

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

Wednesday, August 21, 2013

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

Policy Board Voting Members Present

Chair Scott Cosper—City of Killeen
Councilmember Marion Grayson – City of Belton
Councilmember Spencer Smith– City of Harker
Heights
Mayor John Hull—City of Copperas Cove
Mayor Danny Dunn—City of Temple
Councilmember Tim Davis—City of Temple
Commissioner Tim Brown—Bell County

Commissioner Jack Cox—Lampasas County
Carole Warlick—Hill Country Transit District (HCTD)
Bobby G. Littlefield – TxDOT Waco District
Glenn Morrison for Mayor Dan Corbin—City
of Killeen
George Lueck for Mayor Pro Tem Elizabeth
Blackstone—City of Killeen

Others Present

Sam Listi—City of Belton
Erin Newcomer—City of Belton
Andrea Gardner—City of Copperas Cove
Frank Seffrood—City of Copperas Cove
Steven Pearl—City of Nolanville
Tim Juarez—TxDOT North Region
Kevin Dickey—TxDOT Waco
Ed Kabobel—TxDOT Waco

Robert Ator—HCTD
Scott Dukette—Klotz Associates
Linda Huff—Freese & Nichols
Annette Shepherd—KTMPO
Cheryl Maxwell—KTMPO
Mark Collier—KTMPO
Angela Smith—KTMPO
Jason Deckman—KTMPO

Meeting Minutes

1. **Call to Order:** Chair Scott Cosper welcomed Councilmember Tim Davis as a new voting member representing the City of Temple and called the meeting to order at 9:40 a.m.
2. **Opportunity for Public Comment:** There were no public comments.
3. **Discussion and Possible Action Item:** Regarding approval of the minutes from the July 17, 2013 Policy Board meeting.

Commissioner Brown made a motion to approve the minutes, seconded by Councilmember Grayson; the motion passed unanimously.

4. **Staff Presentation:** Results of public workshops for developing 2040 Metropolitan Transportation Plan.

KTMPO Staff member Jason Deckman provided a summary of the results from the workshops and survey conducted in May, 2013. Five workshops were held in various areas of the KTMPO region. Topics included congestion, safety, bike/pedestrian, transit, rail, and aviation.

5. **Discussion Item:** Regarding KTMPO By-Law changes related to MPO membership and annual meeting.

KTMPPO Director Annette Shepherd discussed changes needed in the MPO membership structure as a result of MAP-21 (Moving Ahead for Progress in the 21st Century) legislation. This included revising membership on the TPPB so that all appointees are elected officials and adding a voting position to represent providers of public transportation. Ms. Shepherd also discussed the date for the annual meeting and election of officers informing the TPPB that Transportation Advisory Committee (TAC) members prefer a September meeting date over the current July date stated in the By-Laws. She stated that KTMPPO staff was working with the TAC to revise the By-Laws to address these issues and other minor administrative issues and would present their recommendation in September or October.

6. **Discussion and Possible Action Item:** Regarding addition of voting position on TPPB representing public transportation providers.

Chair Cospers recognized Carole Warlick, General Manager for (HCTD), stating she is HCTD's appointee to the TPPB and asked for a motion to accept the addition of a voting position for providers of public transportation.

Commissioner Brown made a motion to accept the addition of this position, seconded by Mr. Morrison; the motion passed unanimously.

7. **Discussion and Action Item:** Regarding setting date of annual election of officers for FY14.

Chair Cospers stated the issue was whether to have the annual meeting this year in September or October. Mayor Dunn requested that the annual meeting be held in October, since he had a conflict with the September date. The members concurred that October 16, 2013 would be the date for the annual meeting and election of officers.

Councilmember Grayson made a motion to set the annual meeting for October 16, 2013, seconded by Mr. Morrison; the motion passed unanimously.

8. **Discussion and Possible Action Item:** Regarding approval of amendments to the FY2013-2016 Transportation Improvement Program (TIP) related to transit funding.

Ms. Shepherd provided a summary of the TIP amendment which would enable the HCTD to obtain funding through the Federal Transit Administration (FTA) Section 5339 Bus and Bus Facilities Program. Ms. Shepherd noted the public involvement (PI) process included two public hearings and a 15 day public comment period that ended August 4, 2013 with no negative comments received. She stated the TAC recommended approval of the amendment at their August 7, 2013 meeting.

Councilmember Grayson made a motion to approve the TIP amendment, seconded by Mayor Dunn; the motion passed unanimously.

9. **Discussion and Possible Action Item:** Regarding initiation of public involvement process for amendments to the 2035 Metropolitan Transportation Plan (MTP) to incorporate approved Transportation Enhancement projects.

Ms. Shepherd summarized the MTP amendment to add three transportation enhancement (TE) projects that had been authorized for funding by the Texas Transportation Commission. She provided a description of the projects for Killeen, Troy, and Belton. George Lueck questioned whether the stated 10' width for the Killeen project should actually be 12'; staff will research the issue to ensure the correct width is provided.

Mr. Littlefield made a motion to begin the public involvement process for the MTP amendment, seconded by Ms. Warlick; the motion passed unanimously.

10. **Discussion and Possible Action Item:** Regarding initiation of public involvement process for amendments to the FY2013-2016 TIP to incorporate approved Transportation Enhancement projects.

Chair Cospers stated the TE projects had just be discussed and asked for a motion to begin the public involvement process for the TIP amendment.

Councilmember Grayson made a motion to begin the public involvement process for the TIP amendment, seconded by Mayor Dunn; the motion passed unanimously.

11. **Discussion and Possible Action Item:** Regarding initiation of public involvement process for draft Congestion Management Process (CMP).

Ms. Shepherd summarized key points related to the CMP stating it is not a project selection process or a future plan but is a review of current conditions on corridors that are perceived to be congested. She noted that the PI process includes two public hearings and a 30 day public comment period; a proposed schedule was provided showing a recommendation to approve the CMP in October.

Mayor Hull made a motion to begin the public involvement process for the CMP, seconded by Councilmember Grayson; the motion passed unanimously.

12. **Staff Comments:**

a. Regarding status of Statewide Transportation Planning Metropolitan Mobility (STPMM) funding (Category 7);

KTMO Staff member Mark Collier provided an overview of the guidelines for the September 18th Category 7 presentations and selection process. He stated that presentations are limited to 5 minutes followed by a 3 minute question/answer period. The TPPB members asked staff to revisit the guidelines and allow 10 minutes for each presentation followed by the 3 minute question/answer period.

b. Regarding administrative correction to project listing in 2035 MTP;

Ms. Shepherd informed the TPPB members of an administrative correction to the 2035 MTP involving Project W35-12—US 190 (Rogers Bypass). She stated this project was added to the MTP via amendment in 2009; however, the description was not carried forward into the project listing section. Ms. Shepherd informed the members that no action was needed on their part.

c. Regarding status of 2040 MTP development.

Ms. Shepherd informed the members that a call for projects for the 2040 MTP would be issued by September 1, 2013, with a deadline for project nominations on September 30th. Each entity received a copy of the 2035 MTP project listing showing the projects that are current and were informed that if these projects are desired to be included in the 2040 MTP, they would need to be updated and resubmitted. The bus tour of the projects is planned for late October or early November.

13. **Adjourn:** The meeting was adjourned at 10:20 a.m.

Scott Cospers, Chair

Annette Shepherd, MPO Director