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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 09, 2015 – 10:00 A.M to 11:30 P.M.

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<tr>
<td><strong>1.</strong></td>
<td>Introduction of Committee Appointees and Meeting Attendees (2 minutes)</td>
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<tr>
<td><strong>2.</strong></td>
<td>Consider Meeting Minutes from March 10, 2015 for Approval – <strong>Action Item</strong> (3 minutes)</td>
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<td><strong>3.</strong></td>
<td>Public Comment – Limited to items on the agenda (3 minutes per citizen)</td>
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| **4.** | Consider Discussions, Public Comment and Action Item Regarding the Program of Projects for FY 2015 and FY 2016 Conroe-Woodlands UZA FTA Section 5307, Urbanized Area Formula Program, and Section 5339, Bus and Bus Facilities Program:  
   a. Distribution of FTA Formula Funds – Discussion (5 minutes)  
   b. Program of Projects for Section 5307 and 5339 – Advise and Consult (5 Minutes)  
   c. Public Comment (3 minutes per citizen)  
   d. Resolution of Support of the Designated Recipients’ FY 2015 and FY 2016 Program of Projects for FTA Section 5307 and 5339 – **Action Item** (5 minutes) |
| **5.** | Consider Presentations and Action Item Regarding Section 5310 Program, Enhanced Mobility of Seniors and Individuals with Disabilities:  
   a. Presentation Regarding the FY 2013 and FY 2014 Program – Discussion (10 minutes)  
   b. Presentation Regarding the Plan of Action for FY 2015 and FY 2016 – Discussion (10 minutes)  
   c. Resolution in Support of the Designated Recipient Requesting Transportation Development Credits for the FY 2015 and FY 2016 Program from the Houston-Galveston Area Council – **Action Item** (5 minutes) |
| **6.** | Consider Presentations and Action Item Regarding Limited Eligibility Demand Response Transit Service Provided by The Friendship Center 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 2016 – Discussion (10 minutes)  
   c. Resolution in Support of Renewing, Extending or Amending the Agreements between The Friendship Center and the City of Conroe and The Woodlands Township for FY 2016 – **Action Item** (5 minutes) |
| **7.** | Consider Quarterly Updates Regarding South Montgomery County Mobility Plan – Discussion (10 minutes) |
| **8.** | Consider Setting the Quarterly Meeting Dates, Times and Locations – **Action Item** (3 minutes) |

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 June 1, 2015.
AGENDA
TRANSIT ADVISORY COMMITTEE MEETING
CONROE-THE WOODLANDS URBANIZED AREA

9. Adjourn

Next Meeting: September 8, 2015
City of Conroe
Greater Conroe Economic Development Corporation
Chamber Boardroom
505 West Davis Street
Conroe, TX 77301

English and Spanish language public notices were published for the advisory committee meeting in the Courier of Montgomery County (Conroe) and the Woodland’s Villager during the week of June 1, 2015.
Transit Advisory Committee

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
  - Bruce Tough, Board 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.
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Consider Meeting Minutes from March 10, 2015 for Approval – **Action Item** (3 minutes)

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<thead>
<tr>
<th>Transit Advisory Committee</th>
<th>Agenda Item 2</th>
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<td>Consider Meeting Minutes from March 10, 2015 for Approval – <strong>Action Item</strong> (3 minutes)</td>
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**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 10, 2015.

**Purpose/Proposed Action**

To consider approving the meeting minutes from March 10, 2015.

**Attachment**

Meeting Minutes, March 10, 2015
Agenda Item 2
Attachment
The Transit Advisory Committee Meeting commenced at 10:00 a.m. on March 10, 2014.

The next meeting was set for 10:00 a.m. in The Woodlands, Texas, on June 9, 2015.

Attendees: See sign-in sheet (attached)

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<th>1. Introduction of Committee Members and Meeting Attendees</th>
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<th>2. Consider Approving Meeting Minutes from September 9, 2014</th>
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<th>4. Consider a Presentation Regarding the Use of Up to Ten (10) Percent of the FTA Section 5307 Annual Formula Apportionment for Americans with Disabilities Complementary Paratransit Service at the Capital Project 80/20 Federal/Local Share Ratio – Discussion (15 minutes)</th>
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ADA complementary paratransit at a reimbursement rate of 80/20.

The City of Conroe will soon be serving individuals applying for complementary ADA paratransit service. In the case of Brazos Transit District, since the trolley bus covers an area where there is limited demand for complementary ADA paratransit, there has not been much of any use of the service. The Township currently has a vehicle for ADA paratransit, but no requests for the service have ever been made. However, this tool might become relevant once The Township begins expanding trolley services to other areas.

Complementary ADA paratransit service is different from other demand response services such as the service provided by The Friendship Center, known as Limited Demand Response. ADA complementary paratransit service must be provided to individuals within ¾ of a mile of a fixed route service who cannot access the regular service due to a medical disability. Mr. Goodman suggested presenting quarterly updates on utilization of complementary ADA paratransit in Conroe. It will be many years until we approach the threshold of 10% of the $3.6 million annual apportionment. There is a need to report on this so that the collective UZA representatives understand the existing opportunity and the extent of utilization of funds.

Mr. David Bartels referred to Mr. Goodman’s presentation as a precursor to a resolution that will be brought up during the June UZA TAC meeting seeking support so that it can included in the Program of Projects to enable the use of it. Local entities will also have a chance to vet it internally.

Next, Mr. Bartels gave a summary regarding the complementary ADA paratransit service in Conroe. Currently, one application for ADA paratransit service has been approved, while nine more applications are under review. The City of Conroe has 21 days to approve or reject the eligibility of applicants.

**Actions**

No formal action was taken.

**5. Consider a Resolution Supporting Legislative Modification to Chapter 458 of the Texas Transportation Code to Enable Dual-Designated Recipients within the Conroe-The Woodlands Large Urbanized Area to Directly Receive State Transit Funding**

**Discussion**

Mr. Goodman presented proposed legislation to enable state public transit funding to be allocated to large urban areas within which no transit authority exists. TxDOT has adopted administrative rules that allocate state transit funding up to a population of 199,999 for the Conroe-The Woodlands UZA. Brazos Transit District receives $465,000 in state transit funding and prorates the funds on the same basis as Federal funds. This funding is currently being administered by BTD. The legislation reduces paperwork and red tape. Legislation only includes the Conroe-Woodlands
UZA since it is the only large urban area in the state of Texas with dual-designated recipients. Currently, discussions with TxDOT’s legislative council are ongoing. TxDOT is not opposing the legislation because it would streamline the administrative process and have no fiscal impact.

Committee members agreed that local governments serviced by The Conroe-Woodlands BTD would provide support for the legislation in writing. TGC will provide a template.

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<th>Actions</th>
<th>By a vote of 3 to 0, the Committee approved the Resolution (see attached) supporting Legislative Modification to Chapter 458 of the Texas Transportation Code to Enable Dual-Designated Recipients within the Conroe-The Woodlands Large Urbanized Area to Directly Receive State Transit Funding.</th>
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6. **Consider an Update from The Woodlands Township regarding transit operations**
   - **Discussion (5 minutes)**

   Mr. Chris LaRue gave a summary regarding transit operations in The Township. Recently, The Township selected bus service operator for the Woodlands Express. A Request for Proposals was issued in late 2014 and 2 proposals were received. The proposals were evaluated by staff and presented on January 8th to the Ad Hoc Transportation Committee for consideration. The Transportation Committee recommended selection of First Class Tours, which is the current provider. The Township Board of Directors unanimously approved the selection of First Class Tours at their January 22nd meeting. Currently, staff is preparing the agreement.

   The RFP for the Transit Vehicle Procurement, which is funded by the H-GAC Transit Fleet Expansion Grant for the Woodlands Express, was completed. The Township received one proposal, even though two firms were interested. The single proposal from MCI compelled The Township—in keeping with best practices of procurement methodology as established by FTA—to perform price analysis. The price was found to be reasonable. Prevost, the second provider interested, was unable to meet the requirements of RFP because they have a large order coming from New York City transit. The Township Board of Directors unanimously approved MCI as the transit vehicle manufacturer on February 25, 2015. A draft funding agreement between The Township and H-GAC is being finalized. When complete, The Township will enter into agreement with MCI for the first order.

   Chair Tough inquired about the number of buses in the first order. Mr. LaRue confirmed that the first order will be of 5 buses, the second order will be 10 buses, and the third order will be 10 buses.

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7. **Consider Quarterly Updates Regarding:**
A. FTA Section 5310 Program, Enhanced Mobility of Seniors and Individuals with Disabilities

Mr. Bartels gave a summary pertaining to the 5310 Program. The Conroe-The Woodlands UZA made the decision to assign Conroe the responsibility of designated recipient for the 5310 program. The process involved coordination with the State and H-GAC. The Program Management Plan (PMP) was developed in 2014 in coordination with FTA. Informally, Conroe was notified the PMP was approved and formal notification was due within the next 30 days.

Within the same time frame, Conroe will move ahead with FY 2013 and FY 2014 funding agreement for the 5310 program. Efforts related to this included a call for projects, coordination with the health and human service providers in the UZA, and coordination with transit providers and the public. Subsequently, Conroe received one application from TFC, which was approved for funding. Next steps include going through the administrative process with H-GAC to make sure the FTA is aware of the Transportation Improvement Program (TIP) as well as the State TIP. Should be approved shortly by FTA since administrative process with H-GAC and State has already taken place. Hopefully award can be granted to TFC. A draft contract will be prepared within the next 30 days between TFC and Conroe.

A presentation about the FY 2015 and FY 2016 5310 Program will be provided at the June committee meeting with a goal of making the funds more readily available for entities applying for the program.

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

Ms. Allison Hulett provided an update regarding The Friendship Center (TFC) limited eligibility demand response bus service in the UZA. In the past, TFC struggles with overhead, especially maintenance cost. However, maintenance costs have been drastically reduced. In September 2014, TFC spent $16,500 in maintenance while in February 2015 maintenance costs were $1,300. Adjustments made in the current fleet were credited with the cost savings. The fleet is still small at 7 vehicles, but TFC is confident that they are at a good place in how they are spending their money. Ms. Hulett
will work together with consultants to come up with a good Transit Asset Management Plan—good sustainable 5 year plan—so that the organization does not find itself in crisis again.

Mr. De’Andre Guin gave a summary regarding repair and maintenance expenses during the last quarter. Previously, TFC spent on average $800 for maintenance. TFC has reduced the amount to $200. In part, it is due to Mr. Guin and his staff becoming certified to do basic repair, maintenance and small adjustments. This means that they are able to have a first look and determine whether the vehicle needs to go into the repair shop. TFC also has procured Purchase of Service Contract with Harris County Rides for TFC’s rural service. Initially, TFC will collect client information then contact the third party vendor, which should increase trip capacity within the UZA.

Mr. Bartels concluded by saying that Ms. Hulett will provide a presentation regarding last year’s overall limited-demand response service provided by TFC, as well as the regularly scheduled quarterly update during the next committee meeting. In addition, the committee will consider a resolution of support for renewal of the interlocal agreements between TFC and Conroe, and TFC and The Woodlands Township.

C. South Montgomery County Mobility Plan

Mr. Don Norrell gave an update regarding the South Montgomery County Mobility Plan provided by Ms. Carlene Mullins from H-GAC. Ms. Mullins indicated that the contract with the consultant ends at the end of March 2015, so a report is expected by the end of March.

D. The Woodlands Township Transit Plan

Mr. LaRue provided an update regarding The Woodlands Township Transit Plan. A draft was completed and submitted to the Board of Directors at their February 25, 2015 Board meeting. The plan took a little over a year and a half and it was unanimously accepted by the Board as a framework for future decision-making. The plan included short-term and long-term recommendations. Some of the short-term recommendations included: 1) expanding The Township’s trolley service; 2) expanding Park & Ride service to potential new areas like Uptown/The Gallerias; and 3) implementing reverse commute service from Houston to The Woodlands area.

As The Township moves forward, staff will look at potential plans and whether these recommendations make sense before presenting them to the Ad Hoc Transportation Committee for their consideration. Chair Tough
inquired about Mr. LaRue’s predictions on implementation of recommendations, specifically about the expansion of the trolley service. Mr. LaRue explained that he feels the plan has provided a good foundation, but there are “a few hoops to jump through” before making a final decision. The Township will examine all of the options.

Ms. Missy Herndon from Interfaith gave a short update on Interfaith services: The number of trips has increased.

Chair Tough concluded with a summary of activity by The Township regarding a possible trolley service expansion. The Board will be considering the different levels of trolley service expansion. The Township is also looking at reverse commute, connecting with/serving outside of traditional serving area due to increasing demand. A new transit parking garage will be added next to the Cynthia Woods Mitchell Pavilion and will become a transit hub for the expanded trolley service. The Ad Hoc Transportation Committee understands mobility and transit.

Ms. Hulett congratulated Conroe and Ms. Shawn Johnson for the success of the Conroe Connection fixed-route transit service. Conroe Connection averaged 97 passengers per day in February and 88 passengers per day to date in March.

**8. Adjourn**

**APPROVED** this the 9th day of June 2015

______________________________
Bruce Tough
Chairman, Transit Advisory Committee

ATTEST:

______________________________
Guy Martin
Vice Chairman, Transit Advisory Committee
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<th>Organization</th>
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<td>Tommy Woolery</td>
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March 10, 2015
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<td>Guy Martin</td>
<td>Conroe</td>
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<tr>
<td>Missy Hend</td>
<td>Skyfrosting JW</td>
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CLASSIFIED AD PROOF / RECEIPT

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3200 TRAVIS ST., STE 200
HOUSTON, TX 77006-3850

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

Order #: 364558
Tagline: Notice of Transit Ad

Purchase Order#: MarianaMarmolRaschke
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, 1WW-The Villager, 1XCL-hcn.classifieds

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P.O. Box 609 Conroe, TX 77305 • YourHoustonNews.com • 936.521.3380
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 10, 2015, 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 a partir de las 10:30 a.m. el día martes, 10 de marzo del 2015 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 03/04, WV 03/05
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

4th day of March, 2015  Conroe Courier

5th day of March, 2015  Woodlands Villager

day of ___________, 2015

day of ___________, 2015

Publisher's Representative

Sworn to and subscribed before me this __________ day of March, 2015

Notary Public

My commission expires on (stamp)
RESOLUTION NO. 2015-01

A RESOLUTION IN SUPPORT OF LEGISLATIVE MODIFICATION TO CHAPTER 458 OF THE TEXAS TRANSPORTATION CODE TO ENABLE DUAL-DESIGNATED RECIPIENTS WITHIN THE CONROE-THE WOODLANDS LARGE URBANIZED AREA TO DIRECTLY RECEIVE STATE TRANSIT FUNDING.

WHEREAS, existing language within Chapter 458 of the Texas Transportation Code only allows Urban and Rural Transit Districts to receive state transit funding from the Texas Department of Transportation; and

WHEREAS, the City of Conroe and The Woodlands Township, both dual-designated recipients within a Large Urbanized Area are not recognized as an Urban Transit District by the Texas Department of Transportation due to existing Transportation Code; and

WHEREAS, this has created a situation where the Brazos Transit District, which no longer provides transit service within the Conroe-The Woodlands Large Urbanized Area, must legally and administratively act as the fiscal agent to receive funds from the Texas Department of Transportation and then distribute same to both Conroe and The Woodlands; and

WHEREAS, the Technical Advisory Committee of the Conroe – The Woodlands Large Urbanized Area supports legislation which would modify the existing code to create a provision which allows for Large Urbanized areas, based upon the 2010 Decennial Census, within which dual-designated recipients have been created by the Governor of Texas, and where no Metropolitan Transit Authority exists, to be considered an Urban Transit District.

NOW, THEREFORE,

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

That the Committee approves a resolution in support of legislative modification to Chapter 458 of the Texas Transportation Code to enable dual-designated recipients within the Conroe – The Woodlands Large Urbanized Area to directly receive state transit funding.

PASSED and APPROVED this the 10th day of March 2015.
Bruce Tough  
Chairman, Transit Advisory Committee

ATTEST:

Guy Martin  
Vice Chairman, Transit Advisory Committee
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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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Transit Advisory Committee  

Consider Discussions, Public Comment and Action Item Regarding the Program of Projects for FY 2015 and FY 2016 Conroe-Woodlands UZA FTA Section 5307, Urbanized Area Formula Program, and Section 5339, Bus and Bus Facilities Program:

- **Distribution of FTA Formula Funds – Discussion (5 minutes)**
- **Program of Projects for Section 5307 and 5339 – Advise and Consult (5 Minutes)**
- **Public Comment (3 minutes per citizen)**
- **Resolution of Support of the Designated Recipients’ FY 2015 and FY 2016 Program of Projects for FTA Section 5307 and 5339 – Action Item (5 minutes)**

**a. Distribution of FTA Formula Funds**

**Background**

In the Interlocal Agreement between the City of Conroe (City) and The Woodlands Township (The Township), the City and The Township agreed to reallocate (sub-allocate) Federal Transit Administration (FTA) formula funding within the Conroe-Woodlands Urbanized Area (UZA) in accordance with the applicable FTA funding formulas. Also in accordance with the ILA, the City and The Woodlands may deviate from this standard sub-allocation of FTA allocated funding, if they determine that the particular needs of the parties and limits on the permissible use of the funds make it advantageous to the parties. A written agreement is required to deviate from the standard sub-allocation procedure established by the ILA.

When the City and The Township reach an agreement on the sub-allocation of the formula funding, they will notify the FTA in a “split letter”, which establishes the sub-allocation of the UZA’s formula funding.

**FY 2015 and FY 2016 FTA Allocation of Formula Program Funding**

The federal transportation bill, which was signed into law in 2012, authorized and appropriated funding to the Conroe-Woodlands UZA under FTA Urbanized Area Formula Program (FTA Section 5307), Enhanced Mobility of Seniors and Individuals with Disabilities Program (FTA Section 5310) and Bus and Bus Facilities Program (FTA Section 5339). The law authorized Moving Ahead for Progress in the 21st Century (MAP-21) for two (2) years.

The Highway and Transportation Funding Act of 2014 extended FTA’s contract (budget) authority to carry out its formula assistance programs only through May 31, 2015. The act prorated the amount of budget authority available for the period October 1, 2014 through May 31, 2015 based on the anticipated full FY 2015 total. As a result, FTA only apportioned or allocated 8/12th in contract authority of new budget authority provided in the FY 2015 Appropriations. Congress extended the authorization for public transportation to July 31, 2015. FTA has not apportioned the two (2) additional months of appropriation for contract authority.
In anticipation of Congress extending the authorization for public transportation beyond July 31, 2015, and FTA allocating formula funding to the Conroe-Woodlands UZA for the entirety of FY 2015, the following table shows the estimated amount for FY 2015. Congress has not passed a new transportation bill authorizing expenditures for FY 2016, but current discussions indicate the total FTA funding will be slightly below the FY 2015 levels and not reduce formula funding. For programming purposes, the designated recipients, the City and The Township, will assume the FY 2016 formula program funding to be at the same level as FY 2015.

<table>
<thead>
<tr>
<th>Program</th>
<th>FY 2015</th>
<th>FY 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>5307</td>
<td>$3,400,046</td>
<td>$3,400,046</td>
</tr>
<tr>
<td>5310</td>
<td>$155,868</td>
<td>$155,868</td>
</tr>
<tr>
<td>5339</td>
<td>$382,013</td>
<td>$382,013</td>
</tr>
</tbody>
</table>

Allocation of FTA Section 5307 Funding

The Federal Transit Administration (FTA) allocates Urbanized Area Formula Program (FTA Section 5307) funding pursuant to Section 5307 and other provisions for public transportation capital, planning, job access and reverse commute projects and, in some instances, the operation of public transit services within large urbanized areas, which are urbanized areas with a population of 200,000 or more. For the Conroe-Woodlands Urbanized Area (UZA), the formula is based on a combination of bus vehicle revenue miles, bus passenger miles and operating expense, as well as population, population density and the number of low-income individuals (individuals whose family income is at or below 150 percent of the poverty line) residing in the UZA.

Allocation of FTA Section 5310 Funding

FTA allocates Enhanced Mobility of Seniors and Individuals with Disabilities Program (FTA Section 5310) funds pursuant to Section 5310 and other provisions to enhance mobility for seniors and persons with disabilities by providing funds for public transportation capital, projects exceeding Americans with Disabilities Act requirements, projects improving access to fixed-route service and decreasing reliance on complementary paratransit, alternatives to public transportation, new freedom projects and the operation of public transit services. For the Conroe-Woodlands UZA, the formula is based on the number of seniors and individuals with disabilities within the UZA.

The City of Conroe is the designated recipient of FTA Section 5310 Program funds for the Conroe-Woodlands UZA and is responsible for administering the program. With the formal support of the Transit Advisory Committee (resolution), the City will distribute the funding based on the results of a competitive project call for the FY 2015 and FY 2016 FTA Section
5310 program funding. A 2-year project call reduces the administrative lead time associated with the project call, H-GAC’s Transportation Improvement Program (TIP) process, TxDOT’s State TIP process and approval by FTA. The program budget for FY 2015 was used to develop the FY 2016 program budget.

<table>
<thead>
<tr>
<th>Budget Element</th>
<th>FY 2015</th>
<th>FY 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>$ 15,587</td>
<td>$ 15,587</td>
</tr>
<tr>
<td>Projects</td>
<td>$ 140,281</td>
<td>$ 140,281</td>
</tr>
<tr>
<td><strong>Total Allocation</strong></td>
<td>$ 155,868</td>
<td>$ 155,868</td>
</tr>
</tbody>
</table>

Allocation of FTA Section 5339 Funding

FTA allocates Bus and Bus Facilities Program (FTA Section 5339) funds pursuant to Section 5339 and other provisions for public transportation capital including replacement, rehabilitation and purchase of buses and related equipment and construction of bus-related facilities. For the Conroe-Woodlands UZA, the formula is based on a combination of bus vehicle revenue miles, bus passenger miles and operating expense, as well as population and population density in the UZA.

**Purpose**

To advise and consult on the sub-allocation of UZA formula funding based on the allocation formula used by the FTA as follows:

FTA Section 5307 Sub-allocation

<table>
<thead>
<tr>
<th>Designated Recipient</th>
<th>FY 2015</th>
<th>FY 2016</th>
<th>Share of Total Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conroe</td>
<td>$ 659,609</td>
<td>$ 659,609</td>
<td>19.4%</td>
</tr>
<tr>
<td>The Woodlands</td>
<td>$ 2,740,437</td>
<td>$ 2,740,437</td>
<td>80.6%</td>
</tr>
<tr>
<td><strong>Total Allocation</strong></td>
<td>$ 3,400,046</td>
<td>$ 3,400,046</td>
<td>100.0%</td>
</tr>
</tbody>
</table>
FTA Section 5339 Sub-allocation

<table>
<thead>
<tr>
<th>Designated Recipient</th>
<th>FY 2015</th>
<th>FY 2016</th>
<th>Share of Total Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conroe</td>
<td>$ 66,470</td>
<td>$ 66,470</td>
<td>17.4%</td>
</tr>
<tr>
<td>The Woodlands</td>
<td>$ 315,542</td>
<td>$ 315,542</td>
<td>82.6%</td>
</tr>
<tr>
<td><strong>Total Allocation</strong></td>
<td>$ 382,013</td>
<td>$ 382,013</td>
<td>100.0%</td>
</tr>
</tbody>
</table>

**Action by Others**
The City of Conroe and The Woodlands Township will send a “split letter” to FTA stating the sub-allocation of the FTA formula funding within the Conroe-Woodlands UZA.

b. **Program of Projects for Section 5307 and 5339**

**Background**
As dual designated recipients of the Urbanized Area Formula Program (FTA Section 5307) for the Conroe-Woodlands Urbanized Area (UZA), the City and The Township are responsible for identifying and selecting transit projects (capital, planning and/or operating) for inclusion in the Program of Projects (POP), Regional Transportation Plan (RTP), Transportation Improvement Plan (TIP), State TIP and/or Unified Planning Work Program (UPWP) and meeting the public participation requirements.

The Bus and Bus Facility Program (FTA Section 5339) is restricted to capital expenditures only, so 100% of the funding is pre-programmed for capital. As federal grantees of the FTA Section 5339 Program for the Conroe-Woodlands Urbanized Area (UZA), the City and The Township are responsible for identifying and selecting capital transit projects for inclusion in the RTP, TIP and State TIP and meeting the public participation requirements.
**Purpose**

To advise and consult regarding the UZA POP for FY 2015 and FY 2016 as follows:

**City of Conroe FY 2015 Section 5307 Program of Projects**

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Cost</th>
<th>Federal Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Expenditures</td>
<td>$ 246,214</td>
<td>$ 123,107</td>
</tr>
<tr>
<td>Capital Expenditures</td>
<td>$ 416,007</td>
<td>$ 332,805</td>
</tr>
<tr>
<td>Planning Expenditures</td>
<td>$ 254,621</td>
<td>$ 203,697</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$ 916,842</strong></td>
<td><strong>$ 659,609</strong></td>
</tr>
</tbody>
</table>

**The Woodlands Township FY 2015 Section 5307 Program of Projects**

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Cost</th>
<th>Federal Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Expenditures</td>
<td>$ 450,000</td>
<td>$ 225,000</td>
</tr>
<tr>
<td>Capital Expenditures</td>
<td>$ 6,700,000</td>
<td>$ 2,315,436</td>
</tr>
<tr>
<td>Planning Expenditures</td>
<td>$ 250,000</td>
<td>$ 200,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$ 7,400,000</strong></td>
<td><strong>$ 2,740,436</strong></td>
</tr>
</tbody>
</table>

**City of Conroe FY 2016 Section 5307 Program of Projects**

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Cost</th>
<th>Federal Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Expenditures</td>
<td>$ 448,128</td>
<td>$ 358,502</td>
</tr>
<tr>
<td>Capital Expenditures</td>
<td>$ 246,214</td>
<td>$ 123,107</td>
</tr>
<tr>
<td>Planning Expenditures</td>
<td>$ 222,500</td>
<td>$ 178,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$ 916,842</strong></td>
<td><strong>$ 659,609</strong></td>
</tr>
</tbody>
</table>

**The Woodlands Township FY 2016 Section 5307 Program of Projects**

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Cost</th>
<th>Federal Share</th>
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<tbody>
<tr>
<td>Operating Expenditures</td>
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<tr>
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</tr>
<tr>
<td>Planning Expenditures</td>
<td>$ 250,000</td>
<td>$ 200,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$ 7,400,000</strong></td>
<td><strong>$ 2,740,436</strong></td>
</tr>
</tbody>
</table>
Conroe-The Woodlands UZA Section 5339 Capital Expenditures Program of Projects

<table>
<thead>
<tr>
<th>Designated Recipient</th>
<th>FY 2015</th>
<th>FY 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conroe</td>
<td>$ 66,470</td>
<td>$ 66,470</td>
</tr>
<tr>
<td>The Woodlands</td>
<td>$ 315,542</td>
<td>$ 315,542</td>
</tr>
<tr>
<td>Total Allocation</td>
<td>$ 382,013</td>
<td>$ 382,013</td>
</tr>
</tbody>
</table>

**Action by Others**
The City and The Township will submit the 2015 and 2016 FTA Section 5307 and Section 5339 Projects to H-GAC for inclusion in the RTP, TIP, STIP and/or UPWP based on the POP.

c. Public Comment

**Background**
This public comment is part of the overall public outreach that is required by statute for programming Section 5307 and Section 5339 funds. The other public outreach includes: notifying the public about the POP in local publications and City and The Township web sites; presenting the POP to the public, transit providers and health and human service providers during the Section 5310 public meeting; public outreach by H-GAC to amend the RTP, TIP and/or UPWP with Conroe-The Woodlands UZA projects; and public outreach by TxDOT to amend the STIP with Conroe-The Woodlands UZA projects.

**Purpose**
To provide Committee members with public comment related to the programming of FY 2015 and FY 2016 POP for Section 5307 and Section 5339 in the Conroe-The Woodlands UZA.

**Action by Others**
Public comment, as provided under this agenda item. (Comments are limited to three (3) minutes per citizen.)
The City and the Township will submit any public comments to H-GAC to demonstrate statutory compliance with Section 5307 and Section 5339 requirements for public outreach.
d. Resolution in support of Designated Recipients’ FY 2015 and FY 2016 Program of Projects for FTA Section 5307 and 5339

Purpose

To consider a resolution in support of the FY 2015 and FY 2016 POP for Section 5307 and Section 5339 Programs.

Attachment

A resolution of the Transit Advisory Committee of the Conroe-The Woodlands Urbanized Area in support of the Designated Recipients’ proposed Program of Projects for FY 2015 and FY 2016 Federal Transit Administration Section 5307, Urbanized Area Formula Program, and Section 5339, Bus and Bus Facilities Program.
Agenda Item 4
Attachment
RESOLUTION NO. 2015-____


WHEREAS, the City of Conroe (City) and The Woodlands Township (The Township) were designated as an urbanized area (UZA) 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 Conroe-The Woodlands UZA and Montgomery County; and

WHEREAS, the Texas Department of Transportation (TxDOT) notified the Federal Transit Administration (FTA) naming the City and The Township as the Conroe-The Woodlands Urbanized Area (UZA) Dual-Designated Recipients for FTA Section 5307, Urbanized Area Formula Program, and FTA Section 5339, Bus and Bus Facilities Program; and

WHEREAS, the FTA has apportioned, or will apportion, $6,800,0925 for FY 2015 and FY 2016 to the Conroe-The Woodlands UZA FTA Section 5307 Program; and

WHEREAS, the FTA has apportioned, or will apportion, $764,026 for FY 2015 and FY 2016 to the Conroe-The Woodlands UZA FTA Section 5339 Program; and

WHEREAS, the Dual-Designated Recipients have programmed FTA Section 5307 funds into a Program of Projects for FY 2015 and FY 2016 as outlined in Tables 1 through 4; and

Table 1. City of Conroe FY 2015 Program of Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Cost</th>
<th>Federal Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Expenditures</td>
<td>$ 246,214</td>
<td>$ 123,107</td>
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<tr>
<td>Capital Expenditures</td>
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</tr>
<tr>
<td>Planning Expenditures</td>
<td>$ 254,621</td>
<td>$ 203,697</td>
</tr>
</tbody>
</table>
### Table 2. The Woodlands Township FY 2015 Program of Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Cost</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Operating Expenditures</td>
<td>$450,000</td>
<td>$225,000</td>
</tr>
<tr>
<td>Capital Expenditures</td>
<td>$6,700,000</td>
<td>$2,315,436</td>
</tr>
<tr>
<td>Planning Expenditures</td>
<td>$250,000</td>
<td>$200,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$7,400,000</strong></td>
<td><strong>$2,740,436</strong></td>
</tr>
</tbody>
</table>

### Table 3. City of Conroe FY 2016 Program of Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Cost</th>
<th>Federal Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Expenditures</td>
<td>$448,128</td>
<td>$358,502</td>
</tr>
<tr>
<td>Capital Expenditures</td>
<td>$246,214</td>
<td>$123,107</td>
</tr>
<tr>
<td>Planning Expenditures</td>
<td>$222,500</td>
<td>$178,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$916,842</strong></td>
<td><strong>$659,609</strong></td>
</tr>
</tbody>
</table>

WHEREAS, the Dual-Designated Recipients have programed FTA Section 5339 funds into a Program of Projects for FY 2015 and FY 2016 as outlined in Tables 5 through 8; and

### Table 4. The Woodlands Township FY 2016 Program of Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Cost</th>
<th>Federal Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Expenditures</td>
<td>$450,000</td>
<td>$225,000</td>
</tr>
<tr>
<td>Capital Expenditures</td>
<td>$6,700,000</td>
<td>$2,315,436</td>
</tr>
<tr>
<td>Planning Expenditures</td>
<td>$250,000</td>
<td>$200,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$7,400,000</strong></td>
<td><strong>$2,740,436</strong></td>
</tr>
</tbody>
</table>

### Table 5. City of Conroe FY 2015 Capital Program of Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Cost</th>
<th>Federal Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus acquisition or bus facilities</td>
<td>$83,088</td>
<td>$66,470</td>
</tr>
</tbody>
</table>
Table 6. The Woodlands Township FY 2015 Capital Program of Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Cost</th>
<th>Federal Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus acquisition or bus facilities</td>
<td>$394,428</td>
<td>$315,542</td>
</tr>
</tbody>
</table>

Table 7. City of Conroe FY 2016 Capital Program of Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Cost</th>
<th>Federal Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus acquisition or bus facilities</td>
<td>$83,088</td>
<td>$66,470</td>
</tr>
</tbody>
</table>

Table 8. The Woodlands Township FY 2016 Capital Program of Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Cost</th>
<th>Federal Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus acquisition or bus facilities</td>
<td>$394,428</td>
<td>$315,542</td>
</tr>
</tbody>
</table>

WHEREAS, the Dual-Designated Recipients have initiated a Public Participation Process to gather input regarding the proposed program of projects for FY 2015 and FY 2016 FTA Section 5307 and FTA Section 5339; and

WHEREAS, designees from the Designated Recipient and the Transit Advisory Committee have reviewed Dual-Designated Recipients proposed Program of Projects for FY 2015 and FY 2016 FTA Section 5307 and FTA Section 5339; and

NOW, THEREFORE,

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

That the Committee approves a resolution in support of the Designated Recipients’ FY 2015 and FY 2016 Program of Projects for FTA Section 5307, Urbanized Area Formula Program, and FTA Section 5339, Bus and Bus Facilities Program.
PASSED and APPROVED this the 9th day of June, 2015.

________________________________
Bruce Tough
Chairman, Transit Advisory Committee

ATTEST:

___________________________
Guy Martin
Vice Chairman, Transit Advisory Committee
Consider Presentations Regarding Section 5310 Program, Enhanced Mobility of Seniors and Individuals with Disabilities:

a. Presentation Regarding the FY 2013 and FY 2014 Program – Discussion (10 minutes)
b. Presentation Regarding the Plan of Action for FY 2015 and FY 2016 – Discussion (10 minutes)
c. Resolution in Support of the Designated Recipient Requesting Transportation Development Credits for the FY 2015 and FY 2016 Program from the Houston-Galveston Area Council – Action Item (5 minutes)

Background

Designated Recipient

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

Program Management Plan

The PMP must be approved by the FTA prior to programming funds in grants. The City submitted the Program Management Plan (PMP) to the FTA for review, comment, and approval on July 24, 2014 and subsequently responded to a request from the FTA to complete a checklist for required items in the PMP. The checklist was completed and returned on February 5, 2015. FTA Region VI Planning staff notified the City informally that the PMP was approved and was forwarded for review by Region VI Program Management staff. Program management staff has not completed their review, but they have stated that the lack of an approved PMP does not affect the programming of FY13 and FY14 funds. An approved PMP will be required prior to programming FY15 funds.

a. FY 2013 and FY 2014 Program of Projects

Background

The City executed an electronic grant in FTA’s system. The City and The Friendship Center, also known as Senior Rides, are finalizing an agreement for use of the funds. The FTA decreased the funds available by $3,818, or from $193,604 to $189,786, due to funds drawn by the Texas Department of Transportation (TxDOT), which was in excess of the funds under its administration of $34,366. The revised budget is included in the table below.
AGENDA ITEMS
June 09, 2015

**CONROE - THE WOODLANDS URBANIZED AREA**

<table>
<thead>
<tr>
<th></th>
<th>FY13</th>
<th>FY14</th>
<th>Total</th>
<th>TIP Amt</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admin</td>
<td>$3,343</td>
<td>$15,636</td>
<td>$18,979</td>
<td>$19,359</td>
<td>($380)</td>
</tr>
<tr>
<td>Vehicles</td>
<td>$30,084</td>
<td>$77,916</td>
<td>$108,000</td>
<td>$108,000</td>
<td>-</td>
</tr>
<tr>
<td>POS</td>
<td>$-</td>
<td>$33,297</td>
<td>$33,297</td>
<td>$33,297</td>
<td>-</td>
</tr>
<tr>
<td>PM</td>
<td>$-</td>
<td>$29,510</td>
<td>$29,510</td>
<td>$32,948</td>
<td>($3,438)</td>
</tr>
<tr>
<td>Total</td>
<td>$33,427</td>
<td>$156,359</td>
<td>$189,786</td>
<td>$193,604</td>
<td>($3,818)</td>
</tr>
</tbody>
</table>

POS - Purchase of Service
PM - Preventative Maintenance

**Purpose**

To provide an update about the FY 2013 and FY 2014 Section 5310 program.

b. **FY 2015 and FY 2016 Section 5310 Program Update**

**Background**

FY2015 and FY2016 Program of Projects and Request for Public Input

It is the intent of the City to align its programming schedule with TxDOT. By accelerating the schedule, Conroe will be able to provide funding when appropriations are made available. Currently, the process of awarding funding is lagging the appropriation cycle due to the administrative lead time to include projects in H-GAC’s Transportation Improvement Program (TIP) and State TIP (STIP). It is the intent of Conroe to program both FY2015 and FY2016 simultaneously. Currently, 8/12ths of the FY2015 funding has been apportioned by FTA and the amount is $103,912. Assuming the remaining 4/12ths of funding is apportioned in the future, the total estimated amount of funding is $155,868. FY2016 apportionment is not known at this time, but is assumed to be the same amount as FY2015, or $155,868. The final program of projects will be amended based on the actual appropriation by Congress and apportionment by FTA.

The City has begun the process of conferring with transportation providers regarding their programs and needs, as well as reaching out to individuals who are elderly and/or have disabilities regarding their transportation needs. The City has drafted a survey, which is being distributed to transportation providers, health and human service agencies, elected officials, and users of public transportation. The City is also preparing for a public meeting on Thursday, July 9, from 3:30 pm to 5:30 pm to discuss transportation needs and funding priorities.
Purpose

To provide information about the FY 2015 and FY 2016 Program and upcoming outreach to the public, transportation providers and health and human service agencies.

c. Resolution in support of Requesting Transportation Development Credits from the Houston-Galveston Area Council

Background

Transportation Development Credits (TDCs) are a non-cash source of local match for Section 5310 projects. 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. The purpose of pursuing TDCs is to allow for more funding flexibility should discretionary FTA funding be allocated to the City.

Purpose

To consider a resolution in support of the Designated Recipient requesting TDCs for the FY 2015 and FY 2016 Section 510 Program from the Houston-Galveston Area Council.

Attachment

A resolution of the Transit Advisory Committee of the Conroe-The Woodlands UZA Transit Advisory Resolution in Support of the Designated Recipient Requesting Transportation Development Credits for the FY 2015 and FY 2016 Federal Transit Administration Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program from the Houston-Galveston Area Council.
Agenda Item 5
Attachment
RESOLUTION NO. 2015-____


WHEREAS, the City of Conroe and The Woodlands Township were designated as an urbanized area (UZA) pursuant to the 2010 U.S. Census; and

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

WHEREAS, it is the stated goal of the Transit Advisory Committee to support improved and expanded public transportation throughout the Conroe-The Woodlands UZA and Montgomery County; and

WHEREAS, Transportation Development Credits (TDCs) are a non-cash source of local match for the FTA Section 5310 Program and allow local funding flexibility; and

WHEREAS, the FTA has apportioned, or will apportion, $311,736 for FY 2015 and FY 2016 to the Conroe-The Woodlands UZA FTA Section 5310 Program; and

WHEREAS, the Designated Recipient will seek TDCs from the Houston-Galveston Area Council, to provide the local share match for the FTA Section 5310 Program; and

NOW, THEREFORE,

BE IT RESOLVED BY THE TRANSIT ADVISORY COMMITTEE OF THE CONROE-THEWOODLANDS UZA:
That the Committee approves a resolution in support of the Designated Recipient’s request for Transportation Development Credits for the FY 2015 and FY 2016 FTA Section Enhanced Mobility for Seniors and Individuals with Disabilities 5310 Program from the Houston-Galveston Area Council.

**PASSED** and **APPROVED** this the 9th day of June, 2015.

_________________________
Bruce Tough
Chairman, Transit Advisory Committee

ATTEST:

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Guy Martin
Vice Chairman, Transit Advisory Committee
Consider Presentations and Action Item Regarding Limited Eligibility Demand Response Transit Service Provided by The Friendship Center 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 2016 – Discussion (10 minutes)

c. Resolution in Support of Renewing, Extending or Amending the Agreements between The Friendship Center and the City of Conroe and The Woodlands Township for FY 2016 – Action Item (5 minutes)

a. Presentation Regarding the 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. The service provided by the Center was renewed in FY 2015 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 last quarter.

b. Presentation Regarding the Provision of Service in FY 2016

Background

Prior to the start of the fiscal year, Center staff makes a presentation to the committee about service provided by Center, 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 2016 funding.

c. Resolution in Support of Agreements between the Center and the City and The Township

Background

The City of Conroe (City) and The Woodlands Township (The Township) entered into separate agreements with the Center for the provision of demand response transit service within the

CONROE - THE WOODLANDS URBANIZED AREA
Conroe-The Woodlands UZA for seniors and persons with disabilities For Fiscal Year 2015. Both agreements are due to expire on September 30th, 2015, unless renewed, extended or amended by the requisite actions of the City, The Township and the Center.

**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 Center.

**Attachment**

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 6
Attachment
The Friendship Center Demand Response Trips Summary  
Second Quarter FY2015 (January 1, 2015 – March 31, 2015)

The Friendship Center (TFC) provided 4,663 demand response trips for the second quarter of Fiscal Year 2015 from January 1, 2015 to March 31, 2015, of which 4,643 trips originated in Montgomery County and 20 trips originated in Harris County. Figure 1 is a map depicting trip origins.

**Figure 1: Trip Origins**

Compared with Quarter 1 Fiscal Year 2015, the total demand response trips for Quarter 2 had increased by 15.7% (Figure 2).
Figure 2: TFC Total Trips Comparison

Conroe--The Woodlands (C-W) UZA Trips

A C-W UZA specific trip is defined as a trip with origin inside the C-W Urbanized Area. Figure 3 is a chart showing the trip breakdown. As shown in Figure 3, 3,047 (65.3%) of the total 4,663 trips had origins inside C-W Urbanized Area and therefore are classified as C-W UZA trips.

Figure 3: Demand Response Trips
Table 1 shows the C-W UZA trips split by origins and municipality bounds. As shown in Table 1, 51.8% of C-W UZA trips had origins inside Conroe and the Woodlands. 10.3% of C-W UZA trips were generated within the municipal boundaries of Willis, Shenandoah, Oak Ridge North, and Panorama Village. 3.2% of C-W UZA trips originated in unincorporated area of Conroe-The Woodlands UZA.

Table 1: C-W UZA Trip Origin by Municipality

<table>
<thead>
<tr>
<th>TRIPS</th>
<th>TRIP COUNT</th>
<th>% OF TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-W UZA Trips</td>
<td>3,354</td>
<td>71.9%</td>
</tr>
<tr>
<td>Origins Inside C-W UZA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conroe</td>
<td>1,255</td>
<td>26.9%</td>
</tr>
<tr>
<td>The Woodlands</td>
<td>1,162</td>
<td>24.9%</td>
</tr>
<tr>
<td>Willis</td>
<td>162</td>
<td>3.5%</td>
</tr>
<tr>
<td>Shenandoah</td>
<td>233</td>
<td>5.0%</td>
</tr>
<tr>
<td>Oak Ridge North</td>
<td>85</td>
<td>1.8%</td>
</tr>
<tr>
<td>Panorama Village</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Unincorp. UZA trips within Conroe—The Woodlands UZA</td>
<td>150</td>
<td>3.2%</td>
</tr>
<tr>
<td>Subtotal</td>
<td>3,047</td>
<td>65.3%</td>
</tr>
<tr>
<td>Rural/Other Trips</td>
<td>1,616</td>
<td>34.7%</td>
</tr>
<tr>
<td>Origins Outside C-W UZA</td>
<td>1,616</td>
<td>34.7%</td>
</tr>
</tbody>
</table>

Of the three municipalities with highest UZA trip count, other than Conroe and The Woodlands, TFC provided service to 10 unique addresses in Willis, 23 addresses in Shenandoah, and 2 addresses in Oak Ridge North (Table 2).

Table 2: Trip Address Count

<table>
<thead>
<tr>
<th>ORIGIN</th>
<th>TRIP COUNT</th>
<th>ADDRESS COUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Willis</td>
<td>162</td>
<td>10</td>
</tr>
<tr>
<td>Shenandoah</td>
<td>233</td>
<td>23</td>
</tr>
<tr>
<td>Oak Ridge North</td>
<td>85</td>
<td>2</td>
</tr>
</tbody>
</table>
Trip Purpose

When talking about the trip purpose, the top 4 categories of trip purposes were “social service, nutrition, city business and medical”. The percentages of trips for each purpose were 24.7%, 33.9%, 21.8% and 12.0%, respectively (Figure 5).

Figure 5: Trip Purpose
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RESOLUTION NO. 2015-____

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 2015; and

WHEREAS, the Fiscal Year 2015 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, 2015, 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 9th day of June, 2015.
RESOLUTION NO. 2015-____

Bruce Tough
Chair, Transit Advisory Committee

ATTEST:

Guy Martin
Vice Chair, Transit Advisory Committee
AGENDA ITEMS
June 09, 2015

Transit Advisory Committee

Consider Quarterly Updates Regarding South Montgomery County Mobility Plan – Discussion (10 minutes)

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

Purpose

To provide an update on plan progress.
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Transit Advisory Committee

Consider Setting the Quarterly Meeting Dates, Times and Locations – Action Item (3 minutes)

Background

According to the Bylaws, the Advisory Committee shall meet quarterly at a rotating location proposed by each member of the Committee. Regular meeting dates and times may be changed by action of the Chair to accommodate desirable changes because of holidays or other reasons.

Over the course of the last year, the Advisory Committee has met quarterly on the second Tuesday of the month from 10:30 AM to 12:00 PM with the exception of today’s meeting, which started at 10:00 AM. The location of the meeting has switched back and forth between the City of Conroe and The Woodlands Township on a quarterly basis. The physical addresses for the meetings were:

- City of Conroe
  Greater Conroe Economic Development Corporation
  Chamber Boardroom
  505 West Davis Street
  Conroe, TX 77301
- The Woodlands Township
  2801 Technology Forest Blvd.
  The Woodlands, TX 77381

If the meetings continue as initiated above, the dates, times and locations are as follows:

<table>
<thead>
<tr>
<th>DATE</th>
<th>TIME</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 8, 2015</td>
<td>10:30 AM to 12:00 PM</td>
<td>City of Conroe</td>
</tr>
<tr>
<td>December 8, 2015</td>
<td>10:30 AM to 12:00 PM</td>
<td>The Woodlands Township</td>
</tr>
<tr>
<td>March 8, 2016</td>
<td>10:30 AM to 12:00 PM</td>
<td>City of Conroe</td>
</tr>
<tr>
<td>June 7, 2016</td>
<td>10:30 AM to 12:00 PM</td>
<td>The Woodlands Township</td>
</tr>
</tbody>
</table>

Purpose

To set the meeting dates, times and locations for the next four (4) meetings.