

**Regional Transit Coordination (RTC) Subcommittee
Houston-Galveston Area Council
Online Meeting/Conference Call
Thursday April 14, 2022
9:30-11:00 AM**

Agenda

1. Introductions and Certification of Quorum (9) – Perri D’Armond, Fort Bend County Transit, Chair
2. Public Comments
3. Action Items:
 - 3.1 Approval of RTC Subcommittee Meeting Minutes of February 10, 2022
4. Information Items: (10 minutes or less each)
 - 4.1 Coordinated Planning
 - 4.1a RCTP Action Plan – Sandy Klanfer, H-GAC
 - 4.1b Regional Transit Connectivity Update – Sandy Klanfer, H-GAC
 - 4.2 Partner Updates
 - 4.2a TxDOT REAL Plan – Catherine McCreight, TxDOT
 - 4.2b Connect Smart Update – Brenda Bustillos, TxDOT
 - 4.3 Other Efforts
 - 4.3a Transit-Oriented Development Update – Justin Kuzila, H-GAC
 - 4.3b Pearland Transit Needs Assessment Update – Alan Rodenstein, H-GAC
5. Agency Reports (5 minutes or less each)

Next RTC Subcommittee Meeting: July 14, 2022

Other 2022 RTC Subcommittee Meetings:

October 13, 2022

REGIONAL TRANSIT COORDINATION SUBCOMMITTEE

SPECIAL CALL MEETING MINUTES Thursday, February 10, 2022 – 9:30-11:00am Houston-Galveston Area Council Virtual Meeting

MEMBERS PRESENT

Perri D'Armond – Fort Bend County Transit (Chair)
Monique Johnson – City of Sugar Land
Vernon Chambers – Harris County Transit
Shain Eversly – METRO
Taslina Khandaker – Brazos Transit District
Sean Middleton – Gulf Coast Transit District
James Oliver – Island Transit

ALTERNATES PRESENT

Brandon Mosley – City of Houston
Angela Cox – Houston Habitat for Humanity
Ruthanne Haut – The Woodlands Township
Antonio Salazar – Colorado Valley Transit

OTHERS PRESENT

Travis Madison – TxDOT
Arnold Vowles – TxDOT
Brenda Bustillos – TxDOT
Rawetts Baaheth – TxDOT
Paula Polk - TxDOT
Alan Clark – METRO
Rachel Die - METRO
Jim Archer – METRO
Ted Ross – Gulf Coast Transit District
Kim Judge – City of Dayton
Jillian Lennon – Meals on Wheels Montgomery County
Melissa McGehee - ZTrip
Plus other unidentified listeners

H-GAC STAFF PRESENT

Jamila Owens
Thomas Gray
Alan Rodenstein
Sandy Klanfer
Chris Whaley
Karen Owen
Lucinda Martinez

BRIEFING

Overview

Due to the Coronavirus (COVID-19) pandemic and the need to maintain social distance, RTCS Members and Alternates met virtually by teleconference. This special call meeting was convened so that the Subcommittee could take action on endorsing the Transit Asset Management (TAM) Performance Targets and the Regionally Coordinated Transportation Plan (RCTP) 2022 submittal to TxDOT. Updates regarding the end of the monthly survey of the pandemic's effect on regional transit providers and the Pearland Transit Needs Assessment were also provided to the Subcommittee.

INTRODUCTIONS AND CERTIFICATION OF QUORUM

ITEM 1 – Ms. Perri D'Armond, Chair, Fort Bend County Transit, convened the meeting at 9:33 AM. Roll was called by H-GAC staff and quorum was certified.

PUBLIC COMMENT

ITEM 2 – There were no public comments presented to the Subcommittee.

ACTION ITEMS

ITEM 3.1 – Approval of RTC Subcommittee Meeting Minutes of January 13, 2022

Ms. D’Armond requested a motion to approve the minutes of the January 13, 2022 Subcommittee meeting.

Action Item Motion: moved by Sean Middleton, seconded by Vernon Chambers. Action Item approved.

INFORMATION ITEMS

ITEM 3.2 – Endorsement of Regional Transit Asset Management Performance Targets – Jamila Owens, H-GAC

Ms. Jamila Owens reviewed the regional performance targets for agency Transit Asset Management Plans. The region’s transit providers met regional targets for 2022. Performance targets for 2024 were also discussed. Ms. Owens requested Subcommittee endorsement of the 2024 targets.

Perri D’Armond asked if the targets were considered with current issues relating to labor, the supply chain, etc. in mind. Ms. Owens responded that updated targets did consider those issues and were therefore not set to be too ambitious.

Action Item Motion: moved by Sean Middleton, seconded by Ruthanne Haut. Action Item approved.

ITEM 3.3 – Regionally Coordinated Transportation Plan Update – Sandy Klanfer

Mr. Sandy Klanfer provided an update on the Regional Coordinated Transportation Plan (RCTP). Mr. Klanfer reviewed comments received on the draft plan during the 30-day public comment period as well as some edits made to the plan document, including revisions requested by the Brazos Transit District. He discussed the next steps in the RCTP process, including the need for two actions from the Subcommittee: one recommending that the plan be adopted and another committing to “active participation in the continuation of regional transit coordination.

Vernon Chambers thanked the RCTP Steering Committee and H-GAC staff for their hard work on the RCTP. Perri D’Armond agreed and requested a motion to recommend adoption of the Regionally Coordinated Transportation Plan 2022 Update.

Action Item Motion: moved by Vernon Chambers, seconded by James Oliver. Action Item approved.

Ms. D’Armond requested a motion that the Regional Transit Coordination Subcommittee commit to active participation in the continuation of regional transit coordination.

Action Item Motion: moved by Sean Middleton, seconded by Taslima Khandaker. Action Item approved.

ITEM 4.1 – Update on Survey of Effects of Coronavirus on Regional Transit Providers – Thomas Gray, H-GAC

Mr. Gray presented the results received to date for the December 2021 survey. He explained that, after being conducted for 22 consecutive months, staff has decided to end the monthly survey. However, staff will continue to contact agencies on a quarterly basis to collect ridership and service change information. Gray presented an example of what a regional ridership report might look like going forward and thanked the region’s transit providers for their patience and cooperation over the course of the Coronavirus survey.

Sean Middleton noted that Gulf Coast Transit District’s service was no longer being branded as “Connect Transit.” Mr. Gray agreed to change their name in his example ridership report.

ITEM 4.2 – Pearland Transit Needs Assessment Update – Alan Rodenstein, H-GAC

Mr. Rodenstein presented an update on the Pearland Transit Needs Assessment, including its background, approach, and next steps. A public survey is set to be released in March, and the project is expected to be complete by early 2023.

Vernon Chambers clarified that the RIDES service in Pearland was funded by the Gulf Coast Transit District.

AGENCY REPORTS

ITEM 5 – Ms. D’Armond invited subcommittee members to briefly give updates on their agency efforts. She noted that Fort Bend County Transit currently has an open position for an operations manager that she would like to fill. She reported that ridership on Fort Bend County’s demand response services are increasing, and that ridership on commuter service to the Texas Medical Center remains steady, but that ridership on commuter service to Greenway Plaza and Uptown remains relatively low, partly due to the pandemic but also partly due to businesses that have relocated from those areas to the Energy Corridor. Ms. D’Armond mentioned that Fort Bend County Transit is currently awaiting delivery of vehicles slated to be used for new commuter service to downtown Houston.

Ruthanne Haut noted that ridership on The Woodlands Town Center Trolley is recovering, but that The Woodlands Express is still only operating at about a third of their pre-pandemic service. The Woodlands Express will be operating shuttles to the Houston Livestock Show and Rodeo. The Woodlands is now serving its first ADA Paratransit rider and is still looking for more drivers.

Jamila Owens announced that H-GAC will be accepting nominations for Subcommittee members, with action on new membership to be taken in March.

Travis Madison reminded the Subcommittee of TxDOT’s winter semiannual operations meeting which will be held both in-person in Austin and virtually.

Sandy Klanfer informed the Subcommittee that assessments for regional transit connectivity are currently underway. Staff will have to go back to TAC and TPC for additional funding, which will in turn require updates to the Regional Transit Connectivity Memorandum of Understanding.

Melissa McGehee announced that ZTrip (which has assumed Yellow Cab’s operations) had some spare capacity and would be happy to work with agencies that need help meeting demand.

ADJOURNMENT

Ms. D’Armond adjourned the meeting at 10:29 AM.

Next RTCS Meeting – April 14, 2022, 9:30 AM



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RCTP is Complete!

- RCTP has been completed and approved by TxDOT
- Implementation funding has been awarded by TxDOT pending H-GAC board approval

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RCTP Action Plan

- Action Plan is being created to guide implementation of RCTP recommendations
- Includes vital information about RCTP recommendations:
 - Purpose and Need
 - Implementing Agencies
 - Funding Sources
 - Deliverables
 - Next Steps
- Prioritizes recommendations

Prioritization Framework

- Last month we distributed a survey to committee members asking you to prioritize RCTP recommendations
- Each recommendation prioritized low, medium, or high priority
- This allowed us to complete documentation required by TxDOT for using implementation funding

Prioritization Framework

- For the purposes of the Action Plan, H-GAC staff members also completed a prioritization exercise, using a value/effort framework
 - Each staff member gave each recommendation a value score and an effort score
 - Each recommendation's total effort score was subtracted from each recommendation's total value score to create a final score
 - This focuses on low-hanging fruit: recommendations that are valuable and easy to implement

Prioritization Findings

- Your responses and staff prioritization efforts had similar results (only notable difference re: subsidized taxi and TNC services for seniors and persons with disabilities)

Next Steps

- Complete prioritization of RCTP recommendations
- Finish draft of action plan and review with RTC Subcommittee
- If you have any questions or additional feedback, please email me at Sanford.Klanfer@h-gac.com

Regional Transit Connectivity Project Update

Sandy Klanfer
April 14, 2022

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Regional Partner Assessments

- Each agency will undergo an initial assessment to determine their capacity and need for each piece of the project
 - Regional Data Management
 - Mobile Ticketing
 - Automated Fare Collection
- Assessments are underway, expected to be completed in mid-2022

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Inter-Local Agreement (ILA)

- Each agency enters into a separate ILA with METRO based on how they choose to participate in the project
- Each ILA will be unique, but based on a common template
 - Template has been developed by H-GAC and Metro, and has been provided to each agency for their review
- ILAs will be signed after completion of initial assessments

Original Budget

- Original budget estimate developed in 2018
- \$20 million in 10 year plan = Ballpark amount as a placeholder for the project
- Additional \$256K in UPWP to begin assessments
- \$2.344 Million of the \$20 Million was the original drawdown

Original Budget Estimate

Budget Item	Preliminary Cost Estimates 2020
Regional Data Management System for GTFS files.	\$195,000
Regional Fare System Hardware for Regional Stakeholders	\$2,118,950
METRO Hardware	
Software backend configuration and implementation	TBD
Partner Reimbursement (Mobile Ticketing Hosting and Support Fees)	
AFCS Hosting Fees	
Software Maintenance and Support	
METRO Hardware Maintenance and Support	
Retail Network and Fare Media	
Jacobs Engineering Implementation support	TBD
Additional hardware costs (TBD)	TBD
Regional Fare Policy Study, Planning and Implementation	
Total Estimated Cost Not-To-Exceed	\$2,344,000

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Budget Updates

- Better estimates are available (our TBDs are being filled in)
- Inflation
- Chip shortage
- Request to add METRO as a regional partner to receive funding to help support implementation

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Updated Budget Estimates

Budget Item	Preliminary Cost Estimates 2020	2022	2023	Projected Future Spending**
Regional Data Management System for GTFS files	\$195,000	\$48,750	\$48,750	\$151,125
Regional Fare System Hardware for Regional Stakeholders ³	\$2,118,950	\$776,000	\$2,716,000	\$388,000
METRO Hardware			\$2,373,203	\$26,429,300
Software backend configuration and implementation	TBD	\$6,189,229	\$5,346,458	\$1,281,743
Partner Reimbursement (Mobile Ticketing Hosting and Support Fees)		\$13,875	\$14,569	\$43,706
AFCS Hosting Fees				\$3,319,840
Software Maintenance and Support				\$2,302,272
METRO Hardware Maintenance and Support				\$4,371,044
Retail Network and Fare Media				\$1,107,372
Jacobs Engineering Implementation support	TBD	\$64,583	\$64,583	\$64,583
Additional hardware costs (TBD)	TBD			TBD
Regional Fare Policy Study, Planning and Implementation	TBD			TBD
Total Estimated Cost Not-To-Exceed	\$2,344,000	\$7,092,437	\$10,563,563	\$39,458,985

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Budget Updates

- Updated Total Project Budget Estimate is now \$60 million instead of \$20 million due to:
 - Some of our unknown costs are now known
 - Further refinements will be needed after completion of assessments
 - METRO request to be included as a regional agency for funding support (They also have secured a \$14.7 million grant to help pay for their equipment).
 - Chip Shortages and Inflation
- The next draw down to support the project will add \$5 million to the current TIP to support regional partner expenses in 2022.

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Staff Recommended Next Steps

- Allocate additional funds in the current TIP
 - March 2022: \$5 million (from \$20 million programmed in 10-year plan)
 - This requires recommendation from TAC and approval from TPC
- Discussions on the need for additional funding, a new MOU, and the inclusion of METRO as a regional partner eligible for reimbursement

Important Notes

- Need for new MOU has no impact on Interlocal Agreements
 - ILAs based on assessments, which will continue
- FHWA is working on our request to include costs to implement project in additional service area for Colorado Valley Transit and Brazos Transit District since their inclusion would greatly benefit the Houston-Galveston TMA.



Questions?
Sandy Klanfer
Sanford.Klanfer@h-gac.com


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Transit Oriented Development Update

Justin Kuzila
April 14, 2022

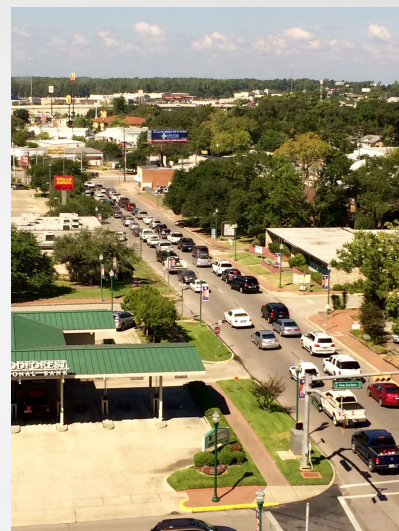
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Defining Transit Oriented Development

Transit-oriented development (TOD) aspires to re-imagine how we grow our communities. This form of development shifts away from the traditional low-density, auto-centric exurban/suburban growth models, to instead focus on building economic hubs (with housing, retail, office, and recreational options) along corridors that offer more transit and multimodal travel options for residents.



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TOD Webpage



- What is TOD?
- Where can TOD work?
- Why TOD in the Houston Region?
- What could TOD in Houston look like?
- How can we make TOD successful in the Houston Region?



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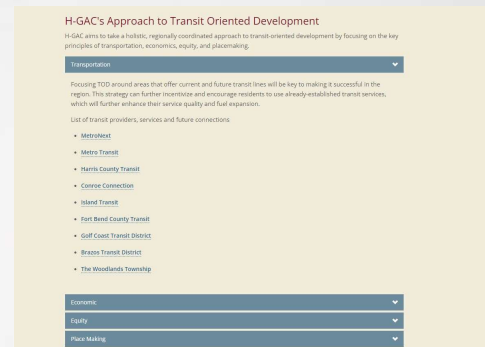


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TOD Webpage



- H-GAC's Approach to TOD should focus on:
 - Transportation
 - Economic opportunity
 - Equity
 - Place Making



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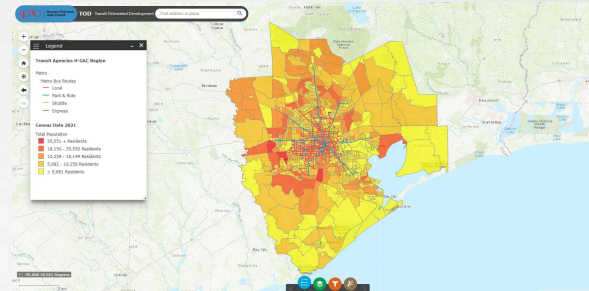


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TOD Webpage



- **Regional Data**
 - Regional Demographics
 - Regional Economic
 - Web mapping Tool
- **Resources**
 - City of Houston TOD Standards
 - TOD Institute
 - Federal Transit Administration



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Next Steps



- **Feedback on next steps moving forward**
 - What is important to the Houston Region?
 - Regionwide TOD Plan?
 - Regional TOD evaluation?
 - TOD Viability Study?
 - List of TOD best practices?
 - Case study evaluation of peer regions?
 - Creation of TOD Toolkit?

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Website and Contact Information



- Weblink www.h-gac.com/transit-oriented-development
- Contact Justin Kuzila: Justin.Kuzila@h-gac.com

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Pearland Transit Needs Assessment and Plan

Alan Rodenstein, AICP
April 14, 2022

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Review Goal for Pearland Study

The Pearland Transit Needs Assessment and Plan shall determine what projects Pearland residents, officials and stakeholders deem appropriate, if any, for intercity and local transit services in the future for their community.

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Study Update



Public Engagement Discussion

Status of Survey – Goal 1000 responses
Efforts to Maximize Response
Processing Survey late April
www.engage.H-gac.com



Current Background Activities

Rough Draft of Technical Memorandum for Tasks 2 and 3 complete
Foundational document for study
Circulating internally - includes
Transit Needs Assessment
Benefit of Transit
Peer Analysis of Other Large Suburbs
Demographics relevant to Transit



Upcoming Tasks

Survey Report
Technical Memorandum
Prepare and develop June Public Meeting
Continue to Meet with Steering and Outreach Committees
Start Alternatives Analysis

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Current Project Timeline

- Complete Technical Memorandum – May
- Complete report on Community Survey – May
- Public Meetings First Round – June
- Develop Alternatives Analysis for study – July-August
- Develop Final Recommendation for study – August-September
- Public Meetings – 2nd round – October
- Present Recommendations to Committees and Public Officials – November
- Final Report – December-January 2023
- Final Approval – February 2023

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Questions, Comments?

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