus and Bus Facilities Formula Program
Project: Capital Expenditure, Bus Acquisition for Public Transportation
Amount: $83,151 of which $66,521 is eligible for federal funding and $16,630 is local funding

Members of the public have until March 19, 2014, to submit comments. Comments may be given in writing or via e-mail. Comments via e-mail may be sent to: transit@coc.org. Comments in writing may be addressed to:
Shawn Johnson, Transit Administrator
The Greater Conroe Economic Development Corporation
505 West Davis St., Conroe, Texas 77301

For further information, call (936) 522-3526 or email at transit@coc.org.

Notificación de Proyectos de Transporte Público
La Ciudad de Conroe propone utilizar las subvenciones federales otorgadas en el año fiscal 2014 por medio de los programas Urbanizado Área Formula Program ($646,832) y autobuses y Fácilidad de Fórmula Program ($66,521) para proyectos de transporte público dentro de la área urbana de Conroe-The Woodlands. El Programa de Proyectos (Proyectos) propuesto, será financiado a través de fondos del Departamento de Transporte de Estados Unidos. Los proyectos se realizarán en la Ciudad de Conroe y serán implementados en los años fiscales 2014 y 2015.

Urbanizado Área Formula Program
Proyecto: Actividades de Planificación de Transporte
Costo: $180,000 de los cuales $128,000 son elegibles para ser financiados con fondos federales y $52,000 serán financiados localmente.

Proyecto: Gastos de Capital, Mejoras de Capital Asociadas, Seguridad de Transporte para el Transporte Público
Costo: $424,283 de los cuales $339,427 son elegibles para ser financiados con fondos federales y $84,856 serán financiados localmente.

Proyecto: Gastos Operativos de Transporte Público
Costo: $198,595 de los cuales $179,408 son elegibles para ser financiados con fondos federales y $19,187 serán financiados localmente.

Bus and Bus Facilities Formula Program
Proyecto: Gastos de Capital, Adquisición de Autobuses para Transporte Público
Costo: $83,151 de los cuales $66,521 son elegibles para ser financiados con fondos federales y $16,630 serán financiados localmente.

El público tendrá hasta el 19 de marzo del 2014 para presentar comentarios o observaciones. Dichos comentarios pueden ser enviados por correo e o por e-mail. Los comentarios via e-mail o correo electrónico deberán ser enviados a: transit@coc.org. Los comentarios por escrito deberán ser dirigidos a:
Shawn Johnson, Transit Administrator
The Greater Conroe Economic Development Corporation
505 West Davis St., Conroe, TX 77301

El público también podrá presentar sus observaciones o comentarios verbalmente en la reunión del Comité Asesor de Tránsito del área urbana de Conroe-The Woodlands que se llevará a cabo el 5 de marzo del 2014 en la sala de juntas del Consejo de Desarrollo Económico de Conroe, 505 West Davis St., Conroe, TX 77301.

Para más información, por favor comunicarse con Shawn Johnson, Transit Administrator a través del (936) 522-3526, o vía e-mail: transit@coc.org.
RESOLUTION NO. 2014- ___

A RESOLUTION OF TRANSIT ADVISORY COMMITTEE OF THE CONROE-THE WOODLANDS URBANIZED AREA IN SUPPORT OF THE CITY OF CONROE AND THE WOODLANDS TOWNSHIP PURSUIT OF CONGESTION MITIGATION AND AIR QUALITY AND SECTION 5307 FUNDING FROM THE HOUSTON-GALVESTON AREA COUNCIL.

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 Houston-Galveston-Brazoria area has been designated a severe nonattainment area for ozone under the 1990 Federal Clean Air Act Amendments; and

WHEREAS, the Houston-Galveston Area Council (H-GAC) receives federal Congestion Mitigation and Air Quality (CMAQ) funds that are to be used to support transportation projects that help the Houston-Galveston-Brazoria area meet the federal air quality standards; and

WHEREAS, H-GAC issued a Request for Proposals for Commuter and Transit Service Pilot Program Projects and related Fleet Expansion in August 2013 for federal CMAQ funds received; and

WHEREAS, H-GAC anticipates transferring CMAQ funds to Section 5307 to support transit projects related to fleet expansion; and

WHEREAS, H-GAC anticipates issuing a fleet expansion Request for Proposals for Section 5307 funding; and

WHEREAS, the provision of public transit services by the City of Conroe and The Woodlands Township improves air quality by reducing single occupancy auto trips; and

WHEREAS, the City of Conroe has expressed its intent to pursue CMAQ funding through the current H-GAC Commuter and Transit Service Pilot Program for the provision of local transit services and the purchase of vehicles to support that service; and
WHEREAS, the City of Conroe and The Woodlands Township have expressed their intent and interest in the pursuit of Section 5307 funding through H-GAC for the purchase of vehicles for Park and Ride services.

NOW, THEREFORE,


PASSED and ADOPTED this the 5th day of March, 2014.

Bruce Tough
Chairman, Transit Advisory Committee

ATTEST:

Guy Martin
Vice Chairman, Transit Advisory Committee
Transit Advisory Committee | Agenda Item 3
--- | ---
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 Presentations by The Friendship Center Regarding:

a. A Quarterly Update on Limited Eligibility Demand Response Transit Service in the Conroe-The Woodlands Urbanized Area – Discussion (10 minutes)

b. The Provision of Limited Eligibility Demand Response Transit Service in the Conroe-The Woodlands Urbanized Area for FY 2015 – Discussion (10 minutes)

a. Limited Eligibility Demand Response Transit Service Quarterly Update

**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.

b. Limited Eligibility Demand Response Transit Service in the Conroe-The Woodlands Urbanized Area for FY 2015

**Background**

The Committee Chair, Mr. Bruce Tough, requested a presentation by The Friendship Center regarding the provision of Limited Eligibility Demand Response Transit Service in the Conroe-The Woodlands Urbanized Area for FY 2015. The Friendship Center is a provider of public transportation service for seniors and persons with disabilities in the Conroe-The Woodlands UZA.

**Purpose**

To provide a presentation regarding FY 2015 planned service enhancements, vehicle replacements, software updates and/or the budget.
Consider a Resolution in Support of Renewing, Extending or Amending the Agreement with The Friendship Center to Provide Limited Eligibility Demand Response Transit Service in the Conroe-The Woodlands Urbanized Area – **Action Item** (5 minutes)

**Background**

The Friendship Center is a provider of public transportation service for seniors and persons with disabilities in the Conroe-The Woodlands UZA and throughout Montgomery County. The City of Conroe and The Woodlands Township entered into separate agreements with The Friendship Center for the provision of demand response transit service within the Conroe-The Woodlands UZA for seniors and persons with disabilities For Fiscal Year 2014. Both agreements are due to expire on September 30th, 2014, unless renewed, extended or amended by the requisite actions of the City, The Township and The Friendship Center.

**Purpose**

To consider a resolution urging the City of Conroe and The Woodlands Township to renew, extend or amend any and all agreements required to continue the demand response transit service for seniors and persons with disabilities within the Conroe-The Woodlands UZA by The Friendship Center.

**Attachments**

Conroe-The Woodlands UZA Transit Advisory Committee Resolution in Support of Renewing, Extending or Amending the Agreement with The Friendship Center to Provide Limited Eligibility Demand Response Transit Service in the Conroe-The Woodlands Urbanized Area.
Agenda Item 5
Attachment
RESOLUTION NO. 2014-____

A RESOLUTION OF THE TRANSIT ADVISORY COMMITTEE OF THE CONROE-THE WOODLANDS URBANIZED AREA EXPRESSING SUPPORT FOR RENEWING, EXTENDING OR AMENDING THE AGREEMENT WITH THE FRIENDSHIP CENTER TO PROVIDE LIMITED ELIGIBILITY DEMAND RESPONSE TRANSIT SERVICE IN THE CONROE-THE WOODLANDS URBANIZED AREA.

WHEREAS, the Transit Advisory Committee of the Conroe-The Woodlands UZA is comprised of one representative from each the City of Conroe, The Woodlands Township, Montgomery County and other cities in the Large Urban Area; and

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

WHEREAS, The Friendship Center is a provider of public transportation service for seniors and persons with disabilities in the Conroe-The Woodlands UZA and throughout Montgomery County; and

WHEREAS, the City of Conroe and The Woodlands Township entered into agreements with The Friendship Center for the provision of demand response transit service within the Conroe-The Woodlands UZA for seniors and persons with disabilities For Fiscal Year 2014; and

WHEREAS, the Fiscal Year 2014 agreements between the City of Conroe and The Friendship Center and between The Woodlands Township and The Friendship Center are due to expire on September 30th, 2014, unless renewed, extended or amended by the requisite actions of all parties.

NOW, THEREFORE,

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

THAT the Transit Advisory Committee of the Conroe-The Woodlands UZA, hereby urges the City of Conroe and The Woodlands Township to renew, extend or amend any and all agreements required to continue the demand response transit service for seniors and persons with disabilities within the Conroe-The Woodlands UZA by The Friendship Center.

PASSED and APPROVED this the 10th day of June, 2014.
RESOLUTION NO. 2014-____

________________________________
Bruce Tough
Chair, Transit Advisory Committee

ATTEST:

___________________________
Guy Martin
Vice Chair, Transit Advisory Committee
Transit Advisory Committee

Consider an Update on State Public Transportation Appropriations for the Conroe-The Woodlands UZA – Discussion (10 minutes)

Background

The Texas Legislature appropriated $60,682,135 for public transportation grants under the General Appropriations Act during the 82nd and 83rd Texas Legislative sessions. The Texas Transportation Commission awarded $462,618 in FY 2013, $463,256 in FY 2014 and $453,524 in FY 2015 to the Conroe-Woodlands Urbanized Area. These grants can only be received by a rural or urban transit district, as established by state statute. The Brazos Transit District is the only entity that can receive these grants for The Conroe-Woodlands UZA.

In accordance with the interlocal agreement between the City of Conroe and The Woodlands Township, “Unless otherwise required by applicable law or agreed to in writing by separate instrument, the parties agree that any future direct federal or state funds Allocated to the UZA for fiscal years commencing on or after September 1, 2012, including funds made available under the Urbanized Area Funding Program (49 U.S.C. 5307), shall be reallocated among the City, the Township and any Other Providers within the UZA according to the funding formula applicable to such funds in the fiscal year the funds are allocated to the UZA.” Based on the state formula, the City and The Township allocations are:

<table>
<thead>
<tr>
<th>Designated Recipient</th>
<th>FY 2013</th>
<th>FY 2014</th>
<th>FY 2015</th>
<th>Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conroe</td>
<td>$89,707</td>
<td>$89,852</td>
<td>$87,984</td>
<td>19.4%</td>
</tr>
<tr>
<td>The Woodlands</td>
<td>$372,911</td>
<td>$373,304</td>
<td>$365,540</td>
<td>80.6%</td>
</tr>
<tr>
<td>Total</td>
<td>$462,618</td>
<td>$463,256</td>
<td>$453,524</td>
<td>100%</td>
</tr>
</tbody>
</table>

These funds are critical to the success of transit in the Conroe-The Woodlands UZA because funding appropriated by the state can be used as “local” match for all federal transit grants.

Purpose

To discuss the progress made pursuing options for coordinating the expenditure of State funds in accordance with local priorities in the Conroe-The Woodlands UZA.
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Consider an Update Regarding a Proposed Transportation Center and Parking Structure in The Woodlands Town Center – Discussion (5 minutes)

**Background**

The Woodlands Township is proposing a new transportation center in Town Center located at the southwest corner of Six Pines Drive and Lake Robbins Drive. The facility, which would also include a parking structure, would potentially act in the near-term as a central hub and collection point for the expansion of the existing trolley service to Hughes Landing. In the future, it is anticipated that the proposed transportation center could also serve other transportation modes as the Township considers reverse commute, shuttle service, and other transportation services to meet the needs of the expanding job base, retail, and residential sectors within and adjacent to the Town Center.

**Purpose**

To provide an update on the Transportation Center and Parking Structure.
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Transit Advisory Committee

<table>
<thead>
<tr>
<th>Agenda Item 8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consider an Update Regarding the Proposed Expanded/Enhanced Trolley Service in The Woodlands Known as the Hughes Landing Express – Discussion (10 minutes)</td>
</tr>
</tbody>
</table>

**Background**

Hughes Landing is a new mixed-use development currently under construction in The Woodlands. When completed, an estimated 7,500 to 10,000 people will work and live there. With congestion in the area already at high levels during peak travel times, The Woodlands Township is proposing to expand its trolley service to serve the residents and employees at Hughes Landing. A peak-hour express service between Hughes Landing and the Town Center area would provide additional travel choices and help to relieve congestion in the area.

**Purpose**

To provide an update on the Proposed Expanded/Enhanced Trolley Service.
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AGENDA ITEMS
June 10, 2014

Consider Quarterly Updates regarding:

a. FTA Section 5310 Program, Enhanced Mobility of Seniors and Individuals with Disabilities – Discussion (10 minutes)

b. South Montgomery County Mobility Plan – Discussion (10 minutes)

c. The Woodlands Township Transit Plan – Discussion (10 minutes)

a. FTA Section 5310 Program Update

Background

On December 10, 2013, the Transit Advisory Committee passed a resolution supporting the City of Conroe’s request to be named the Designated Recipient for Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities. On January 8, 2014, the City of Conroe submitted its request to the Houston-Galveston Area Council (H-GAC).

The Transportation Policy Council approved the Section 5310 designation on April 25, 2014. FTA requires each Section 5310 Designated Recipient to document its policies and procedures regarding the administration of its program in a Program Management Plan (PMP). Prior to forwarding its recommendations to TxDOT, H-GAC, through the Regional Transportation Coordination Subcommittee (RTCS), is coordinating a review of Conroe’s PMP. Conroe submitted its draft PMP for review on May 20. Conroe has requested an update from H-GAC on the remaining milestones for the designation process and the request is pending. Once the process is complete, H-GAC will forward its recommendation to Texas Department of Transportation (TxDOT) and then TxDOT will forward the designation to FTA. Section 5310 cannot be spent until the designation is on-file with FTA.

Due to the change in Designated Recipient, the Program of Projects has not been completed for the Section 5310 funds. It is the intent of Conroe, as the presumed Designated Recipient, to begin a Public Participation Plan (PPP) process which meets the statutory requirements, beginning with the consultation with providers of public transportation and interested parties. The results of the consultation will be a proposed Program of Projects for public comment. The Section 5310 funds available for programming are updated to reflect the FY 2014 Section 5310 appropriation as follows:

<table>
<thead>
<tr>
<th>Program</th>
<th>FY 2013</th>
<th>FY 2014</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 5310</td>
<td>$37,245</td>
<td>$156,359</td>
<td>$193,604</td>
</tr>
</tbody>
</table>
Transportation Development Credits (TDCs) are a non-cash source of local match. In the past, TDCs were awarded by the Texas Department of Transportation to eligible Section 5310 project sponsors for operating and capital projects. H-GAC has issued new policy for all programs including transit programs that focuses on ensuring local cash contributions and a preference for capital projects. The policy does not prohibit requesting TDCs from TxDOT.

**Purpose**

To provide an update on the Section 5310 program.
b. 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.

Study Area

![Study Area Diagram](image)

Purpose
To provide an update on plan progress.

c. 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.

CONROE - THE WOODLANDS URBANIZED AREA
Study Area

Purpose
To provide an update on plan progress.