



Killeen-Temple Metropolitan Planning Organization



Public Engagement Plan

We commit to fostering two-way communication that connects your points of views and interests to the transportation decision making process.

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GLOSSARY OF ACRONYMS & TERMS

- BPAC – Bicycle & Pedestrian Advisory Committee
- CFR – Code of Federal Regulations
- CMP – Congestion Management Process
- CTCOG – Central Texas Council of Governments
- DEIA – Diversity, Equity, Inclusion and Accessibility
- DOD – Department of Defense
- EJ – Environmental Justice
- EJCOC – Environmental Justice Community of Concern
- FAA – Federal Aviation Administration
- FLMA – Federal Land Management Agency
- FAC – Freight Advisory Committee
- FHWA – Federal Highway Administration
- FTA – Federal Transit Administration
- HCTD – Hill Country Transit District (aka The Hop)
- KTMPO – Killeen-Temple Metropolitan Planning Organization
- LEP – Limited English Proficiency
- MPO – Metropolitan Planning Organization
- MTP – Metropolitan Transportation Plan
- PEL – Planning and Environment Linkages
- PEP – Public Engagement Plan
- STIP – Statewide Transportation Improvement Program
- STRAHNET – Strategic Highway Network
- TAC – Technical Advisory Committee
- TIP – Transportation Improvement Program
- TPPB – Transportation Planning Policy Board
- TxDOT – Texas Department of Transportation
- UPWP – Unified Planning Work Program
- USDOT – United States Department of Transportation
- USC – United States Code

PUBLIC ENGAGEMENT PLAN CONTRIBUTORS

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ACKNOWLEDGMENT

This plan was developed in cooperation with rules and regulations set forth by:

- The U.S. Department of Transportation (USDOT)
- The Federal Highway Administration (FHWA)
- The Federal Transit Administration (FTA)
- The Texas Department of Transportation (TxDOT)

The preparation of this plan was funded in part through grants from FHWA and FTA. The views and opinions of KTMPO expressed herein do not necessarily state or reflect those of the USDOT.

TRANSLATIONS

If this information is needed in another language, please contact KTMPO's Title VI Specialist at (254) 770-2200.

Español (Spanish)

Si necesita esta información en otro idioma, comuníquese con un especialista del Título VI de KTMPO al (254) 770-2200.

Other translation services for hearing, speech, or visually impaired citizens are listed below.

Relay Texas

For Hearing Callers

Voice to TTY/VCO/HCO/STS: 7-1-1 or 1-800-735-2988

Voice to CapTel: 1-877-243-2823

Spanish-to-Spanish: 7-1-1 or 1-800-662-4954

Spanish-to-English: 7-1-1 or 1-888-777-5861

For Deaf Callers

TTY to Voice: 7-1-1 or 1-800-735-2989

ASCII to Voice: 7-1-1 or 1-800-735-2991

Spanish-to-Spanish: 7-1-1 or 1-800-662-4954

Spanish-to-English: 7-1-1 or 1-888-777-5861

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Speech-to-Speech: 7-1-1 or 1-877-826-6607

Hearing Carry-Over: 7-1-1 or 1-800-735-2989

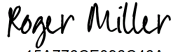
APPROVAL

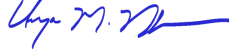
In accordance with 23 Code of Federal Regulations (CFR) 450.316, KTMPO developed a collaborative and comprehensive Public Engagement Plan (PEP), involving the public and stakeholder communities. The Plan must be prepared by KTMPO with a 45-day public review and comment period.

KTMPO's PEP is reviewed every three years, updated as needed, and evaluated for effectiveness through objective measures and subjective observations.

Staff has reviewed and redeveloped the PEP in respect to the public participation mission and inclusion statements, regional agencies and stakeholders, outreach and evaluation methods, demographic data, current legislation, and Environmental Justice (EJ) areas. After approval, the Plan is shared with partners for transparency of KTMPO's decision-making process.

A 45-day public comment period for the redeveloped PEP occurred from December 18, 2023, to February 1, 2024. Three public meetings were held on January 20, 2024, January 22, 2024, and January 23, 2024. Additionally, three pop-up events were held on January 20, 2024, January 23, 2024, and February 1, 2024. The redeveloped PEP and comments received were presented and approved on February 21, 2024, by KTMPO's Transportation Planning Policy Board (TPPB) at a regular meeting.

DocuSigned by:

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Judge Roger Miller, KTMPO Chair

DocuSigned by:

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Uryan Nelson, KTMPO Director

WELCOME LETTER

February 21, 2024

Dear Members of the Public,

Welcome to the Killeen-Temple Metropolitan Planning Organization's Public Engagement Plan (PEP).

The PEP is a blueprint for getting involved in the transportation decision-making process. We need people from all professions, interests, neighborhoods, and abilities to represent the community, share feedback, and provide input about community-specific transportation issues and concerns that may otherwise be unknown. Your participation helps elected officials and technical experts make better, more informed decisions.

If you are wondering, "Can I make a difference?" the answer is, "Yes. Yes, you can!" During the early months of 2023, nearly 700 citizens attended public meetings and submitted written comments sharing their points of view regarding the 2023 Bell County Thoroughfare Plan. Those comments and concerns made the transportation planning process work and resulted in some changes. See how getting involved added value to the transportation decision-making process?

We appreciate that you are taking time to read the PEP. As you do, may you be encouraged by the Promising Practices at the beginning of each section highlighting KTMPO's commitment to meaningful public involvement in transportation decision-making. Please consider taking the next step and getting involved. There are many ways to make a difference. Our transportation system could be better because of you!

Sincerely,



Uryan Nelson
Planning and Regional Services Division Director
KTMPO Director

EXECUTIVE SUMMARY

What is the Killeen-Temple MPO?

The Killeen-Temple Metropolitan Planning Organization (KTMPO) is a federally designated regional transportation planning agency in Central Texas that is responsible for coordinating a comprehensive transportation planning process in the greater Killeen and Temple area.

What is the Public Engagement Plan?

In compliance with federal requirements to create and offer opportunities for public involvement as a key planning practice to engage the public and stakeholders in establishing and developing regional goals and objectives, KTMPO created the Public Engagement Plan (PEP). This document serves as a framework that fosters two-way communication and connects our community's points of view and interests to the transportation decision-making process.

The previous Public Participation Plan (PPP) was written in 2007 and amended every few years to reflect changes in legislation and outreach techniques. This PEP is a major redevelopment of the PPP with the purpose of updating legislation and outreach techniques, and going one step further by implementing public engagement initiatives that align with best practices.

To develop the PEP, KTMPO adapted the following guiding principles from the U.S. Department of Transportation, "Promising Practices for Meaningful Public Involvement in Transportation Decision-Making":

- Provide for meaningful engagement that is more than public education, rather an opportunity for the community to influence the transportation decision-making process;
- Go above and beyond the regulatory requirements of our agency to ensure diversity, equity, inclusion, and accessibility to the transportation decision-making process for our community;
- Align the transportation strategies of our region through coordination with member entities and consideration of public input;
- Engage beyond the initial touchpoints to cultivate trust and transparency with our communities; and
- Call for continuous evaluation of engagement processes through public surveys and internal reviews.

What does a well-implemented Public Engagement Plan accomplish?

A well-implemented PEP provides the public an opportunity to participate during all phases of transportation planning that assists in shaping the direction and design of our region's multi-modal transportation system. It also:

- Creates and maintains partnerships that are open and accessible to the public, stakeholders, and policymakers;
- Improves the decision-maker's and the public's understanding of transportation issues, solutions, and obstacles of the planning process;
- Works with community groups to create opportunities for all citizens to learn about issues and projects under consideration that may impact their quality of life and community;
- Builds and maintains a network of community leaders and transportation advocates who have been identified as representing Environmental Justice Communities of Concern (EJCOC);
- Seeks opportunities for public comment from special populations including low-income individuals, the elderly, people with disabilities, and minority communities that may not typically participate in the planning process;
- Utilizes a variety of communication techniques, formats, and mediums in multiple languages to reach a larger audience;
- Provides timely responses to concerns and comments raised by the public with follow-through to demonstrate that decision makers seriously considered public input; and
- Disseminates clear, concise, and timely information to citizens, affected agencies, and interested parties.

Why is the Public Engagement Plan important?

The public engagement process begins and ends with you in mind. KTMPO intentionally designed each section of this plan to connect with you, your points of view and interests, and your comments about specific transportation issues and concerns that may otherwise be unknown. KTMPO board meetings, advisory meetings, and public comment periods are open to the public and hosted in-person and online.

KTMPO believes that creating a diverse and inclusive environment is not only the right thing to do, but it also fuels innovation, enhances creativity, and drives the collective success of our region and the State of Texas. We want to develop a culture of mutual concern where relational connections are built, everyone feels heard and respected, and we all come away with the desire to make a difference. To accomplish these values, KTMPO commits to advancing transportation planning by creating an environment free from discrimination and harassment, removing barriers to public involvement. We recognize that achieving true diversity, equity, inclusion, and accessibility is an ongoing

journey, and we remain dedicated to continuously improving and evolving in these areas.

KTMPO will proactively implement the Public Engagement Plan (PEP) which serves as an on-ramp for public involvement and is the official policy document and toolkit for board members, advisory committees, staff, and the public.

Section 1

The Foundation to Public Engagement



SECTION 1 – THE FOUNDATION TO PUBLIC ENGAGEMENT

Promising Practices

The Killeen-Temple Metropolitan Planning Organization (KTMPO) commits to providing meaningful engagement that is more than public education, rather an opportunity for the community to influence the transportation decision-making process (USDOT, 2022).

Figure 1.1 – Public Engagement Mission Statement

Fostering two-way communication that connects the public's points of view and interests to the transportation decision-making process and ensures equitable access for all.

Purpose

KTMPO is a federally designated regional transportation planning agency known as a Metropolitan Planning Organization (MPO). MPOs were established by the United States (U.S.) Federal-Aid Highway Act in 1962 as intergovernmental organizations to provide elected officials input into the planning and implementation of transportation funds to urbanized areas with populations greater than 50,000. As of the most recent census, there are 420 MPOs across the U.S. with 24 MPOs in Texas (National Association of Regional Councils, n.d.; U.S. Department of Transportation, n.d.).

Structure

Locally appointed and elected officials serve with federal, state, and local transportation agencies and stakeholders on a policy board and/or technical advisory committee to create a fair and impartial setting for regional transportation decision-making. The policy board is advised by the technical advisory committee. Elected officials can include U.S. representatives, state senators, state representatives, county judges, county commissioners, city mayors, and city council members. Appointed officials include city managers, representatives from regional airports, Fort Hood (formerly known as Fort Cavazos), and transportation agencies like the Hill Country Transit District (HCTD or known as The HOP), Texas Department of Transportation (TxDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and Federal Aviation Administration (FAA).

Similar representatives and members of the public may serve on other advisory committees and workgroups with special interests such as bicycle, pedestrian, freight, and safety. KTMPO values the unique perspective from citizens and community advocates. These focus groups serve to review key transportation issues and provide recommendations to policy leaders.

The transportation policy board and advisory committees are supported by professional and administrative staff to carry out the core activities and responsibilities of transportation planning.

Core Activities & Responsibilities

The Federal-Aid Highway Act of 1962 authorizes MPOs to plan, prioritize, and program government funding for transportation projects in metropolitan areas. MPOs are responsible for the continuous, cooperative, and comprehensive (3C) transportation planning process in their respective areas (Federal-Aid Highway Act, 1962). MPOs accomplish this through a data and performance-driven process using various tools to forecast population and employment growth trends, project future land uses, and identify major transportation needs and opportunities for investment. Long- and short-range transportation improvement priorities and investments are determined and documented in transportation plans (USDOT, n.d.). Example MPO activities include planning roadway and sidewalk projects, setting regional safety goals using crash data, planning studies for traffic signal improvement, and teaching transportation principles to facilitate public engagement. KTMPO does not construct projects as that is the responsibility of project sponsors (cities, counties, and transportation agencies).

Public Engagement

MPOs are federally mandated to create and offer opportunities for public involvement as a key planning practice which informs core activities (Planning Assistance and Standards, 2016). Practicing the 3C planning process engages the public and stakeholders in establishing and developing regional goals and objectives.

To best guide this process, KTMPO has developed and follows a Public Engagement Plan (PEP) which serves as an on-ramp for public involvement and official policy document and toolkit for board members, advisory committees, staff, and the public. KTMPO board meetings, advisory meetings, and public comment periods are open to the public and hosted in-person and online.

The public has an opportunity to participate during all phases of transportation planning to assist in shaping the direction and design of our region's multi-modal transportation system.

Figure 1.2 – The Foundation to Public Engagement

The Foundation to Public Engagement starts with YOU, the public. This gear graphic demonstrates where YOU, the public, participate in the KTMPO transportation decision-making planning process. It is not representative of the complete process - but emphasizes a contact point for YOU to get involved.

- A **BLUE** gear represents YOU, the public.
- A **RED** gear represents Killeen-Temple Metropolitan Planning Organization (KTMPO).
- A **GRAY** gear represents KTMPO's governing body.

The Requirements and Best Practices for Meaningful Public Engagement are the blueprint to transparent decision-making.

The Plan Development in Respect to Public Engagement informs:

- Public Engagement Plan,
- Metropolitan Transportation Plan,
- Transportation Improvement Plan,
- Congestion Management Process.

The Process of Public Engagement is early, meaningful, and ongoing.

The Effectiveness of Public Engagement is an ever-evolving evaluation of outreach methods.



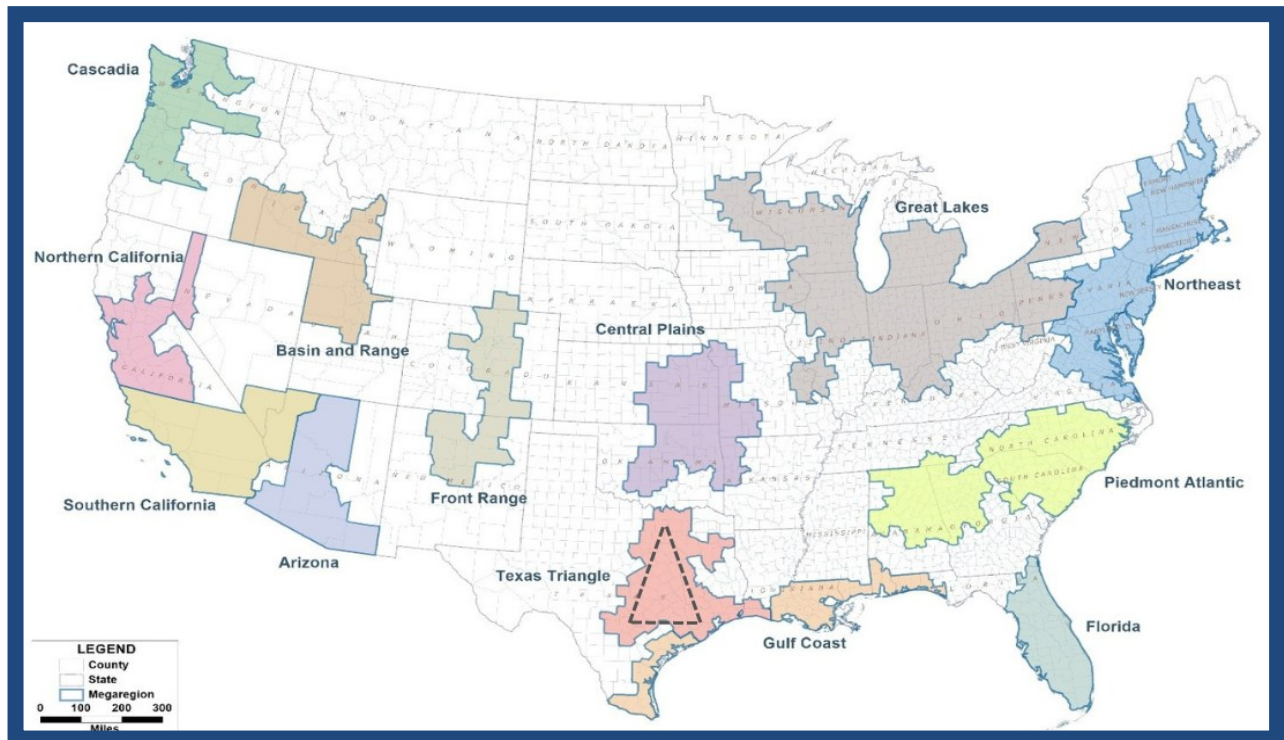
The Region

It is important to understand the region and its citizens at the state and local levels before effective and equitable public engagement strategies can be developed.

Population

Texas is the second largest state by both land mass (268,596 sq mi.) and population (30,029,572), containing 3 of the 10 most populated cities in the United States. Texas' growth rate places it among the nation's fastest-growing and largest-gaining states with a population growth of nearly 413,000 residents annually (U.S. Census Bureau, 2023). Sixty-six percent of Texas' population resides in what is known as the Texas Triangle, a megaregion that comprises 35 of Texas' 254 counties, is bordered by interstates IH-35, IH-45 and IH-10 and connects Austin, Dallas-Fort Worth, Houston, and San Antonio. Demographically, the Texas Triangle is younger, less white, and more Hispanic and is the fastest growing megaregion in the U.S. (Clark, 2021). By 2050, about 35 million people will live in the four metropolitan areas of this megaregion (Tomlinson, 2021).

Figure 1.3 – U.S. Megaregions



(Yaro, Zhang, & Steiner, 2022)

Figure 1.4 – Texas Triangle

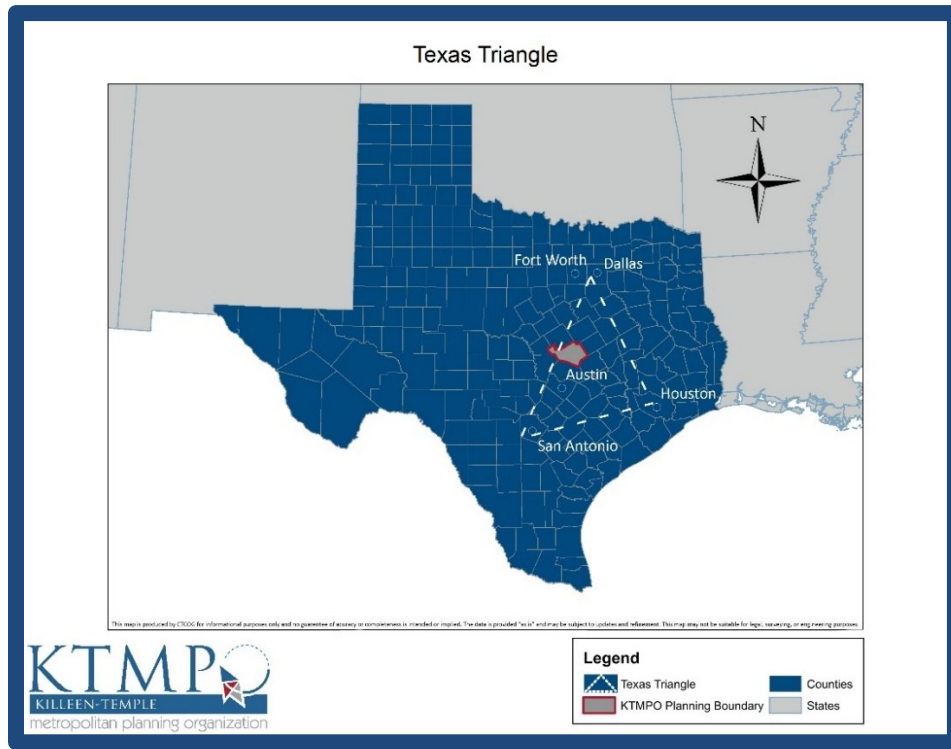


Figure 1.5 – Texas Triangle Highway System

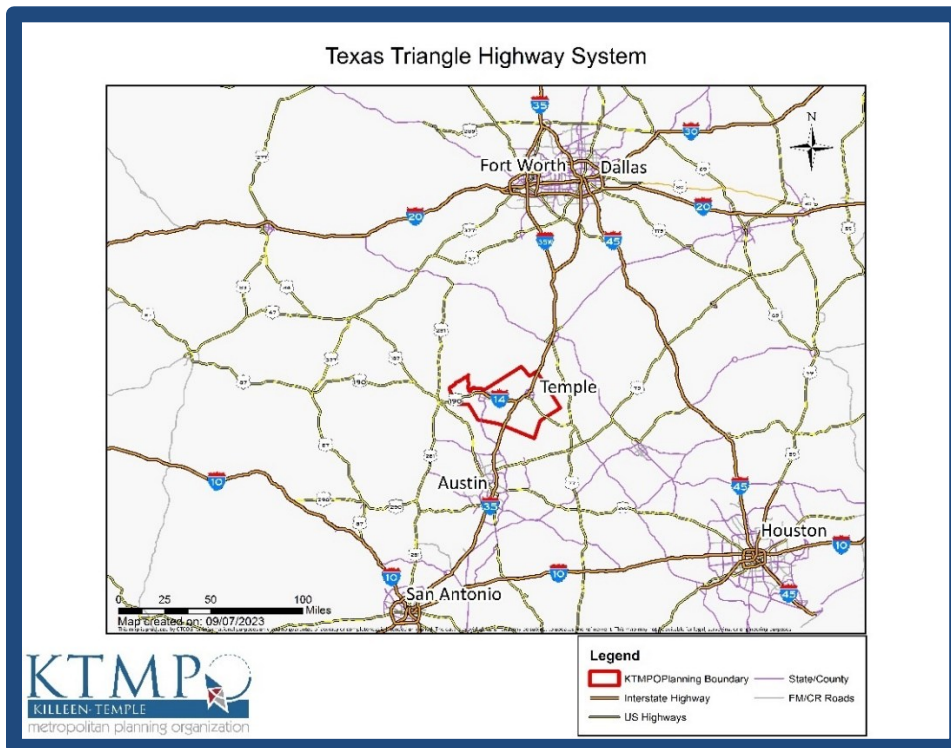
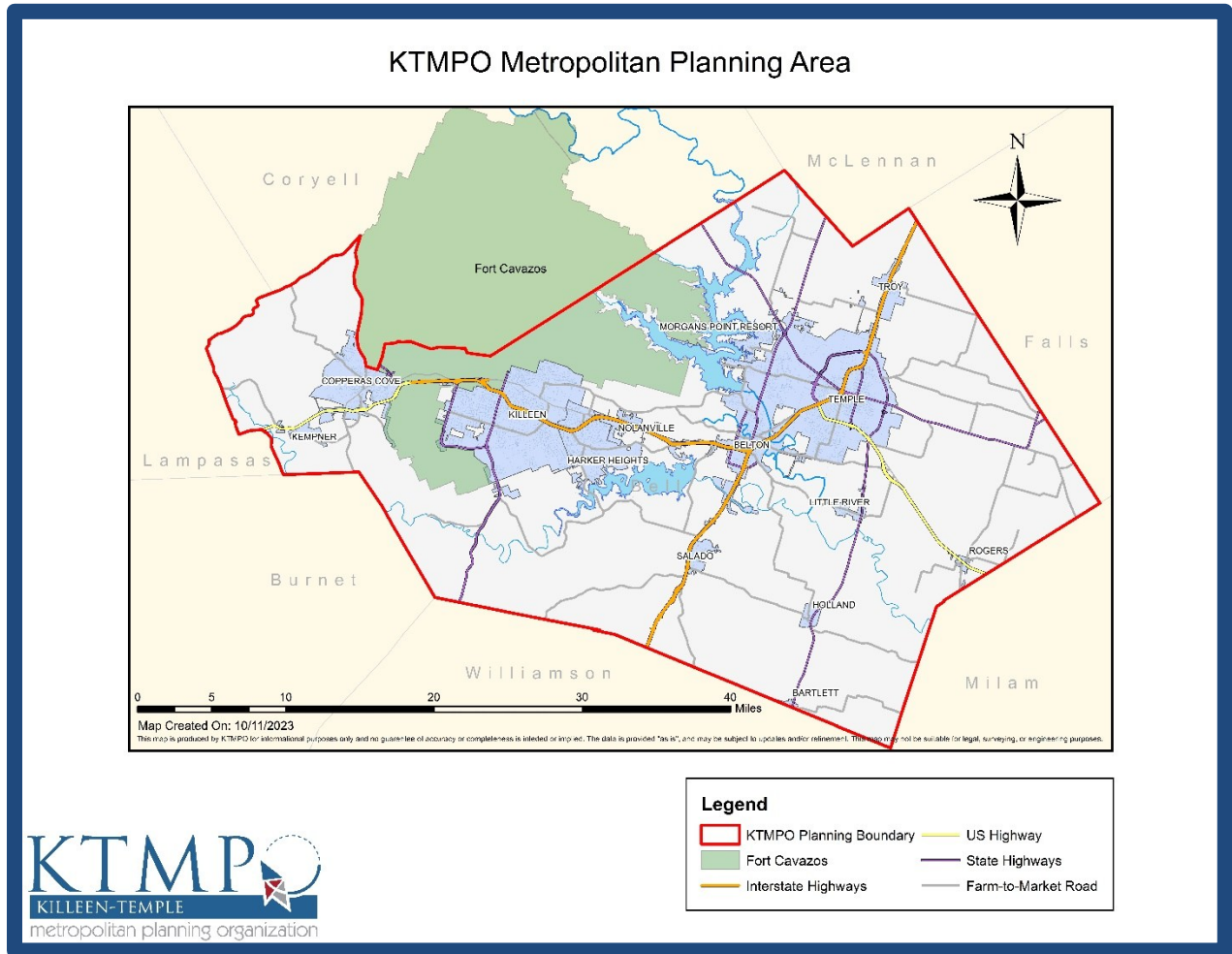


Figure 1.6 – KTMPO Metropolitan Planning Area



KTMPO’s planning region is centrally located in the Texas Triangle megaregion and contains the Killeen Urbanized Area and the Temple Urbanized Area with a total population of 432,000 based on the 2020 U.S. Census. Over the last decade, KTMPO’s region and its neighboring counties between Dallas and Austin have experienced unprecedented growth. By 2050, the expected population in KTMPO’s planning area will be about 575,000, reflecting a growth of 143,000 people and 67,000 jobs added (University of Texas at San Antonio, 2022; U.S. Census Bureau, 2021; Texas Demographic Center, 2018).

KTMPO’s boundary encompasses all of Bell County, parts of Coryell and Lampasas Counties to include portions of Fort Hood and the following cities in Figure 1.7.

Figure 1.7 – KTMPO Membership

Bell County		
Bartlett	Killeen	Rogers
Belton	Little River - Academy	Village of Salado
Harker Heights	Morgan’s Point Resort	Temple
Holland	Nolanville	Troy
Coryell County		
Copperas Cove		
Lampasas County		
Kempner		

Economy & Roadway Inventory

Texas is the leading state in the U.S. for gross domestic product, exports, and job creation and has the 9th largest economy in the world and 2nd largest in the United States (Texas Economic Development Corporation, 2022). Texas is a major freight hub, particularly for industries such as petroleum, manufacturing, agriculture, and construction, with 3.7 billion tons of freight valued at \$2.87 trillion moving in and around the state in 2019; this is expected to grow 151% to 8.24 billion tons in 2050 valued at over \$7 trillion (Texas Delivers 2050). The Texas Triangle has greater economic diversity, attractive tax incentives and more permissive business and land-use regulations than other megaregions (Clark, 2021).

KTMPO’s region contains major roadway facilities and a significant regional rail hub that are vital to commerce, farming, manufacturing, and one of the largest and most populated U.S. military installations in the world, Fort Hood. Additionally, the region contains roadways designated as TxDOT Hurricane Evacuation Routes and Hazardous Materials Routes. KTMPO’s regional roadway system features 3,700 miles of roadway with 71 miles of interstate, 107 miles of U.S. highway and 135 miles of state highway. On average, there are approximately 4,500,000 daily vehicle miles traveled through the region. IH-35, dubbed the North American Free Trade Agreement (NAFTA) Superhighway/Main Street Texas, connects Canada to Mexico and intersects with IH-14 in Belton which currently stretches 25 miles to Fort Hood with plans to extend westward through Copperas Cove and Lampasas and eastward towards Bryan/College Station as part of the federal Forts to Ports program (KTMPO, 2019). IH-35 is also one of the largest freight corridors in the United States, with 402 million tons valued at \$690 billion of freight moving into, within, out, and through the corridor generating over 97,000 freight related businesses and 4.3 million jobs (The Economic Role of the I-35 Corridor in Texas).

Planning for anticipated population and economic growth, in conjunction with public engagement, is critical to ensure that KTMPO regional objectives are met. KTMPO commits to creating relevant and meaningful opportunities for public engagement that shapes the decision-making process in our communities.

Section 2

The Requirements & Best Practices of Public Engagement



SECTION 2 – THE REQUIREMENTS & BEST PRACTICES FOR PUBLIC ENGAGEMENT

Promising Practices

The Killeen-Temple Metropolitan Planning Organization (KTMPO) commits to going above and beyond the regulatory requirements of our agency to ensure diversity, equity, inclusion, and accessibility to the transportation decision-making process for our community (USDOT, 2022).

Diversity, Equity, Inclusion and Accessibility (DEIA)

Engaging users of the transportation network in our region requires the implementation of equitable public engagement strategies that comply with state and federal requirements. The transportation plans and improvement programs developed by KTMPO are incorporated into TxDOT's long-range plans and improvement programs. KTMPO is responsible for self-certifying to TxDOT and FHWA that its MPO planning process conforms to both state and federal rules for transportation planning. This Plan is reviewed as part of the four-year certification process conducted by FHWA and FTA during the MPO certification process.

MPOs must allow for:

- Adequate public notice of public participation activities (Figure 4.3);
- Opportunities to review and comment at decision points in the development of the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP); and
- Multiple, accessible participation formats, including electronic, virtual and in-person (23 CFR 450).

The USDOT encourages transportation entities' public involvement efforts to be a core practice integrated into all aspects of organizational work and transportation decision-making. KTMPO strives to develop well-thought-out plans using various communication tools and intentional outreach methods connecting with the public early and often throughout the planning process (USDOT, 2022). These principles are expressed in KTMPO's Diversity, Equity, Inclusion, Accessibility (DEIA) Statement.

Figure 2.1 – Diversity, Equity, Inclusion and Accessibility (DEIA) Statement

At KTMPO, we are committed to promoting a culture that welcomes and respects the diversity of our employees, citizens, and the communities we serve. We believe that a diverse and inclusive environment is not only the right thing to do, but it also fuels innovation, enhances creativity, and drives the collective success of our region and the State of Texas.

KTMPO commits to fostering two-way communication that connects the public's points of view and interests to the transportation decision-making process and ensures equitable access including but not limited to race, ethnicity, gender, age, sexual orientation, religion, disability, zip code, socio-economic background, or limited English proficiency.

KTMPO commits to advancing transportation planning by creating an environment free from discrimination and harassment, removing barriers to public involvement, and having zero tolerance for any form of discrimination or exclusionary behavior.

This Diversity, Equity, Inclusion, and Accessibility statement serves as a foundation for our ongoing commitment and actions. We recognize that achieving true diversity, equity, inclusion, and accessibility is an ongoing journey, and we remain dedicated to continuously improving and evolving in these areas.

Federal Requirements

Federal Transportation Bills

The most notable multi-year federal transportation bills in the history of transportation planning include:

- Many Federal-Aid Highway Acts, signed between 1916 and 1987, which authorized and provided federal funding for constructing roads;
- The Intermodal Surface Transportation Efficiency Act (ISTEA), signed in 1991, which emphasized the efficiency of the intermodal transportation system to include highway, rail, air, and marine transportation;
- The National Highway System Designation Act (NHS), signed in 1995, which designated the NHS developed by the Department of Transportation (DOT) in cooperation with states, local officials, and metropolitan planning organizations (MPOs);
- The Transportation Equity Act for the 21st Century (TEA-21), signed in 1998, which built upon the initiatives established in ISTEA with a particular focus on equity through access, opportunity, and fairness;
- The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), signed in 2005, which authorized the Federal Surface Transportation Programs for highways, highway safety, and transit;
- The Moving Ahead for Progress in the 21st Century Act (MAP-21), signed in 2012, which created a streamlined and performance-based surface transportation program and built on many of the highway, transit, bike, and pedestrian programs and policies established since 1991;
- The Fixing America's Surface Transportation Act (FAST Act), signed in 2015, which provided long-term funding certainty for the Federal Surface Transportation Programs, streamlined project delivery, included dedicated funding for freight transportation, and provided new safety tools; and
- The Infrastructure Investment and Jobs Act/Bipartisan Infrastructure Law (IIJA/BIL), signed in 2021, which authorized continuation of the Federal surface transportation programs through 2026. The IIJA/BIL created several new formulas and competitive funding programs focused on safety, bridges, resiliency, equity, and climate change. The legislation also encouraged MPOs to coordinate transportation planning with housing, resiliency, and equity.

U.S. Codes and Code of Federal Regulations

Federal transportation bills influence federal statutes or codes written by Congress and found in the U.S. Code (USC). Federal transportation bills also influence regulations written by federal agencies, such as the USDOT, and found in the Code of Federal

Regulations (CFR). KTMPO's PEP adheres to following many codes and regulations found in Appendix D. The overarching regulations regarding public participation are:

- Title 23 of the USC - Highways
- 23 CFR 450 – Metropolitan Transportation Planning
- 49 CFR 21- Title VI of the Civil Rights Act of 1964

Each of these federal codes and regulations require providing public involvement opportunities for the following groups and decision-making bodies mentioned in 23 CFR:

- Individuals;
- Affected public agencies;
- Representatives of public transportation employees;
- Public ports, freight shippers, and providers of freight transportation services;
- Private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program);
- Representatives of users of public transportation;
- Representatives of users of pedestrian walkways and bicycle transportation facilities;
- Representatives of individuals with disabilities; and
- Other interested parties with reasonable opportunities are included in Appendix A.

Other Federal Acts and Policies

In addition to federal transportation bills, codes and regulations, there are other federal statutes listed below that impact a public participation plan. These include:

- The First Amendment to the United States Constitution which protects the freedom of speech (with limited exceptions) against censorship or viewpoint discrimination among other rights, in designated public forums, including government social media accounts, under the public forum doctrine;
- The Federal Highway Act of 1962 which mandated the formation of MPOs, requires MPOs to plan for regional transportation planning expenditures and be responsible for the continuing, cooperative, and comprehensive transportation planning process for their urbanized area;
- Title VI of the Civil Rights Act of 1964 which states that, "No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefit of, or subjected to discrimination under any program or activity receiving federal financial assistance;"

- The Freedom of Information Act (FOIA) of 1966 which gives U.S. citizens the right to access federal agency records so they can understand their government's operations and activities;
- The National Environmental Policy Act (NEPA) of 1969 which ensures federal agencies consider the environmental impacts of their actions and decisions and presents them in a transparent and informed manner to the public;
- The Rehabilitation Act of 1973, Section 504 which forbids excluding or denying individuals with disabilities an equal opportunity to receive program benefits and services and defines the rights to participate in, and have access to, program benefits and services; Section 508 which requires federal agencies to make their electronic and information technology (EIT) accessible to people with disabilities.
- The Age Discrimination Act of 1975 which prohibits discrimination based on age in programs or activities receiving federal financial assistance and prohibits recipients of the assistance from taking actions that result in denying or limiting services or otherwise discriminating based on age;
- The Civil Rights Restoration Act of 1987 which clarifies the intent of Title VI to include all programs and activities of federal-aid recipients and contractors whether those programs and activities are federally funded or not;
- The Americans with Disabilities Act of 1990 which stipulates involving the community, particularly individuals with disabilities, in the development and improvement of services;

There are other federal transportation bills, codes and regulations, federal statutes, and orders that impact a public participation plan found in Appendix D.

State Requirements

State regulations that impact public participation include:

- Section 551.043 of the Texas Open Meetings Act (OMA), states, “The notice of a meeting of a governmental body must be posted in a place readily accessible to the general public at all times for at least *three business days* (excluding weekends and holidays) before the scheduled date of the meeting.” This new requirement, effective September 1, 2025, replaced the previous *72-hour rule*. Notice must be posted in a location readily accessible to the public; and
- The Public Information Act in the Texas Government Code, Chapter 552, which gives individuals the right to access government records as all government information is presumed to be available to the public (certain exceptions may apply); and
- TxDOT Civil Rights Programs which sets forth nondiscrimination clauses in TxDOT’s Master Grant Agreement, annual certifications and assurances, Title VI assurances, and a review of existing Subrecipient Title VI program components.

Environmental Justice

Title VI of the Civil Rights Act of 1964 built the legal foundation for what Environmental Justice (EJ) is today. KTMPO acknowledges and promotes the importance of Environmental Justice as a key factor in the transportation planning process through project scoring and prioritization (Appendix C).

In agreement with the National Environmental Policy Act of 1969, and to the greatest extent possible, KTMPO's PEP aims to ensure equitable opportunity among all citizens. (National Environmental Policy Act, 1969).

FHWA defines three basic principles of Environmental Justice (USDOT, 2019):

- Avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations;
- Ensure the full and fair participation by all potentially affected communities in the transportation decision-making process; and
- Prevent the denial of, reduction of, or significant delay in the receipt of benefits by minority and low-income populations.

Together, these Environmental Justice federal acts and objectives support an EJ practice which informs how KTMPO strives to reduce transportation disparities.

Going Above and Beyond: From Policies to Partnerships

KTMPO commits to going above and beyond the regulatory requirements of our agency to ensure diversity, equity, inclusion, and accessibility, and is inspired by like-minded thought-leaders and changer-makers. Sherry Arnstein, a community organizer who is well known for publishing, "A Ladder of Citizen Participation," symbolically uses an eight-rung ladder to describe levels of public participation. As the public's participation progresses through various rungs, authentic partnership is generated. KTMPO embraces the importance of public engagement and values the benefits from feedback, comments, and concerns expressed in the transportation decision making process.

Authentic community partnerships are built when planning concerns are simultaneously shifted between the public and decision-makers through policy boards and advisory committees with continued communication toward resolving transportation related issues.

Section 3

The Plan Development in Respect to Public Engagement



SECTION 3 – THE PLAN DEVELOPMENT IN RESPECT TO PUBLIC ENGAGEMENT

Promising Practices

The Killeen-Temple Metropolitan Planning Organization (KTMPO) commits to aligning the transportation strategies of our region through coordination with member entities and consideration of public input (USDOT, 2022).

KTMPO Plans

KTMPO is tasked with carrying out the core activities and responsibilities of transportation planning in the following plans:

- Public Engagement Plan (PEP);
- Metropolitan Transportation Plan (MTP);
- Transportation Improvement Program (TIP);
- Congestion Management Process (CMP); and
- Other transportation planning initiatives and studies that have a significant scope or impact.

Public Engagement Plan (PEP)

The PEP serves as a living document and resource to KTMPO staff, member entities, and the public, which outlines equitable public engagement strategies and supports transportation planning practices. KTMPO's PEP is reviewed every three years and updated as needed to reflect changes in federal or state requirements, demographic shifts, and outreach techniques. KTMPO requests public review and comment on the PEP during each plan update or amendment.

Other Complementary Guiding Documents

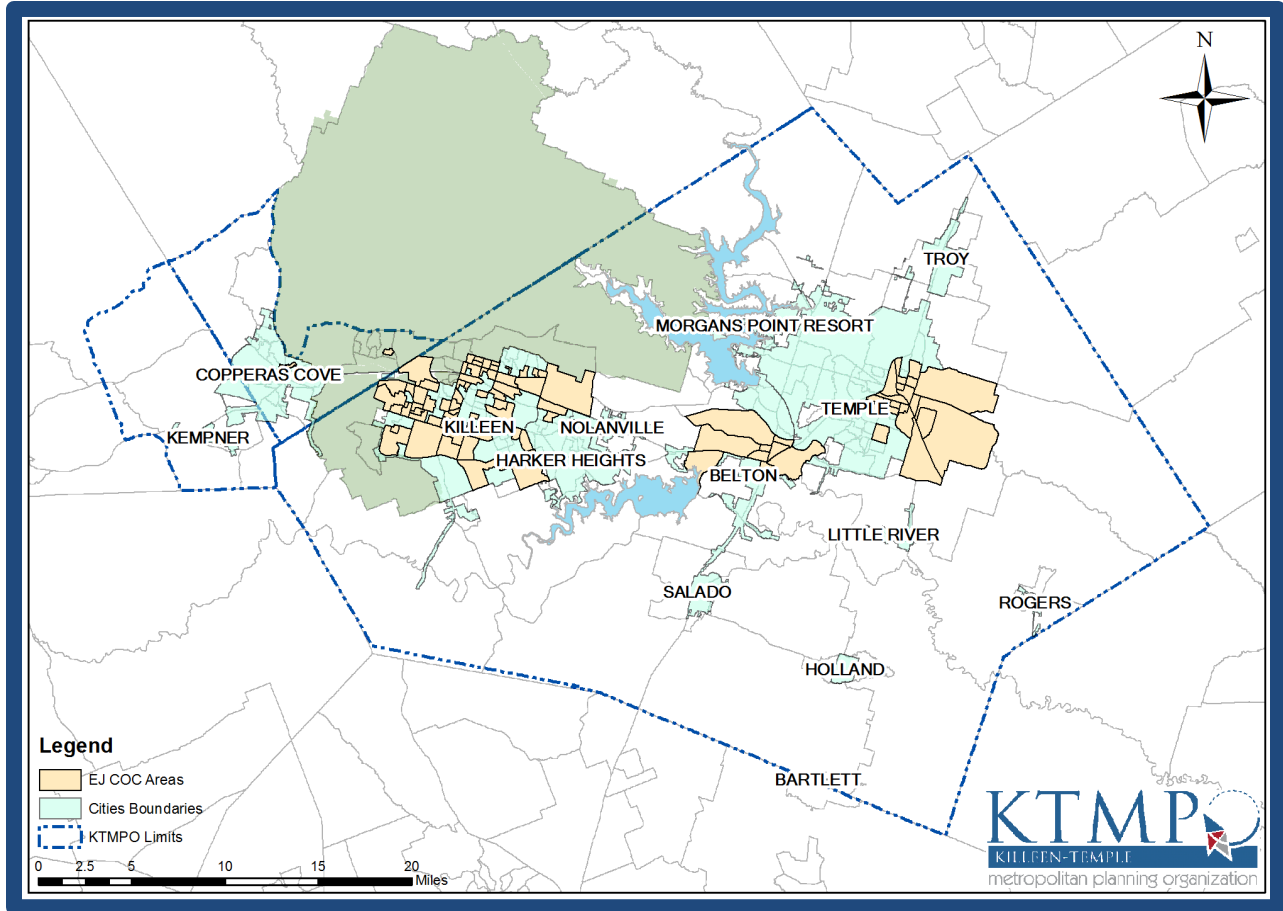
Although not required for public review, KTMPO also follows additional guidance to complement our public engagement practices:

- The [Limited English Proficiency \(LEP\) Plan](#) identifies reasonable steps for providing language assistance to persons with Limited English Proficiency (LEP) who wish to engage in KTMPO programs and activities. LEP persons are those who do not speak English as their primary language and have limited ability to read, write, or understand English. This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP individuals that assistance is available.

- In alignment with [TxDOT's Strategic Public Engagement Guidance \(SPEG\)](#), KTMPO supports Limited English Proficiency (LEP) needs by using accessible formats for printed, digital, and spoken communication; providing translation and interpretation services when needed; and building partnerships with Spanish-language and other multilingual community organizations to help amplify messages and strengthen outreach.
- The [Title VI Plan](#) ensures all programs, policies and activities comply with various nondiscrimination laws and regulations included in Title VI of the Civil Rights Act of 1964. This federal law protects individuals, groups, and organizations from discrimination based on race, color, or national origin in federally assisted programs and activities. Since other nondiscrimination authorities have expanded the scope and range of Title VI application and reach (i.e., religion, sex, disability, age), reference to Title VI includes other provisions of federal statutes and related authorities to the extent that they prohibit discrimination in programs and activities receiving federal financial assistance.
- The [Environmental Justice \(EJ\) Methodology](#) identifies where underserved populations, known as Environmental Justice Communities of Concern (EJCOC), reside so decision-makers can plan transportation projects that improve quality of life for these communities that face barriers to affordable, equitable, reliable, and safe transportation (USDOT, n.d.).
- To the greatest extent possible, KTMPO will apply the [TxDOT Strategic Public Engagement Guidance \(SPEG\)](#) Waco District one-page checklist during early planning to help reduce participation barriers such as accessibility needs, language differences, cultural or personal considerations, time or schedule limitations, varying skill or education levels, and potential misunderstandings of the project.

The EJCOG within KTMPO's boundary are identified below. To learn more, see Appendix C.

Figure 3.1 – Environmental Justice Areas: Selected Census Tracts



Metropolitan Transportation Plan (MTP)

The MTP serves as a long-term planning document and framework for transportation projects to be constructed throughout KTMPO's planning area. This document spans a 25-year planning period and is updated every five years and amended regularly to reflect changes in federal or state requirements and planned projects. KTMPO seeks public review and comment on the MTP during each plan update or amendment.

The MTP contains regional objectives that are equally important and include:

- Improve safety, reliability, and efficiency in the transportation system;
- Improve mobility and reduce congestion;
- Improve access to jobs, homes, goods, and services;
- Promote a healthier environment; and
- Encourage regional coordination and public participation in decision making.

The objectives guide the development of regional transportation projects that are nominated, prioritized, and selected based on available federal or state funding and construction readiness.

Transportation Improvement Program (TIP)

The TIP serves as a short-range planning document for transportation projects that are funded and expected to begin construction within the next four years. It is essentially the first four years of the MTP's 25-year plan. The TIP is updated every two years and amended regularly. KTMPO seeks public review and comment on the TIP during each plan update or amendment.

Congestion Management Process (CMP)

Because KTMPO's planning area exceeds a population of 200,000, we are federally mandated to develop a process to monitor and reduce congestion in the region. The CMP is a playbook of strategies designed to improve the safe and efficient movement of people and goods. CMP review and update is encouraged every five years and amended regularly in response to federal requests. KTMPO seeks public review and comment on the CMP during each plan update or amendment.

Other Transportation Planning Initiatives and Studies

KTMPO often partners with member jurisdictions to engage the public in support of regional transportation planning initiatives and studies that have a significant scope or impact. Examples include Transportation Visioning sessions, City Master Plan Updates, Interstate/Highway Feasibility Studies, and Thoroughfare Plans. These activities support transportation planning objectives mentioned above.

Section 4

The Process of Public Engagement



SECTION 4 – THE PROCESS OF PUBLIC ENGAGEMENT

Promising Practices

The Killeen-Temple Metropolitan Planning Organization (KTMPO) commits to ongoing engagement beyond initial touchpoints to cultivate trust and transparency with our communities. KTMPO seeks to break down barriers to inclusion and identify new opportunities to connect with all people. (USDOT, 2022).

Addressing Planning Factors through the Process

A continuous, cooperative, and comprehensive (3Cs) planning process that provides for consideration and implementation of projects, strategies, and services addresses factors from FHWA and FTA's 2021 Planning Emphasis Areas and 23 CFR 450.

2021 Planning Emphasis Areas (USDOT, 2021)

- Tackling the Climate Crisis
- Equity and Justice⁴⁰ in Transportation Planning
- Complete Streets
- Virtual Public Involvement (VPI) Tools
- Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination
- Federal Land Management Agency (FLMA) Coordination
- Planning and Environment Linkages (PEL)
- Data in Transportation Planning

23 CFR 450:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase accessibility and mobility of people and freight;
- 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;
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- Promote efficient system management and operation;
- Emphasize the preservation of the existing transportation system;

- Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation; and
- Enhance travel and tourism.

Meaningful Public Involvement

Features of meaningful public involvement include (USDOT, 2022):

- Understanding community demographics;
- Building durable community relationships;
- Understanding community wants and needs;
- Involving broad representation of the community;
- Using community-preferred engagement techniques; and
- Documenting and sharing the community’s impact on decisions.

Positive Outcomes from the Process

A well-implemented Public Engagement Plan (PEP) supports KTMPO’s DEIA Statement and accomplishes the following outcomes:

- Creates and maintains partnerships that are open and accessible to the public, stakeholders, and policymakers;
- Improves the decision-maker’s and the public’s understanding of transportation issues, solutions, and obstacles in the planning process;
- Works with community groups to create opportunities for all citizens to learn about issues and projects under consideration that may impact their quality of life and community;
- Builds and maintains a network of community leaders, transportation advocates, and citizen representatives who have been identified as representing EJCOG;
- Seeks opportunities for public comment from special populations including low-income individuals, the elderly, people with disabilities, and minority communities that may not typically participate in the planning process;
- Utilizes a variety of communication techniques, formats, and mediums in multiple languages to reach a larger audience;
- Provides timely responses to concerns and comments raised by the public with follow-through to demonstrate that decision-makers seriously considered public input; and
- Disseminates clear, concise, and timely information to citizens, affected agencies, and interested parties. A list of Regional Agencies and Stakeholders is included in Appendix A.

The Progressive Levels of Public Engagement

The International Association of Public Participation has developed a Spectrum of Public Participation, which follows five successive levels of public involvement (IAP2, n.d.) which define and identify different ways to engage the public. KTMPO has adapted this Spectrum, known as the Progressive Levels of Public Engagement, to reflect our ability to measure the activities of our region. The use of each level of participation depends on a variety of factors such as planning schedule, staffing capacity, resources, and public interest. Each level of participation lists tools and techniques to be used under each respective level as a means of appropriately engaging the public.

Figure 4.1 – Progressive Levels of Public Engagement: Inform, Understand, Involve, Collaborate, Empower

	Inform	Understand	Involve	Collaborate	Empower
	One-Way Interaction	Two-Way Interaction			
KTMPOs Role	Provide balanced and objective information on transportation alternatives, opportunities, and/or solutions.	Obtain early and on-going public feedback.	Create an environment where the public feels heard, respected, and wants to make a difference.	Build shared values that connect the public’s points of view and interests to the decision-making process.	Place final decision-making in the hands of elected officials.
Tools and Techniques	Website, email, mail, social media, printed literature, media/ TV/radio, maps, and data.	Public comment forms, social media channels, surveys, mapping tools, community activities, and pop-up events.			
			Public comment periods, public meetings, regular meetings, presentations, vision casting sessions, planning workshops, and partnership with community organizations.		
			Freight and/or Bicycle/Pedestrian advisory committees, task force and special interest groups.		Technical Advisory Committee and Policy Board
KTMPOs Commitment to the Public	We will provide you with relevant and timely information using a variety of communication channels.	We will use active listening skills and seek to understand concerns and aspirations.	We will ensure that your concerns and aspirations are documented, responded to, and shared with the appropriate regional partner.	We will remove or reduce barriers to public involvement. We will invite you to attend and become members of committees that have a role in the decision-making process.	We will provide your input to the decision-making bodies. We will share feedback on how your input influenced the decision.
Effectiveness of Public Engagement	Ever-evolving evaluation of KTMPO’s role in public engagement, the tools and techniques we utilize, and our commitment to the public.				

KTMPO's Role in the Process of Public Engagement

Inform

KTMPO informs the public by providing balanced and objective information to assist them in understanding transportation problems, alternatives, opportunities and/or solutions. This level of participation is often characterized by a one-way channel of communication used to address the immediate need of constituents.

Understand

KTMPO listens to the public by obtaining public feedback. This level of participation is often characterized by a two-way channel of interactive communication used to shape and inform some KTMPO programs.

Involve

KTMPO proactively creates an environment where the public feels heard and respected. This level of participation is often characterized by a two-way channel of communication throughout the process and works to provide guidance on KTMPO plans.

Collaborate

While the public proactively seeks collaborative efforts to make a difference, KTMPO builds shared values that connect the public's points of view and interests in the decision-making process. This level of participation is often characterized by a two-way channel of communication with continuous interactions throughout the process and works to provide guidance on KTMPO plans.

Empower

The outcomes of the Progressive Levels of Public Engagement inform the transportation planning decisions made by KTMPO's Policy Board.

Tools and Techniques in the Process of Public Engagement

Inform

KTMPO informs the public, Regional Agencies and Stakeholders (Appendix A) utilizing one-way channels of communication such as the website, email, mail, social media platforms, mainstream media outlets, calendar events, and sharing posts created by community partners. KTMPO staff relies on notifications practices shown in Figure 4.3. Information is available in printed and digital formats, maps, and data. These various

channels and communication formats are intended to quickly reach a broad public audience and inform them of public and regular meetings, comment periods, project news releases, study updates, policies, educational information, community events, and information from community partners.

Specialized media for specific cultural and language groups is also used when possible and appropriate.

Understand

KTMPO works with the public using two-way channels of communication such as public comment forms, social media channels, surveys, mapping tools, community activities, and pop-up events. These various channels and formats are intended to go beyond one-way information sharing and are a first step in a series of two-way channels to notify and solicit feedback regarding meeting information, opportunities for public involvement, project information, studies, policies, community events and other resources from transportation partners.

Digital public comment forms are available on KTMPO's website and submitted online or by email. Paper public comment forms are also available in both English and Spanish (included in Appendix B) and are available at KTMPO meetings, offices, and other public events.

KTMPO monitors information published by the U.S. Census regarding persons who speak English less than "very well," which languages they speak, and provides certain services in languages most likely to be needed within the Killeen-Temple region.

At least one American Indian tribe has expressed an interest in being notified of activities throughout the state of Texas. Though there are no tribal governments located in KTMPO's study area, the MPO coordinates with TxDOT to keep tribal governments informed of major decisions affecting the region.

KTMPO hosts several social media channels across platforms such as Facebook, Instagram, X (formerly Twitter), and LinkedIn. These social media channels give the public opportunities to respond to KTMPO shared content by commenting on the post or sending a message to the platform inbox.

KTMPO often solicits public response through paper and digital surveys to engage the public about new or existing plans, programs, and studies.

Periodically, KTMPO may work with consultants or other planning partners to publish online mapping tools or in-person map displays that allow the public to pinpoint, flag, and comment on areas for improvement within their communities.

KTMPO will proactively seek opportunities to attend community events. KTMPO will utilize these opportunities as a means of soliciting feedback and respond as appropriate.

Involve

KTMPO involves the public utilizing a second step in a series of two-way channels of communication such as public meetings, public comment periods, regular meetings, vision casting sessions, public workshops, presentations, and partnering with community organizations.

Public Meetings and Public Comment Periods

Most public meetings and public comment periods are conducted with the intention of gathering specific feedback on proposed plan updates or amendments not conveyed through public comment forms, social media posts, or digital surveys. Occasionally, other public meetings and public comment periods are held as vision casting sessions or public workshops to allow for a broader exchange of information on transportation issues.

Public meetings and public comment periods will be held prior to the adoption or amendment of KTMPO plans, but are not required for administrative modifications (Figure 4.2). Generally, KTMPO staff will present plan updates or amendments (non-action items) to TAC and TPPB at a regular meeting before the public comment period begins. In the event a regular meeting is not held before the public comment period begins, KTMPO staff will email TAC and TPPB to keep them apprised of the planned public comment period and meetings. KTMPO will work to hold public meetings in EJ areas (Appendix C) and at accessible locations.

Public comment periods will generally begin on a Monday (non-Federal holiday), unless weekday better aligns with the comment period schedule, and will end on a day the KTMPO office is open for official business. If the specified comment period ends on a weekend or holiday when KTMPO's office is not open, the comment period will be extended to the next day on which KTMPO's office is open. Public comment periods and related notifications will follow practices outlined in Figures 4.2 and 4.3. The Unified Planning Work Program (UPWP) does not require public involvement.

Public Engagement Summary

All comments and mapping data received from public meetings and public comment periods will be reviewed, responded to by staff, and shared with the TAC and TPPB. Any comments received during a public comment period will be summarized in the Public Engagement Summary – a narrative describing the actions taken and explaining how

engagement decisions were made and included as an appendix (Appendix E) to the related document and made available on the KTMPO website. The summary will be presented to TAC and TPPB prior to final approval of the KTMPO plan. If the final KTMPO plan differs significantly from the one which was made available for public comment by KTMPO and raises new material issues which interested parties could not reasonably have foreseen from the public engagement efforts, an additional opportunity for public comment on the revised plan will be made available.

Figure 4.2 – Planning Activities, Public Meetings and Public Comment Periods

Plan Activity: Adoption		
Occurs through the creation or scheduled update of existing plans.		
Frequency	Public Comment Period	Public Meeting
PEP every 3 years	45 days; to be concluded prior to TPPB approval.	Minimum of 2 meetings prior to TPPB approval.
MTP every 5 years TIP every 2 years CMP every 5 years	30 days; to be concluded prior to TPPB approval.	At least 1 public meeting will be held in either Temple or Belton to serve the east side of the KTMPO boundary. At least 1 public meeting will be held in either Harker Heights, Killeen, or Copperas Cove to serve the west side of the KTMPO boundary.

Plan adoption for all documents is triggered by:

- Federal requirement or recommended update cycle.

Plan Activity: Amendment		
Includes major revisions that change the approved intent or content of a document and require public review and comment, and a re-demonstration of fiscal constraint where applicable.		
Frequency	Public Comment Period	Public Meetings
As needed for PEP	45 days; to be concluded prior to TPPB approval.	Minimum of 1 public meeting prior to TPPB approval.
As needed for MTP	15 days; to be concluded prior to TPPB approval.	At least 1 public meeting will be held in a location close to the affected area if possible.

TIP CMP		
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Plan amendment for PEP may be triggered by:

- Change in federal or state requirements; or
- Change in demographics.

Plan amendment for MTP or TIP may be triggered by:

- Addition or deletion of a project;
- Change in project cost or project phase that exceeds \$1,499,999 and is a greater than 50% increase of the federal share;
- Change in initiation dates of project or project phase that would move a project out of the TIP;
- Change in a project phase such as the addition of preliminary engineering, construction, or right of way of a federally funded project; or
- Change in design concept or design scope of a federally funded project, such as changing project termini or the number of through traffic lanes or changing the number of stations in the case of fixed guideway transit projects.

Plan amendment for CMP may be triggered by:

- Change in priority listing of projects;
- Change in congestion management recommendations; or
- Update in congestion management analysis practices.

Plan Activity: Administrative Modification		
Includes minor corrections (language, formatting, etc.) that would not change the approved intent or content of the document, overall project list, or overall scope of any project.		
Frequency	Public Comment Period	Public Meetings
As needed for PEP MTP TIP CMP	None required.	None required. Modifications may be approved by staff and presented and discussed at meetings of the TAC and TPPB.

Administrative modification for MTP or TIP may be triggered by:

- Change in cost of project or project phase that does not exceed \$1,499,999 and is not a greater than 50% increase of the federal share;

- Change in the control section job (CSJ) number of a project unless the change also affects other characteristics of the project or funding;
- Change to funding sources of previously included projects; or
- Change in letting date or funding date of a project or project phase.

Regular Meetings

KTMPO hosts two types of regularly scheduled meetings to conduct business: TAC and TPPB Meetings. Regular meetings include a designated time on the agenda for public comment on transportation issues. The TAC will hold a regular meeting generally on the first Wednesday of each month, while the TPPB will hold a regular meeting generally on the third Wednesday of each month. If no agenda items are proposed for a specific meeting date, the dates may be adjusted as long as the TAC and TPPB meet a minimum of four times a year. Additional meetings may be scheduled, as necessary. All TAC or TPPB meetings are conducted in accordance with the Texas Open Meetings Act. Meetings will be recorded, with the recordings held for a minimum of three years. A record of proceedings, including attendance, will be made available at KTMPO's office within 65 days of the meeting on KTMPO's website and YouTube channel.

Other regular meetings to provide information to the public and solicit feedback include the Active Transportation Advisory Committee (ATAC), Freight Advisory Committee (FAC), vision casting sessions, feasibility study workshops, transportation workshops, and open-house events.

All public comments and mapping data received from regular meetings will be reviewed, saved, replied to by relevant staff and shared with the TAC and TPPB.

Locations of regular meetings will generally be held at the Central Texas Council of Governments (CTCOG) building located at 2180 N. Main Street, Belton, Texas 76513. KTMPO will provide notice if regular meetings will be held in a location other than CTCOG and will be planned to ensure accessibility by EJCOG.

In the event in-person meetings are not recommended (i.e.- extreme weather or public health event), virtual regular meetings or virtual public meetings may be held, and comments may be submitted through the virtual platform. If an individual is unable to submit public comment using a virtual platform, printed materials and a lockbox for comments will be made available in the foyer of KTMPO's offices.

Notification Practices for Public and Regular Meetings

Figure 4.3 – Meeting Types and Notification Practices

Medium	Notification Practice	Public Meeting or Public Comment Period	Regular Meeting			
			TAC	TPPB	ATAC	FAC
Print	Public notice will be posted at KTMPO's office at least three business days before the meeting, excluding weekends, holidays, and not counting the day of posting or the day of the meeting.	✓	✓	✓	✓	✓
	Public notice will be placed in the two newspapers with the largest general circulation.	✓	✓	✓		
Online	Public notice will be posted on social media.	✓	✓	✓	✓	✓
	Public notice will be posted on the website at least three business days before the meeting, excluding weekends, holidays, and not counting the day of posting or the day of the meeting.	✓	✓	✓	✓	✓
	Public notice will be posted with the Texas Register at least three business days before the meeting, excluding weekends, holidays, and not counting the day of posting or the day of the meeting. The Texas Register is a weekly publication submitted by state/public agencies and is available online at https://www.sos.state.tx.us/index.shtml	✓	✓	✓	✓	✓
Email or Mail	Public notice will be sent via e-mail and/or mail to all persons in the notification database.	✓	✓	✓	✓	✓
	Public notice will be sent to County Clerk offices for posting at least three business days before the meeting, excluding weekends, holidays, and not counting the day of posting or the day of the meeting.	✓	✓	✓	✓	✓

*Meeting agendas serve as public notice for Regular Meetings.

To elicit and facilitate public participation during regular meetings, KTMPO staff sets the structure for the board and committees to discuss transportation issues and take action, provides feedback, follows-up on action items, and organizes presenters.

KTMPO will proactively seek opportunities to present to organizations such as chambers of commerce, economic development corporations, independent school districts, and civic clubs in person or virtually regarding transportation plans, programs, and studies. KTMPO will utilize these opportunities as a means of soliciting feedback, responding as appropriate.

These presentation opportunities often open the doors to partnering with community organizations that have a vested interest in the community. KTMPO values partnerships with community organizations that represent and speak on behalf of members of the community, many of whom are historically underserved in the transportation planning process. Partnerships are an ongoing relationship that are consistently used as a reference for public concerns and aspirations throughout the planning process. KTMPO seeks to receive input from these organizations on transportation plans, projects, needs, gaps, and inefficiencies.

Collaborate

KTMPO collaborates with the public utilizing a third step in a series of two-way channels of communication by engaging members of the public and inviting them to serve on advisory committees and special interest groups relative to their professional or personal experience. Doing so supports KTMPO's DEIA mission statement while also adhering to requirements in 23 CFR regarding public involvement opportunities for underserved populations. Members of the public serving on advisory committees can assist in defining a particular project purpose and need, represent the interests of various constituent groups, and provide feedback and guidance on transportation planning processes. Committee and interest group representation by members of the public bridges the gap towards Environmental Justice by including concerned, affected, and interested parties into the planning process.

Two advisory committees with public membership are:

- The Active Transportation Advisory Committee (ATAC) discusses regional safety and connectivity issues facing non-motorized road users and advises the TAC and Policy Board on potential solutions to those issues. BPAC also discusses ways to advance biking, walking, and other active transportation modes within KTMPO road and trail networks. The BPAC is comprised of representatives from KTMPO member cities, TxDOT Districts, Fort Hood, and public citizens with a leisurely interest in or are dependent upon active transportation.
- The Freight Advisory Committee (FAC) advises the TAC and Policy Board on

issues facing freight in the region. The FAC is comprised of representatives from KTMPO member cities, local freight stakeholders, and public citizens with an interest in freight transportation, issues, projects, and funding needs for freight improvements.

Study-specific task forces and special interest groups with representatives from the public will be formed as deemed necessary by the Policy Board and/or MPO staff.

Empower

KTMPO empowers the public utilizing a fourth step in a series of two-way channels of communication and decision-making by presenting all public comments, and advisory committee and special interest group recommendations to the TAC and TPPB for final consideration and approval.

KTMPO member municipalities, through their appointed or elected officials serving on TAC or TPPB, are empowered with planning, review, and decision-making in the transportation planning process.

The decision recommending and decision-making bodies of KTMPO are:

- The Technical Advisory Committee (TAC) reviews data, studies, and plan amendments, assists staff with project scoring, and makes recommendations on technical issues to the Policy Board. The TAC is comprised of planning and technical representatives of KTMPO member cities, counties, Fort Hood, HCTD, TxDOT, FHWA, and FTA.
- The Transportation Planning Policy Board (TPPB) reviews data, studies, plan amendments and recommendations presented by TAC and makes final decisions on transportation policies, plans, and projects for the region. The TPPB is comprised of elected officials from KTMPO member cities, counties, state representatives, regional airports, Fort Hood, HCTD, TxDOT, FHWA, FTA, and others as appropriate.

KTMPO's Commitment to the Public

KTMPO's promises to engage the public early and often, provide relevant information, utilize a variety of communication channels, create community partnerships, remove barriers to public involvement, listen, seek to understand, capture, and share the public's concerns with KTMPO decision-making bodies.

KTMPO will ensure all individuals have meaningful access to programs and activities by providing reasonable accommodations for persons with disabilities and/or limited English proficiency. Auxiliar aids, sign language interpretation, and language translation

services will be provided upon advanced notice. Individuals requesting special accommodation to participate in meetings should contact KTMPO staff at 254-770-2200 at least 24 hours prior to the scheduled meeting. Meeting publications from KTMPO will include language such as: “in accordance with the Civil Rights Act of 1964, KTMPO does not discriminate on the basis of race, color, or national origin.” KTMPO’s Limited English Proficiency (LEP) Plan, Title VI Plan, and Environmental Justice Methodology are available to the public on KTMPO’s website at and at KTMPO’s office.

KTMPO conducts its Title VI Plan in a team approach involving all KTMPO personnel. The Director of KTMPO is responsible for ensuring KTMPO’s compliance with Title VI.

Questions, comments, or inquiries concerning KTMPO policies or compliance with Title VI may be directed to KTMPO’s Director:

Killeen-Temple Metropolitan Planning Organization
2180 N. Main Street
P.O. Box 729
Belton, Texas 76513
(254) 770-2200
ktmpo@ctcog.org

Effectiveness of Public Engagement

KTMPO will ensure an ever-evolving evaluation of our role, the tools and techniques utilized, and our commitment to the public with respect to the Progressive Levels of Public Engagement chart.

Section 5

The Effectiveness of Public Engagement



SECTION 5 – THE EFFECTIVENESS OF PUBLIC ENGAGEMENT

Promising Practices

The Killeen-Temple Metropolitan Planning Organization (KTMPO) commits to continuously evaluate engagement processes through public surveys and internal reviews to ensure equitable planning through implementation and decision-making (USDOT, 2022).

Measures of Effectiveness: Public Surveys and Internal Review

Although the PEP will be reviewed once every three years, KTMPO finds value in interim assessments to evaluate our effectiveness in soliciting public feedback, engaging citizens, building community relationships, and understanding the public's needs and preferences. A summary of PEP effectiveness will be made available to members of the TPPB at the end of each fiscal year. KTMPO staff will measure the PEP's effectiveness with public surveys and an internal review. Our desire is for the tools to encourage transparency and compliance. Adjustments to survey and internal review questions may be made based on social, demographic, and regulatory changes. Objective measurements and subjective observations will be captured for analysis to increase public engagement.

Quantitative data to be collected and summarized using the SMART (Specific, Measurable, Achievable, Relevant and Time-bound) framework may include:

- Attendance at regular meetings, public meetings, vision casting sessions, public workshops, or open-house events;
- Interactions such as KTMPO website page views and/or quantifiable social media metrics such as numbers of comments, reach, shares, and click through rate; and
- Percent of public comments by citizens living in the area most affected by the plan amendment.

Subjective observations may include:

- Verbal or written comments, positive or negative;
- Survey responses gauging interest, satisfaction, or concerns; and
- Responses to general questions related to federal and state requirements, public engagement processes, and plan development.

A Transportation Research Board (TRB) project for the National Cooperative Highway Research Program (NCHRP) on Measuring the Effectiveness of Public Involvement found that there are six key indicators important to the success of a community engagement effort (Brown et al., 2019). These are:

1. Influence and Impact: Public feedback has an impact on the project decisions and ensures that organizations are not just eliciting feedback from the public as part of a “checklist.”
2. Transparency and Clarity: Trust of government agencies has increased or improved because of the public involvement processes, and agencies were appropriately transparent about the project.
3. Timing: Public involvement started early enough and was of sufficient length and frequency to be valuable.
4. Inclusion: Public involvement was inclusive and representative of all targeted and affected populations.
5. Targeted Engagement: Public involvement included locations relevant to the targeted and affected populations.
6. Accessibility: Public involvement activities used multiple methods for participation.

Public Surveys

The following questions are asked to the public in response to processes outlined in the Public Engagement Plan. Surveys are constructed as an introductory and a follow-up survey and are included on the following pages. Modifications to survey questions and techniques (i.e., visuals, games) can be made as needed. Survey questions may include, but are not limited to, those listed in Figure 5.1 and Figure 5.2.

Figure 5.1 – Public Survey: Introductory

Public Survey – Introductory	
Do you know what KTMPO does and that we serve your area?	Yes ___ No ___ N/A___
Do you know that KTMPO welcomes your points of view and interest in the transportation decision-making process?	Yes ___ No ___ N/A___ Interest: Walk___ Bus___ Bike___ Drive___
Would you like to learn more or get involved?	Name: _____ Method of contact: _____
Do you need an interpreter or translator?	If Yes, which language _____ No___ N/A___
Are you hearing or visually impaired?	Yes ___ No___ N/A___
Do you know how to request accommodations for auxiliary aids, sign language interpretation, and translation?	Yes ___ No___ N/A___
What zip code do you live in?	Zip Code: _____
Have you been invited to a meeting or event?	Yes ___ No ___ N/A___
Do you have access to the internet?	Internet: Yes ___ No ___ N/A___
Do you represent a tribal group that received information on major transportation decisions affecting the region?	Yes, which Tribe: _____ No ___ N/A___
Please share any final comments regarding KTMPO’s outreach efforts:	

Figure 5.2 – Public Survey: Follow-up

Public Survey – Follow-up	
When did you first learn about public meetings, regular meetings, plan updates or other information significant to transportation planning?	Month/Year: _____
How did you learn about, KTMPO, transportation issues and decision-making opportunities?	Community Event: ___ Email: ___ Printed brochure: ___ Newspaper: ___ Presentation: ___ Social Media: ___
Were you able to find our website and social media?	Yes ___ No ___ N/A ___
Were you able to access regular or public meetings online?	Yes ___ No ___ N/A ___
Were you able to view regular meeting recordings and minutes?	Yes ___ No ___ N/A ___
Did you walk, bike, bus, ride-share, or drive to KTMPO events or meetings?	Yes ___ No ___ N/A ___ Mode _____
If you have limited mobility, were you able to safely enter the building?	Yes ___ No ___ N/A ___
Did you use the public comment lockbox placed in the foyer of KTMPO offices?	Yes ___ No ___ N/A ___
Have you ever submitted public comments, mapping tool responses, or taken a survey?	Yes ___ No ___ N/A ___
If not, what can KTMPO do to get your feedback?	KTMPO can: _____ _____
If yes, did you receive a response to your comment from KTMPO staff within five business days?	Yes ___ No ___ N/A ___
Do you trust that KTMPO shared your public feedback with decision-makers?	Yes ___ No ___ N/A ___

Do you feel KTMPO was fair and equitable during public outreach, meetings, and events?	Yes ___ No ___ N/A___
Please share any final comments regarding KTMPO's outreach efforts:	

Internal Review

KTMPO's internal review is not intended to be a rubric measuring successes or failures, but rather an assessment of lessons learned so modifications to outreach tools and techniques can be made. Responses may include, but are not limited to, the following questions.

Section 1: The Foundation to Public Engagement

Structure:

1. How did KTMPO fulfill the Public Engagement Mission Statement to foster two-way communication that connects the public's point of view and interests to the transportation decision-making process ensuring equitable access for all?
2. How many professional and administrative staff were employed each year to carry out the core activities and responsibilities of transportation planning, including public involvement?

Core Activities & Responsibilities:

1. To the greatest extent possible, how did KTMPO engage in the continuous, cooperative, and comprehensive (3C) transportation planning process?
2. To the greatest extent possible, how did KTMPO utilize data and performance-driven processes to forecast population trends, employment growth, and projected land use to identify major transportation needs and opportunities for investment?
3. Based on public feedback and coordination with TAC and TPPB, were long- and short-range transportation improvement priorities and investments determined and documented in transportation plans?

Section 2: The Requirements & Best Practices for Meaningful Public Engagement

Promising Practices

1. How did KTMPO uphold the commitments in the Diversity, Equity, Inclusion and Accessibility statement?

Federal Requirements

1. How did KTMPO implement equitable public engagement strategies that comply with federal requirements outlined in the PEP, including but not limited to, federal transportation bills, Title 23 of the USC, 23 CFR 450, and Title VI of the Civil Rights Act of 1964?
2. Did KTMPO provide public involvement opportunities to the groups and decision-making bodies mentioned in 23 CFR?

State Requirements

1. Did KTMPO conduct meetings in compliance with the Texas Open Meetings Act?

Environmental Justice

1. How did KTMPO promote Environmental Justice in the transportation planning process with respect to the National Environmental Policy Act of 1969?

Section 3: Plan Development in Respect to Public Engagement

KTMPO Plans

1. If any KTMPO plans were updated or amended, were revisions made according to the plan update schedule outlined in the PEP?
2. To the greatest extent possible, did KTMPO plan updates or amendments reflect changes in federal or state requirements, demographic shifts, outreach techniques, and Environmental Justice methodology (Appendix C)?

Section 4: The Process of Public Engagement

The Progressive Levels of Public Engagement

Inform

1. Which channels of communication (email, printed materials, social media posts, newspaper publications, presentations) were utilized to inform the public and how often were they used?
2. Was information in languages other than English requested? If so, did we provide the information in the requested language?
3. Was meeting information, plan updates and other information significant to transportation provided to the public through communication channels in a timely manner?

Understand

1. Did KTMPO receive any requests for translation services? If yes, how many?
2. How many public comments were received in English? Spanish? Other language?
3. How many community events were attended that provided opportunities for public involvement or comment?
4. How many events or meetings were attended that resulted in discussing transportation issues with advocates for special populations including low-income individuals, the elderly, people with disabilities, and minority communities?

5. Did KTMPO reach out to TxDOT to obtain an updated list of tribal governments with an interest in KTMPO's region? Did KTMPO send certified mail to tribal leadership during the three-year period to keep them informed of transportation planning processes (i.e., KTMPO information card) affecting the region?

Involve

1. Were notification requirements for public comment periods, public meetings, and regular meetings followed as outlined in the PEP?
2. Were locations of public meetings and regular meetings planned with regard for accessibility by EJCOC, were virtual attendance opportunities made available, and was the public comment lockbox placed in the foyer of KTMPO offices checked weekly?
3. Were KTMPO plans updated according to the schedule outlined in the PEP?
4. Did staff ensure that comments received were responded to within five days and summarized in an appendix of the appropriate plan?
5. Were public meeting recordings and minutes posted to the website and YouTube channel within 30 days?

Collaborate

1. What recommendations or issues did the Freight Advisory Committee bring to TAC and Policy Board?
2. What recommendations or issues did the Bicycle & Pedestrian Advisory Committee bring to TAC and Policy Board?
3. Were other study advisory committee and special interest group meetings held that provided opportunities for public involvement or comment?
4. Were citizens and members of community organizations representing special populations including low-income individuals, the elderly, people with disabilities, and minority communities invited to attend and become members of KTMPO advisory committees?

Empower

1. Did staff share all public feedback with TAC, Policy Board, special interest groups, or EJCOC representatives as appropriate prior to final decision-making?
2. How did staff communicate final decisions to the public?

KTMPO's Commitment to the Public

1. To the greatest extent possible, did KTMPO uphold its commitment to the public as mentioned in The Progressive Levels of Public Engagement chart?
2. Did KTMPO meeting publications and the website include language citing the Civil Rights Act of 1964 and uphold this regulation and others listed in the Title VI Plan and Environmental Justice methodology?

Section 5: The Effectiveness of Public Engagement

1. Did KTMPO conduct an ever-evolving evaluation of its role, the tools and techniques utilized, and its commitment to the public in respect to the PEP and Progressive Levels of Public Engagement chart?
2. Overall, did KTMPO implement practices and procedures that demonstrated effective public engagement?

Conclusion

The public engagement process begins and ends with you in mind. Throughout the development of this plan, KTMOPO intentionally designed each section to connect with you, your point of view, and your interest in the transportation decision-making process. We want to develop a culture of mutual concern where relational connections are built, everyone feels heard and respected, and we all come away with the desire to make a difference. With the support of the Policy Board and advisory committees, KTMOPO commits to advancing meaningful public engagement.



Appendices



APPENDIX A – REGIONAL AGENCIES AND STAKEHOLDERS

- Airports/Railroads
- Bureau of Land Management Forest Service (U.S. Department of Agriculture)
- General Land Office
- Bell County
- Coryell County
- Congressional Representatives
- 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
- Local Chambers of Commerce
- Local City Government
- Local Educational Institutions
- Local Planning & Zoning Commissions
- Local Transportation agencies
- National Marine Fisheries
- Public Libraries
- 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
- TAC and TPPB Members
- Elected Officials and Legislators
- Transportation Agencies (transit, rail, airport)
- Councils of Governments
- Major Employers
- Local Media (print, television, and radio)
- Freight shippers
- Providers of freight transportation services
- Private transportation providers (taxi, etc.)
- Bicycle interest groups
- Pedestrian interest groups
- Transit interest groups
- Disabled persons interest groups
- Historical preservation groups
- Public library (for posting notices)
- Users of public transportation and/or representatives
- Users of pedestrian walkways and bicycle transportation facilities
- Local school districts
- Local colleges & Universities
- Business and civic groups
- Social service organizations
- Native American Tribal Councils
- Special interest groups
- Representatives of public transportation employees
- Central Texas Workforce Development representatives
- Any private citizens or agency representatives who request notification

APPENDIX B – PUBLIC COMMENT FORM

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. *Knowing your location will help KTMPO with planning the needs in your community.

Name: _____
Title: _____
Company: _____
*Address: _____
(Or Closest Intersection) _____
Phone: _____
Email: _____

Comments:
(MORE ROOM ON BACK)



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 .

KTMPO | 2180 N. Main St. Belton, TX 76513 | (254) 770-2200 | www.ktmpo.org

Formulario de Comentario Público



Instrucciones: Su información personal no es necesaria, pero puede permitir que los funcionarios de planificación se comuniquen con usted en el futuro. Sus comentarios serán registrados y presentados a nuestra Junta de Política de Transporte antes de votar sobre la selección del proyecto o las decisiones de financiación. * Conocer su ubicación ayudará a KTMPO a planificar las necesidades de su comunidad.

Nombre: _____
Título: _____
Empresa: _____
***Dirección:** _____
(O la intersección mas cercana) _____
Telefono: _____
E-mail: _____

Comentarios:
(más espacio en la parte posterior)



Todos los comentarios y la información personal pasarán a formar parte de los registros públicos y están sujetos a las solicitudes formuladas en virtud de la Ley de Libertad de Información.

KTMPPO | 2180 N. Main St. Belton, TX 76513 | (254) 770-2200 | www.ktmpo.org

APPENDIX C – ENVIRONMENTAL JUSTICE

Demographics and Methodology

By understanding the demographic situation in the region, we can understand what may set certain groups apart from the majority. The Environmental Justice Communities of Concern (EJCOC) in KTMPO’s planning area have been identified using data from the following sources:

2021 American Community Survey (ACS) five-year estimates for determining:

- Census Block Groups ranked above the 85th Percentile of the regional income index (Family Poverty, Household Poverty, Median Income).

2020 Decennial Census for determining:

- Census Block Groups with 50% or more of the population identifies as minority of one or more race (Black; Asian or Pacific Islander, American Indian, Eskimo or Aleut; Other Race).
- Census Block Groups with 35% or more persons of Hispanic or Latino descent.
- Total population living and working in KTMPO’s region, referred to as the Community of Comparison.

Figure C.1 – General Demographics in KTMPO Area

	Total Population		Percent of Total		Median Household Income	
	2018 ACS	2021 ACS	2018 ACS	2021 ACS	2018 ACS	2021 ACS
KTMPO population	400,580	432,886	100%	100%	\$54,184	\$58,398
Race						
White	258,537	188,681	64.5%	43.59%	\$54,267	\$64,067
Black or African American	89,082	90,383	22.2%	20.88%	\$50,659	\$57,763
Asian	11,559	12,685	2.9%	2.93%	\$56,305	\$59,553
Native American / Alaska Native	2,983	1,782	0.7%	0.41%	-	\$58,942
Hawaiian Native or Pacific Islander	3,055	4,535	0.8%	1.05%	-	\$69,168
Two or more races	22,532	26,272	5.6%	6.07%	\$54,560	\$54,667
Some other race	12,832	33,317	3.2%	7.7%	\$49,102	\$42,831
Ethnicity						
Hispanic	94,166	106,101	23.5%	24.51%	\$46,842	\$50,229

Low-Income Calculations

Low-Income areas were identified by creating an Income Index. This index compared family poverty, household poverty, and median income from the 2021 American Community Survey 5-year estimates. Median Income for each Block Group was compared against county median income. For poverty, Block Groups were assessed by the percentage of families and households determined to be below the poverty threshold by the U.S. Census.

Each Block Group was ranked in each category in the following manner: Block Groups were sorted by the percent of families in poverty in decreasing order, such that the greatest percent of families in poverty was the first listed. The Block Groups were then ranked such that the greatest percent had the largest numerical rank.

Block Groups were then sorted by the percent of households in poverty in decreasing order, such that the greatest percent of households in poverty was the first listed. The Block Groups were then ranked such that the greatest percent had the largest numerical rank.

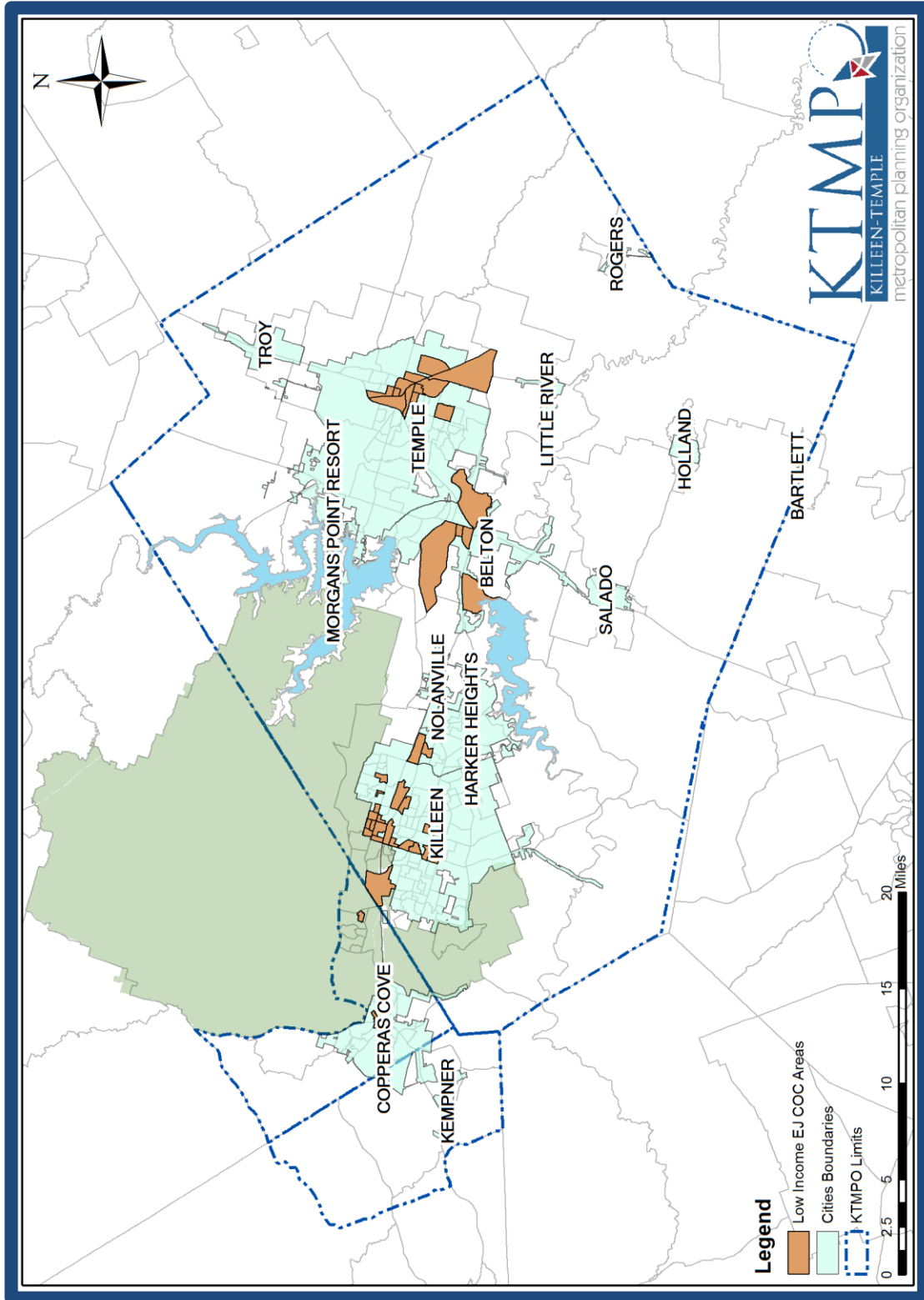
For household median income, the median income for that Block Group was compared to the county-wide household median income. This resulted in a positive number where the Block Group median household income was above the county median household income, and a negative number if the Block Group median household income was below the county median household income. The difference was sorted so that the negative numbers appeared first and were ranked such that the Block Group most below the county median household income received the largest numerical rank. Note that some Block Groups did not show any income data. In those cases, they were assigned the average of the surrounding geographies.

The three ranks were summed to determine a total score, and this total score was re-ranked to create an Income Index rank. This Income Index showed the areas with the overall highest rates of family and household poverty as well as the greatest amount below county median income. Block Groups were sorted in descending order by this index rank and selected by percentile. To help visualize the selected areas, block groups were denoted at the 95th, 90th, 85th, 80th, and 75th percentiles.

KTMPO has determined that keeping the threshold for determining EJCOC at the 85th percentile is the most appropriate course of action as there is minimal change in selected block group from the 2020 Public Participation Plan update. Additionally, keeping the same threshold will allow for historical analysis of trends which will provide KTMPO with better information to inform the planning process in the future.

See the map on the following page.

Figure C.2 – Environmental Justice Areas: Low-Income



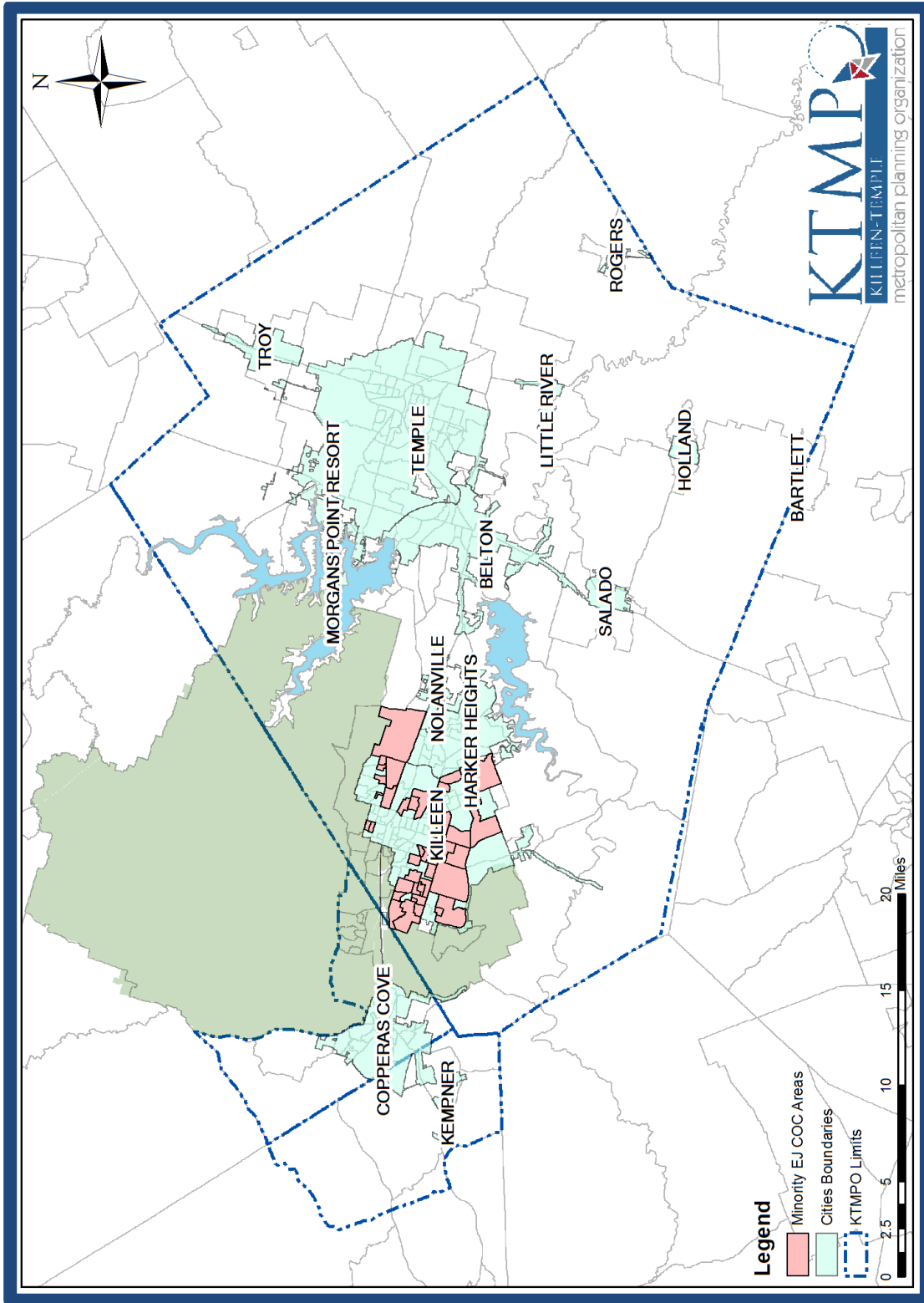
Minority Calculations

Block Groups were assessed for percentage the residents who identified as a minority of one or more races during the 2020 Decennial Census. Past plans used a threshold of 50% minority at the Census tract level. We evaluated the Block Group percentages above and below 50% to determine if this threshold should change. The maximum value was 100% minority. Selecting Block Groups with 50% or higher aligns well with the previous plan by comparing changes within Block Groups since the 2020 update at the same threshold, while adding smaller areas within certain tracts that were not previously selected. Staff recommends keeping the minority threshold at 50%.

We attribute the higher density of minority populations in and around Killeen to the influence of nearby Fort Hood. The United States Armed Forces represent a vast cross-section of the American population, mirroring the nationwide averages for minorities, ethnic groups, and other demographic distinctions. This pattern is reflected in the communities observed in and around the military installation.

See the map on the following page.

Figure C.3 – Environmental Justice Areas: Minority



Hispanic and Latino Calculations

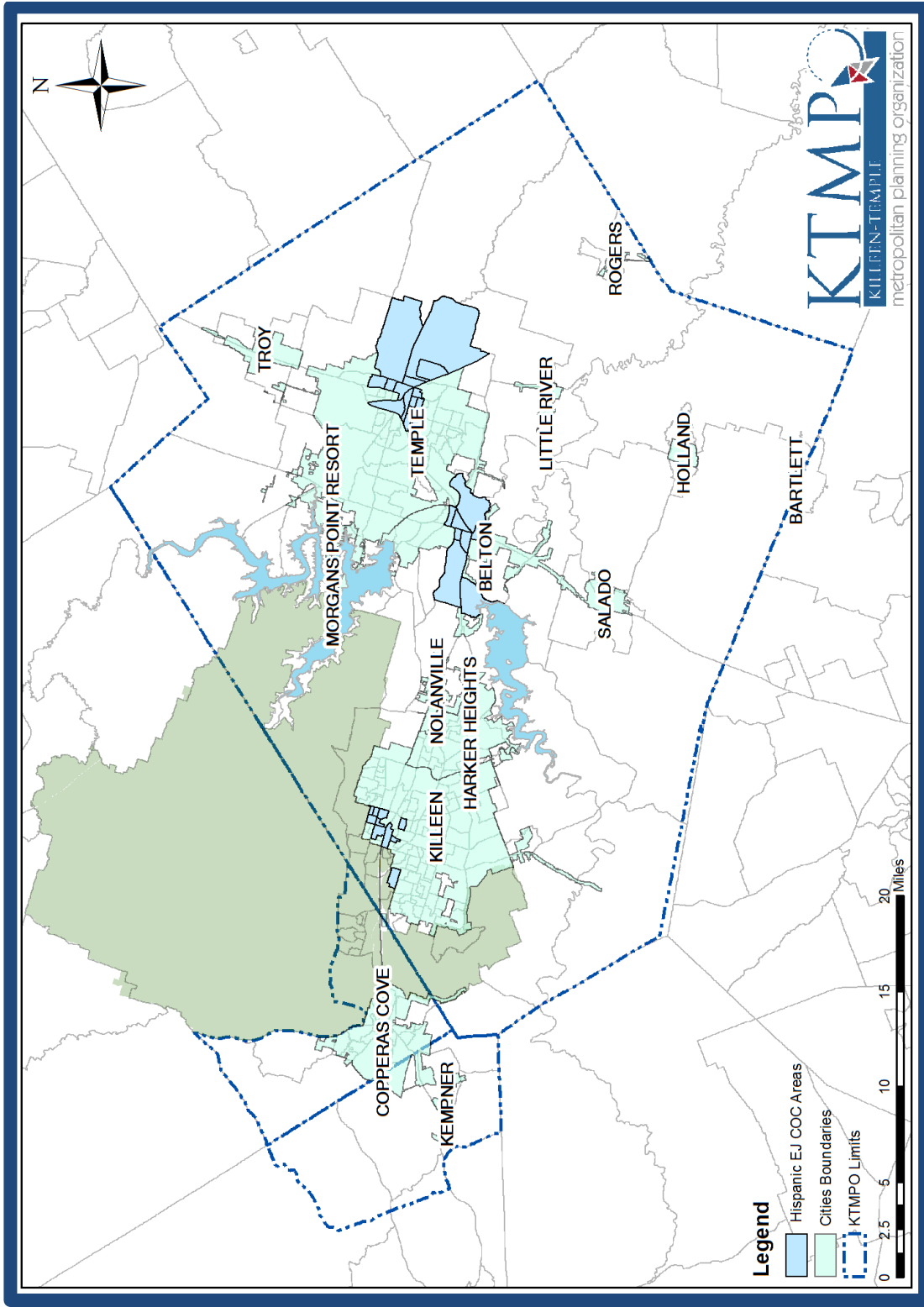
KTMPO recognizes that there is a strong Hispanic heritage in Texas; and therefore, included Hispanic and Latino populations in our consideration of the regional population. KTMPO utilized the total number of people who identified as Hispanic or Latino during the 2020 Decennial Census.

Hispanic / Latino areas were identified by comparing percentage of residents in each Block Group who were Hispanic or Latino, of any race. The maximum value was 59.69%. The previous plan selected Block Groups with a percentage over 35%. That threshold still appears to be valid based on minimal change in the overall data since 2015. Keeping the same threshold for another cycle will also allow future analysis of historical trends in KTMPO's region, which could prove useful for future planning decisions.

Staff recommends keeping the Block Groups Hispanic/Latino threshold over 35%. It highlights those areas where the Hispanic community resides in greater percentages as compared to the region as a whole; and includes a share of neighborhoods throughout the region.

See the map on the following page.

Figure C.4 – Environmental Justice Areas: Hispanic or Latino



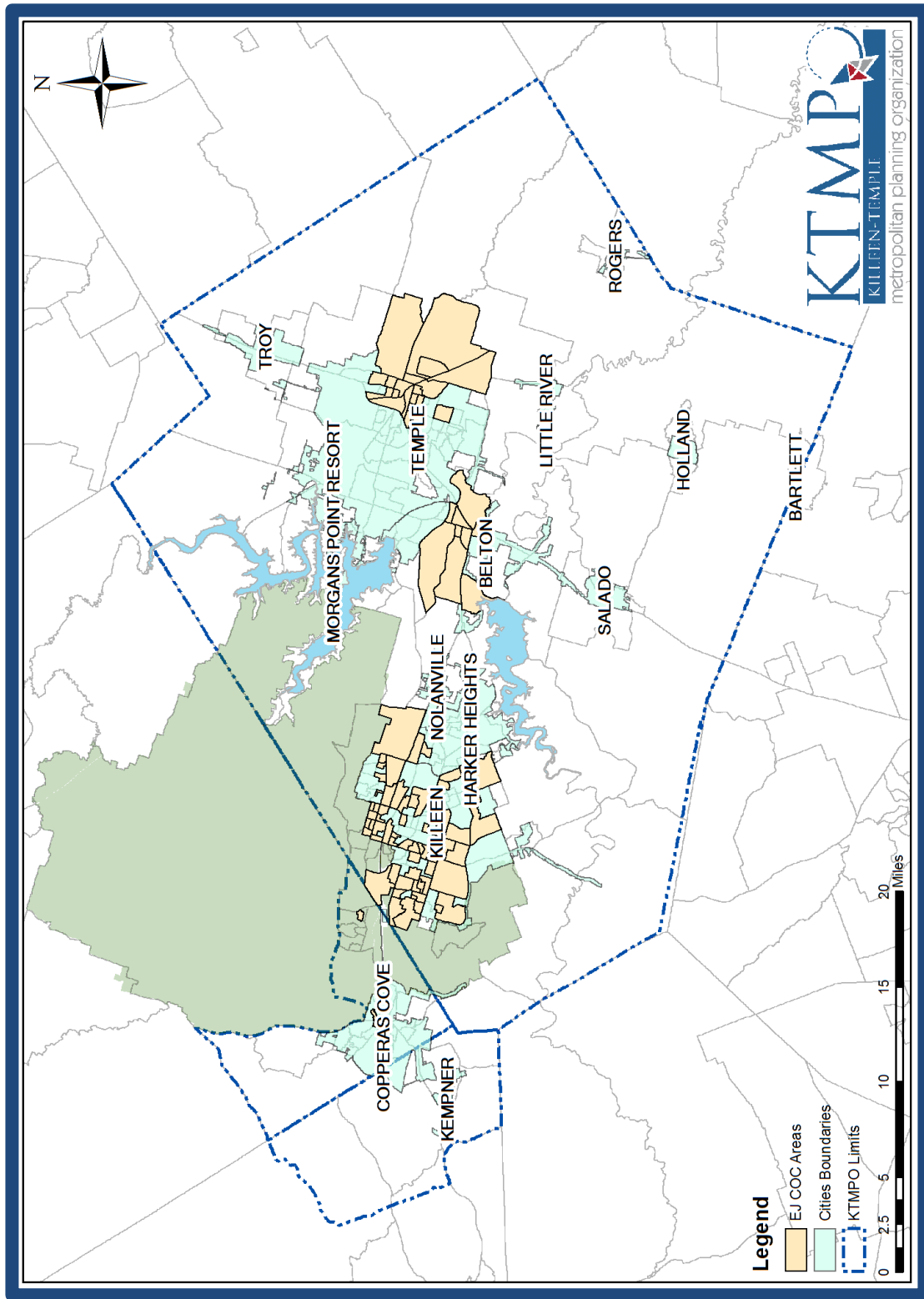
Environmental Justice Areas

To generate an overall map of potential Environmental Justice Areas, the Block Groups identified for Low-Income, Minority and Hispanic populations were combined. A Block Group only needs to be identified in one of the categories to be selected; it does not have to meet all three criteria.

Other demographic categories that may be considered under an Environmental Justice program are ethnic group, language, religion, age, or disability. Any Census Block Group with a readily identifiable grouping of one or more of these categories that meets a certain threshold may then be considered an Environmental Justice Community of Concern (EJCOC).

See map on the following page for identified Environmental Justice Areas.

Figure C.5 – Environmental Justice Areas: Low-Income, Minority, & Hispanic or Latino



APPENDIX D – REQUIREMENTS

Additional Codes of Federal Regulations and U.S. Codes

Federal bills influence regulations written by federal agencies, such as the USDOT, and found in the Code of Federal Regulations (CFR). Federal transportation bills also influence federal statutes or codes written by Congress and found in the U.S. Code (USC). KTMPO's PEP adheres to following these regulations and codes regarding public participation and consultation requirements:

- 23 CFR 200 which implements compliance to civil rights laws and regulations, and compliance reviews relative to federal programs;
- 23 CFR 450 which requires public involvement in the metropolitan planning process, the development and content of the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP);
- 23 CFR 771 which requires early coordination with appropriate transportation agencies, environmental agencies, and the public regarding the environmental impacts of projects;
- 28 CFR 35-36 which prohibits discrimination on the basis of disability by public entities as well as ensures the protection of accommodation and access to facilities in accordance with the Americans with Disability Act;
- 40 CFR 1506 which requires public notice of NEPA-related hearings, public meetings, and the availability of environmental documents as it relates to transportation planning;
- 49 CFR 21 which requires providing information to the public regarding the federal funding recipient's obligations under DOT's Title VI regulations and apprising members of the public of the protections against discrimination afforded to them by Title VI;
- 49 CFR 27 which prohibits exclusion from the participation in, denying the benefits of, or subjecting to discrimination under any program or activity receiving federal financial assistance; and
- 49 CFR 613 which requires carrying out continuing, cooperative, and comprehensive performance-based multimodal transportation planning, processes, and programming.
- 23 USC 109 which assures that possible adverse economic, social, and environmental effects relating to any proposed project on any federal-aid system have been fully considered in developing such project, and that the final decisions on the project are made in the best overall public interest;
- 23 USC 134-135 which requires public involvement for land-use management, natural resources, environmental protection, conservation, and historic preservation;
- 23 USC 150 which requires public involvement for establishment of regional transportation performance measures and targets;

- 23 USC 217(g) which requires public involvement for bicycle transportation and pedestrian walkway planning and design;
- 23 USC 324 which prohibits against discrimination on the basis of gender in programs or activities receiving federal financial assistance;
- 42 USC 2000(d) which prohibits against exclusion from participation in, denial of benefits of, and discrimination under federally assisted programs on grounds of race, color, or national origin;
- 42 USC 3334 which requires coordination of federal agencies with state and local governments in review of projects, comments and recommendations submitted for federal financial assistance;
- 42 USC 6101 which prohibits discrimination on the basis of age in programs or activities receiving federal financial assistance;
- 49 USC 5303 which requires public involvement for metropolitan transportation planning;
- 49 USC 5304 which requires public involvement for statewide and nonmetropolitan transportation planning;
- 49 USC 5307 which requires public involvement for projects that serve urbanized areas;
- 49 USC 5310 which requires public involvement for projects that enhance the mobility of seniors and individuals with disabilities;
- 49 USC 5311 which requires public involvement for projects that serve rural areas;
- 49 USC 5332 which prohibits discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- 49 USC 5339 which requires public involvement for projects relating to buses and bus facilities;

Additional Orders and Guidance

In addition to federal transportation bills, codes and regulations, there are other federal statutes and orders that impact a public participation plan. These include:

- Executive Order 12898 of 1994 – Environmental Justice in Minority Populations and Low-Income Populations which requires recipients of federal funding to identify and address disproportionate health or environmental effects of federally funded plans and projects on minority and low-income populations. This order reinforces Title VI of the 1964 Civil Rights Act that focused federal attention on environmental conditions and the health of residents in minority and low-income communities. This requirement is referred to as Environmental Justice (EJ) policy;
- Executive Order 13166 of 2000 – Improving Access to Services for Persons with Limited English Proficiency (LEP) which requires improved access for individuals

who do not speak English as their primary language and have limited ability to read, speak, write, or understand English;

- Executive Order 13175 of 2000 – Consultation and Coordination with Tribal Governments which requires agencies to establish regular and meaningful consultation and collaboration with tribal officials regarding formulating or implementing policies that have tribal implications;
- Department of Transportation – Policy Guidance Concerning Recipients’ Responsibilities to Limited English Proficient (LEP) Persons which outlines guidance concerning services and policies by recipients of federal funding related to persons with limited English proficiency. This guidance is based on Title VI of the Civil Rights Act of 1964.
- Executive Order 13985 of 2021 – Advancing Racial Equity and Support for Underserved Communities Through the federal government which lays the foundation for removing barriers to equal opportunity, delivering resources and benefits equitably and improving quality, frequency, and accessibility of community engagement and consultation with impacted communities;
- Department of Transportation Order 1000.12C of 2021 – The U.S. Department of Transportation Title VI Program which ensures all DOT assisted programs are implemented in compliance with Title VI so that all members of the public enjoy equality of opportunity, regardless of race, color, or national origin (including limited English proficiency); and
- Department of Transportation Order 5610.2C of 2021 – The U.S. Department of Transportation Actions to Address Environmental Justice in Minority Populations and Low-Income Populations which sets forth the USDOT policy to consider environmental justice principles in all USDOT programs, policies, and activities; and
- Texas Department of Transportation’s Strategic Public Engagement Guidance (SPEG) is a research-based, statewide resource developed in 2024 to help project teams engage the public more effectively. It provides practical strategies, tools, and best practices designed to reduce participation barriers and support meaningful involvement throughout transportation planning and project development.

APPENDIX E – PUBLIC ENGAGEMENT COMMENT SUMMARY LOG

Our Guiding Principles

The Public Engagement Plan (PEP) serves as a blueprint fostering two-way communication that connects the public’s points of view and interests to the transportation decision-making process. The Killeen-Temple Metropolitan Planning Organization (KTMPO) encourages people from all professions, interests, neighborhoods, and abilities to represent the community, share feedback, and provide input about community-specific transportation issues and concerns that may otherwise be unknown. KTMPO proactively reaches out to non-profits and civic clubs/organizations, maintains a stakeholder contact list, and offers to host tables at community events to help spread awareness for the public comment periods.

Our Objectives

The objectives of the Public Engagement Plan and the Public Comment Period are to:

- Inform the public KTMPO staff have written a new PEP.
- Create meaningful opportunities for participation by actively listening, seeking to understand, capturing pertinent information, and sharing the public’s comments and concerns with the KTMPO decision-making bodies and the appropriate jurisdictions.
- Provide education on legislative updates and new First Amendment case law.
- Improve the transportation planning process by helping KTMPO staff better understand the public’s needs and preferences by completing a survey titled “Transportation Bingo”.
- Increase public awareness of KTMPO’s role in regional transportation planning and serve as an on-ramp for public involvement with the Active Transportation Advisory Committee (ATAC) and Freight Advisory Committee (FAC).

Tools and Techniques

KTMPO staff used a creative approach to engage the public by developing a survey in the form of a game called, “Transportation Bingo” (Figure E.1). KTMPO staff gathered two types of information: communication/transportation needs and preferences; and involvement interest. KTMPO also provided education regarding the First Amendment to the United States Constitution which protects freedom of speech (with limited exceptions) against censorship or viewpoint discrimination among other rights in designated public forums, including government social media accounts. Refer to Figure E.2 for a summary of the type of information collected and education provided.

Figure E.1 – Transportation Bingo

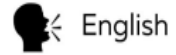
Transportation Bingo



I GOT HERE BY



AT HOME WE SPEAK



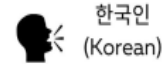
AT HOME WE SPEAK



AT HOME WE SPEAK



AT HOME WE SPEAK:



I AM HEARING IMPAIRED



I AM VISUALLY IMPAIRED



My online transportation comments are protected speech.



I WOULD LIKE MORE INFORMATION



I AM A TRANSPORTATION CHAMPION



Name _____ Phone _____

Email _____

Figure E.2 – Type of Information

Type of Information		
Survey Questions	Involvement Interest	Education Awareness
I got here by car, walking, bike, bus.	I would like more information.	My online transportation comments are protected speech.
At home we speak English, Spanish, Chinese, Korean.		
I am visually impaired.		
I am hearing impaired.		

Public Comment Notifications and Events

Public Comments were accepted via email, telephone, social media, U.S. Postal Service mail, and in person with a virtual option. The Public Comment Period began December 18, 2023, and ended February 1, 2024.

The public was provided the following options to submit Public Comments:

Email: ktmpo@ctcog.org

Phone: 254-770-2366

Social Media: Killeen-Temple Metropolitan Planning Organization

www.facebook.com/KTMPO

Mail to:

James McGill

Attn: Public Engagement Plan (PEP)

P.O. Box 729

Belton TX 76513

On December 14, 2023, notices for the Public Comment Periods were submitted to the Clerk Offices of Coryell, Bell, and Lampasas Counties. Two days later, on December 16, 2023, these notices were posted in the Killeen Daily Herald and Temple Daily Telegram. On December 18, 2023, notices were posted in the Central Texas Council of Governments lobby, and on the KTMPO Facebook page. Starting December 18, 2023, and concluding on February 1, 2024, a notice remained visible on the KTMPO website calendar.

As part of the ongoing updates, on January 12, 2024, revised notices for Public Comments, including Public Meeting locations, were posted to the Clerk Offices of Coryell, Bell, and Lampasas Counties, and in the Central Texas Council of Governments lobby. On January 13, 2024, updated notices for Public Comments and Public Meeting locations were published in the Killeen Daily Herald and Temple Daily Telegram. On January 16, 2024, the KTMPO Facebook page was updated with notices and a Facebook Event was created for the January 23, 2024, meeting at the Central Texas Council of Governments.

Furthermore, calendar events were created on the KTMPO website for the following Public Meetings: January 20, 2024, meeting at the Copperas Cove Public Library; January 22, 2024, at the Harker Heights Public Library; and January 23, 2024, at the Central Texas Council of Governments.

KTMPO used a combination of Public Meetings, Virtual Public Involvement (VPI) and Pop-Up Events for engagement and found them to be a beneficial approach.

The first Pop-Up Event was held in Copperas Cove, Texas, on Saturday, January 20, 2024, from 6:30 AM – 10:30 AM at the Copperas Cove City Park during the Polar Bear 5K and Plunge. This was a community outdoor event, and KTMPO was included as a vendor with a table set up. KTMPO staff provided copies of KTMPO Public Comment Form (English and Spanish), “Transportation Bingo” cards (surveys) and answer keys as shown in Figure E.1, and a copy of the Public Engagement Plan (PEP) opened to page 20. The highlighted paragraph on page 20 states the “First Amendment to the United States Constitution which protects freedom of speech (with limited exceptions) against censorship or viewpoint discrimination among other rights in designated public forums, including government social media accounts”. Two KTMPO staff were present, and nine members of the public completed the survey, “Transportation Bingo” and submitted one Public Comment Form. The respondents were race attendees and supporters who appeared to be aspiring athletes and risk takers, as the temperatures dipped into the mid 20’s at 7 AM.

The first Public Meeting was held in Copperas Cove, Texas, on Saturday, January 20, 2024, from 11 AM – 2 PM at the Copperas Cove Public Library. This was an in-person event with a table set up near the “Reading Room”. KTMPO staff provided copies of KTMPO Public Comment Form, (English and Spanish), “Transportation Bingo” cards (surveys), and answer keys as shown in Figure E.1, and a copy of the PEP opened to page 20. The highlighted paragraph on page 20 states the “First Amendment to the United States Constitution which protects freedom of speech (with limited exceptions) against censorship or viewpoint discrimination among other rights in designated public forums, including government social media accounts”. One KTMPO staff was present, and 10 members of the public completed the survey, “Transportation Bingo”. The

respondents were Veterans, senior citizens, professionals, a home school mom, and a grandmother with her grandchildren.

The second Public Meeting was held in Harker Heights, Texas, on Monday, January 22, 2024, from 4:00 - 6:30 PM at the Harker Heights Public Library. This was an in-person event with a table set up at the entrance. KTMPO staff provided copies of KTMPO Public Comment Form, (English and Spanish), "Transportation Bingo" cards (surveys), and answer keys as shown in Figure E.1, and a copy of the PEP opened to page 20. The highlighted paragraph on page 20 states the "First Amendment to the United States Constitution which protects freedom of speech (with limited exceptions) against censorship or viewpoint discrimination among other rights in designated public forums, including government social media accounts". Two KTMPO staff were present, and 22 members of the public completed the survey, "Transportation Bingo". Most of the respondents appeared to be civic minded and on their way to a Solar Eclipse Public Meeting. The remaining respondents were parents picking up their elementary aged children from an after-school program.

The third Public Meeting was held in Belton, Texas, on Tuesday, January 23, 2024, from 12:00 – 1:00 PM at the Central Texas Council of Governments. This was an in-person meeting with a live virtual option. KTMPO staff provided copies of KTMPO Public Comment Form, (English and Spanish), "Transportation Bingo" cards (surveys), and answer keys as shown in Figure E.1, and a copy of the PEP opened to page 20. The highlighted paragraph on page 20 states the "First Amendment to the United States Constitution which protects freedom of speech (with limited exceptions) against censorship or viewpoint discrimination among other rights in designated public forums, including government social media accounts". Two KTMPO staff were present, and three members of the public completed the survey, "Transportation Bingo". The respondents mentioned waiting for assistance from CTCOG services.

The second Pop-Up Event was held in Belton, Texas, on Tuesday, January 23, 2024, from 1:30 – 2:30 PM at the Body of Christ Community Clinic (BCCC). This event was in the lobby of the community clinic with limited space, so a table was not set up; however, the outreach material was available. KTMPO staff provided copies of "Transportation Bingo" cards (surveys), and answer keys as shown in Figure E.1. One KTMPO staff was present and assisted by a BCCC Spanish Translator. Eight members of the public completed the survey, "Transportation Bingo" and some of the respondents required translation assistance. The respondents were the medically underserved of East Bell County.

The third Pop-Up Event was held in Temple, Texas on Thursday, February 1, 2024, from 7:30 – 9:30 AM at the Redeemer Presbyterian Church. This event was on the agenda of the C.A.R.E. Leadership Network (CARE) as a presentation to approximately 40 attendees. KTMPO staff provided copies of "Transportation Bingo" cards (surveys), and

answer keys as shown in Figure E.1. A copy of the Public Engagement Plan (PEP) was available and KTMPO staff emphasized page 20 which states the “First Amendment to the United States Constitution which protects freedom of speech (with limited exceptions) against censorship or viewpoint discrimination among other rights in designated public forums, including government social media accounts.” As part of the presentation, the attendees played “Transportation Bingo” and 18 attendees completed the survey. The respondents were members and guests of the C.A.R.E. Leadership Network, a collaboration of Belton and Temple leaders who identify community concerns and share resources to give hope to hurting people.

Two “Transportation Bingo” surveys were completed during KTMPO business hours.

Comment Summary

The Survey Response Matrix in Figure E.3 summarizes the “Transportation Bingo” responses regarding the Public Engagement Plan (PEP). The Comment Summary Log in Figure E.4 summarizes comments received by email and KTMPO’s responses and action taken.

Almost all the respondents’ input was in support of the PEP, and they expressed appreciation for the “Education Awareness” component and for being given an opportunity for future involvement. Of the 35 respondents, 17 provided their email address so they could be added to the email distribution list, one picked up a KTMPO information card, one mentioned already following us on social media and the remaining 16 said they would begin to follow us on social media. KTMPO staff heard concerns regarding a lack of public transportation throughout the region, walkability scores, and previous public engagement efforts regarding the Business 190 median project in Copperas Cove.

The Public Engagement component of these events will be summarized in The Effectiveness of Public Engagement quarterly report.

An overview of locations where comments were received:

- Public Meeting held at Copperas Cove Public Library (CCPL) – 10
- Public Meeting held at Harker Heights Public Library (HHPL) – 22
- Public Meeting held at Central Texas Council of Governments (CTCOG) – 3
- Pop-Up at Polar Bear 5K (Polar Bear 5K) & Plunge, Copperas Cove City Park – 9
- Pop-Up at Body of Christ Community Clinic, (BCCC) Belton, TX – 8
- Other – 2
- C.A.R.E. Leadership Network – 18

Figure E.3 – Survey Response Matrix

Survey Responses		Locations							Totals
		Public Meetings			Pop-Ups			Other	
		CCPL	HHPL	CTCOG	Polar Bear 5K	BCCC	CARE		
I Got Here By:	Car	7	21	3	9	8	18	2	68
	Walking	3	1	0	0	0	0	0	4
	Bicycle	0	0	0	0	0	0	0	0
	Bus	0	0	0	0	0	0	0	0
At Home We Speak:	English	10	22	3	9	7	18	2	71
	Spanish	2	3	1	0	3	2	0	11
	Chinese	0	0	0	0	0	0	0	0
	Korean	0	0	0	0	0	0	0	0
I am hearing impaired:		0	3	0	4	0	1	0	8
I am visually impaired:		1	0	0	0	1	0	0	2
I would like more information:		8	9	0	7	1	9	1	35
My online comments are protected speech:		10	19	2	9	8	16	1	65

KTMPO staff reviewed each of the comments and understood the issues and concerns raised by the commenters. Five of the six proposed changes were made. The change regarding the gear graphic was not made. During the BCTP, KTMPO staff learned that the comment periods and feedback loops were not linear or circular, but simultaneously shifted between the public and decision makers. KTMPO staff thank the commenters for taking the time to read, review and comment on the PEP.

Figure E.4 – Comment Summary Log

Comment Number	Date Received	Commenter Name	Source	Comment	KTMPO Response
1	11/1/2023	Jason Deckman	Email	<ol style="list-style-type: none"> 1. RE: Pg. 14, “Gear graphic gives me the impression of cacophony and chaos. Recommend simplifying to show either circular concept of feedback process and a linear progression of project identification, prioritization, and delivery.” 2. RE: Pg. 20, “Define ‘adequate?’” 3. RE: Pg. 20, “Emphasize somewhere in the plan that all meetings are open to the public, in-person and online. Staff updates give public advance notice.” 	<p>Thank you for reviewing and commenting.</p> <ol style="list-style-type: none"> 1. During the BCTP, KTMPO staff learned that the comment periods and feedback loops were not linear or circular, but simultaneously shifted between the public and decision makers. 2. Amended by adding in reference Figure 4.3 identifying Meeting Types and Notification Practices. 3. Amended by adding to Executive Summary and on Pg. 14.

2	1/16/2024	Madison Graham	Email	<p>4. RE: Section 2, “This section seemed to mainly be only state/federal requirements, plus DEI and environmental justice. I think we can add some additional "best practices" here, such as the public participation ladder (linked below), which coincides nicely with the Inform, Understand, Involve, Collaborate, Empower sections of the report.” https://organizingengagement.org/models/ladder-of-citiz</p> <p>5. RE: Pg. 31, “In this ‘Inform’ section, I think it would be beneficial to specify which methods will be used to inform the public. I.e., what social media platforms will you be posting on? Will it be KTMPO's social media profiles, or will you also regularly coordinate with member cities/counties/other agencies or organizations to push out social media posts and other information? How frequent will you inform the public? Specifically during public comment periods? Will you post about it once? Or several times? What methods will you use and what partnerships are needed to make that happen?”</p> <p>6. RE: Pg. 38, “I would even say that KTMPO should proactively reach out to these civic clubs/organizations, maintain a database, and offer to present to help spread awareness for the public comment periods - rather than waiting for them to ask you.”</p>	<p>Thank you for reviewing and commenting.</p> <p>4. Incorporated the Ladder of Citizen Participation with an emphasis on partnership at the end of Section 2.</p> <p>5. Clarified language on Pg. 37.</p> <p>6. Clarified language on Pg. 44.</p>
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APPENDIX F – PLAN AMENDMENT SUMMARY

Policy Board Action Date	Page #	Amendment Summary
1/21/2026	26 & 44	Section 551.043 of the Texas Open Meetings Act (OMA) , states, “The notice of a meeting of a governmental body must be posted in a place readily accessible to the general public at all times for at least <i>three business days</i> (excluding weekends and holidays) before the scheduled date of the meeting.”
1/21/2026	30, 74, & 90	Using the TxDOT SPEG Waco District one-page checklist in early planning to minimize participation barriers, including accessibility, language, cultural or personal considerations, obligations, skills or education, and potential misunderstandings of the project.
1/21/2026	40 & 41	Provide a narrative in the Public Engagement Summary describing the actions taken and explaining how engagement decisions were made.

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