

**CENTRAL TEXAS COUNCIL OF GOVERNMENTS
(CTCOG)
CENTRAL TEXAS REGIONAL TRANSPORTATION ADVISORY GROUP MEETING
MINUTES**

Wednesday, August 10, 2016

1:30 p.m.

CTCOG Building--2180 North Main Street--Belton, TX

Voting Members Present

Chair, Carole Warlick, Hill Country Transit District—TRANSIT DISTRICT Rep.
Thomas Wilson, Area Agency on Aging—HEALTH & HUMAN SERVICE Rep.
Dee Dee DeGraaff, Transit User—TRANSIT USER Rep.
Robert Ator, Hill Country Transit District (HCTD)—TRANSIT DISTRICT Rep.
Jason Deckman, CTCOG/KTMPO—METROPOLITAN PLANNING ORGANIZATION Rep
Vice Chair, Vickie Gideon, Workforce Solutions—WORKFORCE AGENCIES Rep.
Janell Frazier, Central TX 4C Head Start—CHILD ADVOCACY GROUP
Grace Deorsam, Area Agency on Aging—AGING & DISABILITY ORGANIZATIONS Rep.
Terry Mustapher, Bring Everyone in Zone—MILITARY AND VETERANS ORGANIZATION Rep.
Tim Hancock, Arrow Trailways—PRIVATE TRANSPORTATION PROVIDER Rep.
Rita Kelley—Bell County Health Services—COUNTIES Rep.

Non-Voting Members Present

Greg Davis—Texas Dept. of Transportation (TxDOT)
Cheryl Maxwell-CTCOG
Christina Demirs—CTCOG
Jim Martin—CTCOG
John Weber—CTCOG

Others Present

Willard Williamson—Citizen
Dolores Klein—UCARE-Texas A&M University Central Texas (TAMU-CT)
Kathryn Clemmer—UCARE-TAMU-CT
Kait Osborne—UCARE-TAMU-CT
Sandra Blackwell—UCARE-TAMU-CT
Elizabeth Brown—UCARE-TAMU-CT
Brady Miller—UCARE-TAMU-CT
Capri Sims—UCARE-TAMU-CT
Steve Vitucci—UCARE-TAMU-CT

Chair Carole Warlick opened the meeting at 1:30 p.m.

1. Welcome and Introductions.

Chair Carole Warlick welcomed everyone to the meeting and introductions were made.

2. Public Comments.

Willard Williamson stated that when he has called the HOP to schedule a ride, some of the schedulers stated that he does not need his ID card when scheduling a ride. Robert Ator will follow up with his staff for clarification on this issue.

3. Staff Update.

Christina Demirs gave an update on the Congestion Management Process (CMP). Currently, the high traffic corridors are being identified and that the CMP should be completed in October.

John Weber provided an update on air quality and the Bicycle and Pedestrian Advisory Committee (BPAC). Mr. Weber provided each member with the ozone readings up to July and the current Design Value at each station. For the Temple station, the current Design Value is 67 parts per billion (ppb) and for Killeen, the Design Value is 66 ppb. Mr. Weber stated that the next BPAC meeting will be September 13th, 2016 at 9:00 a.m.

Jason Deckman stated that the Bike/Pedestrian, Freight and Safety, and Project Web Maps are currently posted on the KTMPO website.

Jim Martin provided an update on the Freight Advisory Committee. KTMPO is looking for members from private industries to join this committee. The meeting date has not been set yet.

4. Approve minutes from the April 27, 2016 CTRTAG meeting.

Thomas Wilson made a motion to approve April 27, 2016 CTRTAG meeting minutes, seconded by Vice Chair Vickie Gideon; the motion passed unanimously.

5. Discuss and take appropriate action to appoint additional CTRTAG voting members.

Christina Demirs stated that there are several vacancies on the CTRTAG and to let her know if there is anybody who can fill these openings. Ms. Demirs also brought up the option of having proxies/alternates for each voting members so that a quorum can be present at every meeting. Ms. Demirs stated that the by-laws would need to be amended if the current by-laws do not allow for alternates/proxies.

Rita Kelley made a motion to allow staff to look into allowing alternates/proxies for CTRTAG members, seconded by Tim Hancock; the motion passed unanimously.

6. Discuss and take appropriate action on items related to updating the Regionally Coordinated Transportation Plan (RCTP) as follows:

a. Report on transportation resources in the region;

b. Phase 1 report on comprehensive needs assessment for the region.

Christina Demirs provided the CTRTAG with the RCTP 1C and 2A deliverables. The report is 1C which includes the transportation inventory which was approved in April. Deliverable 2A is the Project Methodology. Deliverable 2A/Project Methodology is separated into three phases. Phase I discusses the survey development and Phase II is the how the data is being collected from the surveys.

Elizabeth Brown provided details on Phase II. Ms. Brown stated that they have conducted surveys in seven of the nine counties and have received 583 responses from citizens and 22 surveys from various agencies. Ms. Brown stated that the data collection will end in August, but if they do need to target specific areas, TAMU-CT will go back out to these areas to conduct additional surveys. Once the data has been collected, TAMU-CT will analyze the data from the surveys. Ms. Brown also noted that it has been difficult to conduct surveys on Fort Hood and that they are trying to conduct surveys at area events. CTRTAG provided TAMU-CT with possible agencies and events to conduct surveys.

Greg Davis asked if these are the last two deliverables that are left on this grant year which ends on August 31st. Ms. Demirs stated that these are the last two deliverables for this grant year and stated that any additional deliverables will go on next year's grant cycle.

Thomas Wilson made a motion to approve the Deliverables 1C and 2A, seconded by Jason Deckman; the motion passed unanimously.

7. Discuss RCTP FY2016 3rd Quarter Report.

Robert Ator provided an update on the 3rd Quarter Report. Mr. Ator stated that the ridership for 2016 has decreased a little bit from 2015, most likely from cheaper gas prices. Currently, there are three routes in Killeen that are the strongest routes, including Route 5 in southwestern Killeen. Route 65 in Copperas Cove and bus routes in both Harker Heights and Belton have also been successful. Mr. Ator also provided the road call, customer service, missed trip, safety performance and the rural division reports. Mr. Ator stated the HOP has purchased telephone software that can increase their performance and they plan to set the system up before the end of the year.

8. Other Business.

Robert Ator agreed that the possibility of having a proxy/alternate is good to have.

9. Discuss date, time and agenda items for next meeting.

The next meeting was tentatively set for early November; Christina Demirs will send out possible meeting dates.

10. Adjourn.

The meeting adjourned at 2:01 p.m.

Carole Warlick, CTRTAG Chair

Cheryl Maxwell, Planning Director, CTCOG