



**Fiscal Years (FYs) 2018-2019**

**UNIFIED PLANNING WORK PROGRAM**

**KILLEEN - TEMPLE METROPOLITAN PLANNING ORGANIZATION**

Approved by Transportation Planning  
Policy Board:

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Amended by the Transportation  
Planning Policy Board:

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This document was prepared in cooperation with the Texas Department of Transportation (TxDOT), the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). All contents of this report reflect the views of the authors who are responsible for the opinions, findings and conclusions presented herein. The contents do not necessarily reflect the views or policies of the FHWA, the FTA, or the TxDOT.

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## INTRODUCTION

### PURPOSE OF THE UNIFIED PLANNING WORK PROGRAM:

The Unified Planning Work Program (UPWP) provides descriptive and scheduling details for the Killeen-Temple Metropolitan Planning Organization (KTMPO) planning process for FYs 2018-2019. The activities are required to implement the provisions of 23 USC 134 and 49 USC 5303 and are conducted in accordance with 23 CFR 420, 23 CFR 450, and FTA Circular C8100. The UPWP serves as a base document for carrying on the continuing, cooperative, and comprehensive (3 C's) transportation planning process in the Killeen-Temple urbanized area.

The MPO's Unified Planning Work Program (UPWP) will comply with all applicable federal and state regulations. Several transportation bills have been implemented in the past. These include the following:

- **ISTEA**—The Intermodal Surface Transportation Efficiency Act of 1991, which emphasized the efficiency of the intermodal transportation system.
- **TEA-21**—The Transportation Equity Act for the 21st Century, signed by the President in 1998, builds on the initiatives established in ISTEA with a particular focus on equity through access, opportunity, and fairness.
- **SAFETEA-LU**—The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, was enacted in 2005 authorizing the Federal surface transportation programs for highways, highway safety, and transit for the 5-year period 2005-2009.
- **MAP-21**—The Moving Ahead for Progress in the 21st Century Act, was enacted in 2012 and created a streamlined and performance-based surface transportation program and builds on many of the highway, transit, bike, and pedestrian programs and policies established in 1991.
- **FAST Act**—The Fixing America's Surface Transportation Act, was passed in 2015 covering a 5 year period and was the first Federal law in over ten years to provide long-term funding certainty for surface transportation (for fiscal years 2016 through 2020). The FAST Act continues the Metropolitan Planning Program and authorizes \$305 billion for the Department's highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology and statistics programs.

The FAST Act (23 CFR 450.306) requires MPOs to develop long-range transportation plans and TIPs through a performance-driven, outcome-based approach to planning for metropolitan areas of the State. The metropolitan transportation planning process shall be continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services that will address the following factors:

- (1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- (2) Increase the safety of the transportation system for motorized and non-motorized users;
- (3) Increase the security of the transportation system for motorized and non-motorized users;
- (4) Increase accessibility and mobility of people and freight;
- (5) Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- (6) Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- (7) Promote efficient system management and operation;
- (8) Emphasize the preservation of the existing transportation system;
- (9) Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and

**(10) Enhance travel and tourism.**

In addition, the MPO supports national transportation goals, increasing the accountability and transparency of the Federal-aid highway program, and improving project decision-making through performance-based planning and programming. Our focus sustains the national goals listed in 23 USC 150:

- **Safety:** achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- **Infrastructure condition:** maintain the highway infrastructure asset system in a state of good repair.
- **Congestion reduction:** achieve a significant reduction in congestion on the National Highway System.
- **System reliability:** improve the efficiency of the surface transportation system.
- **Freight movement and economic vitality:** improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- **Environmental sustainability:** enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced project delivery delays:** reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

The MPO continues to engage interested parties during the development of the Public Participation Plan (PPP), and the short-term and long-term transportation plans. Per 23 CFR 450.316, interested parties such as those listed below, shall have reasonable opportunities to comment on projects of the short-term and long-term transportation plans:

- Affected public agencies
- Freight shippers
- Private providers of transportation services
- Representatives of public transportation employees
- Representatives of the disabled
- Representatives of users of public transportation
- Representatives of users of pedestrian walkways and bicycle transportation facilities
- Other interested parties

The MPO continues to consult and cooperate with federal, state, local and tribal nations responsible for land use, natural resources, and other environmental issues during the adoption of long and short-term plans. The MPO consults with agencies responsible for historic preservation, natural resource conservation, environmental protection, and land use management, as appropriate, in the development of the short and long-term transportation plans. The KTMPO network of agencies are listed below:

- .... Airports/Railroads
- .... Bureau of Land Management Forest Service  
(US Department of Agriculture)
- .... General Land Office
- .... Bell County
- .... Coryell County
- .... Congressional Representatives
- .... Local Chamber of Commerce
- .... Local City Government
- .... Local Educational Institutions
- .... Local Planning & Zoning Commissions
- .... Local Transportation agencies
- .... National Marine Fisheries
- .... Public Libraries

- .... Department of Aging & Regional Services
- .... Department of Section 8 housing
- .... Fort Hood
- .... Homeland Security
- .... Historical Commission
- .... Lampasas County
- .... Local Churches
- .... Local Historical Agencies
- .... Local Land Use Plans (City and County)
- .... Local Parks and Recreation Departments
- .... Local Economic Development Corporations
- .... State Representatives
- .... Tribal Nations
- .... Texas Commission on Environmental Quality (TCEQ)
- .... Texas Historical Commission
- .... Texas Parks and Wildlife
- .... U.S. Army Corps of Engineers
- .... U.S. Border Patrol
- .... U.S. Department of Transportation
- .... U.S. Environmental Protection Agency
- .... U.S. Fish and Wildlife Services
- .... U.S. Geological Survey

In conjunction with the development of the 2040 Metropolitan Transportation Plan (MTP), environmental issues are considered. A general discussion of potential environmental issues have occurred in consultation with federal, state, tribal nations, environmental, and other regulatory agencies. This discussion is included in the 2040 MTP.

Transportation plans will include the use of visualization technology/techniques. The MPO will continue to investigate technology solutions as funding is available. Examples of visualization techniques may include charts and graphs, tables, Geographic Information System (GIS) maps overlaid with data, computer simulation, photo manipulation and static maps. The intent for this technique is to better depict the programs and their impact on the public. The KTMPO will utilize visualization techniques during the development of the short-term and long-term transportation plans.

**DEFINITION OF THE KTMPO PLANNING AREA:**

The Metropolitan Planning Area (MPA) includes the cities of Bartlett, Belton, Copperas Cove, Harker Heights, Holland, Kempner, Killeen, Little River/Academy, Morgan’s Point Resort, Nolanville, Rogers, Temple, Troy, and Village of Salado. The planning area includes areas that may be reasonably expected to become urbanized in the next 25 years in between those cities and within the counties of Bell, Coryell, and Lampasas. (See Appendix B.)

**ORGANIZATION:**

KTMPO policy is guided by the Transportation Planning Policy Board (TPPB). TPPB Membership is defined in an officially adopted set of bylaws. A list of the TPPB Membership is provided in Appendix A. The TPPB provides policy guidance for the organization and is responsible for reviewing and approving the MPO’s MTP, the Transportation Improvement Program (TIP), and UPWP. The Technical Advisory Committee (TAC), appointed by local jurisdictions, assists the TPPB in reviewing projects from the technical point of view and advising the TPPB on technical issues. MPO staff is comprised of planning and technical professionals responsible for the administration of this organization.

The Central Texas Council of Governments is under contract to TXDOT to provide professional technical support, staff, and administrative support for the MPO according to federal funding agency guidelines. Currently, the staff consists of a Director, Planners, GIS technicians, and support personnel.

**PRIVATE SECTOR INVOLVEMENT:**

Private consultants may be used to conduct special studies within the region including thoroughfare plans, traffic counts, and additional necessary transportation data, and may be used to conduct demographic and traffic studies for planning public transit system routes and services.

**PLANNING ISSUES AND EMPHASIS:**

Continued KTMPO efforts in the implementation of the transportation bills will identify planning issues and emphasis areas which include:

- Coordinate with local, regional, state, and federal agencies in the development of a comprehensive, accessible, and seamless transportation system for all citizens
- Provide transportation planning assistance to the Killeen and Temple Urban Transit Districts in fulfilling their role as the provider of urban transit service
- Evaluate transportation alternatives scaled to fit the region, its transportation issues, and the realistically available resources from a context sensitive approach in order to develop a sustainable transportation system that improves the livability of our region
- Continued data development and implementation of the Congestion Management Process (CMP)
- Monitor the implementation of the 2040 MTP
- Manage the TIP to ensure that it serves the region's goals
- Involve the general public in the transportation planning process through the implementation of the PPP.
- Continue to transition to Performance-based Planning and Programming (PBPP) by working with our federal, state and local partners. Expectations of performance targets will be identified by state partners during this UPWP cycle. Continued efforts with local partners to collect performance data will occur during this cycle as well.
- Continued "Regional Models of Cooperation" efforts and "Ladders of Opportunity" will occur through meetings with Transit and area/regional MPOs on air quality, roadways, freight, transit, and other transportation planning issues. KTMPO staff will continue hosting monthly The Central Texas Regional Transportation Advisory Group meetings and Planner Roundtable sessions to discuss common gaps, successes, and challenges. These meetings allow the KTMPO region to address transportation efforts and needs on a "real time" basis.
- Continue to facilitate a Freight Advisory Committee to identify KTMPO Freight needs and issues
- Continue to facilitate regular meetings of the Bicycle/Pedestrian Advisory Group to identify non-motorized transportation needs within the region

## 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 FAST Act 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, the Annual Project Listing, Annual Title VI Report, modifications to the Bylaws (as needed), report for the 2019 FHWA Federal Certification Review, FY20-21 UPWP, and updated Public Participation Plan.

### C. PREVIOUS WORK:

1. Preparation of the FY2016 Annual Performance and Expenditure Report, FY2016 Annual Project Listing, and the FYs 2016-2017 UPWP and administrative amendments.
2. Conducted TPPB and TAC meetings; facilitated Bike/Pedestrian Advisory Committee; began development of Freight Advisory Committee; hosted bi-monthly planner roundtables to provide a forum for regional coordination and information exchange among the various entities within the MPO boundary.
3. Attended various community events to promote awareness of transportation-related topics (i.e. air quality, transportation options, etc.).
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. Maintained data on minority and disadvantaged population for Environmental Justice (EJ) purposes; in evaluating and selecting projects for funding, location and impact of a project with regard to EJ areas was considered.
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 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, 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.
9. Worked with the TPPB/TAC on the competitive selection of projects for Category 7 and Category 9 funds as well as Proposition 1 funding; revised scoring criteria and issued project call for MTP resulting in reprioritized project listing.

### 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, staying abreast of rules and regulations from TXDOT, FTA, and FHWA and other administrative duties and correspondences, to include the following:

Committee and Board Support: MPO staff will provide administrative support for the TAC, TPPB, Bike and Pedestrian Advisory Committee, Freight Advisory Committee, and Planner Roundtable.

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 and will update the PPP accordingly. The MPO will continue to utilize various analysis tools related to Title VI/EJ and integrate these tools into project selection for development of the MTP and the TIP.

Public Participation Plan: KTMPO will update and monitor the Public Participation Plan to ensure it conforms to federal legislation, along with state and local requirements to include Title VI and Environmental Justice. 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.

Public Involvement and Outreach: Staff will offer presentations and materials as requested to the public. Staff will continue to explore public outreach efforts such as surveys and internet-based outreach mechanisms. KTMPO staff will develop and participate in community outreach programs. 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, the KTMPO website, and quarterly newsletters. KTMPO will maintain all functional website information/design through staff and contracted services.

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 two year scope of work. MPO staff will review and amend the UPWP in FYs 18 & 19 as needed and will develop the next two year UPWP in 2019.

Federal Certification Review (FCR): KTMPO staff will prepare reports and other documents as needed for the FCR due in 2019.

#### 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.

## FUNDING SUMMARY

Task 1.0 - FY18/19								
SUBTASK	Responsible Agency	Transportation Planning Funds (TPF) <sup>(1)</sup>		FTA Sect. 5307		Local		Total
		FY18	FY19	FY18	FY19	FY18	FY19	
<b>1.1 ADMINISTRATION</b>	KTMPO	\$355,222	\$376,573	\$0	\$0	\$0	\$0	\$731,795
<b>1.2 TRAINING</b>	KTMPO	\$8,000	\$8,000	\$0	\$0	\$0	\$0	\$16,000
<b>1.3 TRAVEL</b>	KTMPO	\$13,651	\$13,651	\$0	\$0	\$0	\$0	\$27,302
<b>1.4 EQUIPMENT</b>	KTMPO	\$6,000	\$6,000	\$0	\$0	\$0	\$0	\$12,000
<b>1.5 OPERATING COST</b>	KTMPO	\$128,938	\$136,782	\$0	\$0	\$0	\$0	\$265,720
<b>Total</b>		\$511,811	\$541,006	\$0	\$0	\$0	\$0	\$1,052,817

(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 maintaining a computer oriented transportation planning capability with current databases and any needed updates to those databases. MPO staff will continue to 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.

### 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. KTMPO technical staff continued to maintain a transportation database with all data associated with transportation planning analysis, including, but not limited to: roadway network, bicycle and pedestrian network, Congestion Management Network, transit routes and stops, traffic counts, traffic accidents, employment data, housing data, and environmental justice areas.
2. KTMPO technical staff continued to gather, verify, and update all spatial data as required for transportation. The bicycle and pedestrian facilities layer was updated as information became available. The areas of environmental justice were reevaluated to maintain a consistent Census geography in analysis. Web-based mapping tools were published on ArcGIS Online to provide visibility on planned projects as well as to allow public input to highlight gaps in the GIS data or to propose new bicycle or pedestrian facilities.
3. Continued mapping and data support was provided to planning partners.

### 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
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

Task 2.0 - FY18/19								
SUBTASK	Responsible Agency	Transportation Planning Funds (TPF) <sup>(1)</sup>		FTA Sect. 5307		Local		Total
		FY18	FY19	FY18	FY19	FY18	FY19	
<b>2.1 DATABASE MAINTENANCE</b>	KTMPO	\$25,507	\$26,783	\$0	\$0	\$0	\$0	\$52,290
<b>2.2 GIS DEVELOPMENT</b>	KTMPO	\$41,224	\$43,286	\$0	\$0	\$0	\$0	\$84,510
<b>Total</b>		\$66,731	\$70,069	\$0	\$0	\$0	\$0	\$136,800

(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 support of the multi-county regional public transportation service plan by attending meetings and providing technical assistance support within the MPA.
4. Continue to meet federal and state requirements for short range planning including any needed changes to the next TIP iteration.
5. Continue work with TPPB/TAC on selection of projects and allocation of funding as funding becomes available.
6. Monitoring of 2017-2020 TIP.
7. Modifications to the PPP (as needed)

### C. PREVIOUS WORK

1. Development of the FYs 2017-2020 TIP.
2. Revisions to the FYs 2015-2018 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 monitor and revise the FYs 2017-2020 TIP and develop FYs 2019-2022 TIP. 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.

#### 3.2 Regional Planning Project

KTMPO will participate in regionally coordinated transportation planning to support 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.

#### 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.

**FUNDING SUMMARY**

<b>Task 3.0 - FY18/19</b>								
<b>SUBTASK</b>	<b>Responsible Agency</b>	<b>Transportation Planning Funds (TPF)<sup>(1)</sup></b>		<b>FTA Sect. 5307</b>		<b>Local</b>		<b>Total</b>
		<b>FY18</b>	<b>FY19</b>	<b>FY18</b>	<b>FY19</b>	<b>FY18</b>	<b>FY19</b>	
<b>3.1 TIP</b>	KTMPO	\$28,602	\$30,031	\$0	\$0	\$0	\$0	\$58,633
<b>3.2 REGIONAL PLANNING</b>	KTMPO	\$10,432	\$10,953	\$0	\$0	\$0	\$0	\$21,385
<b>3.3 HCTD TEMPLE UZA PLANNING</b>	HCTD	\$0	\$0	\$9,843	\$9,942	\$18,280	\$18,463	\$56,528
<b>3.4 HCTD KILLEEN UZA PLANNING</b>	HCTD	\$0	\$0	\$25,229	\$25,481	\$25,229	\$25,481	\$101,420
<b>Total</b>		\$39,034	\$40,984	\$35,072	\$35,423	\$43,509	\$43,944	\$237,966

(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 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

1. 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.
2. KTMPO will develop the 2045 MTP.

### C. PREVIOUS WORK

1. Staff continued to implement the Mobility 2040 MTP. This included developing a bicycle and pedestrian advisory committee (BPAC) which became active during FY16. KTMPO staff made progress in FY16 to establish a freight advisory committee and this effort continues on into FY17.
2. The process to reprioritize the MTP project listing began in FY16 and included adoption of revised scoring criteria that incorporated elements outlined in HB20. The criteria included use of the updated TDM; planning and environment linkages was also part of the scoring criteria. Purpose and Need Statements were required with the application. This process was completed in FY17.
3. During FY16, project calls were successfully completed for Categories 7 & 9 funding for FYs 15 – 17. Projects were also competitively selected for Proposition 1 funding for FYs 16 & 17 and TxDOT Project Development funding.
4. The MPO took steps to complete the Congestion Management Process. A congestion survey was developed and available to the public for their feedback. The congestion network was updated, performance measures were evaluated and recommended, mitigation strategies were identified and evaluated, and steps were outlined to monitor the plan, track performance, and document performance outcomes. Final plan adoption occurred in FY17 (October 19, 2016).
5. During FY16, staff regularly reviewed information for the ozone monitors in Killeen and Temple and posted air quality information on the KTMPO website and newsletters, and presented updated ozone readings at various MPO meetings.

### D. SUBTASKS –

#### 4.1 Mobility 2040 Metropolitan Transportation Plan Implementation

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. This subtask includes the following:

**Planning and Environmental Linkages:** 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.

**Air Quality:** KTMPO will continue to review data from the ozone monitor at Skylark Field in Killeen and West Temple Park in Temple; support 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.

TDM/Project Selection: KTMPO will use the travel demand model to evaluate and prioritize projects for inclusion in the 2040 MTP project listing. Funding, to include Category 2, 7 and 9, will be disseminated from this prioritized list as dollars become available. Consultants may be utilized as described in Subtask 5.2.

CMP: KTMPO will track and report performance on the CMP network and assess progress made towards congestion reduction. The CMP will be updated as needed. Consultants may be utilized as described in Subtask 5.3.

Performance Measures/Targets: KTMPO will initiate development of performance measures/targets in accordance with federal and state requirements. The MPO will be involved in discussions with FHWA, FTA, and TxDOT in the development of performance measures/targets. The MPO will initiate review of specific data needs that are applicable to the established performance measures/targets. Consultants may be utilized as described in Subtask 5.4.

4.2 Mobility 2045 MTP Update

The MPO will update the MTP for the 2045 forecast year. Staff will engage the general public and transportation stakeholders through workshops, focus groups, public presentations, etc. as needed. Socio-economic information will be evaluated for the study area that significantly impacts the needs and performance of our transportation system and the regional economy for use in the MTP update. Based on available funding, the MPO may use consultant services for part or all of this activity.

**FUNDING SUMMARY**

Task 4.0 - FY18/19								
SUBTASK	Responsible Agency	Transportation Planning Funds (TPF) <sup>(1)</sup>		FTA Sect. 5307		Local		Total
		FY18	FY19	FY18	FY19	FY18	FY19	
<b>4.1 MTP 2040 IMPLEMENTATION</b>	KTMO	\$119,086	\$68,901	\$0	\$0	\$0	\$0	\$187,987
<b>4.2 MTP 2045 DEVELOPMENT &amp; IMPLEMENTATION</b>	KTMO	\$80,742	\$167,271	\$0	\$0	\$0	\$0	\$248,013
<b>Total</b>		\$199,828	\$236,172	\$0	\$0	\$0	\$0	\$436,000

(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 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 an impact on regional planning have been discussed with the KTMPO partners. Funds have been reserved for miscellaneous studies. The TAC and TPPB will determine which studies to fund during FY18 and 19.

### **B. EXPECTED PRODUCTS**

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

### **C. PREVIOUS WORK**

1. Staff recently worked with consultants to update the CMP; assist in reprioritizing the MTP projects by developing scoring criteria, running the TDM, and assigning objectives scores.
2. During FY16, MPO staff continued researching requirements for performance based planning and programming and participated in FHWA webinars. Scoring criteria for the MTP project reprioritization included elements of HB20 and proposed rules/guidelines provided by FHWA.

### **D. SUBTASKS –**

- 5.1 Multi-Modal/Regional Thoroughfare and Pedestrian/Bicycle Plan Update  
The MPO will review and update as necessary the Regional Thoroughfare and Pedestrian/Bicycle Plan to reflect updated information, changing development trends, shifts in travel patterns, and other relevant factors that may impact future multi-modal planning in our region. The MPO may use consultant services for this activity.
- 5.2 TDM/Project Selection: KTMPO may use consultants as needed to assist in running the travel demand model to evaluate and prioritize projects for inclusion in the MTP project listing.
- 5.3 CMP: KTMPO may use consultants as needed to assist in tracking and reporting performance on the CMP network, assessing progress made towards congestion reduction, and updating the CMP as needed.
- 5.4 Performance Measures/Targets: KTMPO may use consultants as needed to assist in developing performance measures/targets in accordance with federal and state requirements.
- 5.5 Miscellaneous Studies: KTMPO may use consultants as needed to assist in conducting studies to include corridor studies, bike/ped regional connections, rails to trails projects, transit funding options, etc. The TAC and TPPB will be consulted in determining which studies to fund.

## FUNDING SUMMARY

<b>Task 5.0 - FY18/19</b>								
SUBTASK	Responsible Agency	Transportation Planning Funds (TPF) <sup>(1)</sup>		FTA Sect. 5307		Local		Total
		FY18	FY19	FY18	FY19	FY18	FY19	
<b>5.1 REGIONAL THOROUGHFARE AND PED/BICYCLE PLAN UPDATE</b>	KTMPO	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
<b>5.2 TDM/PROJECT SELECTION</b>	KTMPO	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
<b>5.3 CONGESTION MANAGEMENT PROCESS</b>	KTMPO	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000
<b>5.4 PERFORMANCE MEASURES AND TARGETS</b>	KTMPO	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000
<b>5.5 MISCELLANEOUS STUDIES</b>	KTMPO	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$30,000
<b>Total</b>		\$165,000	\$40,000	\$0	\$0	\$0	\$0	\$205,000

(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 man-hours, they are not reflected in the funding tables.

**UPWP BUDGET SUMMARY FY18/19**

SUBTASK	Responsible Agency	Transportation Planning Funds (TPF) <sup>(1)</sup>		FTA Sect. 5307		Local		Total
		FY18	FY19	FY18	FY19	FY18	FY19	
<b>1. Administration-Management</b>	KTMPO	\$511,811	\$541,006	\$0	\$0	\$0	\$0	\$1,052,817
<b>2. Data Development and Maintenance</b>	KTMPO	\$66,731	\$70,069	\$0	\$0	\$0	\$0	\$136,800
<b>3. Short Range Planning</b>	KTMPO & HCTD	\$39,034	\$40,984	\$35,072	\$35,423	\$43,509	\$43,944	\$237,966
<b>4. Metropolitan Transportation Plan</b>	KTMPO	\$199,828	\$236,172	\$0	\$0	\$0	\$0	\$436,000
<b>5. Special Studies</b>	KTMPO	\$165,000	\$40,000	\$0	\$0	\$0	\$0	\$205,000
<b>Total</b>		<b>\$982,404</b>	<b>\$928,231</b>	<b>\$35,072</b>	<b>\$35,423</b>	<b>\$43,509</b>	<b>\$43,944</b>	<b>\$2,068,583</b>

<sup>1</sup>TPF - This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

	<b>Combined Transportation Planning Funds</b> (FHWA PL-112: \$886,450; FTA 5303: \$292,322) based on FY15 & FY16 allocations.							\$1,178,772
	<b>Estimated Unexpended Carryover</b>							\$ 731,863
	<b>TOTAL TPF</b>							\$1,910,635

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# APPENDIX A



## POLICY BOARD

### **Chairman:**

#### **Mayor Marion Grayson**

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### **Vice Chairman:**

#### **Mayor Frank Seffrood**

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#### **Commissioner Tim Brown**

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Commissioner Bill Schumann

#### **Mayor Jose Segarra**

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Councilmember Jim Kilpatrick

#### **Judge John Firth**

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#### **Mayor Danny Dunn**

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#### **Councilmember Juan Rivera**

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Alternate: Lillian Ann Farris, David Olson,

#### **Councilmember Gregory Johnson**

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Alternate: Lillian Ann Farris, Councilmember Shirley Fleming,

January 18, 2017

# APPENDIX A



## POLICY BOARD

### **Commissioner Mark Rainwater**

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### **Bell County Representative**

Vacant

### **NON VOTING MEMBERS**

#### **Mary E. Himic**

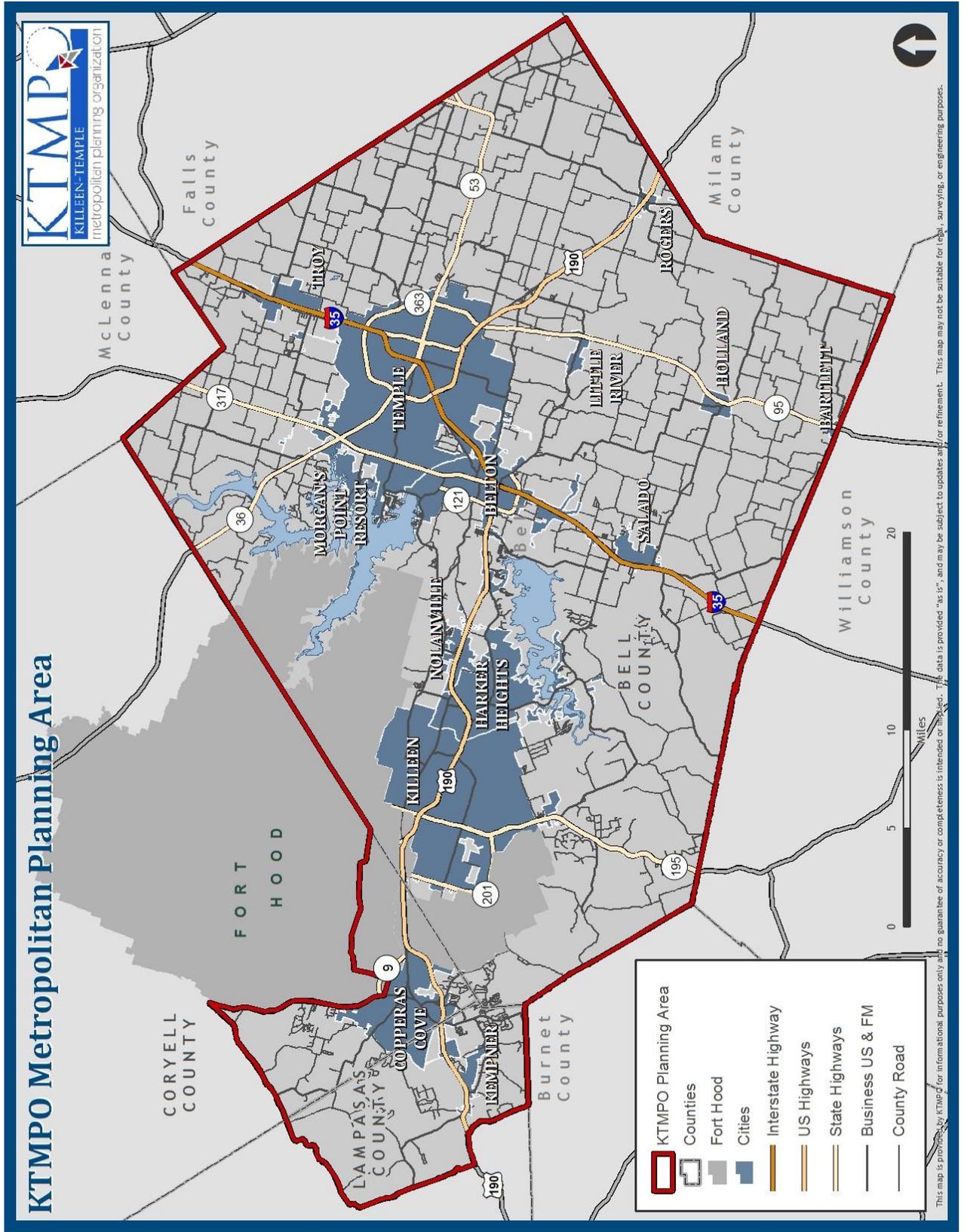
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January 18, 2017

# APPENDIX B



APPENDIX C

DEBARMENT CERTIFICATION  
(Negotiated Contracts)

- (1) The Killeen-Temple Metropolitan Planning Organization (KTMPO) as **CONTRACTOR** certifies to the best of its knowledge and belief that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency;
  - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public\* transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity\* with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions\* terminated for cause or default.
- (2) Where the **CONTRACTOR** is unable to certify to any of the statements in this certification, such **CONTRACTOR** shall attach an explanation to this certification.

*\*federal, state or local*

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Signature – Mayor Marion Grayson, Chairman  
KTMPO Transportation Planning Policy Board

---

Date

## APPENDIX D

### LOBBYING CERTIFICATION

#### CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS

The undersigned certifies to the best of his or her knowledge and belief, that:

- (1) No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

---

Signature – Mayor Marion Grayson, Chairman  
KTMPPO Transportation Planning Policy Board

---

Date

**APPENDIX E**  
**CERTIFICATION OF COMPLIANCE**

I, Mayor Marion Grayson, KTMPO Transportation Planning Policy Board Chairman,  
(Name and Position, Typed or Printed)

a duly authorized officer/representative of \_\_\_\_\_  
Killeen-Temple Metropolitan Planning Organization,  
(MPO)

do hereby certify that the contract and procurement procedures that are in effect and used by the forenamed MPO are in compliance with 2 CFR 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," as it may be revised or superseded.

Attest:

\_\_\_\_\_  
Signature - Mayor Marion Grayson, Chairman  
KTMPO Transportation Planning Policy Board

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

APPENDIX F

CERTIFICATION OF INTERNAL ETHICS AND COMPLIANCE PROGRAM

I, Mayor Marion Grayson, KTMPO Transportation Planning Policy Board Chairman.  
(Name and Position, Typed or Printed)

a duly authorized officer/representative of \_\_\_\_\_  
Killeen-Temple Metropolitan Planning Organization,  
(MPO)

do hereby certify that the forenamed MPO has adopted and does enforce an internal ethics and compliance program that is designed to detect and prevent violations of law, including regulations and ethical standards applicable to this entity or its officers or employees and that the internal ethics and compliance program satisfies the requirements of by 43 TAC § 31.39 "Required Internal Ethics and Compliance Program" and 43 TAC § 10.51 "Internal Ethics and Compliance Program" as may be revised or superseded.

Attest:

\_\_\_\_\_  
Signature - Mayor Marion Grayson, Chairman  
KTMPO Transportation Planning Policy Board

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

