



**KILLEEN TEMPLE METROPOLITAN PLANNING ORGANIZATION (KTMPO)  
TRANSPORTATION PLANNING POLICY BOARD MEETING (TPPB)**

Wednesday March 14, 2018

9:30 AM

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

**Policy Board Voting Members Present**

Chair Mayor Marion Grayson—City of Belton	Councilmember Tim Davis—City of Temple
Judge John Firth—Coryell County	Mayor Tammy Cockrum—Bell County
Commissioner Tim Brown—Bell County	Carole Warlick—Hill Country Transit District (HCTD)
Brynn Myers for Mayor Danny Dunn—City of Temple	Stan Swiatek—Texas Dept. of Transportation (TxDOT) Waco District
Amy Burlarley-Hyland for Councilmember Juan Rivera—City of Killeen	

**Policy Board Non-Voting Members Present**

Kristina Manning for Keith Gogas—Fort Hood

**Others Present**

Liz Bullock—TxDOT Waco District	Sam Listi—City of Belton
Victor Goebel—TxDOT Waco District	Jim Reed—KTMPO
Darrell-Burtner—HCTD	John Weber—KTMPO
	Kendra Coufal—KTMPO

**Meeting Minutes**

- 1. Call to Order:** Chair Mayor Marion Grayson called the meeting to order at 9:35 a.m.
- 2. Opportunity for Public Comment:** No comments were made from the public.
- 3. Staff Update:** KTMPO staff provided the following updates.

--John Weber stated that a Transportation Improvement Program (TIP) administrative amendment is needed for Belton project B40-05. The administrative amendment includes funding category was clarified from Category 9 to Category 9 TAP, project date was revised from FY2020 to FY2021 and the local In-Kind Participation in the amount of \$194,325 was added to the Preliminary Engineering section of the project cost.

--The next Bicycle/Pedestrian Advisory Committee meeting will be held on May 15, 2018 at 9:00 a.m. The next Freight Advisory Committee meeting will be held on May 22, 2018 at 11:30 a.m.

--Ozone readings for the month of February were 46 parts per billion (ppb) at the Killeen station and 43 ppb at the Temple station.

--Jim Reed explained that KTMPO is planning to allocate Category 2 funds for projects in the upcoming months.

**4. Action Item:** Approve minutes from February 21, 2018 meeting.

**Sam Listi made a motion to approve February 21, 2018 meeting minutes, seconded by Councilmember Tim Davis; the motion passed unanimously.**

**5. Action Item:** Regarding approval of amendments to the 2040 Metropolitan Transportation Plan (MTP) and FY17-20 Transportation Improvement Program (TIP) regarding Belton project, B40-04, Chisholm Trail Corridor Hike and Bike Facility Phase II.

Jim Reed stated that a 15 day public comment period and one public hearing was held for amendments to the 2040 MTP and FY17-20 TIP. An amendment was needed to revise the project limits and project description for this project. The revised project limits are University Blvd 0.25 miles south of Crusader Way to Tiger Dr 0.10 mi north of Sparta Road and the revised description is construct sidewalks and shared use path—widths vary from 8 ft. to 10ft; includes landscaping and lighting. KTMPO did not receive comments during this time.

**Sam Listi made a motion to approve proposed amendments to the 2040 MTP and FY17-20 TIP regarding Belton project, B40-04, Chisholm Trail Corridor Hike and Bike Facility Phase II, seconded by Carole Warlick; the motion passed unanimously.**

**6. Action Item:** Regarding approval of amendments to the FY17-20 Transportation Improvement Program (TIP) regarding the following projects:

- a) Transit's Fleet Replacement Project, A40-15 (CSJ 0909-36-162)
- b) Killeen's SH 195, K40-27 (CSJ 0836-02-073)
- c) US 190, W40-06 (CSJ 0231-03-145 and CSJ 0231-04-061)
- d) Harker Heights' US 190 at FM 2410, H35-01 (CSJ 0231-03-147)

Kendra Coufal provided explanations on the following amendments. Project A40-15 was selected by the Policy Board to receive 10% of Category 7 funds (\$1,615,000) on May 17, 2017. The project was included in the public involvement process for an amendment that occurred May 20-June 3, 2017 for the FY17-20 TIP. On June 21, 2017, the Policy Board approved the amendment for adding the Transit Project to the TIP, however, the TIP sheet for the project was mistakenly omitted from the Policy Board meeting packet. Since the June 2017 meeting, the Transit Project was administratively amended on August 28, 2017 to remove the word "Transit" from the cell labeled "City." The original TIP sheet made available during the public involvement process and the administratively amended TIP sheet from August 2017 were presented to the TPPB.

Project K40-27 was selected for TxDOT Project Development funding on May 18, 2016 and was placed in Appendix D of the TIP. This project was selected by the Policy Board to receive Category 7 funds (\$800,000) on May 17, 2017. The project was included in the public involvement process for an amendment that occurred May 20-June 3, 2017 for the FY17-20 TIP. On June 21, 2017, the Policy Board approved the amendment for adding the project to the TIP. Since the June 2017 meeting, the project was administratively amended on March 7, 2018 to update the total project cost from \$1,581,000 to \$902,000. The original TIP sheet approved by the Policy Board in June 2017 and the administratively amended TIP sheet from March 2018 were presented to TPPB.

Project W40-06 was selected by the Policy Board to receive Category 2 funds (\$39,000,000) on May 17, 2017. The project was assigned two Control Section Job (CSJ) numbers by TxDOT (CSJ 0231-03-145 and CSJ 0231-04-061) and presented on two separate TIP sheets during the public involvement process for an amendment that occurred May 20-June 3, 2017 for the FY17-20 TIP. On June 21, 2017, the Policy Board approved the amendment for adding the project to the TIP, however, one of the two TIP sheets for the project was mistakenly omitted from the Policy Board meeting packet. The two TIP sheets made available during the public involvement process were presented to TPPB.

Project H35-01 was selected by the Policy Board to receive Category 7 funds (\$5,000,000) on May 17, 2017. The project was included in the public involvement process for an amendment that occurred May 20-June 3, 2017 for the FY17-20 TIP. On June 21, 2017, the Policy Board approved the amendment for adding the project to the TIP. Since the June 2017 meeting, the project was administratively amended on November 16, 2017, to update the description of the project to accurately describe the location "at FM 2410." The original TIP sheet approved by the Policy Board in June 2017 and the administratively amended TIP sheet from November 2017 were presented to TPPB.

**Carole Warlick made a motion to approve proposed amendments to the FY17-20 TIP for KTMPO projects A40-15, K40-27, W40-06 and H35-01, seconded by Sam Listi; the motion passed unanimously.**

**7. Discussion and Action Item:** Regarding approval of updated plans to include:

- a) Public Participation Plan;
- b) Title VI Plan; and
- c) Limited English Proficiency Plan.

Jim Reed stated that a 45 day public comment period and two public hearings were held for the updated Public Participation Plan. KTMPO did not receive any comments during this time. The Title VI Plan is to be updated every year with the last update occurring in September 2014. The Title VI Plan Addendum includes the Limited English Proficiency Plan (LEP). Mr. Reed explained that KTMPO has adopted HCTD's LEP Plan in the past and propose to do the same. Their current plan was updated in July 2017.

**Councilmember Tim Davis made a motion to approve the Public Participation Plan and to adopt the Title VI Plan and Limited English Proficiency Plan, seconded by Brynn Myers; the motion passed unanimously.**

**8. Action Item:** Regarding approval of draft FY19-22 Transportation Improvement Program (TIP) and initiation of the public involvement process.

Jim Reed explained that the TIP is to be updated every two years with the last update occurring in 2018. The approved FY19-22 TIP will need to be submitted to TxDOT on June 1, 2018. A 30 day public comment period will be from March 17, 2018 to April 15, 2018. Two public forums will be held on April 10, 2018 at noon and 5 p.m. at the Copperas Cove Police Station and at the CTCOG offices in Belton respectively.

**Commissioner Tim Brown made a motion to approve draft FY19-22 TIP and to initiate the public involvement process, seconded by Amy Burlarley-Hyland; the motion passed unanimously.**

**9. Discussion Item: 2045 Metropolitan Transportation Plan (MTP) project selection and scoring process.**

Jim Reed explained that the MTP is required to be updated every 5 years with the next update to occur in May 2019. In order to adhere to the 2045 MTP update schedule, staff would like to finalize the scoring criteria, project submission and project scoring process in April. For scoring criteria, project submission and project scoring process, staff recommended using the same scoring criteria form the 2016 MTP Reprioritization, keep legacy projects and submit new projects only, and use subjective scores from 2016 Reprioritization and score new projects only. Entities may revise past projects if desired. Any entity that wishes to withdraw a legacy project may do so in writing.

The consensus on March 7, 2018 was that TAC supported the above staff recommendations regarding legacy projects and scoring criteria with minor revisions to the weighting of objectives that would not require resubmission of legacy projects. Subjective scoring process will be further discussed at the April meeting.

TPPB consensus was to support TAC's recommendations.

**10. Discussion Item: 2045 Metropolitan Transportation Plan (MTP) project selection and scoring process.**

Jim Reed explained that KTMPO staff has prepared two options to calculate estimated transportation funds. Option #1 uses the same inputs as decided for the 2040 MTP update and option #2 uses the same inputs as decided for the 2040 MTP update in addition to new inputs developed by TTI since the previous MTP update. At the March 7, 2018 TAC meeting, TAC supported staff recommendations of utilizing Option #1 with baseline and medium scenarios for Short and Long Range Plans, respectively. Staff plans to present fiscal constraint options again in April for final discussion and approval.

TPPB consensus was to support Staff's recommendations.

**11. Discussion Item: 2045 Metropolitan Transportation Plan (MTP) public workshops.**

Jim Reed explained that KTMPO will host a series of public workshops to inform the public of the Plan update and to obtain the public's perspective on regional priorities. Staff have scheduled workshops in 5 different locations across the MPO region in the month of April. TPPB was presented with a list of public workshop dates and times.

**No discussion was taken on this item.**

**12. Public Comments: Public input received through February 28, 2018.**

Public input received through February 28, 2018 was presented.

**13. Member Comments: No comments were made from the public.**

14. **Adjourn:** The meeting adjourned at 10:04 a.m.

These meeting minutes were approved by the TPPB members at their meeting on 4-18-2018.

A handwritten signature in black ink, appearing to read 'M. Grayson', written over a horizontal line.

Mayor Marion Grayson, Chair

A handwritten signature in black ink, appearing to read 'Jim Reed', written over a horizontal line.

Jim Reed, Interim KTMO Director