



# **Technical Advisory Committee Meeting**

**January 4, 2017  
9:30 a.m.**

# Agenda



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## Killeen-Temple Metropolitan Planning Organization Technical Advisory Committee (TAC)

Wednesday, January 4, 2017  
Central Texas Council of Governments Building  
2180 North Main Street, Belton, Texas 76513

Regular Meeting: 9:30 A.M.  
AGENDA

1. Call to Order.
2. Opportunity for Public Comment.(1)
3. Staff Update: Personnel; Advisory Committees; Air Quality.
4. **Action Item:** Approve minutes from November 4, 2016 meeting.
5. **Discussion and Action Item:** Regarding recommendation to approve amendment to the FY2017-2020 Transportation Improvement Program (TIP) for adjustments to Killeen Heritage Park Hike and Bike Trail (KTMPO #K40-21a).
6. **Discussion Item:** Tasks and studies to include in FY2018/2019 Unified Planning Work Program.
7. Member comments.
8. Adjourn.

### Workshop - To Follow Regular Scheduled Meeting if Needed AGENDA

1. Call to order.
2. Discussion on any of the following topics (if needed):
  - a. Current or past KTMPO documents and plans to include Unified Planning Work Program, Transportation Improvement Program, By-Laws, Public Participation Plan, Regional Thoroughfare/Bicycle Pedestrian Plan, Metropolitan Transportation Plan, Congestion Management Process, Annual Performance Expenditure Report, Annual Project Listing, Texas Urban Mobility Plan, Unified Transportation Plan, Federal Certification Process;
  - b. Past or Future KTMPO Meeting processes or happenings;
  - c. KTMPO Current, Past or Future MPO Boundary Studies;
  - d. KTMPO Past or Future Annual Meetings;
  - e. Current, Past or Future KTMPO Budgets and funding conditions;
  - f. Rural Planning Organizations and/or Regional Mobility Authorities;
  - g. Special Funding for Projects;
  - h. Legislative Changes;
  - i. Status of MPO Projects;
  - j. Staff, TxDOT, Consultant, Guest presentations relating to transportation;
  - k. Meetings pertaining to any transportation related items/topics.
3. Adjourn.

The Killeen-Temple Metropolitan Planning Organization is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal opportunity for effective communications will be provided upon request. Please contact the KTMPO office at 254-770-2200 24 hours in advance if accommodation is needed. (1)Citizens who desire to address the Board on any matter may sign up to do so prior to this meeting. Public comments will be received during this portion of the meeting. Comments are limited to 3 minutes maximum. No discussion or final action will be taken by the Board.

**Item 4:**  
**Meeting Minutes**



**KILLEEN TEMPLE METROPOLITAN PLANNING ORGANIZATION (KTMPPO)  
TECHNICAL ADVISORY COMMITTEE (TAC)**

Wednesday November 2, 2016  
9:30 AM

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

**Technical Advisory Committee Voting Members**

Sam Listi for Erin Smith—City of Belton	David Mitchell—City of Harker Heights
Andrea Gardner—City of Copperas Cove	Robert Ator for Carole Warlick—Hill Country Transit District (HCTD)
David Olson—City of Killeen	Michael Bolin—Texas Dept. of Transportation (TxDOT) Waco District
Brian Chandler—City of Temple	

**Non-Voting Members**

Leanna Sheppard—TxDOT

**Additional Attendees**

Phil Haggerty—Belton Independent School District	Jim Martin—KTMPPO
Dennis Baldwin—City of Killeen	Jason Deckman—KTMPPO
Liz Bullock—TxDOT Waco District	Cheryl Maxwell—KTMPPO
Gary Stermer—Bell County	John Weber—KTMPPO

**Meeting Minutes**

- 1. Call to Order:** Cheryl Maxwell 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:** KTMPPO staff provided the following updates:
  - Cheryl Maxwell stated that KTMPPO has filled the Senior Planner position.
  - Jim Martin stated that he contact representatives from Scott & White and HEB to be part of the Freight Advisory Committee.
  - John Weber stated that the next Bicycle/Pedestrian Advisory Committee (BPAC) meeting will be held on November 8, 2016 at 9:00 a.m.

--For air quality, October's ozone readings were 65 parts per billion (ppb) at the Temple station and 70 ppb at the Killeen station. The Design Value calculated to date is 67 ppb at both stations.

**4. Action Item:** Approve minutes from October 14, 2016 meeting.

**David Olson made a motion to approve the October 14, 2016 meeting minutes, seconded by Sam Listi; the motion passed unanimously.**

**5. Discussion and Action Item:** Regarding recommendation to approve updated agreement between KTMPO and Hill Country Transit District.

Cheryl Maxwell stated that HCTD is requesting an updated agreement between HCTD and KTMPO to coordinate transportation planning efforts.

**Sam Listi made a motion to recommend approval of updated agreement between KTMPO and HCTD, seconded by David Mitchell; the motion passed unanimously.**

**6. Discussion and Action Item:** Regarding recommendation to initiate the public involvement process for amendment to the FY2017-2020 Transportation Improvement Program (TIP) for adjustments to the following projects:

- a) Killeen Heritage Park Hike and Bike Trail (KTMPO ID K40-21a);
- b) Salado Hike and Bike Trail—Royal Street (KTMPO S40-01).

Cheryl Maxwell stated that an amendment is needed for projects K40-21a and S40-01 since both projects' extents have changed. The City of Killeen was awarded Statewide TAP funds for Segment 4 of the Heritage Oaks Hike & Bike Trail. The new extent is from Platinum Drive to Chaparral Road (K40-21a) with the remaining segment extending south to the US Army Corp. of Engineer property (K40-21b).

The Village of Salado was awarded Statewide TAP funds for a bike/pedestrian trail. The project extent and funding have been changed. The new extent is from Salado Creek, along Royal Street to Baines Street.

Ms. Maxwell provided TAC with a tentative schedule showing final approval of the amendments in January 2017.

**Sam Listi made a motion to recommend initiation of the public involvement process for the TIP amendments, seconded by David Olson; the motion passed unanimously.**

**7. Discussion and Action Item:** Regarding recommendation to approve amendment to the 2040 Metropolitan Transportation Plan (MTP) to incorporate revised project priority listing.

Cheryl Maxwell stated that the public comment period for the updated 2040 MTP project listing runs from October 22, 2016 to November 5, 2016. KTMPO held public hearings on October 25, 2016 in Killeen and Belton; no comments have been received to date. Ms. Maxwell noted that transit projects were submitted for the MTP project listing update but were not scored or ranked. They are eligible for Category 7 funds but no dollars have been reserved for transit at this time. KTMPO proposes to process another MTP amendment in the next few months to add the transit projects to the MTP project listing in a separate section where they will be shown as unfunded.

Ms. Maxwell provided TAC with a tentative schedule showing final approval at the November 16, 2016 Transportation Planning Policy Board meeting.

**Brian Chandler made a motion to recommend approval of the MTP Project Listing subject to any comments received during the remainder of the public comment period, seconded by David Mitchell; the motion passed unanimously.**

**8. Discussion Item:** Feedback regarding the 2040 MTP project reprioritization project call and scoring criteria.

Cheryl Maxwell asked for feedback regarding the 2040 MTP project reprioritization process. TAC generally felt that the scoring criteria should be looked at again for future calls and look at ways to make the submittal application simpler.

**9. Member Comments:**

Michael Bolin provided a brief update on the I-14 alignment study that TxDOT is conducting.

Cheryl Maxwell invited TAC members to come to the TPPB meeting to listen to aComplete Streets presentations.

**10. Adjourn:** The meeting adjourned at 10:03 a.m.

These meeting minutes were approved by the TAC members at their meeting on \_\_\_\_\_.

\_\_\_\_\_  
Cheryl Maxwell, KTMPO Director

**Item 5:**

**Recommendation to Approve  
FY2017-2020 TIP Amendment**



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**FY2017-2020 Transportation Improvement Program (TIP) Amendment**

**UPDATE**

At their meeting on November 16, 2016, the policy board approved initiation of the public involvement (PI) process for two TIP amendments—one for a Killeen project and one for a Salado project (see summaries below). The PI process includes a 15 day public comment period and a public hearing. The public comment period ran from November 19 through December 3, 2016, with public hearings held on November 29th in Killeen and Salado.

Public hearings were held for both projects, however, since then, the Salado Project has been pulled by the Village of Salado (withdrawal letter enclosed) due to complexity of the submittal. We did receive some public feedback at the hearings. One comment was from a reporter with the Salado Village Voice with concerns regarding the Salado Salamander population, the visibility of a particular crossing, and the illegal use of golf carts on the pathway (Comment Card enclosed). The concept of Livability Projects was well received at the Killeen public hearing with 2 attendees from the public present.

Staff is seeking a recommendation from the TAC to approve the TIP amendment for the Killeen project only, since the Salado project has been withdrawn.

**Amendment 1 Summary—Killeen Project:**

Last year, the City of Killeen was awarded Statewide Transportation Alternatives Program (TAP) funds through TxDOT for Segment 4 of the Heritage Oaks Hike & Bike Trail. This project was added to the TIP in November 2015. This project includes a multi-use lighted trail with a total width of 16 to 18 feet and will have several neighborhood connections along with appropriate pedestrian ramps, striping, signage and street crossings. This project was included in the FY2017-2020 TIP extending from Rosewood Elementary School property to US Army Corps of Engineers (USACE) property approximately 1 mile north of Cedar Gap Park. The extent of the project has now changed and an amendment is needed. The new extent is from Platinum Drive to Chaparral Road. The KTMP ID for this segment is K40-21a. The remaining segment extending to USACE property to the south is now segment 5 (K40-21b); funding has not been allocated for segment 5.

**Amendment 2 Summary—Salado Project: THIS PROJECT HAS BEEN WITHDRAWN**

Last year, the Village of Salado was awarded Transportation Alternatives Program (TAP) funds through TxDOT's 2015 Statewide TAP Call for Projects. This project was added to the TIP in February 2016. This project includes a 10 foot wide concrete pedestrian and bicycle trail. This project was included in the FY2017-2020 TIP extending from near the intersection of College Hill Drive and Main Street, north along Peddlers Alley to Salado Creek, then meandering east to a pair of loops between Peddlers Alley and Center Circle. The project extent has changed along with the funding. The new extent is from Salado Creek, along Royal Street to Baines Street. An amendment to the TIP is needed to accommodate these changes.

**Background:**

The TIP is a 4-year transportation planning document that includes a detailed listing of projects reasonably expected to begin within a four year period. The current TIP covers FY17 through FY20. Projects included in the TIP must be consistent with the Metropolitan Transportation Plan (MTP) and are chosen based on regional priority and available funding. An amendment to a TIP is not completed until the change has also been included in the STIP—Statewide Transportation Improvement Program.

**Tentative Schedule:**

- November 2, 2016—TAC recommendation to initiate public involvement process for TIP amendments;
- November 16, 2016—TPPB approval to initiate public involvement process for TIP amendments;
- November 19--December 3, 2016—Public Comment Period;
- November 29, 2016—Public Hearings—Killeen and Salado;
- **January 4, 2017—TAC recommendation to approve TIP amendments;**
- January 18, 2017—TPPB approval of TIP amendments.

**Action Needed:**

TAC recommendation to approve TIP amendments.

# HIGHWAY PROJECT LISTING

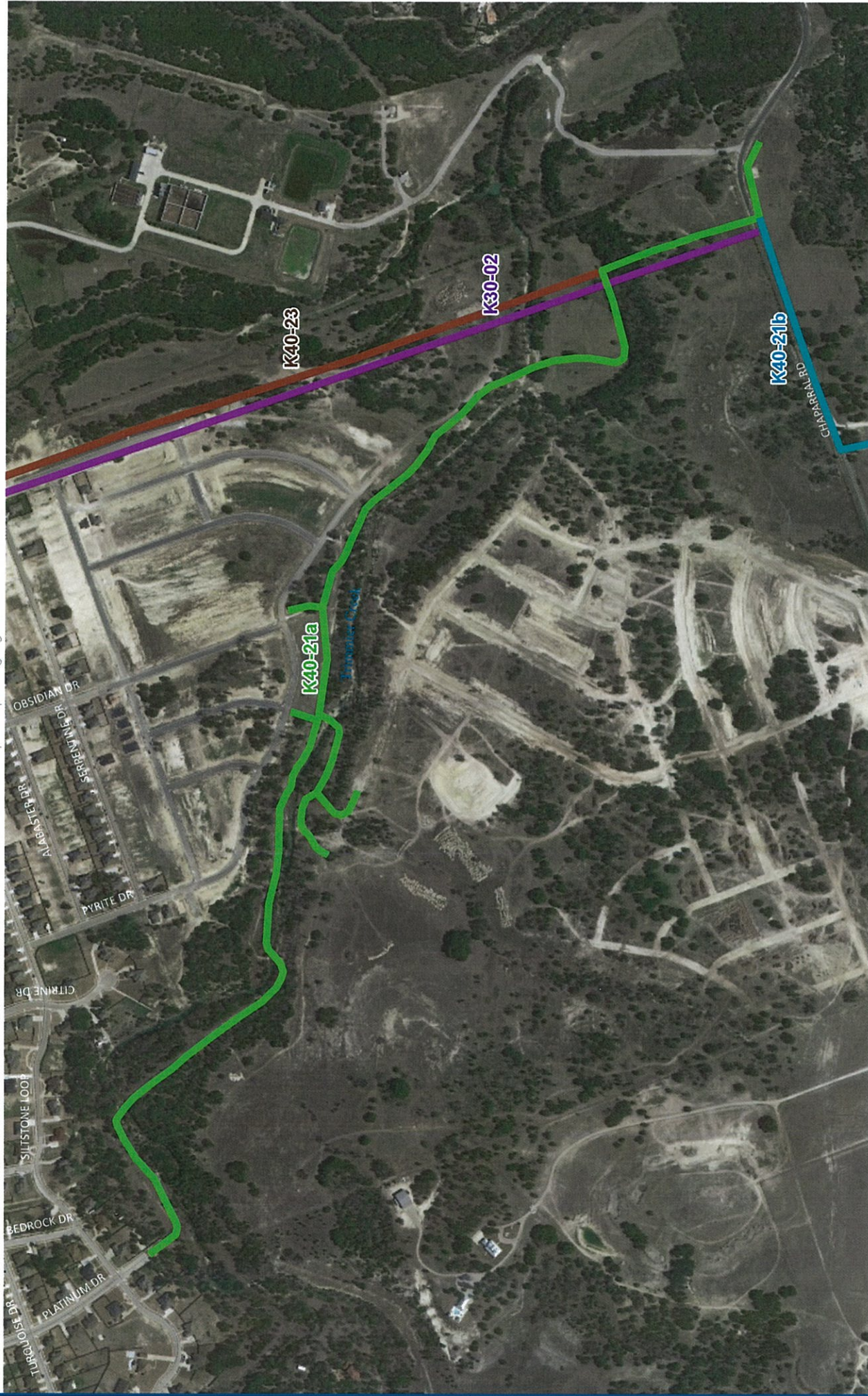
## KILLEEN-TEMPLE METROPOLITAN PLANNING ORGANIZATION FY 2017- 2020 TRANSPORTATION IMPROVEMENT PROGRAM

FY 2017

DISTRICT	COUNTY	CSJ	HWY	LET DATE	PHASE	CITY	PROJECT SPONSOR	YOE COST
WACO	Bell	0909-36-152	CS	2017	E, C	Killeen	Killeen	\$3,448,284
LIMITS FROM:	Platinum Drive							
LIMITS TO:	Chapatral Road							
DESCRIPTION:	Construction of a Shared Use Ped/Bike Path							
REMARKS:	Construct Alternate Transportation Route Consisting of Shared-Use Path for Pedestrians and Bicyclists. Minute Order #114365 dated 9/24/2015.							
							REVISION DATE: MPO ID: FUNDING CATEGORY: PROJECT HISTORY:	
							Nov-16 K40-21a 9	
<b>TOTAL PROJECT COST INFORMATION:</b>			<b>COST OF APPROVED PHASES:</b>		<b>AUTHORIZED FUNDING BY CATEGORY</b>			
PRELIMINARY ENGINEERING:	\$185,724			CATEGORY: 9	FEDERAL: \$2,448,281	STATE: \$0	LOCAL: \$387,933	TOTAL: \$3,448,284
RIGHT OF WAY:	\$0			TOTAL	\$2,448,281	\$0	\$387,933	\$3,448,284
CONSTRUCTION:	\$3,423,284							
CONSTRUCTION ENGINEERING:	\$243,801							
CONTINGENCIES:	\$46,262							
INDIRECTS:	\$0							
BOND FINANCING:	\$0							
<b>TOTAL PROJECT COST (YOE):</b>	<b>\$3,899,071</b>							

# K40-21a

Work Type:  
Trail



- KTMPO Projects**
- █ New roadway
  - █ Additional lanes
  - █ Maint. / Rehab.
  - █ Sidewalk/Trail

- Roads**
- Interstate
  - US Highway
  - State Highway
  - Farm-to-Market
  - County Road
  - Streets

- Other Features**
- Planning Boundary (MAB)
  - Cities
  - █ Fort Hood
  - █ Lake
  - █ Parks

**Project Name:** Heritage Oaks Hike and Bike Trail, Segment 4  
**Description:** Construct shared use path for pedestrians and bicyclists  
**Extents:** Platinum Drive to Chaparral Road

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ALL DEPICTED PROJECT ALIGNMENTS ARE CONCEPTUAL

# HIGHWAY PROJECT LISTING

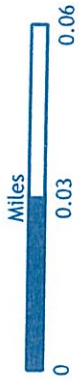
## KILLEEN-TEMPLE METROPOLITAN PLANNING ORGANIZATION FY 2017-2020 TRANSPORTATION IMPROVEMENT PROGRAM

FY 2017

DISTRICT	COUNTY	CSJ	HWY	LET DATE	PHASE	CITY	PROJECT SPONSOR	YOE COST
WACO	Bell	0909-36-158	CS	2017	E, C	Salado	Salado	\$367,900
<b>LIMITS FROM:</b> Salado Creek E of Peddlers Alley <b>LIMITS TO:</b> Intersect of Royal St & Baines St <b>DESCRIPTION:</b> Construct multi-use paths <b>REVISION DATE:</b> Nov-16 <b>MPO ID:</b> S40-01 <b>FUNDING CATEGORY:</b> 9 <b>REMARKS:</b> Construct Alternate Transportation Route Consisting of Shared-Use Path for Pedestrians and Bicyclists. Minute Order #114446 dated 12/17/2015. <b>PROJECT HISTORY:</b>								
<b>TOTAL PROJECT COST INFORMATION:</b>			<b>COST OF APPROVED PHASES:</b>			<b>AUTHORIZED FUNDING BY CATEGORY</b>		
PRELIMINARY ENGINEERING: \$48,783			FEDERAL: \$294,167			STATE: \$0		
RIGHT OF WAY: \$0			CATEGORY: 9			LOCAL: \$73,733		
CONSTRUCTION: \$324,770			TOTAL			LOCAL CONT: \$0		
CONSTRUCTION ENGINEERING: \$32,347			FEDERAL: \$294,167			STATE: \$0		
CONTINGENCIES: \$4,723			TOTAL			LOCAL CONT: \$0		
INDIRECTS: \$0			TOTAL			STATE: \$0		
BOND FINANCING: \$0			TOTAL			LOCAL CONT: \$0		
<b>TOTAL PROJECT COST (YOE):</b> \$410,623						<b>TOTAL:</b> \$367,900		

# S40-01

Work Type:  
Sidewalk



- ### KTMPO Projects
- New roadway
  - Additional lanes
  - Maint. / Rehab.
  - - - Sidewalk/Trail

- ### Roads
- Interstate
  - US Highway
  - State Highway
  - Farm-to-Market
  - County Road
  - Streets

- ### Other Features
- Planning Boundary (MAB)
  - Cities
  - Fort Hood
  - Lake
  - Parks

**Project Name:** Salado Creek SUP  
**Description:** Construct Shared-Use Path for Pedestrians and Bicyclists. This project is funded in the 2017-2020 TIP.  
**Extents:** Salado Creek, along Royal Street to Baines Street

ALL DEPICTED PROJECT ALIGNMENTS ARE CONCEPTUAL



P.O. Box 219  
Salado, Texas 76571

December 8, 2016

Kris Long  
100 South Loop Drive  
Waco, Texas 76704

Re: TAP Grant/Village of Salado

Dear Kris,

Please allow this letter to serve as official notification that the Village of Salado has opted not to pursue the proposed TAP grant at this time. Given the complexity of the submittal, the Village of Salado respectfully withdraws our application for this grant. We look forward to the possibility of resubmitting at the next call for projects offered by Texas Department of Transportation.

Thank you for your understanding and assistance with this matter. I look forward to working with you again in the future.

Sincerely,

David Miller  
Interim Village Administrator

# PUBLIC COMMENT FORM



**Instructions:** Your personal information is not required, but may allow planning officials to contact you in the future. Your comments will be recorded and presented to our Transportation Policy Board before voting on project selection or funding decisions.

Name: Tim Fleischer  
Title: publisher  
Company: Salado Village Voice  
Address: P.O. Box 587  
213 Mill Creek Dr, #115  
Phone: 254-947-5321  
Email: news@saladovillagevoice.com

## Comments:

(MORE ROOM ON BACK)

This is a needed project. My concern would be the possible impact of the trail beginning on the Salado Salamander.

The crossing at Collegat Royal needs to be highly visible and marked.

Perhaps the path could be less than 10 foot in width. There is concern that this might lend itself to golf carts driving illegally on ~~the~~ the walking paths.

What do you want to say?

All comments and personal information will become part of public records and are subject to requests made under the Freedom of Information Act.



**Item 6:**

**Tasks and studies for  
FY2018/2019 UPWP**

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**Tasks and Studies for FY2018/2019 UPWP**

The Unified Planning Work Program (UPWP) provides descriptive and scheduling details for the Killeen-Temple Metropolitan Planning Organization (KTMPO) planning process for a two year period. The UPWP serves as a base document for carrying on the continuing, cooperative, and comprehensive transportation planning process in the Killeen-Temple urbanized area. It serves as our work plan and identifies tasks and subtasks that we plan to undertake during the plan period and the associated budget for these tasks. Attached is an excerpt from the current UPWP showing tasks and subtasks for FY16/17.

We are in the process of updating this plan for the upcoming FY18/19 period and would like TAC input on potential projects and/or studies that may be needed in our region. These may include corridor studies. Note that our MTP update will be due May 2019 so several tasks will be associated with this update.

We anticipate the following timeline as we update the UPWP:

**Tentative Schedule:**

- **January 4, 2017—TAC discussion on potential tasks/studies**
- January 18, 2017—TPPB discussion on potential tasks/studies
- February 1, 2017 TAC review/discussion of draft UPWP
- February 15, 2017 TPPB review/discussion of draft UPWP
- March 1, 2017 TAC recommendation for approval of draft UPWP; initiation of public involvement (PI) process
- March 15, 2016 TPPB approval of draft UPWP; initiation of PI process
- March 18 – April 17—30 day public comment period; 2 public hearings locations/dates TBD
- May 3, 2017 TAC approval of final UPWP
- May 17, 2017 TPPB approval of final UPWP
- June 1, 2017—UPWP due to TxDOT

**Action Needed:**

No action needed; for discussion only.

## **TASK 1.0 ADMINISTRATION / MANAGEMENT**

### **A. OBJECTIVE:**

To ensure that the metropolitan area transportation planning process is a fully cooperative, comprehensive and continuing activity. This is characterized by a pro-active public involvement process, constant monitoring of on-going planning activities, and assurance that all modes of transportation are given consideration as elements of a multi-modal urban transportation system in the overall planning process. This task also ensures the incorporation of previous federal legislation and MAP-21 requirements.

### **B. EXPECTED PRODUCTS:**

The expected product is a management structure that accomplishes established planning objectives in conformance with state and federal requirements. All UPWP tasks will be budgeted and scheduled in advance to assure that the majority of efforts are properly sequenced and resourced. Planning documents produced may include the Annual Performance and Expenditure Report, modifications to the Bylaws (as needed), any necessary amendments, congestion management process, FHWA Federal Certification Review responses, and the Annual Project Listing.

### **C. PREVIOUS WORK**

1. Preparation of the FY 2014 Annual Performance and Expenditure Report, FY2014 Annual Project Listing, and the FYs 2014-2015 UPWP update, and processed 2 amendments.
2. Conducted TPPB and TAC meetings.
3. Attended Transportation Commission meetings and provided timely presentations regarding various modes of transportation to TPPB and TAC.
4. Maintenance of a management structure that accomplishes the planning objectives set forth.
5. Attended local and statewide MPO Meetings, various training courses, and annual conferences.
6. Developed and maintained data on minority and disadvantaged population for Environmental Justice (EJ) purposes.
7. Continued to provide administrative support to all MPO entities and members as requested to include data, maps, information, and presentations.
8. Continued to provide the public with up-to-date transportation related information via email and an expanded KTMPO website to include: social media, presentations, KTMPO meeting materials, transportation related news from all partners, current KTMPO transportation planning documents, and various transportation planning educational materials. These efforts have enhanced the technical capacity of the members.
9. Continued maintenance agreements regarding GIS software and additional costs for shared equipment in the CTCOG facility including maintenance on copy machines, plotters and computer equipment.
10. Worked with the TPPB/TAC on the competitive selection of projects for Category 7 and Category 9 funds.
11. Worked with federal and state partners through the Federal Certification process.

### **D. SUBTASKS –**

#### **1.1. General Administration**

Work items under this subtask include reports, correspondence and documentation of actions for the record, inventory, accounting and financial management, staff supervision and personnel administration, meetings, TAC and TPPB support, staying abreast of rules and regulations from TXDOT, FTA, and FHWA regarding MAP-21, and other administrative duties and correspondences.

1.2. Training

Staff will attend seminars, workshops, conferences, and courses appropriate for the purpose of increasing staff familiarity and expertise with transportation planning, which includes all modes of transportation.

1.3. Travel

Staff travel will primarily be utilized for the following tasks: workshops or meetings conducted by TXDOT/FHWA/FTA, the State Transportation Planning Conference, regional KTMPO business, Waco/Brownwood Districts, TXDOT meetings and briefings, local MPO efforts, and meetings of the Texas Association of Metropolitan Planning Organizations (TEMPO). The MPO may send representative(s) to the Association of MPOs' national meeting and to other national/state/local meetings where transportation issues and/or workshops/trainings are presented. The KTMPO staff will seek prior approval for "out of state" travel.

1.4. Equipment

Equipment needs for the KTMPO may include software and automation maintenance services in order to meet the local transportation planning needs. The automation needs for the KTMPO may include, but are not limited to the following: IT infrastructure, GPS units, congestion monitoring data and equipment, data collection devices, servers, computers, peripherals, furniture, and general office equipment. KTMPO staff will obtain all necessary approvals prior to all purchases over \$5,000.

1.5. Operating Costs

The MPO will incur costs associated with rental and operation costs. These costs include but are not limited to building expenses, office supplies, copying, printing, equipment rentals, utilities, repairs, and maintenance cost.

1.6. Develop UPWP

MPO staff will coordinate with the TPPB to assess the status of the MPO and the needs of members and plan a budget for the next year's scope of work. MPO staff will review and amend the UPWP in FYs 16 & 17 as needed and will develop the next two year UPWP in 2017.

1.7. Title VI Civil Rights Evaluation/Environmental Justice

The MPO will continue to follow recent guidance on Title VI and EJ compliance for all projects and procedures. This subtask will include such items as attending state and federal workshops and briefing the TPPB and TAC on current issues regarding Title VI and EJ compliance. The MPO will utilize various analysis tools related to Title VI. Analysis tool(s) will continue to be integrated into project selection for the development of the MTP and the TIP. Additionally, we will continue to evaluate and make amendments to the adopted PPP for the KTMPO based on any finding from our evaluation on Title VI and EJ compliance for all projects and procedures. Any training/travel related expenses will be charged to Section(s) 1.2 and 1.3. Staff time for Title VI related activity will be charged to this task.

## FUNDING SUMMARY

### Task 1.0 - FY16/17

SUBTASK	Subtask	Responsible Agency	Transportation Planning Funds <sup>(1)</sup>		FTA Sect. 5307	Local	Total
			FY2016	FY2017			
			GENERAL ADMINISTRATION	1.1			
TRAINING	1.2	KTMPO	\$6,000	\$6,000	\$0	\$0	\$12,000
TRAVEL	1.3	KTMPO	\$30,000	\$20,000	\$0	\$0	\$50,000
EQUIPMENT	1.4	KTMPO	\$10,000	\$5,000	\$0	\$0	\$15,000
OPERATING COST	1.5	KTMPO	\$120,000	\$145,000	\$0	\$0	\$265,000
DEVELOP UPWP	1.6	KTMPO	\$17,000	\$19,000	\$0	\$0	\$36,000
TITLE VI/ENVIRONMENTAL JUSTICE	1.7	KTMPO	\$15,000	\$16,000	\$0	\$0	\$31,000
<b>Total</b>	<b>Total</b>		<b>\$394,000</b>	<b>\$415,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$809,000</b>

(1) TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

Estimate based on prior years authorizations. Approvals are made contingent upon legislation for continued funding.

TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor person-hours, they are not reflected in the funding tables.

## **TASK 2.0 DATA DEVELOPMENT AND MAINTENANCE**

### **A. OBJECTIVE**

Developing and maintaining a good database is essential to determine existing as well as future transportation demand. The purpose of this element is to continue to improve that database, including population, income and housing, crash records, traffic counts, land use and development data, information on special generators; all based upon traffic analysis zones (TAZ), and census block group areas. All data regarding minority and low income socio-economic groups will be developed and maintained with respect to Title VI requirements.

### **B. EXPECTED PRODUCTS**

The expected products include a computer oriented transportation planning capability with current databases and any needed updates to those databases. MPO staff will create and maintain a system of collecting and reporting local data in support of the regional database. Data sets will be maintained for crashes, GIS development, traffic counts, special generators, and demographic forecasts. All existing equipment will be maintained appropriately.

Data trends reveal that most of the MPO MPA will be reasonably urbanized within the next 25 years. Focus will be on the effects of the Census Urbanized Area and Census Transportation Planning Package (CTPP) data. Continued monitoring of data will enable KTMPO staff to analyze and make recommendations as needed to the KTMPO TPPB.

### **C. PREVIOUS WORK**

The subtasks associated with this task are performed on a continual basis from year to year. Highlights of work completed include:

1. Coordination with TxDOT-Waco/Brownwood Districts and TxDOT-TPP on network and data collection for an updated Travel Demand Model (TDM).
2. Development of GIS data, including the preparation for Census 2010 data.
3. Continued transition to TransCAD software for traffic modeling.
4. Reviewed, analyzed, and submitted additional locations for the 2015 Saturation Counts to TxDOT.

### **D. SUBTASKS –**

#### **2.1. Database Maintenance**

Continue to update the roadway network, land use, and socioeconomic data within the MPO MPA. Databases maintained by staff include: traffic crash locations, traffic counts, roadway network, employment data, housing data, and Title VI / EJ information. In addition, staff will collect and maintain trip data from various resources as needed on strategic locations such as: Ft. Hood, local hospitals, airports, schools, and colleges. KTMPO staff will coordinate planning and data collection efforts with TxDOT and possibly other local entities.

## 2.2. GIS Development

Maintain GIS as required for planning functions. Assist member governments in GIS training as available. Continue to develop and maintain a comprehensive GIS management program to manage GIS layers more efficiently. MPO staff will continue to gather, enter, verify, and/or update data in GIS coverages as described below.

1. Traffic counts, capacity, speeds, length, and crash data
2. Fort Hood network
3. Land Use at TAZ level: population, employment by category, income, developed vs. undeveloped land
4. Maintain digitized maps of TxDOT/county files and KTMPO TransCAD network
5. Continued supply of base data for modeling in coordination with TXDOT
6. Functional classification
7. KTMPO 2040 MTP multi-modal elements relative to routing, mapping, and planning to include and may not be limited to: Hike/bicycle trails, aviation, rail, freight, and transit
8. Census Transportation Planning Package trends and UZA and MPA boundaries.
9. Environmental Justice / Title VI data.

## FUNDING SUMMARY

<b>Task 2.0 - FY16/17</b>							
SUBTASK	Subtask	Responsible Agency	Transportation Planning Funds <sup>(1)</sup>		FTA Sect. 5307	Local	Total
			FY2016	FY2017			
DATABASE MAINTENANCE	2.1	KTMPO	\$35,000	\$37,000	\$0	\$0	\$72,000
GIS DEVELOPMENT	2.2	KTMPO	\$27,000	\$28,000	\$0	\$0	\$55,000
<b>Total</b>	<b>Total</b>		\$62,000	\$65,000	\$0	\$0	\$127,000

(1) TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

Estimate based on prior years authorizations. Approvals are made contingent upon legislation for continued funding.

TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor person-hours, they are not reflected in the funding tables.



## **TASK 3.0 SHORT RANGE PLANNING**

### **A. OBJECTIVE**

Conduct short-term planning and potential project implementation within the next four-year period. Staff will continue coordinating short-term planning endeavors throughout the region and encourage more public participation in the planning process. Provision of a safe, clean, reliable public transportation system within the planning region.

### **B. EXPECTED PRODUCTS**

1. TIP revisions and development to program highway, transit, bicycle, and pedestrian projects that are ready to be implemented or constructed.
2. Engage the public through a public involvement process and other programs designed to increase awareness of the transportation planning process.
3. Provide assistance to the multi-county regional public transportation service plan preparation process by attending meetings and providing technical assistance support within the MPA.
4. Continue to meet MAP-21 requirements for short range planning including any needed changes to the next TIP iteration.
5. Continue work with TPPB/TAC on allocation of Category 7/9 funds.
6. Monitoring of 2015-2018 TIP.
7. Modifications to the PPP (as needed)

### **C. PREVIOUS WORK**

1. Development of the FYs 2015-2018 TIP
2. Revisions to the FYs 2013-2016 TIP
3. Coordination and hosting of the Central Texas Regional Transportation Advisory Group (CTRTAG) responsible for updating the Regionally Coordinated Transportation Plan (RCTP)
4. Coordination and hosting of the "Planners Roundtable" for partner planners
5. Coordination and hosting of the Development District of Central Texas (DDCT) quarterly meetings to discuss economic development issues/needs in the area

### **D. SUBTASKS –**

#### **3.1. Transportation Improvement Program**

MPO staff will coordinate this effort by meeting with local and TxDOT officials, organizing meetings, adhering to the KTMPO PPP, and publishing any TIP amendments. MPO staff will ensure that each agency reviews the information within the TIP to maintain the most accurate document possible. Staff will monitor and revise the FYs 2015-2018 TIP and develop FYs 2017-2020 TIP.

#### **3.2 Public Involvement, Outreach and Education**

Staff will continue to follow the guidelines of the KTMPO PPP regarding public involvement and update that plan as needed. Staff will also offer presentations and materials as requested to the public. Staff will continue to explore new public outreach efforts such as surveys and internet-based outreach mechanisms. KTMPO staff will develop and participate in community outreach programs. Staff will work with local transit entities to provide awareness of the local transit system. These community outreach opportunities will keep citizens informed about the transportation planning process and provide additional opportunity for public input. Staff will provide the public with up-to-date transportation related information via email, social media and the KTMPO website. KTMPO will maintain all functional website information/design through staff and contracted services. KTMPO staff will continue to partner with CTRTAG, the Planners Roundtable and DDCT by hosting meetings and assisting in preparation of meetings.

### 3.3 Hill Country Transit District – Temple UZA - Planning

KTMPO provides planning services as requested to Hill Country Transit District in support of the HCTD planning efforts.

HCTD will use FTA Section 5307 funds to administer the grant in accordance with FTA guidelines to perform the following duties:

- Comprehensive planning activities relating to the continued provision of fixed route and complementary para-transit service;
- Review of routes, bus stops, shelter locations, and major transfer points;
- Review of marketing/advertising program;
- Coordination of transportation services;
- Safety and security planning;
- Participation in regional planning efforts;
- Review of air quality issues and use of alternate fueled vehicles;
- Application of software programs for planning and scheduling routes and trips for Fixed Route Service and American's with Disabilities Act (ADA) Complementary Para-transit Service;
- On-going financial planning and analysis; and,
- Other allowable activities directly related to implementation of fixed route and complementary ADA para-transit services.

### 3.4 Hill Country Transit District – Killeen UZA – Planning

KTMPO provides planning services as requested to Hill Country Transit District in support of the HCTD planning efforts.

HCTD will use FTA Section 5307 funds to administer the grant in accordance with FTA guidelines to perform the following duties:

- Comprehensive planning activities relating to the continued provision of fixed route and complementary ADA para-transit service for the cities of Copperas Cove, Killeen, and Harker Heights,
- Review of routes, bus stops, shelter locations, and major transfer points;
- Review of marketing/advertising program;
- Coordination of transportation services;
- Safety and security planning;
- Participation in regional planning efforts;
- Congestion management planning, which affects traffic patterns on US 190;
- Review of air quality issues and use of alternative fueled vehicles;
- On-going financial planning and analysis; and,
- Other allowable activities directly related to refining and expanding current fixed route and complementary ADA paratransit services.

### 3.5 Public Participation Plan

KTMPO will monitor the PPP to ensure it conforms to MAP 21 federal legislation, along with state and local requirements. Revisions will be implemented as needed to improve the effectiveness of the public input process and KTMPO will consider appropriate best practices from other MPOs and public agencies.

### 3.6 Regional Planning Project

KTMPPO will participate in regionally coordinated transportation planning to develop and implement the public transportation/human services plan required by HB 3588, enacted by the 78<sup>th</sup> Legislature in 2003, amending Chapter 461, Subtitle K, Title 6 of the Texas Transportation Code entitled "*Statewide Coordination of Public Transportation*"; Executive Order 13330 (*Human Service Transportation Coordination*) signed on February 26, 2004, and SAFETEA-LU signed on August 10, 2005, both by former President George W. Bush; and adopt any subsequent changes as the legislature deems appropriate.

This may include sharing data, preparing maps, attending or sponsoring workshops, conferences, training sessions, meetings, and providing general transportation planning expertise to the effort.

**FUNDING SUMMARY  
FY 2016-2017**

<b>Task 3.0 - FY16/17</b>							
SUBTASK	Subtask	Responsible  Agency	Transportation Planning Funds <sup>(1)</sup>		FTA Sect. 5307	Local	Total
			FY2016	FY2017			
TRANSPORTATION IMPROVEMENT PLAN (TIP)	3.1	KTMPO	\$34,000	\$35,000	\$0	\$0	\$69,000
PUBLIC INVOLVEMENT, OUTREACH AND EDUCATION	3.2	KTMPO	\$39,000	\$40,000	\$0	\$0	\$79,000
HCTD TEMPLE UZA PLANNING	3.3	HCTD	\$0		\$52,356	\$13,089	\$65,445
HCTD KILLEEN UZA PLANNING	3.4	HCTD	\$0		\$42,062	\$42,063	\$84,125
PUBLIC PARTICIPATION PLAN	3.5	KTMPO	\$5,800	\$6,200	\$0	\$0	\$12,000
REGIONAL PLANNING PROJECT	3.6	KTMPO	\$10,000	\$12,000	\$0	\$0	\$22,000
<b>Total</b>	<b>Total</b>		<b>\$88,800</b>	<b>\$93,200</b>	<b>\$94,418</b>	<b>\$55,152</b>	<b>\$331,570</b>

(1) TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

Estimate based on prior years authorizations. Approvals are made contingent upon legislation for continued funding.

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## **TASK 4.0 METROPOLITAN TRANSPORTATION PLAN**

### **A. OBJECTIVE**

The current Metropolitan Transportation Plan was approved by the TPPB in May 2014. A MTP must address at least a 20-year planning period to include both long and short-range strategies that will lead to the development of an integrated intermodal metropolitan transportation system (23 CFR 450-322). The 2040 MTP will be continually reviewed and revised as needed. The 2045 MTP must be adopted by the TPPB by May 20, 2019 unless designated as non-attainment. Non-attainment MTP planning requires a 4 year update.

### **B. EXPECTED PRODUCTS**

KTMPO will monitor and implement the 2040 MTP designed to meet the objectives and needs of its members. Continued implementation of key planning elements of 2040 MTP may include and are not limited to: local Advisory Groups, updated prioritization of projects utilizing an updated TDM, updated planning and environmental linkages elements in each project, and updates as needed to the CMP.

### **C. PREVIOUS WORK**

KTMPO adopted the 2040 MTP on May 14, 2014. KTMPO participated in the Federal Certification review process as a new TMA in February 2015 pursuant to 23 CFR 450-334. KTMPO was designated as a TMA by FHWA/FTA in the summer of 2012.

### **D. SUBTASKS –**

#### **4.1 Metropolitan Transportation Plan**

The MPO staff, with the assistance of consultants as needed, will monitor the implementation of the 2040 MTP to evaluate the impact of changes that may occur in planning policy, project priority, available funding, and federal legislation. MPO staff will submit to the TAC and the TPPB any changes that impact projects or available funding.

KTMPO will promote planning and environmental linkages by attending relevant workshops and providing information to the TAC/TPPB membership. MPO staff will coordinate with appropriate TxDOT staff to implement and support measures including development of purpose and need statements when projects are submitted and coordination with other agencies to identify environmental issues. MPO staff will continue efforts to establish and facilitate local Advisory Groups for Bicycle/Pedestrian and Freight.

Upon analysis of the recently completed TDM, consultants may be utilized to further enhance the model. KTMPO staff, with the assistance of consultants as needed, will use the model to reevaluate and prioritize the projects submitted in the 2040 MTP. Category 7 and 9 funding will be disseminated as funding is announced. The TPPB will prioritize through a competitive scoring process to award Category 7/9 projects.

#### **4.2 Congestion Management Process (CMP)**

KTMPO staff will continue with the development and oversight of the CMP. This includes incorporation, prioritization, and identification of the Congestion network. Strategies will be evaluated and identified in the CMP. Correlating data will be reviewed and considered. KTMPO staff may utilize consultants in this process. A proactive public involvement process will be a part of this task.

## FUNDING SUMMARY

<b>Task 4.0 - FY16/17</b>							
SUBTASK	Subtask	Responsible Agency	Transportation Planning Funds <sup>(1)</sup>		FTA Sect. 5307	Local	Total
			FY2016	FY2017			
METROPOLITAN TRANSPORTATION PLAN (MTP)	4.1	KTMPO	\$70,000	\$55,000	\$0	\$0	\$125,000
CONGESTION MANAGEMENT PROCESS	4.2	KTMPO	\$130,000	\$75,000	\$0	\$0	\$205,000
<b>Total</b>	<b>Total</b>		<b>\$200,000</b>	<b>\$130,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$330,000</b>

(1) TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

Estimate based on prior years authorizations. Approvals are made contingent upon legislation for continued funding.

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## TASK 5.0 SPECIAL STUDIES

### A. OBJECTIVE

To provide a format for the inclusion of a variety of topics necessary to complete the goals and objectives set forth in the 2040 MTP and other unique transportation topics which demand special attention and are beyond the scope of the other regularly-programmed activities and tasks. This task includes subtasks that may not be worked on continuously or that may not be completed in two years. A number of study needs that could have a significant impact on regional planning have been identified by KTMPO partners. These studies are currently unfunded; however, funding options will be explored and may include federal, state, or local resources. Amendments will be generated as needed in the event funding is received.

### B. EXPECTED PRODUCTS

Special studies are designed to provide information that has a direct impact to the regional transportation plan.

### C. PREVIOUS WORK

Various studies have been completed in past years. These include traffic impact analysis studies, thoroughfare plans, comprehensive plans, and bicycle and pedestrian plans. Staff has recently worked with CDM Smith and Associates to develop the TDM and CMP and with Kimley-Horn & Associates to review the PPP and examine air quality issues. Staff has issued an RFQ for General Planning Services to assist the MPO in General Planning Services which may include: enhancing the TDM, update of the 2040 MTP project listing, and fiscal constraint of projects. The General Planning Services agreements should remain in effect for one year with up to four additional years based on annual reviews.

### D. SUBTASKS –

#### 5.1 Travel Demand Model

KTMPO has received the updated TDM. Staff may utilize a consultant to further develop and enhance the model and provide training and assistance as needed. The new TDM data may be utilized with upcoming project calls as well as the MTP 2040 project listing. Priority of projects in the 2040 MTP will be reassessed and documented for potential future funding.

#### 5.2 Air Quality Mitigation and Strategies

KTMPO staff, with the assistance of consultants as needed, will: continue to review data from the ozone monitor at Skylark Field in Killeen and West Temple Park in Temple; develop and seek participation in proactive programs, such as Ozone Advance; and educate the public in reducing ozone levels. Updated information will be provided to the TAC and TPPB as needed to determine appropriate policies and actions for our region.

#### 5.3 Performance Measures

KTMPO staff, with the assistance of consultants as needed, will initiate development of performance measures in accordance with MAP-21 requirements. The MPO will be involved in discussions with FHWA, FTA, and TxDOT in the development of performance measures. The MPO will initiate review of specific data needs that are applicable to the established performance measures.

**FUNDING SUMMARY  
FY 2016-2017**

<b>Task 5.0 - FY16/17</b>							
SUBTASK	Subtask	Responsible Agency	Transportation Planning Funds <sup>(1)</sup>		FTA Sect. 5307	Local	Total
			FY2016	FY2017			
TRAVEL DEMAND MODEL	5.1	KTMPO	\$71,000	\$69,000	\$0	\$0	\$140,000
AIR QUALITY MITIGATION AND STRATEGIES	5.2	KTMPO	\$40,000	\$37,000	\$0	\$0	\$77,000
PERFORMANCE MEASURES	5.3	KTMPO	\$70,000	\$64,000	\$0	\$0	\$134,000
<b>Total</b>	<b>Total</b>		\$181,000	\$170,000	\$0	\$0	\$351,000

(1) TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

Estimate based on prior years authorizations. Approvals are made contingent upon legislation for continued funding.

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## Commonly Used Transportation Related Acronyms and Terms

<u>Organizations</u>	<u>Terms</u>
<b>KTMPPO</b> Killeen – Temple Metropolitan Planning Organization	<b>TMA</b> Transportation Management Area
<b>TPPB (KTMPPO)</b> Transportation Planning Policy Board	<b>MAP - 21</b> Moving Ahead for Progress in the 21 <sup>st</sup> Century (legislation replaced SAFETEA-LU in July 2012)
<b>TAC (KTMPPO)</b> Technical Advisory Committee	<b>SAFETEA – LU</b> Safe, Accountable, Flexible, Efficient Transportation Equity Act
<b>FHWA</b> U.S. Department of Transportation Federal Highway Administration	<b>MPO</b> Metropolitan Planning Organization
<b>FTA</b> U.S. Department of Transportation Federal Transit Administration	<b>UPWP</b> Unified Planning Work Program
<b>TxDOT</b> Texas Department of Transportation	<b>MTP</b> Metropolitan Transportation Plan
<b>TCEQ</b> Texas Commission on Environmental Quality	<b>TIP</b> Transportation Improvement Program
<b>TTI</b> Texas A&M Transportation Institute	<b>STIP</b> Statewide Transportation Improvement Program
<b>CTCOG</b> Central Texas Council of Governments	<b>STP-MM</b> Surface Transportation Program – Metropolitan Mobility
<b>HCTD or “The HOP”</b> Hill Country Transit District	<b>TAP</b> Transportation Alternatives Program
<b>CTRTAG</b> Central Texas Regional Transportation Advisory Group	<b>UTP</b> Unified Transportation Program
<b>BPAC</b> Bicycle and Pedestrian Advisory Committee	<b>CMAQ</b> Congestion Mitigation and Air Quality Improvement Program
	<b>UA or UZA</b> Urbanized Area
	<b>EJ or “Title VI”</b> Environmental Justice
	<b>CMP</b> Congestion Management Process
	<b>ITS</b> Intelligent Transportation Systems
	<b>NAAQS</b> National Ambient Air Quality Standards

A comprehensive listing with definitions is available under Transportation Planning Resources at [www.ktmppo.org](http://www.ktmppo.org). Pages 61-65 of the publication “The Transportation Planning Process... is a great resource for commonly used Transportation terms.

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