

**KILLEEN-TEMPLE METROPOLITAN PLANNING ORGANIZATION (KTMP)
BIKE/PEDESTRIAN ADVISORY COMMITTEE (BPAC)**

TUESDAY, November 17TH, 2015

4:00 p.m.

Central Texas Council of Governments (CTCOG)
2180 North Main Street
Belton, TX 76513

Attendees

Robert Ator- Hill Country Transit District
Leo Mantey- City of Harker Heights
Kyle Fischer-Team RWB
Joe Brown- City of Copperas Cove

Lindsey Anderson-Team RWB
Christina Demirs-KTMP
Cheryl Maxwell-KTMP
Keith Dyer-City of Morgan's Point Resort

Meeting Minutes

1. Welcome and Introductions: Cheryl Maxwell called the meeting to order at 4:03 p.m. Ms. Maxwell welcomed everyone to the BPAC meeting and introductions were made.

2. Public Comments: No comments were made from the public.

3. Discuss BPAC by-laws draft

Cheryl Maxwell discussed the updated by-laws. Ms. Maxwell opened the discussion about the name, BPAC's purpose and BPAC responsibilities. There was no change in the name of the committee and the BPAC purpose stayed the same. For BPAC responsibilities, Robert Ator asked that under BPAC responsibilities to include integrating bicycle and pedestrian facilities with other modes of transportation.

Ms. Maxwell opened the discussion to BPAC membership and who should be part of BPAC. She stated that membership be limited to 20 members and to have six citizen representatives with three citizens representing bicycle needs and three citizens representing pedestrian needs. Lindsey Anderson brought up other ways to get people involved with BPAC. Ms. Anderson discussed getting into contact with different bicycle and pedestrian groups throughout the region and getting into contact with people in Salado because people in Salado have expressed the need for bike and pedestrian facilities. Keith Dyer mentioned how BPAC should have one member from each city within the MPO so that the smaller cities throughout the MPO can be represented. After discussion, BPAC determine to have one member from each city within the MPO so that all cities get equal representation.

There was also a discussion on the term limit for each voting member. Cheryl Maxwell discussed how the current by-laws state how agency staff have no term limit while the citizen representatives have a two year term. The committee decided that agency staff shall have no term limit but citizen representatives have a two year term with a chance to get re-appointed.

There was also a discussion on how often we should hold BPAC meetings. The committee decided that we should meet every two months, but meet once a month if the committee is working on an important project.

For officers, the by-laws state how the group shall have a Chairperson, Vice Chairperson, who should be in charge of the secretarial function and how long these officers should serve. The by-laws state how the Chairperson and Vice Chairperson will be voted by the members, secretarial function would be performed by KTMPO and officers shall serve a two year term, with no limit on consecutive terms in the same office. There were no comments made on the officer section of the by-laws.

For quorums, Cheryl Maxwell discussed how in the BPAC by-laws, a quorum shall consist of 51% of the voting membership. There was no comments made for meeting quorum and the quorum shall consist of 51% of the voting membership.

Joe Brown mentioned having ex-officio members which can provide expertise on certain issues. Mr. Brown mentioned having a representative from HOCTIL and recreational therapy groups to give the committee a greater understanding of different citizen needs for bicycle and pedestrian needs. KTMPO staff will look further into this.

4. Discuss possible action items in the KTMPO Regional Thoroughfare and Pedestrian/Bicycle Plan.

Cheryl Maxwell opened the floor for discussion on possible action items in the KTMPO Regional Thoroughfare and Pedestrian/Bicycle Plan. Lindsey Anderson discussed how in her home state of Florida, bike racks are located all throughout cities and in our area, there is a lack of bike racks for people to park their bikes. Ms. Anderson brought up the idea of partnering with the cities to provide bike racks. Joe Brown discussed the Safety Town Program. Potential possible action items include bike to school days, bike to work days and others listed in the KTMPO Regional Thoroughfare and Pedestrian/Bicycle Plan.

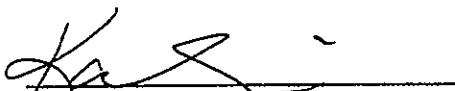
5. Discuss date, time and possible discussion items for next meeting.

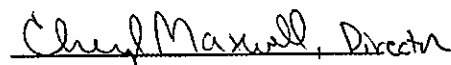
The committee decided to cancel the December 15th meeting and have the next BPAC meeting in January. The tentative date and time for January's meeting is Tuesday, January 19th at 4:00 p.m. Discussion items include passing the by-laws, appoint citizen representatives and electing officers.

6. Adjourn: The meeting adjourned at 5:10 p.m.

APPROVAL

These Bylaws were approved by a majority vote of a quorum present of the BPAC on January 19, 2016.


BPAC Chairperson


Cheryl Maxwell, Director
KTMPO Staff