Conroe - The Woodlands Urbanized Area

Transit Advisory Committee Agenda Packet
June 7, 2016
This page intentionally left blank.
AGENDA
TRANSIT ADVISORY COMMITTEE MEETING
CONROE-THE WOODLANDS URBANIZED AREA

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

June 7, 2016 – 10:30 A.M to 12:00 P.M.

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

2. Consider Meeting Minutes from March 08, 2016 for Approval – **Action Item** (3 minutes)

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

4. Consider a Discussion Regarding the Role of the Small Cities in Transit Planning for the Conroe-The Woodlands UZA – Discussion (15 minutes)

5. Consider Presentations and Action Item Regarding Limited Eligibility Demand Response Transit Service Provided by Senior Rides in the Conroe-The Woodlands Urbanized Area:
   a. Presentation Regarding the Quarterly Update – Discussion (10 minutes)
   b. Presentation Regarding the Provision of Service in FY 2017 – Discussion (10 minutes)
   c. Resolution in Support of Renewing, Extending or Amending the Agreements between Senior Rides and the City of Conroe and The Woodlands Township for FY 2017 – **Action Item** (5 minutes)

6. Consider a Discussion Regarding the 2018-2019 State Legislative Session – Discussion (15 minutes)

7. Consider Presentations Regarding Quarterly Transit Reports:
   a. Presentation Regarding the City of Conroe – Discussion (5 minutes)
   b. Presentation Regarding The Woodlands Township – Discussion (5 minutes)

8. Consider a Presentation Regarding the Use of the Conroe-The Woodlands UZA FTA Section 5310 Program, Enhanced Mobility of Seniors and Individuals with Disabilities Funds – Discussion (10 minutes)

9. Consider a Presentation Regarding the Public Transportation Innovation Funding Opportunity; Mobility on Demand (MOD) Sandbox Demonstration Program and Consider an Action Item to Pursue Funding for a joint Conroe-The Woodlands UZA Mobile/Web Transit Platform – Discussion (10 minutes)

10. Consider Announcements Regarding Other Regional Transportation Planning Activities – Discussion (5 minutes)

11. Adjourn

**Next Meeting:** September 20, 2016

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 May 30, 2016.
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 – Paul Virgadamo, City Administrator
- The Woodlands Township
  - Mike Bass, Board Vice Chairman
  - Alternate – Don Norrell, President/General Manager
- Montgomery County
  - Jim Clark, Commissioner Precinct 4
  - 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.
<table>
<thead>
<tr>
<th>Transit Advisory Committee</th>
<th>Agenda Item 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consider Meeting Minutes from March 08, 2016 for Approval – <strong>Action Item</strong> (3 minutes)</td>
<td></td>
</tr>
</tbody>
</table>

**Background**

The Transit Advisory Committee met formally at the City of Conroe, Greater Conroe Economic Development Corporation, Chamber Boardroom, 505 West Davis Street, Conroe, TX 77301, on March 08, 2016.

**Purpose/Proposed Action**

To consider approving the meeting minutes from March 08, 2016.

**3 Attachments**

1. Meeting Minutes, March 08, 2016
2. Affidavits of Publication
3. Sign-In Sheet
Agenda Item 2
Attachment
The Transit Advisory Committee Meeting commenced at 10:30 a.m. on March 8, 2016. The next meeting was set for 10:30 a.m. in The Woodlands, Texas, on June 7, 2016.

Attendees: See sign-in sheet (attached)

1. Introduction of Committee Members and Meeting Attendees

<table>
<thead>
<tr>
<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>No formal action was taken.</td>
</tr>
</tbody>
</table>

2. Consider Approving Meeting Minutes from December 08, 2015

<table>
<thead>
<tr>
<th>Discussion</th>
<th>The Committee discussed the previous Transit Advisory Committee Meeting Minutes from December 08, 2015. Mayor Jim Kuykendall made a motion to approve the Minutes. Mr. Don Norrell seconded the motion.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actions</td>
<td>The meeting minutes were approved by a vote of 3 to 0.</td>
</tr>
</tbody>
</table>

3. Public Comment

<table>
<thead>
<tr>
<th>Discussion</th>
<th>The Committee allowed time for the public comment. No one from the public gave comment. English and Spanish public notices were published in the Montgomery County Courier (Conroe) and the Woodlands Villager. The Affidavit of Publication is attached.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actions</td>
<td>No formal action was taken.</td>
</tr>
</tbody>
</table>

4. Consider Quarterly Updates Regarding Limited Eligibility Demand Response Transit Service Provided by Senior Rides in the Conroe–The Woodlands Urbanized Area

<table>
<thead>
<tr>
<th>Discussion</th>
<th>Mr. De’Andre Guin gave a quarterly update regarding the limited eligibility demand response transit service provided by Senior Rides. Senior Rides continues to operate a fleet of 6 vehicles. On average Senior Rides offers about 1,200 rides a month for the county in order to stay within budget. This is a first-come-first-served service and the service is not limited. The Harris County Rides Taxicab Vouchers Program, which is funded under Section 5310, has been in effect for the UZA since September 9, 2015. From January to early March, Senior Rides provided 131 one-way trips. The average cost per ride for that period was $30.00.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actions</td>
<td>No formal action was taken.</td>
</tr>
</tbody>
</table>
Additionally, Senior Rides is in the process of procuring two (2) more buses.

### 5. Consider Transit Reports from the City of Conroe and The Woodlands Township

**Discussion**

Ms. Shawn Johnson presented a brief summary of the *Conroe Connection Ridership Summary for the First Quarter of Federal FY 2016 (October 1, 2015 – December 31, 2015)* attached to the agenda packet. Ms. Johnson also noted that the City of Conroe underwent its Triennial Review recently. The process extended until the end of February. The City satisfied Federal Transit Administration’s requirements and is waiting on FTA’s final report.

TGC staff coordinated the boarding/alighting survey that took place in September. Based on the input gathered, TGC continues to study service expansion opportunities on the north loop. The City of Conroe is waiting for the final report. The City is also selling Conroe Connection ticket booklets to the public.

Mr. Chris LaRue presented *The Woodlands Township Transit Service Ridership Summary for the First Quarter of Federal FY2016 (October 1, 2015 – December 31, 2015)*. The report was not included in the agenda packet but will be available during the next meeting. Trolley ridership during the First Quarter of FY 2016 was 21,540. Compared with Quarter 1 Fiscal Year 2015, the total ridership for Quarter 1 Fiscal Year 2016 increased by 16%. Mr. LaRue attributed this increase in ridership to more visibility and marketing of the service. The service has also added more traditional (on-street) transit stops. A second phase of improvements to the service includes the addition of a bus/trolley, which will result in reduced headways (from 25-30 minutes to 15-18 minutes). For the Woodlands Express, compared with Quarter 1 Fiscal Year 2015, the total ridership for Quarter 1 Fiscal Year 2016 decreased by 5%.

Mr. LaRue also commented on the success of the Sunsetter, a wrap up service that runs at 7:00 PM for those Woodlands Express passengers that stay late at work. The service gives passengers the opportunity to stay later hours. In June 2015, the service ran at 16-18% capacity. In July 2015, the service ran at 20% capacity and since August 2015, the service has been running at about 30-40% capacity. Mr. Don Norrell added that the Board will evaluate the success of the changes in June 2016 and decide whether these changes will be implemented in the long run.

The Woodlands Township will also undergo a 2-day Triennial Review on April 10, 2016.

### 6. Consider a Presentation Regarding the Conroe-The Woodlands UZA FTA Section 5307 Urbanized Area Formula Program and FTA Section 5339 Bus and Bus Facilities Program Apportionments and the State Public Transportation
Appropriations for FY 2016

Discussion

Mr. Barry Goodman gave a brief presentation regarding the Conroe-The Woodlands UZA FTA Section 5307 Urbanized Area Formula Program and FTA Section 5339 Bus and Bus Facilities Program Apportionments and the State Public Transportation Appropriations for FY 2016. The following reviews the methodology used to sub-allocate funds to Conroe and The Woodlands from FY 2013 to FY 2016. Refer to the packet to see tables.

FTA Section 5307 and Section 5339 Sub-Allocations

FY 2013 – FY 2015 Sub-Allocations: The FY 2013 sub-allocation of formula funding between Conroe and The Woodlands was based on the FTA FY 2013 apportionment formula and data values. Using this methodology, Conroe was sub-allocated funding based on population and population density and The Woodlands was sub-allocated funding based on population and population density plus transit system performance. The percentages applied to sub-allocated funds between Conroe and the Woodlands were 19.4% / 80.6% for Section 5307 funds and 17.4% / 82.6% for Section 5339 funds (Table 1). Subsequently, the FY 2014 and FY 2015 sub-allocations were calculated using FY 2013 historical percentages.

FY 2016 Sub-Allocation: The FY 2016 apportionment of federal transit formula funds reflects a decrease in funding due to the FY 2014 performance of The Woodlands Township transit system, which reflects a higher cost of operating for the park and ride program and a slight reduction of passenger miles. The FY 2016 sub-allocation is based on the FTA FY 2016 apportionment formula and data values. Like the previous methodology, Conroe will be sub-allocated funding based on population and population density and The Woodlands will be sub-allocated funding based on population, population density and transit system performance.

FY 2017 Sub-Allocation: The FY 2015 data reported to the National Transit Database (NTD) will be used to apportion the FY 2017 formula funds. For FY 2015, Conroe will report transit system performance data to NTD and this data will impact the Conroe – The Woodlands FY 2017 apportionment of formula funds. TGC is working with UZA Stakeholders to verify the completeness of FY 2015 data input into the National Transit Database (NTD).

Future FY Sub-Allocation: Future sub-allocations will be based on the data values for the fiscal year of apportionment.
State Public Transportation Appropriations

State public transportation 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. These grants can only be received by a rural or urban transit district. The Brazos Transit District is the only entity that can receive these grants for The Conroe-Woodlands UZA.

Similar to the federal apportionments, the amount of the State appropriations is based on need (population and population density) and performance. Similar to the federal sub-allocation, Conroe was sub-allocated funding based on population and population density (need) and The Woodlands was sub-allocated funding based on population and population density plus transit system performance for FY 2013 through FY 2015 based on the FY 2013 historical percentages.

FY 2016 Sub-Allocation

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… 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.”

7. Consider a Presentation Regarding the Conroe-The Woodlands UZA FTA Section 5310 Program, Enhanced Mobility of Seniors and Individuals with Disabilities:

A. FTA Section 5310 Program for FY 2013 and FY 2014 Funding

Mr. Goodman presented a brief summary regarding the FTA Section 5310 Program for FY13 and FY14 funding. The City of Conroe and Meals on Wheels/Senior Rides finalized the contract for FY13 and FY14 Section 5310 funds on July 7, 2015 for $170,807. The contract includes the purchase of vehicles, purchase of service, and preventative maintenance.

- Vehicles: Senior Rides is in the process of purchasing two (2) Type 3 vehicles for $108,000 (federal) from the State of Texas Cooperative Purchasing Program (CO-OP) using TxSmartBuy Ordering System. Senior Rides is working with National Bus
Sales to complete the purchase of the vehicles.

- **Purchase of service:** The contract includes $33,297 (federal) for the purchase of service. Senior Rides has provided 210 one-way trips between 9/9/2015 and 12/1/2015 for $5,883.10 or $28.01 per trip. Second quarter activity (January – March) will be presented at the June Transit Advisory Committee meeting.

- **Preventative Maintenance:** The contract includes $29,510 (federal) for preventative maintenance. Senior Rides will procure goods and services on a purchase by purchase basis under Micro-purchasing guidelines (goods and services valued under $3,000). The FTA grant is approved in the grant awards management system. The City will reimburse Senior Rides for documented eligible expenses at a rate of 80%.

### B. FTA Section 5310 Program for FY 2015 and FY 2016 Funding

Mr. Goodman also presented a brief summary regarding the FTA Section 5310 Program for FY15 and FY16 funding. The FTA appropriated $156,082 in Section 5310 for FY 2015. Conroe decided to program two years of funding (FY 2015 and FY 2016) to streamline the process and increase the amount of funding available for programming. The Conroe-The Woodlands FY 2016 Section 5310 apportionment is $164,840.

Conroe submitted a Program of Projects (POP) identifying the amount and use of Section 5310 funding by year of expenditure within the H-GAC Transportation Improvement Program to H-GAC as follows: $210,400 programmed as capital for the purchase of vehicles; $48,000 programmed as capital for purchase of service; $22,564 programmed as capital for preventative maintenance; and $31,200 programmed for Section 5310 program administration.

The City Council passed a resolution programming $280,000 for two programs. The City will submit a revised Program of Projects based on the actual FY2016 apportionment of $164,840. The revision will reflect an increase of $884 for program administration, for a total of $16,484.

### 8. Consider a Resolution in Support of the Houston-Galveston Area Council Transportation Policy Council Approving Voting Membership to The Woodlands Township

**Discussion**
The C-W UZA Transit Advisory Committee decided to table the resolution until further discussions.

**Action**
The Resolution in Support of the Houston-Galveston Area Council Transportation Policy Council Approving Voting Membership to The Woodlands Township Appropriations for FY 2016 was tabled.

### 9. Consider Announcements Regarding Other Regional Transportation Planning Activities
Mrs. Mariana Raschke briefed the committee on Commissioner Clark’s schedule conflict on Tuesday mornings. Commissioner’s Court is often held during the mornings of the second or third Tuesday of the month; therefore, Commissioner Clark and his alternate are often unavailable to attend the C-W UZA Transit Advisory Committee meetings. The Committee agreed to move the meetings to Tuesday mornings in which Commissioner’s Court is not scheduled in order to accommodate the Commissioner’s schedule.

10. Adjourn

APPROVED this the 7th day of June 2016

__________________________________________
Guy Martin
Chairman, Transit Advisory Committee

ATTEST:

__________________________________________
Mike Bass
Vice Chairman, Transit Advisory Committee
Classified Ad Proof / Receipt

Advertiser: MARIANA (MARMOL) RASCHKE
THE GOODMAN CORPORATION
3200 TRAVIS ST., STE 200
HOUSTON, TX 77006-3850

Account #: 197854
Phone: (713) 951-7951

Order #: 405482
Tagline: Notice of Transit Ad
Color: 
Position: 
Proof: 

Purchase Order#: MARIANA MARMOL
Total Ad Cost: $210.50
Payments: 
Balance Due: $210.50

Account Executive: Susan Curr
(281) 378-1025
scurr@hcnonline.com

Publications: 1CC-The Conroe Courier, 1SO-Spring Observer, 1WV-The Villager, 1XCL-hcn.classifieds

<table>
<thead>
<tr>
<th>Start Date</th>
<th>Stop Date</th>
<th>No. of Insertions</th>
<th>Version</th>
<th>Class</th>
<th>Color</th>
<th>Ad Size</th>
<th>Total Size</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>03/02/16</td>
<td>03/03/16</td>
<td>5</td>
<td>12345-1</td>
<td>2065</td>
<td>Process</td>
<td>2 x 3.1</td>
<td>6.2</td>
<td>$210.50</td>
</tr>
</tbody>
</table>
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-The Woodlands Urbanized Area.

The meeting will be held at 10:30 A.M. on Tuesday, March 08, 2016, 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

El Comité Asesor de Tránsito del área urbanizada de Conroe-The Woodlands llevará a cabo una reunión con el fin de discutir la planificación, prestación de servicios, administración y supervisión de la prestación de servicios de transporte público y otros programas relacionados con el área urbanizada de Conroe-The Woodlands.

La reunión se llevará a cabo el día martes, 8 de marzo del 2016, a partir de las 10:30 a.m. 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.

CC 03/02, WV 03/03/16
AFFIDAVIT OF PUBLICATION

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

2nd day of March, 2016 Conroe Courier

3rd day of March, 2016 Woodlands Villager

__________________________

Publisher’s Representative

Sworn to and subscribed before me this 7th day of March, 2016

__________________________
Notary Public

My commission expires on (stamp)
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>E-mail Address</th>
<th>Mailing Address and/or Phone Number (Optional)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Greg Smith</td>
<td>City of Shenandoah</td>
<td></td>
<td></td>
</tr>
<tr>
<td>De'Andre J. Gunter</td>
<td>Senior Rides</td>
<td><a href="mailto:deandre@mowmc.org">deandre@mowmc.org</a></td>
<td>936-756-5853</td>
</tr>
<tr>
<td>Allison J. Hulet</td>
<td>Senior rides</td>
<td><a href="mailto:allison@mowmc.org">allison@mowmc.org</a></td>
<td></td>
</tr>
<tr>
<td>Paul Virgadouru</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mariana Raschke</td>
<td>TGC</td>
<td><a href="mailto:mraschke@thegoodmancorp.com">mraschke@thegoodmancorp.com</a></td>
<td></td>
</tr>
<tr>
<td>Chef Large</td>
<td>The Woodlands Township</td>
<td></td>
<td>281-210-3860</td>
</tr>
<tr>
<td>Garry Watts</td>
<td>City of Shenandoah</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Misun Hernandez</td>
<td>Interfaith TW</td>
<td><a href="mailto:mherndon@woodlandsinterfaith.org">mherndon@woodlandsinterfaith.org</a></td>
<td>832-615-8205</td>
</tr>
<tr>
<td>Don Worrell</td>
<td>The Woodlands Township</td>
<td>on file</td>
<td>on file</td>
</tr>
</tbody>
</table>

March 08, 2016
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>E-mail Address</th>
<th>Mailing Address and/or Phone Number (Optional)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jim Key Kendall</td>
<td>Oak Ridge North</td>
<td>JKendall@oaRridge North.com</td>
<td></td>
</tr>
<tr>
<td>Shawn Johnson</td>
<td>City of Conroe</td>
<td><a href="mailto:sjohnson@cityofconroe.org">sjohnson@cityofconroe.org</a></td>
<td></td>
</tr>
<tr>
<td>Tommy Wooten</td>
<td>City of Conroe</td>
<td><a href="mailto:twooten@cityofconroe.org">twooten@cityofconroe.org</a></td>
<td></td>
</tr>
<tr>
<td>Barry Goodman</td>
<td>TGC</td>
<td></td>
<td>On File</td>
</tr>
<tr>
<td>Hezom Fiesler</td>
<td></td>
<td>On File</td>
<td>On File</td>
</tr>
</tbody>
</table>

March 08, 2016
This page intentionally left blank.
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.
This page intentionally left blank.
Transit Advisory Committee

Consider a Discussion Regarding the Role of the Small Cities in Transit Planning for the Conroe-The Woodlands UZA – Discussion (15 minutes)

Background

The Conroe-The Woodlands Urbanized Area Transit Advisory Committee was originally created to advise and consult with the Designated Recipients—The City of Conroe and The Woodlands—on expenditure of transit formula grant funding related to planning, service delivery, administration, and oversight duties for the provision of public transportation services and related programs in the Conroe-The Woodlands Urbanized Area (UZA). Both the City of Conroe and The Woodlands Township are major transit providers in the UZA.

The Small Cities, though not fully involved in the provision of public transportation, participate in supporting the limited eligibility Demand Response Transit Service provided by Senior Rides. Specifically, Willis, Oak Ridge North and Shenandoah participate financially.

Purpose

To discuss the role of the Small Cities in Transit Planning for the Conroe-The Woodlands UZA.
This page intentionally left blank.
Consider Presentations and Action Item Regarding Limited Eligibility Demand Response Transit Service Provided by Senior Rides in the Conroe-The Woodlands Urbanized Area:

a.  Presentation Regarding the Quarterly Update – Discussion (10 minutes)
b.  Presentation Regarding the Provision of Service in FY 2017 – Discussion (10 minutes)
c.  Resolution in Support of Renewing, Extending or Amending the Agreements between Senior Rides and the City of Conroe and The Woodlands Township for FY 2017 – Action Item (5 minutes)

**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 (The District) to Senior Rides. 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. The service provided by Senior Rides was renewed in FY 2015/2016 through agreements with the City of Conroe and The Woodlands Township.

**Purpose**

To provide an update about performance of the limited eligibility DRT service during the second quarter of the federal fiscal year 2016.

**Attachment**

A report summarizing Senior Rides ridership data for the second quarter of FY 2016 (January 1, 2016-March 31, 2016).

b.  Presentation Regarding the Provision of Service in FY 2017

**Background**

Prior to the start of the new fiscal year, Senior Rides staff makes a presentation to the committee about service provided by Senior Rides, operations, client demographics, trip purpose, revenue and expenses, challenges and any upcoming requests for funding.

**Purpose**

To provide an overview of accomplishments, services, demographics, budget, challenges and requests for FY 2017 funding.
c. Resolution in Support of Agreements between Senior Rides and the City and The Township

**Background**

The City of Conroe (City) and The Woodlands Township (The Township) entered into separate agreements with Senior Rides for the provision of demand response transit service within the Conroe-The Woodlands UZA for seniors and persons with disabilities for Fiscal Year 2016. Both agreements are due to expire at the end of the fiscal year, unless renewed, extended or amended by the requisite actions of the City, The Township and Senior Rides.

**Purpose**

To consider a resolution urging the City and The 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 Senior Rides.

**Attachment**

Conroe-The Woodlands UZA Transit Advisory Committee Resolution in Support of Renewing, Extending or Amending the Agreement with Senior Rides to Provide Limited Eligibility Demand Response Transit Service in the Conroe-The Woodlands Urbanized Area.
Limited Eligibility Demand Response Transit Service Provided by Senior Rides in the Conroe-The Woodlands Urbanized Area  
Second Quarter FY2016 (January 1, 2016 – March 31, 2016)

**Conroe-The Woodlands (C-W) UZA Limited Eligibility Trips**

A C-W UZA specific trip is defined as a limited eligibility trip with an origin inside the C-W UZA. Senior Rides (SR) provided 2,722 C-W UZA trips for the second quarter of Fiscal Year 2016 (Figure 1), which covers January 1, 2016 to March 31, 2016. The C-W UZA trips contributed to 69.6% of the total demand response trips provided by SR.

![Figure 1: C-W UZA Trips](image)

**Table 1** shows the C-W UZA trips split by origins and municipality boundaries. The table also shows 79.7% of the trips had origins inside Conroe and The Woodlands, 11.8% of the trips were generated within the municipal boundaries of Willis, Shenandoah, Oak Ridge North, and Panorama Village and 8.5% of the trips originated in the unincorporated area of the Conroe-The Woodlands UZA.

![Table 1: C-W UZA Trip Origin by Municipality](image)
When reviewing the trip purpose, social service and city business trips contribute to more than 60% of the total limited eligibility trips. The remainders of the trips were 11% medical, 16% nutrition and 7% Dialysis (Figure 2).

**Figure 2: C-W UZA Trip Purpose**

Compared with Quarter 1 Fiscal Year 2016, the C-W UZA trips for Quarter 2 Fiscal Year 2016 increased by 20%. Compared with Quarter 2 Fiscal Year 2015, C-W UZA trips for Quarter 2 Fiscal Year 2016 decreased by 11% (Figure 3).
SR provided 3,912 total demand response trips for the second quarter of Fiscal Year 2016, which included C-W UZA trips, rural and other trips. 3,911 demand response trips originated in Montgomery County and one trip originated in Harris County. Figure 4 is a map depicting trip origins in Montgomery County.
Compared with Quarter 1 Fiscal Year 2016, the total demand response trips for Quarter 2 Fiscal Year 2016 increased by 10%. Compared with Quarter 2 Fiscal Year 2015, the total demand response trips for Quarter 2 Fiscal Year 2016 decreased by 16% (Figure 5).
When reviewing the trip purpose for all demand response trips, the top 4 categories of trip purposes were 26% nutrition, 29% social service, 27% city business and 11% medical (Figure 6).
RESOLUTION NO. 2016-____

A RESOLUTION OF THE TRANSIT ADVISORY COMMITTEE OF THE CONROE-THE WOODLANDS URBANIZED AREA EXPRESSING SUPPORT FOR RENEWING, EXTENDING OR AMENDING THE AGREEMENT WITH SENIOR RIDES 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 Urbanized Area (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, Montgomery County Committee on Aging dba Senior Rides, which is formerly referred to as 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 Senior Rides for the provision of demand response transit service within the Conroe-The Woodlands UZA for seniors and persons with disabilities For Fiscal Year 2016; and

WHEREAS, the Fiscal Year 2016 agreements between the City of Conroe and Senior Rides and between The Woodlands Township and Senior Rides are due to expire on September 30th, 2016, 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 Senior Rides.

PASSED and APPROVED this the 7th day of June, 2016.

________________________________
Guy Martin
Chair, Transit Advisory Committee

ATTEST:

___________________________
Mike Bass
Vice Chair, Transit Advisory Committee
Background

Section 458 of the Texas Transportation Code and its associated administrative provisions provide guidance on the creation of small urban and rural transit districts and the distribution of state transit funding to support the provision of public transit services. Conroe-The Woodlands UZA benefits financially from Section 458 because the City of Conroe and The Woodlands Township do not have the benefit of a local sales tax base to support transit.

The Public Transportation Advisory Committee (PTAC), which is a TxDOT committee representing rural and small urban public transportation entities, has recognized that the large UZAs like Conroe-The Woodlands are receiving a growing amount of the appropriations authorized by Section 458, so PTAC is proposing actions be taken to address this issue (Attachment 1); however PTAC is not conferring with the large UZAs.

Purpose

Discuss actions the Conroe-The Woodlands UZA may take to be a part of the discussions concerning the distribution of state transit appropriations and the underlying issue with Section 458. These actions may include working with the local Texas legislative delegation to affect change to Section 458 and associated Texas Administrative Codes and TxDOT to affect change to TxDOT rules.

2 Attachments
1. Effects of Urbanization on Transit Funding
2. Memorandum: State Transit Funding – Application of Section 458 of the Texas Transportation Code to Conroe – The Woodlands Large Urbanized Area
Agenda Item 6
Attachment
Effects of Urbanization on Transit Funding

Original legislative intent was to provide state transit funding to rural communities with populations of less than 50,000 and to small urban cities with populations of 50,000 to 199,999. Over the years, several cities that were classified as small urban have exceeded the 200,000 threshold yet continue to draw state funding from the small urban allocation even though they no longer meet the criteria. Due to legal interpretation of the Texas statute, urban areas with a population of over 200,000 continue to be eligible for state funding.

<table>
<thead>
<tr>
<th>Large Urban Areas Receiving Small Urban Area Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brownsville</td>
</tr>
<tr>
<td>Conroe/The Woodlands</td>
</tr>
<tr>
<td>Killeen</td>
</tr>
<tr>
<td>Laredo</td>
</tr>
<tr>
<td>Lubbock</td>
</tr>
<tr>
<td>McAllen</td>
</tr>
<tr>
<td>Midland/Odessa*</td>
</tr>
</tbody>
</table>

Currently these large urban areas utilize 34% of all funding in the urban allocation. It is projected that in the upcoming 2020 census, an additional four cities will exceed 200,000 and thus fall into this same category. At that time, these 11 cities will likely utilize over 50% of all the funding in the small urban allocation which will greatly reduce the available funding for the other small cities that depend on this funding. In the 2020 census, there may be as many as five new small urban areas that will also depend on this funding.

<table>
<thead>
<tr>
<th>Projected New Large Urban Areas (greater than 200,000 in 2020)</th>
<th>Projected New Small Urban Areas (greater than 50,000 to 199,999 in 2020)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amarillo</td>
<td>Del Rio</td>
</tr>
<tr>
<td>College Station/Bryan</td>
<td>Eagle Pass</td>
</tr>
<tr>
<td>McKinney</td>
<td>Galveston (possibly part of Texas City UZA)</td>
</tr>
<tr>
<td>Waco</td>
<td>Lufkin</td>
</tr>
<tr>
<td></td>
<td>Rio Grande City/Roma</td>
</tr>
</tbody>
</table>

Recommended Solution:

To continue providing state funding for these large urban areas without diminishing the limited funding available for the small urban areas included in the current statute:

The Legislature should amend the statute to add a third funding category for urbanized areas between 200,000 and 300,000 population and urbanized areas with population less than 1 million and the principal city is less than 200,000 [or 300,000] which do not have local dedicated taxing authority for funding transit and which cannot adopt one due to being at their sales tax cap and have a functioning public transit system and a FTA funding apportionment.

Transportation Industry experts estimate – based on the current expenditure patterns of the existing seven cities and the possible four new cities – the amount needed will be **$7.5 million**.

This funding would be in addition to the funding currently available for small urban areas in the formula. TxDOT will be responsible for establishing a formula for distribution of funds in this new category.

For additional information, please contact Elizabeth Bruchez, Brazos Transit District, at liz@btd.org or (979) 255-1527.

*While Midland and Odessa is each a UZA under 200,000 for federal apportionment, they are embedded in the state formula.*
Memorandum

To: Paul Virgadamo, Guy Martin, Marcus Winberry
Re: Updated Position paper related to Chapter 458 of the Texas Transportation Code

Subject: State Transit Funding – Application of Section 458 of the Texas Transportation Code to Conroe – The Woodlands Large Urbanized Area

Background: Section 458 of the Texas Transportation Code and its associated administrative provisions provide guidance on the creation of small urban and rural transit districts and the distribution of state transit funding to support the provision of public transit services. It is important to note that when this law was enacted, all large urban areas within Texas (200,000 + population) had established their own Metropolitan Transit Authorities (MTA) with a sales tax support base. The remaining transit systems, operated in small urban areas (50,000 – 200,000 population) and rural areas (under 50,000 population), without the benefit of a local tax base to support transit, were the recipients, by formula, of state transit funding to assist in matching federal funding.

Subsequent to passage of the law, several small urban areas experienced population growth which exceeded the 200,000 threshold and, as a consequence, the Texas Department of Transportation (TXDOT) modified the legislation and associated administrative code to accommodate their ability to continue state transit assistance to those communities with a population above 200,000 but with no established MTA and tax base. In these instances the state formula used to distribute transit funding is restricted to a population of 199,999.

In the case of the new Conroe – The Woodlands large urbanized area, the Texas Department of Transportation’s (TxDOT) Public Transit Division (PTN), indicates that only Urban and Rural Transit Districts, created pursuant to Chapter 458, are qualified to receive state transit funding. As such, even though the Brazos Transit District (BTD) is no longer a “designated recipient” for federal funding which is directed to the Conroe and The Woodlands as “co-designated recipients”, BTD, as a qualified Transit District, is the only eligible political sub-division which may receive state transit funding which, by formula, is directed to the new Conroe - The Woodlands large urbanized area (UZA). This has created a situation where The Woodlands Township and City of Conroe are “designated recipients” for federal funding but BTD, which is no longer a designated recipient, is the only eligible recipient, pursuant to Chapter 458, which can directly receive state transit funding.

It is my opinion that Chapter 458 and related administrative code provisions should allow The Woodlands Township and City of Conroe to create their own Urban Transit Districts, within the new large UZA, which would enable their receipt of direct state transit funding.

An analysis of Chapter 458 suggests that the TxDOT, PTN’s interpretation, that only a pre-existing small urban or rural Transit District may be eligible to receive state public transportation funding is, in my opinion, too narrowly interpreted. To wit:
1. Section 458.001, subsection (d) (4) Urban Transit Provider – Defines an urban transit provider as a political sub-division that operates a public transit system in an urbanized area with a population of between 50,000 and 200,000.
   Comment: The City of Conroe and The Woodlands Township would seem to qualify since there is no specific reference to U.S. Census.

2. Section 458.009, URBAN TRANSIT DISTRICTS. (a) A public transportation provider that on September 1, 1994, was not receiving public transportation money through the department, may contract with the department to provide small urban public transportation services and receive state or federal public transportation money through the department, the Federal Transit Administration, or the administration's successor only if the provider becomes an urban transit district as provided by this section.
   Comment: To the extent that the City of Conroe “was not” receiving public transportation funding, through the department, prior to 9/1/94, it seems that the creation of a new Urban Transit District by the City of Conroe, would meet the intent of this Section.

My further review of the provisions of the Texas Transportation Administrative Code which further defines Chapter 458, as delineated below and highlighted in blue, does not appear to contradict the above interpretation.

CHAPTER 31 PUBLIC TRANSPORTATION
SUBCHAPTER B STATE PROGRAMS
RULE §31.11 Formula Program

(A) Urban funds available under this section will be allocated to urban transit districts that are designated recipients or transit providers in urbanized areas that are not served by an authority and to designated recipients that received state transit funding during the fiscal biennium ending August 31, 1997, that are not served by an authority but are located in urbanized areas that include one or more authorities. A transit authority is ineligible to participate in the formula program provided by this section unless the authority was created under Transportation Code, Chapter 453 or former Article 1118z, Revised Statutes, by a municipality having a population of less than 200,000. The commission will distribute the money in the following manner.

(i) Urban funds allocated under this paragraph will be divided into two tiers. Tier one will include urban transit districts that restrict transit eligibility for all public transportation services to the elderly and persons with disabilities. Funding available in tier one is calculated by multiplying the available urban funding by the population of elderly and persons with disabilities in tier one providers, divided by the service eligible population of urbanized areas receiving funding
under this subchapter. **Tier two will include urban transit districts that provide any service to the general population. The funds for tier two will be the remaining balance of the available funds after the funds for tier one have been allocated.**

(ii) One-half of the funds allocated within each tier provided under clause (i) of this subparagraph will be allocated to urban transit districts as a need based allocation based on population by using the latest census data available from, and as defined by, the U.S. Census Bureau for each urbanized area relative to the sum of all urbanized areas. **Any urban transit district whose urbanized area population is 200,000 or greater will have the population adjusted to reflect a population level of 199,999;** except that any urban transit district receiving funds in tier one, as described in clause (i) of this subparagraph, will have the population adjusted to reflect a population level of 199,999, or the urbanized area population of the place as defined by the U.S. Census Bureau, whichever is less.

(iii) One-half of the funds allocated within each tier provided under clause (i) of this subparagraph will be allocated to urban transit districts as a performance based allocation. An urban transit district is eligible for funding under this clause if it is in good standing with the department and has no deficiencies and no findings of noncompliance. The commission will award the funding based on the following weighted criteria: 30 percent for local funds per operating expense, 20 percent for ridership per capita, 30 percent for ridership per revenue mile, and 20 percent for revenue miles per operating expense. These criteria may be calculated using the urban transit district's annual audit for the previously completed fiscal year, data from other sources, or from the department's records.

(c) **Change in service area. If part of an urban or rural transit district's service area is changed due to declaration by the U.S. Census Bureau, or if the service area is otherwise altered, the department and the urban or rural transit district shall negotiate an appropriate adjustment in the funding awarded to that urban or rural transit district for that funding year or any subsequent year, as appropriate. This negotiated adjustment is not subject to subsection (b)(1)(D) of this section.**

(b)(1)(D) Subject to available appropriation, no award to an urban or rural transit district under this paragraph will be less than 90 percent of the award to that transit district for the previous fiscal year. All allocations under subsection (b)(1)(A) and (B) of this section are subject to revision to comply with this standard.
The City of Galveston was re-classified, due to the 2010 U.S. Census, from a small urban area to a rural area. Due to TxDOT’s interpretation of the application of Chapter 458, the City can no longer directly receive state urban transit funding. To facilitate Galveston’s access to state rural funding, the Galveston County Transit District (GCTD), created in 2010, serves as a “pass through” entity so that the City of Galveston may receive state rural transit funding acting as “fiscal agent” for the GCTD. The City of Galveston has fully indemnified the GCTD for its receipt and dispersal of federal and state rural transit funding, but this arrangement is an unnecessary “work around” approach. In my opinion, we need to revise the current law to enable entities like Conroe, The Woodlands, and Galveston, impacted by changes in urbanized area boundaries and classification, to receive state urban transit funding directly. I have provided suggested modification to both Chapter 458 and the associated Administrative Code below.

**Proposed Changes (in red) to Chapter 458 (Please note that I have removed reference to Rural Transit District’s which is not relevant for the Conroe – The Woodlands large urbanized area)**

TRANSPORTATION CODE  
TITLE 6. ROADWAYS  
SUBTITLE K. MASS TRANSPORTATION  
CHAPTER 458. RURAL AND URBAN TRANSIT DISTRICTS

Sec. 458.001. DEFINITIONS. In this chapter:

(1) "Public transportation" means mass transportation of passengers and their hand-carried packages or baggage on a regular and continuing basis by means of surface, fixed guideway, or underground transportation or transit, other than aircraft, taxicab, ambulance, or emergency vehicle.

(4) "Urban transit district" means a local governmental body or political subdivision of this state that operates a public transportation system in an urbanized area with a population of more than 50,000 but less than 200,000; or, within a large urbanized area, with a population of 200,000 or greater which has no tax based Metropolitan Transit Authority, for which there exists two “designated recipients” for federal transit funding, created pursuant to Federal Transit Administration provisions. The term includes a small urban transportation provider under Chapter 456 that on September 1, 1994, received public transportation money through the department.

Added by Acts 1997, 75th Leg., ch. 165, Sec. 30.36(a), eff. Sept. 1, 1997.
Sec. 458.009. URBAN TRANSIT DISTRICTS. (a) A public transportation provider that on September 1, 1994, was not receiving public transportation money through the department may contract with the department to provide small urban public transportation services and receive state or federal public transportation money through the department, the Federal Transit Administration, or the administration's successor only if the provider becomes an urban transit district as provided by this section.

(b) The public transportation provider must be:

(1) a local governmental body created under Chapter 791, Government Code; or

(2) a political subdivision of this state.

(c) The governing body of the provider may by resolution create a small urban transit district to serve the general public. The small urban transit district may be created within a United States Census created large urban area with a population of 200,000 or more, if the local governing body, which is a political subdivision of the State of Texas, has become a “designated recipient” pursuant to Federal Transit Administration provisions, and represents an urban population of less than 200,000.

Added by Acts 1997, 75th Leg., ch. 165, Sec. 30.36(a), eff. Sept. 1, 1997.

Proposed Changes to the Texas Administrative Code

CHAPTER 31 PUBLIC TRANSPORTATION
SUBCHAPTER B STATE PROGRAMS
RULE §31.11 Formula Program

(B) Urban funds available under this section will be allocated to urban transit districts that are designated recipients or transit providers in urbanized areas that are not served by an authority and to designated recipients that received state transit funding during the fiscal biennium ending August 31, 1997, that are not served by an authority but are located in urbanized areas that include one or more authorities; and to designated recipients within large urban areas which represent a population of less than 200,000, but are not served by an authority. A transit authority is ineligible to participate in the formula program provided by this section unless the authority was created under Transportation Code, Chapter 453 or former Article 1118z, Revised Statutes, by a municipality having a population of less than 200,000. The commission will distribute the money in the following manner.

(iv) Urban funds allocated under this paragraph will be divided into two tiers. Tier one will include urban transit districts that restrict transit eligibility for all public transportation services to the elderly and persons with disabilities. Funding
available in tier one is calculated by multiplying the available urban funding by the population of elderly and persons with disabilities in tier one providers, divided by the service eligible population of urbanized areas receiving funding under this subchapter. Tier two will include urban transit districts that provide any service to the general population. The funds for tier two will be the remaining balance of the available funds after the funds for tier one have been allocated.

(v) One-half of the funds allocated within each tier provided under clause (i) of this subparagraph will be allocated to urban transit districts as a need based allocation based on population by using the latest census data available from, and as defined by, the U.S. Census Bureau for each urbanized area relative to the sum of all urbanized areas. Any urban transit district whose urbanized area population is 200,000 or greater will have the population adjusted to reflect a population level of 199,999; except that any urban transit district receiving funds in tier one, as described in clause (i) of this subparagraph, will have the population adjusted to reflect a population level of 199,999, or the urbanized area population of the place as defined by the U.S. Census Bureau, whichever is less.

(vi) One-half of the funds allocated within each tier provided under clause (i) of this subparagraph will be allocated to urban transit districts as a performance based allocation. An urban transit district is eligible for funding under this clause if it is in good standing with the department and has no deficiencies and no findings of noncompliance. The commission will award the funding based on the following weighted criteria: 30 percent for local funds per operating expense, 20 percent for ridership per capita, 30 percent for ridership per revenue mile, and 20 percent for revenue miles per operating expense. These criteria may be calculated using the urban transit district's annual audit for the previously completed fiscal year, data from other sources, or from the department's records.

(c) Change in service area. If part of an urban or rural transit district's service area is changed due to declaration by the U.S. Census Bureau, or if the service area is otherwise altered, the department and the urban or rural transit district shall negotiate an appropriate adjustment in the funding awarded to that urban or rural transit district for that funding year or any subsequent year, as appropriate. This negotiated adjustment is not subject to subsection (b)(1)(D) of this section.

(b)(1)(D) Subject to available appropriation, no award to an urban or rural transit district under this paragraph will be less than 90 percent of the award to that transit district for the previous fiscal year. All allocations under subsection
Chapter 458 of the Texas Transportation Code needs significant revision to address the needs of public transit within the state of Texas. When originally enacted, the provision was intended to provide state transit assistance to those political subdivisions operating public transit without the benefit of a local tax base to support transit. At the time of original passage, Texas contained only seven (7) large urban areas with a population over 200,000 (Houston, Dallas, Fort Worth, San Antonio, El Paso, and Corpus Christi). All other transit programs were operated within small urban (50,000 – 200,000 population), and rural systems (below 50,000 population). Since this time there has been population growth and urbanized area boundary changes which have been reflected in several amendments to the original law intended to protect the ability of existing transit systems to continue to receive state funding. However, interpretation of existing law by TxDOT precludes elected representation of political sub-divisions within which transit is operated from direct control of state transit funding. In effect, state public transit funding is predominantly directed to non-elected Boards of rural and urban transit systems v. cities and counties with elected representation. This creates very difficult intergovernmental arrangements as follows:

1. The City of Conroe is a new large urban “designated recipient” for Federal Transit Administration (FTA) federal transit funding. The TxDOT Commission has approved state transit funding for the new Conroe – The Woodlands urbanized area but indicated that the state funding can only be received by Brazos Transit District (the pre-existing rural transit provider). It is probable that the City of Conroe will contract with a private transit carrier for future fixed route and park and ride services. Why should the City of Conroe have to rely on a Transit District for its state funding which has nothing to do with the provision of transit services within the Conroe urban area. The elected City Council of Conroe would prefer to control state tax dollars dedicated to support transit v. a non-elected Board (transit district) which may have no role or responsibility for the provision of public transit services for the City of Conroe;

2. The City of Galveston which had been a small urban area directly receiving federal and state transit funding has become a rural area due to changes in urban area boundaries resulting from the 2010 U.S. Census (Hurricane Ike impact). As a result, the City’s federal and state funding is derived from TxDOT but must, based upon TxDOT interpretation, be directed to a rural transit district. The GCTD was created in 2010 to facilitate the development of regional transit solutions, and has agreed to serve as a “pass through” entity to enable the City of Galveston to receive state and federal transit funding awarded by TxDOT. The GCTD, however, was not established to operate its own transit program nor has any interest in the administrative and procedural responsibility associated with the direct expenditure of state and federal funds.
transit funding. The provisions of Chapter 458 need to be modified to accommodate small urban areas that have been impacted by changes due to the Census, so that a political subdivision such as Galveston can continue to be considered a small urban area for the purpose of federal and state transit funding. This will avoid the need for a “pass through” arrangement which now exists between the GCTD and the City of Galveston.
This page intentionally left blank.
Consider Presentations Regarding Quarterly Transit Reports:

a. Presentation Regarding the City of Conroe – Discussion (5 minutes)

b. Presentation Regarding The Woodlands Township – Discussion (5 minutes)

a. City of Conroe

**Background**

Conroe Connection is a fixed-route bus service with Americans with Disabilities Act (ADA) complementary paratransit service, which is administered by the City of Conroe. The service includes two (2) fixed bus routes, which connect residents to housing, jobs, services, medical offices and shopping along Frazier Street, North Loop 336 and South Loop 336 and within downtown and the Dugan Subdivision, and paratransit service within ¾ miles of the fixed routes Conroe.

**Purpose**

To discuss the latest information regarding quarterly performance of Conre Connection.

**Attachment**

Conroe Connection Ridership Summary for the second quarter of FY 2016 (January 1, 2016 - March 31, 2016).

b. The Woodlands Township

**Background**

The Woodlands Township operates The Woodlands Express and The Waterway Trolley. The express provides commuter service from The Township to the Texas Medical Center, Greenway Plaza and the Central Business District in Houston and the trolley provides service along a fixed route connecting The Woodlands Mall, Market Street, businesses and residences along The Woodlands Waterway.

**Purpose**

To discuss the latest information regarding quarterly performance of The Woodlands Express and the Trolley.

**2 Attachments**


Agenda Item 7
Attachment
Conroe Connection Ridership Summary

Second Quarter Federal FY 2016 (January 1, 2016 – March 31, 2016)

Conroe Connection is a fixed-route bus service with Americans with Disabilities Act (ADA) complementary paratransit service, which is administered by the City of Conroe. The service includes two (2) fixed bus routes, which connect residents to housing, jobs, services, medical offices and shopping along Frazier Street, North Loop 336 and South Loop 336 and within downtown and the Dugan Subdivision, and paratransit service within ¾ miles of the fixed routes Conroe.

Fixed Route Ridership Summary

The ridership (represented as unlinked trips, or boardings) for the second quarter of FY 2016 was 7,679. Compared with Quarter 1 FY 2016, the total ridership decreased by 6%. Compared with Quarter 2 FY 2015, the total ridership increased by 74%. (Figure 1).

Figure 1: Total Ridership by Quarter

![Graph showing total ridership by quarter]
ADA Complementary Paratransit Trip Summary

ADA paratransit service provided 470 total trips for the second quarter of Fiscal Year 2016. Compared with Quarter 1 Fiscal Year 2016, the total trips increased by 43% (Figure 2).

*Figure 2: ADA Paratransit Trips by Quarter*
The Woodlands Township Transit Service Ridership Summary

First Quarter Federal FY2016 (October 1, 2015 – December 31, 2015)

The Woodlands Township operates The Woodlands Express and The Waterway Trolley. The express provides commuter service from The Township to the Texas Medical Center, Greenway Plaza and the Central Business District in Houston and the trolley provides service along a fixed route connecting The Woodlands Mall, Market Street, businesses and residences along The Woodlands Waterway.

Ridership Summary for The Woodlands Express

The total ridership (represented as unlinked trips, or boardings) for the first quarter of Fiscal Year 2016 (October 1, 2015 to December 31, 2015) for the three Park and Ride lots was 146,073. Compared with Quarter 4 Fiscal Year 2015, the total ridership for Quarter 1 Fiscal Year 2016 decreased by 12%. Compared with Quarter 1 Fiscal Year 2015, the total ridership for Quarter 1 Fiscal Year 2016 decreased by 5% (Figure 1).

Figure 1: Total Ridership for First Quarter FY 2016
Figure 2 shows the ridership by Park and Ride location. Compared with Quarter 4 Fiscal Year 2015, the ridership for each express commuter route decreased by 11%, 12%, and 11% respectively. Compared with Quarter 1 Fiscal Year 2015, the ridership for each express commuter route decreased by 3%, 10%, and 5% respectively.

**Figure 2: Ridership by Bus Route**

<table>
<thead>
<tr>
<th>Route</th>
<th>Q1 FY15</th>
<th>Q2 FY15</th>
<th>Q3 FY15</th>
<th>Q4 FY15</th>
<th>Q1 FY16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Forest</td>
<td>80,373</td>
<td>88,543</td>
<td>83,252</td>
<td>86,863</td>
<td>77,647</td>
</tr>
<tr>
<td>Sawdust</td>
<td>47,335</td>
<td>49,132</td>
<td>47,040</td>
<td>48,252</td>
<td>42,447</td>
</tr>
<tr>
<td>Sterling Ridge</td>
<td>27,349</td>
<td>30,237</td>
<td>27,731</td>
<td>29,348</td>
<td>25,979</td>
</tr>
</tbody>
</table>

**Ridership Summary for the Waterway Trolley**

Trolley ridership during this same time period (October 1, 2015 to December 31, 2015) was 21,540. Compared with Quarter 4 Fiscal Year 2015, the total ridership for Quarter 1 Fiscal Year 2016 decreased by 6%. Compared with Quarter 1 Fiscal Year 2015, the total ridership for Quarter 1 Fiscal Year 2016 increased by 16% (Figure 3).
Figure 3: Trolley Ridership

- Q1 FY15: 18,626
- Q2 FY15: 15,779
- Q3 FY15: 21,679
- Q4 FY15: 22,997
- Q1 FY16: 21,540
The Woodlands Township Transit Service Ridership Summary

Second Quarter Federal FY2016 (January 1, 2016 – March 31, 2016)

The Woodlands Township operates The Woodlands Express and The Waterway Trolley. The express provides commuter service from The Township to the Texas Medical Center, Greenway Plaza and the Central Business District in Houston and the trolley provides service along a fixed route connecting The Woodlands Mall, Market Street, businesses and residences along The Woodlands Waterway.

Ridership Summary for The Woodlands Express

The total ridership (represented as unlinked trips, or boardings) for the second quarter of Fiscal Year 2016 (January 1, 2016 to March 31, 2016) for the three Park and Ride lots was 161,795. Compared with Quarter 1 Fiscal Year 2016, the total ridership for Quarter 2 Fiscal Year 2016 increased by 11%. Compared with Quarter 2 Fiscal Year 2015, the total ridership for Quarter 2 Fiscal Year 2016 decreased by 3% (Figure 1).

Figure 1: Total Ridership for Second Quarter FY 2016

![Graph showing total ridership for each quarter of FY 2015 and FY 2016, with data points for Q1 FY15, Q2 FY15, Q3 FY15, Q4 FY15, Q1 FY16, and Q2 FY16. The graph shows a peak in Q2 FY15 at 167,892 trips, followed by a decrease to 146,073 in Q2 FY16.]
Figure 2 shows the ridership by Park and Ride location. Compared with Quarter 1 Fiscal Year 2016, the ridership for each express commuter route increased by 11%, 6%, and 19% respectively. Compared with Quarter 2 Fiscal Year 2015, the ridership for Research Forest and Sawdust commuter routes decreased by 3% and 9% respectively, and the ridership for Sterling Ridge commuter route increased by 2%.

![Ridership by Bus Route](image)

**Figure 2: Ridership by Bus Route**

<table>
<thead>
<tr>
<th>Route</th>
<th>Q1 FY15</th>
<th>Q2 FY15</th>
<th>Q3 FY15</th>
<th>Q4 FY15</th>
<th>Q1 FY16</th>
<th>Q2 FY16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Forest</td>
<td>80,373</td>
<td>88,543</td>
<td>83,252</td>
<td>86,863</td>
<td>77,647</td>
<td>86,159</td>
</tr>
<tr>
<td>Sawdust</td>
<td>47,335</td>
<td>49,132</td>
<td>47,040</td>
<td>48,252</td>
<td>42,447</td>
<td>44,805</td>
</tr>
<tr>
<td>Sterling Ridge</td>
<td>27,349</td>
<td>30,237</td>
<td>27,731</td>
<td>29,348</td>
<td>25,979</td>
<td>30,831</td>
</tr>
</tbody>
</table>

*Ridership Summary for the Waterway Trolley*

Trolley ridership during this same time period (January 1, 2016 to March 31, 2016) was 18,629. Compared with Quarter 1 Fiscal Year 2016, the total ridership for Quarter 2 Fiscal Year 2016 decreased by 14%. Compared with Quarter 2 Fiscal Year 2015, the total ridership for Quarter 2 Fiscal Year 2016 increased by 18% (Figure 3).
Consider a Presentation Regarding the Use of the Conroe-The Woodlands UZA FTA Section 5310 Program, Enhanced Mobility of Seniors and Individuals with Disabilities Funds – Discussion (10 minutes)

FTA Section 5310 Program for FY 2013 and FY 2014 Funding

**Background:** The City of Conroe and Meals on Wheels/Senior Rides finalized the contract for FY 2013 and FY 2014 Section 5310 funds on July 7, 2015 for $170,807. The contract includes the purchase of vehicles, purchase of service, and preventative maintenance. The FTA grant is approved in the grant awards management system. The City will reimburse Senior Rides for documented eligible expenses at a rate of 80%.

**Purpose**

To provide a summary of the activities occurring under the FY 2013 and FY 2014 Program of Projects (POP) for Section 5310 in the Conroe-The Woodlands UZA.

- **Vehicles:** Senior Rides is in the process of purchasing two (2) Type 3 vehicles for $108,000 (federal) from the State of Texas Cooperative Purchasing Program (CO-OP) using TxSmartBuy Ordering System. Senior Rides is working with National Bus Sales to complete the purchase of the vehicles.

- **Purchase of service:** The contract includes $33,297 (federal) for the purchase of service. Activity to date is presented in the table below.

<table>
<thead>
<tr>
<th>Period</th>
<th>Cost</th>
<th>Trips</th>
<th>Cost per Trip</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/9/2015 to 12/31/2015</td>
<td>$5,883.10</td>
<td>210</td>
<td>$28.01</td>
</tr>
<tr>
<td>1/1/2016 to 3/31/2016</td>
<td>$7,248.20</td>
<td>244</td>
<td>$29.07</td>
</tr>
<tr>
<td>4/1/2016 to 6/30/2016</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7/1/2016 to 9/30/2016</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Average</strong></td>
<td></td>
<td></td>
<td><strong>$28.92</strong></td>
</tr>
</tbody>
</table>

- **Preventative Maintenance:** The contract includes $29,510 (federal) for preventative maintenance. Senior Rides will procure goods and services on a purchase by purchase basis under Micro-purchasing guidelines (goods and services valued under $3,000). As of December 31, 2025, Senior Rides has not expended any funds for preventative maintenance. If there is third quarter activity (April – June), it will be presented at the June Transit Advisory Committee meeting.
FTA Section 5310 Program for FY 2015 and FY 2016 Funding

Background

The FTA appropriated $156,082 in Section 5310 for FY 2015. Conroe programmed two years of funding for FY 2015 ($156,082) and FY 2016 ($156,082 estimate) for a total of $312,164. The Program of Projects (POP) identifies the amount and use of Section 5310 funding by year of expenditure within the H-GAC Transportation Improvement Program. Conroe submitted the FY 2015/FY 2016 POP to H-GAC and it was approved by the TPC on April 22, 2016.

Purpose

To provide an update on the POP for FY 2015 and FY 2016 Section 5310 and Section 5310 Program Management Plan (PMP).

FY 2015 and FY 2016 Section 5310

The FTA announced FY 2016 apportionments on February 16, 2016. The Conroe-The Woodlands FY 2016 Section 5310 apportionment was $164,840, which was $8,758 more than the FY 2016 estimated amount. The City submitted a revised POP based on the actual FY 2016 apportionment. The revision will reflect an increase of $884 for program administration, for a total of $16,484 and an increase of $7,874 for Senior Rides Purchase of Service for a total of $29,000.

Table 1. Program of Projects

<table>
<thead>
<tr>
<th>Category</th>
<th>FY 2015</th>
<th>FY 2016</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vehicles</td>
<td>$107,200</td>
<td>$103,200</td>
<td>$210,400</td>
</tr>
<tr>
<td>Preventative Maintenance</td>
<td>$6,400</td>
<td>$16,148</td>
<td>$22,548</td>
</tr>
<tr>
<td>Purchase of Service</td>
<td>$26,874</td>
<td>$29,000</td>
<td>$55,874</td>
</tr>
<tr>
<td>Program Administration*</td>
<td>$15,608</td>
<td>$16,484</td>
<td>$32,092</td>
</tr>
<tr>
<td>Total</td>
<td>$156,082</td>
<td>$164,840</td>
<td>$320,914</td>
</tr>
</tbody>
</table>

* Program administration is limited to 10% of the appropriated amount and funds Conroe’s expense in administering the Section 5310 program.

Table 2. Contract Awards by Organization

<table>
<thead>
<tr>
<th>Category</th>
<th>Senior Rides</th>
<th>New Danville</th>
<th>Conroe</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vehicles</td>
<td>$107,200</td>
<td>$103,200</td>
<td>$0</td>
<td>$210,400</td>
</tr>
<tr>
<td>Preventative Maintenance</td>
<td>$16,148</td>
<td>$6,400</td>
<td>$0</td>
<td>$22,548</td>
</tr>
<tr>
<td>Purchase of Service</td>
<td>$55,874</td>
<td>$0</td>
<td>$0</td>
<td>$55,874</td>
</tr>
<tr>
<td>Program Administration*</td>
<td>$0</td>
<td>$0</td>
<td>$32,092</td>
<td>$32,092</td>
</tr>
</tbody>
</table>
* Program administration is limited to 10% of the appropriated amount and funds Conroe’s expense in administering the Section 5310 program.

### Section 5310 PMP

The City submitted its PMP to the FTA for review and approval on December 14, 2014. An approved PMP is required prior to FTA award of FY 2015 funds. The City has requested a response from the FTA on its review, but a definitive response was not provided.

| Total   | $179,222 | $109,600 | $32,092 | $320,914 |
This page intentionally left blank.
Consider a Presentation Regarding the Public Transportation Innovation Funding Opportunity; Mobility on Demand (MOD) Sandbox Demonstration Program and Consider an Action Item to Pursue Funding for a joint Conroe-The Woodlands UZA Mobile/Web Transit Platform – Discussion (5 minutes)

**Background**

The Federal Transit Administration (FTA) announced the availability of $8 Million in Fiscal Year (FY) 2014 and FY 2016 research funds, for a new program to demonstrate and evaluate innovative approaches to integrated “Mobility on Demand” (MOD) solutions within a public transportation framework. The MOD Sandbox Demonstration Program is intended to provide a platform where integrated MOD concepts and solutions are supported and demonstrated through local partnerships in a real-world setting. FTA will fund project teams to adopt innovative business models to deliver high quality, seamless and equitable mobility options for all travelers. The MOD Sandbox further emphasizes FTA's interest in transit and mobility innovation, and builds upon FTA's recent Expedited Public Transportation Improvement Initiative (XPEDITE), which sought industry input through an online dialogue on transit innovation, particularly technology trends that increase public transportation efficiency, effectiveness and enhance the quality of customer travel. The deadline for proposals is July 5, 2013.

**Purpose**

To discuss the opportunity for developing a proposal for a UZA-wide Mobile/Web Transit Platform including bus and stop location, real-time schedules, routes, transit service information (commuter/park and ride, fixed route, complementary ADA paratransit, and limited eligibility demand response), google transit, etc. and consider submitting a proposal for Public Transportation Innovation Funding.
Consider Announcements Regarding Other Regional Transportation Planning Activities – Discussion (5 minutes)

Background
There are many transportation activities occurring throughout the region that directly and indirectly impact the Conroe-The Woodlands Township UZA.

Purpose
To discuss other regional transportation related activities.

Attachment
TGC Memo regarding the H-GAC Downtown Public Spaces Improvements Program.
Agenda Item 10
Attachment
Memo

To: The Conroe Woodlands UZA Transit Advisory Committee
Cc: Barry Goodman, David Bartels, Jim Webb.
From: Mariana Raschke
Date: May 27, 2016
Re: H-GAC Downtown Public Spaces Improvements Program

The Downtown Public Spaces Improvement Grant Program through the Houston-Galveston Area Council (H-GAC) “is designed to help municipalities, counties, and non-profit organizations enhance public spaces such as gateways, parks, waterfronts and business districts.” Eligible improvements must be part of a plan or strategy to improve an area and stimulate reinvestment and commercial activity, to restore and preserve the historic character of a community and to improve the appearance of downtown and gateway areas.

Since 2006, grants have been awarded to projects that have included improvement of streetscapes, replacement of sidewalks, installation of signage, restoration of historic facades, landscaping and planting of trees and creation of public parks. The award is a matching grant program that funds up to fifty percent of the estimated cost of the improvement project with a maximum award of $25,000 per project. Projects must be located on public land. The grant funds must be used for capital expenditures only. Planning and labor are not eligible for funding. Applications are open on a rolling basis, with funds allocated each June and December.
This page intentionally left blank.