Conroe - The Woodlands Urbanized Area

Transit Advisory Committee Agenda Packet
December 08, 2015
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

December 08, 2015 – 10:30 A.M to 12:00 P.M.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Introduction of Committee Appointees and Meeting Attendees (2 minutes)</td>
</tr>
<tr>
<td>2.</td>
<td>Election of Committee Chair and Vice Chair – <strong>Action Item</strong> (5 minutes)</td>
</tr>
<tr>
<td>3.</td>
<td>Consider Meeting Minutes from September 08, 2015 for Approval – <strong>Action Item</strong> (3 minutes)</td>
</tr>
<tr>
<td>4.</td>
<td>Public Comment – Limited to items on the agenda (3 minutes per citizen)</td>
</tr>
<tr>
<td>5.</td>
<td>Consider Quarterly Updates Regarding Limited Eligibility Demand Response Transit Service Provided by Senior Rides in the Conroe-The Woodlands Urbanized Area – Discussion (10 minutes)</td>
</tr>
<tr>
<td>6.</td>
<td>Consider Transit Reports from the City of Conroe and The Woodlands Township – Discussion (15 minutes)</td>
</tr>
</tbody>
</table>
| 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** – Discussion (5 minutes)  
   b. **FTA Section 5310 Program for FY 2015 and FY 2016 Funding** – Discussion (5 minutes) |
| 8. | Consider Discussions Regarding the Conroe-Woodlands UZA **FTA Section 5307 Urbanized Area Formula Program**’s Operating Assistance Special Rule Operator Caps for Urbanized Areas Over 200,000 in Population – Discussion (5 minutes) |
| 9. | Consider Announcements Regarding Other Regional Transportation Planning Activities – Discussion (5 minutes) |
| 10. | Adjourn |

**Next Meeting:** **March 8, 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 November 30, 2015.
This page intentionally left blank.
### Transit Advisory Committee

**Agenda Item 1**

Introduction of Committee Appointees and Meeting Attendees (2 minutes)

#### Background

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

- **City of Conroe**
  - Guy Martin, Mayor Pro Tem
  - Alternate – 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.
This page intentionally left blank.
Transit Advisory Committee

Election of Committee Chair and Vice Chair – **Action Item** (5 minutes)

**Background**

According to the Bylaws, the Chair and the Vice Chair will each serve for a term of two years. Elections shall be held at the last meeting of every other calendar year and the current Chair shall elicit nominations for a vote by Committee members. In the event the Chair is unable to serve the entire term of office, the Vice Chair shall succeed to the office of Chair.

**Purpose/Proposed Action**

To elect a new Committee Chair and Vice Chair.
Transit Advisory Committee  
Consider Meeting Minutes from September 8, 2015 for Approval – Action Item (3 minutes)

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 September 8, 2015.

Purpose/Proposed Action

To consider approving the meeting minutes from September 8, 2015.

Attachment

Meeting Minutes, September 8, 2015
Agenda Item 3
Attachment
The Transit Advisory Committee Meeting commenced at 10:30 a.m. on September 8, 2015.

The next meeting was set for 10:30 a.m. in The Woodlands, Texas, on December 8, 2015.

Attendees: See sign-in sheet (attached)

<table>
<thead>
<tr>
<th>1. Introduction of Committee Members and Meeting Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Discussion</strong></td>
</tr>
<tr>
<td><strong>Actions</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Consider Approving Meeting Minutes from September 08, 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Discussion</strong></td>
</tr>
<tr>
<td><strong>Actions</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3. Public Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Discussion</strong></td>
</tr>
<tr>
<td><strong>Actions</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4. Consider a Discussion Regarding Interest of Additional UZA Municipalities Supporting the Senior Rides Service.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Discussion</strong></td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>
Greg Smith added that City of Shenandoah will be budgeting $5,000 for Senior Rides. Mayor James Kuykendall added that City of Oak Ridge North will provide $3,000. City of Willis had not responded yet; however, Mayor Pro Tem Guy Martin agreed to reach out to Willis.

**Actions**  
No formal action was taken.

5. Consider Quarterly Updates Regarding Limited Eligibility Demand Response Transit Service Provided by Senior Rides in the Conroe-The Woodlands Urbanized Area – Discussion (10 minutes)

**Discussion**  
Mr. De’Andre Guin gave a summary of Senior Rides service. Senior Rides continues to operate a small fleet. The goal is to obtain additional vehicles that are not funded by Section 5310. The service averages 1,500 rides per month. Process of procuring two new vehicles to replace a vehicle in the Conroe area, as well as one in the Woodlands area.

Senior Rides contracted services with Harris County Rides to provide taxi services for individuals in Montgomery county – available for UZA residents since September 1, 2015. UZA trips have not been recorded yet; however, from May to September, about 900 one-way trips were made from rural areas.

Senior Rides is also collaborating with the City of Conroe and the Goodman Corporation on a pilot project with the City of Conroe’s fix route and ADA paratransit. The agency is educating some of their riders living within the Conroe Connection three quarter mile buffer to use the transit system (both fixed route and ADA paratransit) provided by Conroe. Senior Rides is paying for 6 months of their riders’ trips on the Conroe Connection system.

**Actions**  
No formal action was taken.

6. Consider Transit Reports from the City of Conroe and The Woodlands Township – Discussion (15 minutes)

**Discussion**  
Ms. Shawn Johnson presented a brief summary of the *Conroe Connection Ridership Summary* for the Third Quarter of Federal FY 2015 (April 1, 2015 – June 30, 2015). Fixed-route ridership increased 78% from the Second Quarter (3,885 trips) to the Third Quarter (6,918 trips). Additionally, ridership of the ADA complementary paratransit service that started in April 2015 provided 108 total trips during the Third Quarter. There are about 11 to 12 trips per day. City of Conroe has a database of about 20 approved riders. During the Third Quarter, Conroe Connection also started selling ticket booklets (minimum purchase of 200 trips) to social services and local businesses. The service saw a very high ridership during the summer. Ms. Johnson also added that the City is
getting ready to do a boarding/alighting survey before the end of the year.

Mr. Chris LaRue presented the *The Woodlands Township Transit Service Ridership Summary* for the Third Quarter of Federal FY2015 (April 1, 2015 – June 30, 2015). The three Park & Rides saw a decline from the Second Quarter to the Third Quarter. The ridership for each express commuter route decreased 5.98% (Research Forest), 4.25% (Sawdust), and 8.29% (Sterling Ridge) due to weather events experienced during the Third Quarter. The Trolley ridership increased 54% during the same period from 15,779 in the Second Quarter to 24,358 in the Third Quarter. Mr. LaRue attributed the Waterway Trolley’s ridership increase to the school break and holidays; since the area often sees a large influx of shoppers and visitors during that period. Mr. LaRue expects this trend to continue during the remaining of the summer.

### Actions
No formal action was taken.

### 7. Consider Presentation and Action Item Regarding Local Initiatives Project (LIP) Funding

- **a.** Presentation Regarding the Local Initiatives Project (LIP) Funding – Discussion (5 minutes)
- **b.** Resolution Supporting the Use of the Montgomery County Allocation of Local Initiatives Project Funding for Transit Services in the Conroe-The Woodlands Large Urbanized Area – Action Item (10 minutes)

### Discussion

**A. Presentation Regarding the Local Initiatives Project (LIP) Funding**

Mr. Webb gave a brief overview about the *The Local Initiatives Projects (LIP)* program, a funding program administered by the Texas Commission on Environmental Quality (TCEQ). Funding is allocated to certain counties based on their size and air quality. Montgomery county has approximately $280,000 available in LIP funds to spend this fiscal year. This funding is tied to emission reduction and air quality improvements. Transit is one of the main users of this funding.

The way in which the funding can be spent is at the discretion of the County Judge and the County Commissioner’s Court. Therefore, TGC prepared a resolution urging the County Commissioner’s Court to consider the use of the LIP funds for transit related activities that would result in emission reductions within the UZA. There was no representation from Montgomery County.

Mayor Pro Tem Martin added that Commissioner Noack indicated that he would prefer to use these funds for signalization projects. Mr. Webb added that last year, the county spent $15,000 in signalization and the rest was unused. Mayor Pro Tem Martin also mentioned that he met with Commissioner Jim Clark, who has received the information and is still
not sure what the funds could be used for.

The Committee Members felt that supporting the resolution would help move this request forward. Mr. Smith emphasized the need for the UZA Transit Advisory Committee to be more aggressive on their request of these funds by bringing forward specific transit projects and the reasons for these projects. Mr. Smith expressed that the transportation disadvantage of a segment of the population is underserved primarily due to funding issues.

Members from the municipalities present at the meeting agreed to provide a list of potential transit/transportation projects to be considered for LIP funding.

**B. Resolution Supporting the Use of the Montgomery County Allocation of Local Initiatives Project Funding for Transit Services in the Conroe-The Woodlands Large Urbanized Area**

*Actions*

By a vote of 3 to 0, the Committee approved the Resolution (see attached) supporting the Use of the Montgomery County Allocation of Local Initiatives Project Funding for Transit Services in the Conroe-The Woodlands Large Urbanized Area.

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

a. **Consider a Presentation Regarding the FTA Section 5310 Program for FY13 and FY14 Funding – Discussion (5 minutes)**

b. **Consider a Presentation Regarding the FTA Section 5310 Program for FY15 and FY16 – Discussion (5 minutes)**

c. **Consider a Resolution of Support of the Designated Recipient’s FY 2015 and FY 2016 Program of Projects for FTA Section 5310 – Action Item (10 minutes)**

**Discussion**

A. **Consider a Presentation Regarding the FTA Section 5310 Program for FY13 and FY14 Funding**

Ms. Susan Maclay presented a brief summary regarding the FTA Section 5310 Program for FY13 and FY14 funding. The City of Conroe and 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:** The contract includes the purchase of two (2) Type 3 vehicles for $108,000 (federal).
- **Purchase of service:** The contract includes $33,297 (federal) for the purchase of service. Senior Rides will amend its ILA with Harris County Rides to provide the service in the Conroe-The Woodlands UZA. Senior Rides currently has an ILA for service in rural...
Montgomery County.

- 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. FY13 and FY14 funding is in a grant, contract signed, and activities are underway.

**B. Consider a Presentation Regarding the FTA Section 5310 Program for FY15 and FY16 Funding**

Ms. Maclay also presented a brief summary regarding the FTA Section 5310 Program for FY15 and FY16 funding. Conroe initiated the process to program FY 2015 and FY 2016 Section 5310 funds on Tuesday, July 7, 2015, at the Meals on Wheels facility. The meeting had good attendance by agencies and great discussion. The meeting was different than previous meetings because the City had a lot of input from people that would potentially use the service. Following the discussion, TGC provided information to interested parties about the application process. There were five groups that expressed interest in pursuing funds. Following the meeting, TGC scheduled a conference call with each potential applicant. The purpose of the call was to provide more information about the Section 5310 program and how to apply for funding. Conroe received two applications by the August 18, 2015 deadline from Senior Rides and New Danville. The total amount of funding requested was $248,600.

Representatives from the evaluation committee, Ms. Johnson, Conroe and Mr. La Rue, The Woodlands Township with the support of TGC staff are reviewing the applications. Funds that were applied for do not equal the funds that are available. However, Ms. Maclay requested that the Committee consider a resolution of support to program the full amount of funds for Capital.

**C. Consider a Resolution of Support of the Designated Recipient’s FY 2015 and FY 2016 Program of Projects for FTA Section 5310**

**Actions**

By a vote of 3 to 0, the Committee approved the Resolution (see attached) supporting the Designated Recipient’s FY 2015 and FY 2016 Program of Projects for FTA Section 5310, Enhanced Mobility of Seniors and Individuals with Disabilities.

**9. Consider a Resolution Recommending an Amendment to the Conroe-The Woodlands UZA Transit Advisory Committee Bylaws for Attendance of**
Committee Member and Alternates at Quarterly Meetings – Action Item (5 minutes)

**Discussion**
Mr. David Bartels briefly explained that according to the Bylaws, changes to the Bylaws may be recommended by a majority vote of the Advisory Committee members at any duly called meeting wherein an official quorum is present. Any proposed amendments shall be fully set out in writing and furnished to each member seven (7) days in advance of the meeting where the action is to be taken. The Committee may consider amendments to the Bylaws annually based on specific events that happen during the year.

The resolution proposed supports an amendment to include attendance. There are four members of the Transit Advisory Committee with four alternates. The resolution requires that a member shall participate in 50% of the annual meetings (2 out of 4 meetings). If the alternate is activated more than 50% of the time, the Committee Chair could address the issue with the particular entity.

**Actions**
By a vote of 3 to 0, the Committee approved the Resolution (see attached) Recommending an Amendment to the Conroe-The Woodlands UZA Transit Advisory Committee Bylaws for Attendance of Committee Member and Alternates at Quarterly Meetings.

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

**Discussion**
Mr. Webb briefed the Committee regarding the 2015-2018 H-GAC TIP Call for Projects. As of September, the Technical Advisory Committee and the Transportation Policy Council are expected to receive recommendations from staff on how to allocate almost $4 billion in transportation funding over the next ten years. There are several projects within UZA boundaries that are under consideration:

- Single point urban interchange at I-45 N. and Woodlands Parkway submitted by Montgomery County.
- Several highway projects submitted by Conroe in partnership with TxDOT.
- Safe Route to School program with a potential link to transit also submitted by Conroe.

Additionally, H-GAC is still working on completing the *Montgomery County Thoroughfare Plan*. No resolution on the plan as of yet.

Mr. Mike Bass provided an update on the widening of 242. The Woodlands Township has sent a resolution of support for the widening of 242. Mr. LaRue added that the Woodlands received final allocation of the 5307 funding for this year.

11. Adjourn
APPROVED this the 8th day of December 2015

________________________________
Chairman, Transit Advisory Committee

ATTEST:

________________________________
Vice Chairman, Transit Advisory Committee
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>E-mail Address</th>
<th>Mailing Address and/or Phone Number (Optional)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lori Lilley</td>
<td>DARS</td>
<td><a href="mailto:lori.lilley@dars.state.tx.gov">lori.lilley@dars.state.tx.gov</a></td>
<td>936-523-2261</td>
</tr>
<tr>
<td>Paul Vroman</td>
<td>Conroe</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shawn McCrory</td>
<td>TGC</td>
<td><a href="mailto:smccrory@thegoodmancorp.com">smccrory@thegoodmancorp.com</a></td>
<td>512-234-0021 x 308</td>
</tr>
<tr>
<td>Chris Lakue</td>
<td>Woodlands</td>
<td></td>
<td>281-210-3810</td>
</tr>
<tr>
<td>Mike Bass</td>
<td>Woodlands Township</td>
<td><a href="mailto:mkbass1@40.com">mkbass1@40.com</a></td>
<td></td>
</tr>
<tr>
<td>Jim Wells</td>
<td>TGC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shawn Johnson</td>
<td>Conroe</td>
<td><a href="mailto:sjohnson@cityofconroe.org">sjohnson@cityofconroe.org</a></td>
<td>936-522-3520</td>
</tr>
<tr>
<td>David Bartels</td>
<td>The Goodman Corp.</td>
<td><a href="mailto:d.bartels@thegoodmancorp.com">d.bartels@thegoodmancorp.com</a></td>
<td>(512) 236-8002 x 307</td>
</tr>
<tr>
<td>Allison Huliff</td>
<td>Senior Rides</td>
<td><a href="mailto:allison@mcwmco.org">allison@mcwmco.org</a></td>
<td>936-756-5828 x 100</td>
</tr>
</tbody>
</table>

September 08, 2015
<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>Allison Hulet</td>
<td>Senior Rides</td>
<td><a href="mailto:allison@mowmc.org">allison@mowmc.org</a></td>
<td>1202 Callahan Ave</td>
</tr>
<tr>
<td>de'André E. Guaíra, Jr.</td>
<td>Oak Ridge North Small Cities</td>
<td><a href="mailto:deandre@mowmc.org">deandre@mowmc.org</a></td>
<td></td>
</tr>
<tr>
<td>Jimmy Kyncendall</td>
<td>City of Shenandoah</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Don Norrell</td>
<td>Township</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Blas Uribe</td>
<td>Blaise Group</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Barry E.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Missy Kendra</td>
<td>Ike Family The Woods</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thomas Koleczy</td>
<td>City of Conroe</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*September 08, 2015*
<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>Attendees missing from sign-in sheet</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Guy Martin</td>
<td>The City of Conroe</td>
<td><a href="mailto:gnmartin@consolidated.net">gnmartin@consolidated.net</a></td>
<td>On File</td>
</tr>
</tbody>
</table>

June 09, 2015
Advertiser: MARIANA (MARMOL) RASCHKE
THE GOODMAN CORPORATION
3200 TRAVIS ST., STE 200
HOUSTON, TX 77006-3650

Account #: 197854
Phone: (713) 951-7951
Purchase Order #: Mariana Raschke
Total Ad Cost: $210.50

Order #: 386389
Tagline: Notice of Transit Ad
Color: Payments:
Position: Balance Due: $210.50
Proof:

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>09/02/15</td>
<td>09/03/15</td>
<td>5</td>
<td>12345-1</td>
<td>2065</td>
<td>Process</td>
<td>2 x 2.9</td>
<td>5.8</td>
<td>$210.50</td>
</tr>
</tbody>
</table>

P.O. Box 609 Conroe, TX 77305 • YourHoustonNews.com • 936.521.3300
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, September 08, 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 el día martes, 9 de septiembre del 2015, 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 09/02/15 WV 09/03/15
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 September, 2015 Courier
3rd day of September, 2015 Villager

day of , 2015

day of , 2015


Publisher's Representative

Sworn to and subscribed before me this 3 day of September, 2015

Notary Public

My commission expires on (stamp)
RESOLUTION NO. 2015-05

A RESOLUTION OF THE TRANSIT ADVISORY COMMITTEE OF THE CONROE-THE WOODLANDS URBANIZED AREA IN SUPPORT OF THE USE OF LOCAL INITIATIVES PROJECT FUNDING FOR TRANSIT RELATED PROJECTS IN THE CONROE-THE WOODLANDS URBANIZED AREA

WHEREAS, the Transit Advisory Committee of the Conroe-The Woodlands Urbanized Area (UZA) is comprised of an elected official from the City of Conroe (City), The Woodlands Township (The Township) and Montgomery County (County) and a single elected official representing the City of Willis, City of Oak Ridge North, City of Shenandoah, City of Panorama Village, City of Cut and Shoot and the Town of Woodloch (small cities) in the UZA;

WHEREAS, in part, the Transit Advisory Committee serves to assure an impartial and equitable approach to meeting the transit needs of all stakeholders of the UZA;

WHEREAS, residents of Montgomery counties pay a $6 fee when their vehicles are inspected to fund the Low Income Repair Assistance, Retrofit, and Accelerated Vehicle Retirement Program and the Local Initiatives Project (LIP) Program;

WHEREAS, the Texas Commission on Environmental Quality has allocated $280,587 to Montgomery County for fiscal years 2015 ($128,855.57) and 2016 ($151,732) in Local Initiatives Project (LIP) funding for local projects targeted at improving air quality;

WHEREAS, the City and The Township both operate transit systems with unfunded projects that have quantifiable emissions reductions leading to improved air quality; and

WHEREAS, the use of LIP funding for transit related projects by the City and The Township would expand public transportation service, improve air quality and relieve congestion in Montgomery County.

NOW, THEREFORE, BE IT RESOLVED BY THE TRANSIT ADVISORY COMMITTEE OF THE CONROE-THE WOODLANDS UZA:
THAT the Committee approves a resolution urging Montgomery County to consider utilizing $280,587 in LIP funding towards transit related projects in the Conroe-The Woodlands UZA.

PASSED and APPROVED this the 8th day of September, 2015.

APPROVED: 

Bruce Tough
Chair, Transit Advisory Committee

ATTEST:

Guy Martin
Vice Chair, Transit Advisory Committee
RESOLUTION NO. 2015-06

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 5310 ENHANCED MOBILITY FOR SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAM.

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

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

WHEREAS, the City of Conroe is the Conroe-The Woodlands Urbanized Area (UZA) Designated Recipient for the Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program; and

WHEREAS, the FTA has apportioned $156,082 for FY 2015 to the Conroe-The Woodlands Section 5310 Program; and

WHEREAS, the Designated Recipient estimates that $156,082 will be apportioned to the Conroe-The Woodlands Section 5310 Program for FY 2016; and

WHEREAS, the Designated Recipient desires to program $312,164 for FY 2015 and FY 2016; and

WHEREAS, the Designated Recipient has executed a Public Participation Process to announce the availability of funding, identify transportation needs of seniors and individuals with disabilities within the Conroe-The Woodlands UZA, and consult with health and human providers and public transportation providers; and

WHEREAS, the Designated Recipient received applications from Montgomery County Meals on Wheels - Senior Rides for $172,000 (federal) and Texas New Community Alliance - New Danville for $76,600 (federal) for a total of $248,600 in requested funds;

WHEREAS, the Designated Recipient has determined that all eligible projects submitted by applicants are characterized as capital; and
WHEREAS, the Designated Recipient desires to program funding for the administration of the Conroe-The Woodlands Section 5310 as allowed by the FTA; and

WHEREAS, the Designated Recipient desires to submit a Program of Projects for FY 2015 and FY2016 funds into the Transportation Improvement Program (TIP) and State TIP;

<table>
<thead>
<tr>
<th>Description</th>
<th>Federal</th>
<th>Local</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital</td>
<td>$280,948</td>
<td>$70,237</td>
<td>$351,185</td>
</tr>
<tr>
<td>Program Administration</td>
<td>$31,216</td>
<td>$0</td>
<td>$31,216</td>
</tr>
<tr>
<td>Total</td>
<td>$312,164</td>
<td>$70,237</td>
<td>$382,401</td>
</tr>
</tbody>
</table>

NOW, THEREFORE,

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

That the Committee approves a resolution in support of the Designated Recipient’s proposed Program of Projects for FY 2015 and FY 2016 Federal Transit Administration Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program.

PASSED and APPROVED this the 8th day of September, 2015.

Bruce Tough
Chairman, Transit Advisory Committee

ATTEST:

Guy Martin
Vice Chairman, Transit Advisory Committee
RESOLUTION NO. 2015-

A RESOLUTION OF THE TRANSIT ADVISORY COMMITTEE OF THE CONROE-THE WOODLANDS URBANIZED AREA IN SUPPORT OF RECOMMENDING AN AMENDMENT TO THE CONROE-THE WOODLANDS UZA TRANSIT ADVISORY COMMITTEE BYLAWS FOR ATTENDANCE OF COMMITTEE MEMBER AND ALTERNATES AT QUARTERLY MEETINGS

WHEREAS, the Transit Advisory Committee is created by Article II, Section II (2) of the Interlocal Agreement between the City of Conroe and The Woodlands Township, who serve as the dual Designated Recipients for the Conroe-The Woodlands UZA;

WHEREAS, the Bylaws are adopted by the governing bodies of the City of Conroe and The Woodlands Township, who are parties to the Conroe-Woodlands UZA ILA, as the dual Designated Recipients;

WHEREAS, the purpose of the Bylaws is to define the Advisory Committee’s purpose and mission, duties, membership and terms of office, voting members, officers, quorum requirement, meeting requirements, administrative support and bylaw amendment process;

WHEREAS, the Committee shall comply with the Bylaws, but may recommend by a majority vote of the Advisory Committee members at any duly called meeting wherein an official quorum is present;

WHEREAS, the proposed amendment was fully set out in writing and furnished to each member seven days in advance of the meeting where the action is to be taken (Exhibit A); and

WHEREAS, the proposed amendment (Exhibit B), as approved by the Advisory Committee, is submitted to the City of Conroe and The Woodlands Township for consideration by their governing bodies.

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

THAT the Committee approves a resolution in support of recommending an amendment to Conroe-The Woodlands UZA Transit Advisory Committee Bylaws for Attendance of Committee Member and Alternates at Quarterly Meetings of the Conroe-The Woodlands UZA.
PASSED and APPROVED this the 8th day of September, 2015.

APPROVED:  
Bruce Tough  
Chair, Transit Advisory Committee

ATTEST:  
Guy Martin  
Vice Chair, Transit Advisory Committee
This page intentionally left blank.
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.
This page intentionally left blank.
## Transit Advisory Committee Agenda Item 5

| Consider Quarterly Updates Regarding Limited Eligibility Demand Response Transit Service Provided by Senior Rides in the Conroe-The Woodlands Urbanized Area – Discussion (10 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 the Senior Rides 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 of the federal fiscal year and present trip data for FY 2012, FY 2013, FY 2014 and FY 2015.

### Attachment
A report summarizing Senior Rides ridership data for the fourth quarter of FY 2015 (July 1, 2015-September 30, 2015) and FY 2015 and comparing ridership by fiscal year for FY 2014 and FY 2015.
Agenda Item 5
Attachment
Senior Rides Demand Response Trips Summary
Fourth Quarter FY2015 (July 1, 2015 – September 30, 2015)

Senior Rides (SR) provided 4,094 total demand response trips for the fourth quarter of Fiscal Year 2015. This time period is from July 1, 2015 to September 30, 2015. 4,087 trips originated in Montgomery County and 7 trips originated in Harris County. Figure 1 is a map depicting trip origins.

Figure 1: Trip Origins

Compared with Quarter 3 Fiscal Year 2015, the total demand response trips for Quarter 4 had decreased by 2% (Figure 2).
**Figure 2: TFC Total Trips Comparison**

![Bar chart showing total trips comparison across different quarters of FY 2015](chart.png)

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

A C-W UZA specific trip is defined as a trip with an origin inside the C-W Urbanized Area. **Figure 3** is a chart showing the trip breakdown. As shown in Figure 3, 2,638 (64.4%) of the total 4,094 trips had origins inside C-W Urbanized Area and therefore are classified as C-W UZA trips.

**Figure 3: Demand Response Trips**

![Flowchart showing demand response trips](chart2.png)
Table 1 shows the C-W UZA trips split by origins and municipality bounds. As shown in Table 1, 80.8% of C-W UZA trips had origins inside Conroe and the Woodlands. 10.4% of C-W UZA trips were generated within the municipal boundaries of Willis, Shenandoah, Oak Ridge North, and Panorama Village. 8.8% of C-W UZA trips originated in the unincorporated area of the Conroe-The Woodlands UZA.

<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>2,638</td>
<td></td>
</tr>
<tr>
<td>Origins Inside C-W UZA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conroe</td>
<td>1,180</td>
<td>44.7%</td>
</tr>
<tr>
<td>The Woodlands</td>
<td>952</td>
<td>36.1%</td>
</tr>
<tr>
<td>Willis</td>
<td>108</td>
<td>4.1%</td>
</tr>
<tr>
<td>Shenandoah</td>
<td>135</td>
<td>5.1%</td>
</tr>
<tr>
<td>Oak Ridge North</td>
<td>31</td>
<td>1.2%</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>232</td>
<td>8.8%</td>
</tr>
<tr>
<td>Total</td>
<td>2,638</td>
<td>100.0%</td>
</tr>
</tbody>
</table>

Of the three municipalities with highest UZA trip count, other than Conroe and The Woodlands, SR provided service to 10 unique addresses in Willis, 17 addresses in Shenandoah, and 3 addresses in Oak Ridge North (Table 2).

<table>
<thead>
<tr>
<th>ORIGIN</th>
<th>TRIP COUNT</th>
<th>ADDRESS COUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Willis</td>
<td>108</td>
<td>10</td>
</tr>
<tr>
<td>Shenandoah</td>
<td>135</td>
<td>17</td>
</tr>
<tr>
<td>Oak Ridge North</td>
<td>31</td>
<td>3</td>
</tr>
</tbody>
</table>

Trip Purpose

When reviewing 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 22.7%, 32.1%, 24.1% and 10.9%, respectively (Figure 5).
Figure 5: Trip Purpose

- Social Service (22.7%)
- Nutrition (32.1%)
- City Business (24.1%)
- Medical (10.9%)
- Dialysis (9.5%)
- Others (0.7%)
Senior Rides Demand Response Trips Summary Fiscal Year 2015

Senior Rides (SR) provided 16,974 total demand response trips for the Fiscal Year 2015 (October 1, 2014 to September 30, 2015), of which 16,918 (99.7%) originated in Montgomery County and 56 (0.3%) originated in Harris County. Compared with Fiscal Year 2014, the total demand response trips decreased by 25% (Figure 1).

*Figure 1: TFC FY 2014 and FY 2015 Total Trips Comparison*

![Figure 1: TFC FY 2014 and FY 2015 Total Trips Comparison](image)

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

A C-W UZA specific trip is defined as a trip with an origin inside the C-W Urbanized Area. As shown in Figure 2, 64% of the total trips in Fiscal Year 2015 were C-W Urbanized Area specific trips.
Table 1 depicts the C-W UZA trip origins by municipality for Fiscal Year 2015. 8,707 (80%) of the C-W UZA trip origins were located in Conroe and The Woodlands and 1,189 (11%) of the C-W UZA trip origins were located in the municipalities of Willis, Shenandoah and Oak Ridge North. 965 (9%) of trip origins were locations located in the unincorporated areas of the C-W UZA.

As shown in the table, trips in Conroe, The Woodlands and Willis decreased from FY 2014 to Fiscal Year 2015 and trips in Shenandoah and Oak Ridge North increased from Fiscal Year 2014 to Fiscal Year 2015. The UZA trips in unincorporated areas of the C-W UZA increased from Fiscal Year 2014 to Fiscal Year 2015. Overall, the C-W UZA specific trips decreased from Fiscal Year 2014 to Fiscal Year 2015.
### Table 1: C-W UZA Trip Origin by Municipality

<table>
<thead>
<tr>
<th>ORIGIN</th>
<th>2014 TRIP COUNT</th>
<th>2014 % OF TOTAL</th>
<th>2015 TRIP COUNT</th>
<th>2015 % OF TOTAL</th>
<th>%TRIP COUNT CHANGE (FY14-15)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>C-W UZA Trips</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conroe</td>
<td>6,113</td>
<td>45.7%</td>
<td>4,536</td>
<td>41.8%</td>
<td>-25.8%</td>
</tr>
<tr>
<td>The Woodlands</td>
<td>5,234</td>
<td>39.2%</td>
<td>4,171</td>
<td>38.4%</td>
<td>-20.3%</td>
</tr>
<tr>
<td>Willis</td>
<td>650</td>
<td>4.9%</td>
<td>454</td>
<td>4.2%</td>
<td>-30.2%</td>
</tr>
<tr>
<td>Shenandoah</td>
<td>404</td>
<td>3.0%</td>
<td>518</td>
<td>4.8%</td>
<td>28.2%</td>
</tr>
<tr>
<td>Oak Ridge North</td>
<td>164</td>
<td>1.2%</td>
<td>217</td>
<td>2.0%</td>
<td>32.3%</td>
</tr>
<tr>
<td>Panorama Village</td>
<td>2</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td>-100.0%</td>
</tr>
<tr>
<td>Unincorp. UZA trips within C-W UZA</td>
<td>795</td>
<td>5.9%</td>
<td>965</td>
<td>8.9%</td>
<td>21.4%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>13,362</strong></td>
<td><strong>100.0%</strong></td>
<td><strong>10,861</strong></td>
<td><strong>100.0%</strong></td>
<td><strong>-18.7%</strong></td>
</tr>
</tbody>
</table>
This page intentionally left blank.
a. City of Conroe

**Background**

Conroe Connection, a fixed-route bus service provided by the City of Conroe, operates along Frazier, from North Loop 336 at Wal-Mart and Lowe’s to South Loop 336 at Lone Star Family Health and the Conroe Regional Medical Center. Conroe Connection provides fixed route transit service as well as Americans with Disabilities Act (ADA) complementary paratransit service within ¾ miles of the fixed route. The service began operating on January 19, 2015.

**Purpose**

To provide an update about performance of the new fixed-route service during the fourth quarter of FY 2015 (July 1, 2015-September 30, 2015) and FY 2015 (January 19, 2015-September 30, 2015).

**Attachment**


b. The Woodlands Township

**Background**

The Woodlands Township currently operates Park and Ride Service (The Woodlands Express) from three separate locations and a trolley service in The Town Center (The Waterway Trolley). The Woodlands Express service provides an express commuter service from The Township to the Texas Medical Center, Greenway Plaza and the Central Business District in Houston. The Waterway Trolley provides transit service along an approximate 3.2-mile 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 and to provide an update regarding the CMAQ and Pilot Project Applications.

**Attachment**

A report summarizing The Woodlands Express and the Trolley ridership data for the fourth quarter of FY 2015 (July 1, 2015-September 30, 2015) and FY 2015.
Agenda Item 6
Attachment
Conroe Connection Ridership Summary
Fourth Quarter Federal FY2015 (July 1, 2015 – September 30, 2015)

Conroe Connection, a fixed-route bus service provided by the City of Conroe, operates along Frazier, from North Loop 336 at Wal-Mart and Lowe’s to South Loop 336 at Lone Star Family Health and the Conroe Regional Medical Center. Conroe Connection provides fixed route transit service as well as Americans with Disabilities Act (ADA) complementary paratransit service within ¾ miles of the fixed route.

Fixed Route Ridership Summary

The ridership (represented as unlinked trips, or boardings) for the fourth quarter of Fiscal Year 2015 (July 1 – September 30, 2015) for fixed route service was 8,809. Compared with Quarter 3 Fiscal Year 2015, the total ridership increased by 27% (Figure 1).

![Graph showing total ridership for Q2 FY15 to Q4 FY15]

ADA Paratransit Trip Summary

ADA paratransit service provided 231 total trips for the fourth quarter of Fiscal Year 2015. Compared with Quarter 3 Fiscal Year 2015, the total trips increased by 114% (Figure 2).
Figure 2: ADA Paratransit Trip
The Woodlands Township Transit Service Ridership Summary
Fourth Quarter Federal FY2015 (July 1, 2015 – September 30, 2015)

The Woodlands Township currently operates southbound Park and Ride Service (The Woodlands Express) from three separate locations and a trolley service in The Town Center (The Waterway Trolley). The Woodlands Express service provides an express commuter service from The Township to the Texas Medical Center, Greenway Plaza and the Central Business District in Houston. The Waterway Trolley provides transit service along an approximate 3.2-mile 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 fourth quarter of Fiscal Year 2015 (July 1, 2015 to September 30, 2015) for the three Park and Ride lots was 166,703. Compared with Quarter 3 Fiscal Year 2015, the total ridership for Quarter 4 increased by 5% (Figure 1).

Figure 1: Total Ridership for Third Quarter FY 2015
Figure 2 shows the ridership by Park and Ride location. Compared with Quarter 3 Fiscal Year 2015, the ridership for each express commuter route increased by 4%, 3%, and 6% respectively.

**Figure 2: Ridership by Bus Route**

<table>
<thead>
<tr>
<th></th>
<th>Q1 FY15</th>
<th>Q2 FY15</th>
<th>Q3 FY15</th>
<th>Q4 FY15</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>
</tr>
<tr>
<td>Sawdust</td>
<td>47,335</td>
<td>49,132</td>
<td>47,040</td>
<td>48,252</td>
</tr>
<tr>
<td>Sterling Ridge</td>
<td>27,349</td>
<td>30,237</td>
<td>27,731</td>
<td>29,348</td>
</tr>
</tbody>
</table>

**Ridership Summary for the Waterway Trolley**

Trolley ridership during this same time period (July 1, 2015 to September 30, 2015) was 22,997. Compared with Quarter 3 Fiscal Year 2015, the total ridership for Quarter 4 increased by 6% (Figure 3).
Figure 3: Trolley Ridership

Q1FY15: 18,626
Q2 FY15: 15,779
Q3 FY15: 21,679
Q4 FY15: 22,997
This page intentionally left blank.
AGENDA ITEMS
December 08, 2015

Transit Advisory Committee

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

   a. FTA Section 5310 Program for FY 2013 and FY 2014 Funding
   b. FTA Section 5310 Program for FY 2015 and FY 2016 Funding

   a. 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 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.

   - **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 $5883.10 or $28.01 per trip.

   - **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). Senior Rides has not expended any funds for preventative maintenance to date.

   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.

   b. FTA Section 5310 Program for FY 2015 and FY 2016 Funding

   **Background**

   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 programing. Conroe estimates FY 2016 Section 5310 funds to be $156,082. Total funding to be programmed is $312,164 for the two years.
Conroe initiated the process to program FY 2015 and FY 2016 Section 5310 funds on July 7, 2015, at a public meeting. Conroe received two applications by the August 18, 2015, deadline. Representatives from this committee, Ms. Shawn Johnson, City of Conroe, and Mr. Chris La Rue, The Woodlands Township, with the technical support from TGC staff reviewed the applications and recommended the awards as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Senior Rides</th>
<th>New Danville</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>$16,164</td>
<td>$6,400</td>
<td>$22,564</td>
</tr>
<tr>
<td>Purchase of Service</td>
<td>$48,000</td>
<td>$0</td>
<td>$48,000</td>
</tr>
<tr>
<td>Total Requested</td>
<td>$171,364</td>
<td>$109,600</td>
<td>$280,964</td>
</tr>
</tbody>
</table>

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 will submit a POP 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. (Program administration, which is 100% eligible for federal reimbursement, is limited to 10% of the appropriated amount and is used to fund Conroe’s administration of the program.)

<table>
<thead>
<tr>
<th>Category</th>
<th>FY 2015</th>
<th>FY 2016 (estimate)</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>$700</td>
<td>$21,864</td>
<td>$22,564</td>
</tr>
<tr>
<td>Purchase of Service</td>
<td>$32,582</td>
<td>$15,418</td>
<td>$48,000</td>
</tr>
<tr>
<td>Program Administration*</td>
<td>$15,600</td>
<td>$15,600</td>
<td>$31,200</td>
</tr>
<tr>
<td>Total</td>
<td>$156,082</td>
<td>$156,082</td>
<td>$312,164</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.

The Conroe City Council passed a resolution in support of programming $280,964 for capital expenditures and $31,200 for program administration on October 8, 2015.

**Purpose**

To provide an update on the Program of Projects for FY 2015 and FY 2016 Section 5310.
Consider a Discussion Regarding the Conroe-Woodlands UZA FTA Section 5307, Urbanized Area Formula Program’s Operating Assistance Special Rule Operator Caps for Urbanized Areas Over 200,000 in Population.

**Background:**
Recipients in UZAs with populations of 200,000 or more may not use Section 5307 funds for operating assistance unless identified by FTA as being eligible under the Section 5307 Operating Assistance Special Rule Operator Caps for Urbanized Areas over 200,000 in Population. FTA has ruled that public transportation operators that operate 75 or fewer buses in fixed route service during peak service hours may use up to 75% of their UZA’s 5307 apportionment for operating assistance, up to the amount published by FTA for a given fiscal year. Only public agencies that operate fixed route bus service are permitted to use this provision in their Section 5307 grants. Currently, Conroe and The Woodlands operate a total of two (2) vehicles during peak service hours.

The amount of operator cap available by fiscal year and the amount that is currently programmed in a grant or the TIP are included in the Table below.

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>FTA Published Amount</th>
<th>The Woodlands TIP</th>
<th>Conroe Grant</th>
<th>Unused Portion</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2013</td>
<td>$1,805,469</td>
<td>$318,300</td>
<td>$135,763</td>
<td>$1,351,406</td>
</tr>
<tr>
<td>FY2014</td>
<td>$1,999,322</td>
<td>$225,000</td>
<td>$189,929</td>
<td>$1,584,393</td>
</tr>
<tr>
<td>FY2015</td>
<td>$1,184,412</td>
<td>$225,000</td>
<td>$123,107</td>
<td>$836,305</td>
</tr>
</tbody>
</table>

Currently, there is significant unused cap. Conroe and The Woodlands should be aware of the need to allocate and program these funds for operating assistance in the future.

**Purpose**
To raise awareness of the Section 5307 Operating Assistance Special Rule Operator Caps for Urbanized Areas Over 200,000 in Population.
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.
This page intentionally left blank.