

PREPARED FOR:

THE CLARKSVILLE URBANIZED AREA  
METROPOLITAN PLANNING ORGANIZATION

## **TRANSPORTATION PLANNING PROSPECTUS**

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## INTRODUCTION

### Purpose

The Clarksville Urbanized Area Planning Prospectus presents organizations and procedures for transportation planning for the Clarksville Urbanized Area Metropolitan Planning Organization (CUAMPO). The purpose is to implement and coordinate the comprehensive urban transportation planning process for CUAMPO. In order to receive any Federal capital or operating assistance, the CUAMPO must have in place a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs that are consistent with the comprehensively planned development within CUAMPO. These plans and programs support transportation improvements and subsequent project development activities within CUAMPO.

### History

In 1991 Congress passed new legislation which established revised and expanded guidelines for transportation planning. This act, the Intermodal Surface Transportation Efficiency Act (ISTEA), in addition to maintaining a "3C" transportation process inclusive of all modes to transportation also included two (2) important aspects of an acceptable planning process. These guidelines included compliance with the sixteen (16) Transportation Planning Elements and a proactive public involvement process. ISTEA also required that the planning process include the development of a transportation plan addressing at least a twenty (20) year planning horizon and that it be financially constrained (Section 450.322, 23 CFR). On June 9, 1998, President Clinton signed into law PL105-178, the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21). TEA-21 builds on the initiatives established in ISTEA. The previous sixteen (16) Planning Elements have were consolidated into seven (7). On August 10, 2005, the President signed into law the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). With guaranteed funding for highways, highway safety, and public transportation totaling \$244.1 billion, SAFETEA-LU represents the largest surface transportation investment in our Nation's history. The two landmark bills that brought surface transportation into the 21<sup>st</sup> century—the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21)—shaped the highway program to meet the Nation's changing transportation needs. SAFETEA-LU builds on this firm foundation, supplying the funds and refining the programmatic framework for investments needed to maintain and grow our vital transportation infrastructure.

### The Transportation Planning Process

The Transportation Planning Process is conducted through the CUAMPO and is composed of an Executive Board which includes nine (9) elected or appointed officials from State and Local

governments. The MPO also includes the Technical Coordinating Committee (TCC) which is composed of a diverse group of transportation professionals. This group includes engineers from Federal, State and Local agencies, transportation and land use planners, as well as representatives from the transit, air, trucking and rail industries. CUAMPO meetings are on a regular basis to review studies and proposals prepared by the professional staff. These studies include a Unified Planning Work Program (UPWP), a Transportation Improvement Program (TIP), a Long Range Transportation Plan (LRTP), and other studies related to transportation improvements in the Study Area. The professional staff of CUAMPO is employed by the Clarksville-Montgomery County Regional Planning Commission (CMCRPC) and works to insure that transportation plans are in coordination with land-use and development plans for the region. Review of transportation studies and subsequent recommendations by the TCC are forwarded to the Executive Board for approval. After approval at the Local level, the plans are then sent to the Tennessee Department of Transportation (TDOT), the Kentucky Transportation Cabinet (KTC), the Federal Highway Administration's (FHWA) Frankfort and Nashville Field Offices and Federal Transit Administration's (FTA) Atlanta office for review and comment. All transportation projects receiving Federal funds are contingent upon an approved transportation planning process performed by the staff of CUAMPO.

## **TRANSPORTATION PLANNING ELEMENTS**

The following is a brief explanation of how we address the federal transportation legislation, which provides the guiding principles behind transportation decision making throughout the United States within metropolitan areas. Federal legislation establishes planning factors to guide transportation decisions. Locally desired outcomes are the result of these factors listed below:

- 1) Support the economic vitality of the United States, the States and the metropolitan areas, especially by enabling global competitiveness, productivity, and efficiency: There is an awareness at our MPO level, to have a seamless connectivity our arterials and interstate with the State's and Nation's roadways. This awareness comes from the coordination and cooperation from the Federal Highway Administration, the Tennessee Department of Transportation and the Kentucky Transportation Cabinet. The utilization of Intelligent Transportation Systems technologies to improve the efficiency of our transportation system will continue to be considered. Representatives from the railroad and trucking industry on the Technical Coordinating Committee, provide input on how to support the movement of freight within our local and regional network of roadways.
  
- 2) Increase the safety and security of the transportation system for motorized and non-motorized users: The traffic weight standards set for local streets, right-of-way dedication and design standards are located in the subdivision approval process, land use regulations and traffic control standards. These approvals are in place to help ensure that vehicular

and pedestrian traffic congestion is minimized. When privately funded residential and commercial streets, access points and/or traffic signal devices are proposed they must be approved by the appropriate agency(s). Security of capital assets and operating revenue is of primary importance within the Clarksville Transit System (CTS).

- 3) Increase the accessibility and mobility options available for people and freight: Access to public streets is reviewed through the site review process in certain zones to determine the traffic impacts on the surface transportation system. There are constant efforts to expand CTS's ridership through general advertising, marketing incentives and service enhancements. An example includes special fares for seniors and students as well as a monthly discounted rate.
- 4) Protect and enhance the environment, promote energy conservation, improve quality of life and promote consistency between transportation improvements and state and local planned growth and economic development patterns. Transportation policy decisions on land use/development standards are coordinated with applicable review and approval based on zoning and land subdivision procedures. The programming of funding for Transportation Enhancement activities continues to be supported by the local governments. Examples include the Patriot's Park Gateway project, the US41-A/SR12 Pedestrial Overpass, the Cumberland Riverwalk Upland Trail and the Spurline Trail. Our transportation planning is consistent with applicable federal, state and local energy conservation program goals and objectives.
- 5) Enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight: Methods to enhance the efficient movement of freight are being addressed through the site review process. This process helps ensure proper access circulation, minimize conflicts with traffic flow and loading facilities are provided for in new developments. An airport relocation feasibility study was conducted for Outlaw Field during FY2000. The purpose of that study was to determine if a site adjacent to the planned industrial park expansion would offer a more efficient movement of frieght and people. A site selection study was conducted for an Intermodal Riverport Transportation Facility during FY2000. Then in FY2007, the Center for Transportation Research at the UT update the Economic Feasibility Study.
- 6) Promote efficient management and operation: The Local street department has a pavement management program and provides for the repaving of a percentage of streets each year, with a goal of allowing for all streets to be repaved at least every ten years. Other management systems are being addressed in departmental policies, procedures and budgets. Staff of the MPO and several members of the TCC are participating in the University of Tennessee's Academy for Transportation Engineering Program to obtain current principles for improving system management and operation.

- 7) Emphasize the preservation of the existing transportation system: Existing and proposed routes are protected through required building setbacks. Regular maintenance programs, local and state access review procedures and planned improvements to increase capacity and safety are used when feasible. The use of life-cycle cost consideration is a part of the annual budget and maintenance methods utilized to gain maximum life of pavements and structures for the highway network. A review procedure is in place to ensure that public rights-of-way are protected as land is being subdivided, sold or vacated.

### Conformity Determination Process

This Clarksville Urbanized Area Metropolitan Planning Organization's (CUAMPO) Transportation Improvement Program (TIP) includes an air quality conformity determination for the new 2008-2011 TIP. The date of the conformity determination for the Clarksville MPO was approved July 28, 2005 and as amended November 29, 2006. On November 21, 2005, Montgomery County was redesignated as Attainment with a Maintenance Plan for 8-hour ozone standard. On February 24, 2006 Christian County was redesignated as Attainment with a Maintenance Plan for 8-hour ozone standard. Transportation conformity is a mechanism to ensure that federal funding and approval are given to those transportation activities that are consistent with the air quality goals of the SIPs (i.e., in this case, for Kentucky and Tennessee).

The Transportation Conformity Rule requires that any action to adopt, amend or update a Transportation Plan or TIP that involves nonexempt projects only be approved if it is demonstrated that transportation conformity requirements are met. The general requirements for conformity for a TIP are as follows:

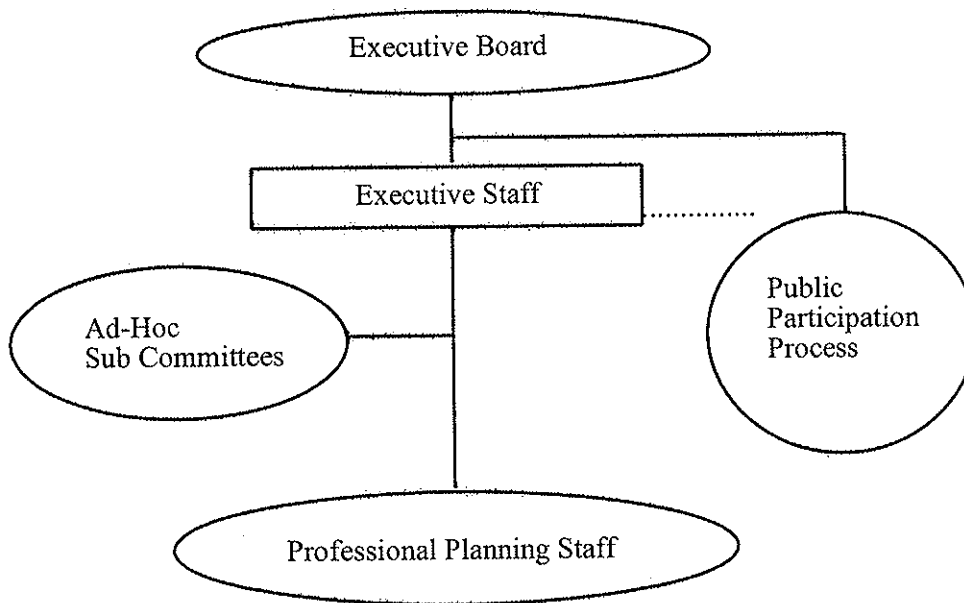
- Interagency consultation - A multi-party, interagency coordination conference call including representatives from the Clarksville MPO, the Federal Highway Administration (FHWA), US EPA, Tennessee Department of Transportation (TDOT), and the Kentucky Transportation Cabinet (KYTC);
- Fiscal constraint certification;
- Certification that the TIP is a direct subset of the conforming LRTP and therefore can rely on the regional emissions analysis for the LRTP;
- Certification that all SIP-approved transportation control measures (TCMs) are being implemented in a timely fashion and will not be hindered by the adoption of the TIP; and
- Opportunity for public review and comment as indicated in the public participation process for the TIP and the associated conformity determination was followed.

### ORGANIZATION

## Clarksville Urbanized Area Metropolitan Planning Organization (CUAMPO)

CUAMPO's Planning Process, from initiation, has functioned through an active committee structure. A significant change occurred on February 7, 1977. On this date, Tennessee Governor Ray Blanton, acting under authority of the Federal Highway Administration (FHWA) and Urban Mass Transit Administration (UMTA), currently known as Federal Transit Administration (FTA) issued joint regulations which were published in the Federal Register dated September 17, 1975. These regulations designated CUAMPO as the forum for cooperative decision making by principal elected officials. Through this designation, CUAMPO became responsible together with the State for carrying out the transportation planning process as required by Federal legislation. CUAMPO fulfills the same functions with the Commonwealth of Kentucky in connection with the southern portions of Christian County. In addition to working with the Tennessee Department of Transportation and the Kentucky Transportation Cabinet, the CUAMPO staff works with citizens in an advisory capacity thru the public participation process. In addition, ad-hoc sub-committees are used for special studies by CUAMPO. The CUAMPO organizational structure is shown as follows:

FIGURE 1



Metropolitan Planning Organization Executive Board



The Executive Board of the MPO is responsible for the policy direction of the MPO. The final responsibility for transportation planning, programming and implementation is vested in the Board. The Board is comprised of nine (9) members: the Governor of Tennessee/TDOT Commissioner/Chief Engineering/Planning Division; the Transportation Cabinet Secretary of Kentucky/Engineer Multimodal Program; the Mayor of Clarksville, Tennessee; the Mayors of Oak Grove and Hopkinsville, Kentucky; the County Executive of Montgomery County, Tennessee; the County Judge Executive of Christian County, Kentucky and the Executive Director of the Greater Nashville Regional Council and the Director of Clarksville Transit System. Duties of the Executive Board of CUAMPO include administrative and fiscal control and review and approval of all transportation planning, programming and implementation. Other duties include establishment of study committees as required to ensure cooperative, comprehensive and continuing transportation planning, establishment of a citizen participation process and compliance with Federal Regulations. Membership of the Executive Board is indicated in **Appendix A**. The Bylaws of the CUAMPO Executive Board is located in **Appendix B**.

#### Technical Coordinating Committee (TCC)

The TCC is responsible for the daily administration of all transportation activities. The TCC consist of engineers and planners from the municipalities and counties within CUAMPO Study Area and the department/division administrators of Local, State and Federal transportation agencies along with representatives from the transit, air, trucking, and rail industries. For TDOT the voting members is as follows: Assistant Chief Engineer/Planning Division; Assistant Chief Engineer/Public Transportation, Waterways and Rail Division; Assistant Chief Engineer/Design Division. The Fort Campbell Military Reservation also has representatives on the TCC. The members of the committee implement transportation policies and procedures and employ their respective staffs to perform required activities. The TCC receives transportation plans, programs, and other transportation related documentation for review prior to presentation to the Executive Board for approval. The TCC appoints ad hoc sub-committees under the supervision of the Transportation Planning Coordinator, as needed, to organize, coordinate, evaluate, and document transportation planning activities necessary for CUAMPO certification. The Planning Director of the CMCRPC serves as the chairman of the TCC. A complete list of the membership of CUAMPO's TCC can be found in **Appendix C**.

#### Transportation Planning Coordinator

The Transportation Planning Coordinator is a staff member of the CMCRPC. He serves as the permanent secretary to the Executive Board and the TCC. The coordinator receives direction from the Executive Board through the TCC and is directly responsible for timely completion of required analyses, documentation, scheduling transportation meetings and recording proceedings, disseminating data and information to participating agencies, complying with data requests from private and public sector, and coordinating transportation planning with the LRTP. The coordinator also serves as Chairman of all ad hoc committees appointed by the Executive Board and TCC.

#### Local Transportation Planning Staff

The local transportation planning staff provides the Transportation Planning Coordinator with professional urban and transportation expertise. The transportation planning staff is devoted to the transportation planning process by providing input into the studies, coordinating modal planning activities, preparing transportation planning documentation and coordinating transportation plans with land development plans.

### Public Participation Process

Federal guidelines require that all urbanized areas such as the Clarksville Urbanized Area have written guidelines incorporating citizen participation into the planning process. The Clarksville Urbanized Area is subject to public review and input in accordance with the Clarksville Urbanized Area public participation process. This process will maintain beneficial public input and will be utilized by CUAMPO on a continuous basis. The public participation process is in **Appendix E**.

### Participating Agencies

A number of Federal, State, Regional and key Local agencies with direct or indirect transportation related responsibilities participate in the Urban transportation planning and programming process administered through the Clarksville Urbanized Area. This section reviews these various agencies and how they relate to transportation planning for the area.

At the Federal level, transportation agencies are basically involved in carrying out the provisions of legislation adopted by Congress. The primary intent of previous and current Federal legislation is to provide funding assistance for the continued enhancement and maintenance of Local, State, and Federal transportation infrastructure, to regulate interState commerce and passenger transport modes, to provide for data collection and dissemination, to support transportation research and development, to provide for technical assistance and localities, and to provide for the safety, operation, and integrity of selected transportation services and resources.

State transportation agencies are primarily responsible with insuring the integrity and continuity of Statewide and urban area transportation planning processes; area certification of Federal transportation funding assistance eligibility; planning, design, construction, and maintenance of the State highway system; and administering regulatory, administrative, and funding programs required by State laws.

Regional planning agencies involved directly or indirectly with urban transportation planning activities carried out through the CUAMPO provide support and assistance in the daily activities of the transportation planning process.

Local governments and agencies collaborate to carry out transportation planning and programming activities in the Urbanized Area. The MPO structure provides a forum where

Local governments can cooperate with each other and with Regional, State, and Federal agencies to share resources and make decisions.

### Federal Agencies

United States Department of Transportation - The U.S. Department of Transportation was created by Congress with the passage of the Department of Transportation Act of 1966. Establishment of DOT brought many Federal agencies under one administrative arm headed by the Secretary of Transportation and comprised seven (7) primary operating administrations. The modal administrations of DOT which are most directly involved in the urban transportation planning process are the Federal Highway Administration and the Federal Transit Administration.

Federal Highway Administration - FHWA is responsible for administering all Federal-Aid Highway funds available for highway planning and implementation pursuant to the provisions of Title 23, United States Code. This agency, through its Division Offices in Nashville and Frankfort, monitors highway planning, programming, and implementation activities and exercises fiscal control of all Federal-Aid expenditures. FHWA also acts as a liaison between State transportation agencies and regional Federal modal agencies. FHWA reviews key annual and long range documents and reviews and formally certifies the MPO urban transportation planning process. The Division Offices have representation on the Clarksville MPO TCC as nonvoting members.

Federal Transit Administration - FTA is responsible for administering all Federal-Aid monies appropriated for transit capital and operating assistance pursuant to Title 49 of the United States Code. Through the Regional Office in Atlanta guidelines and regulations are issued to all grant recipient agencies and public transportation operators. FTA oversees Federal transit and paratransit programs involving research and development, demonstration projects, technical studies, planning, engineering and design and training.

### State Agencies

Tennessee Department of Transportation - TDOT is responsible for the preparation of long-range, coordinated Statewide transportation plans; development of data collection program relative to all transportation modes and needs; encouragement and promotion of the development of transportation systems embracing various modes of transportation in a manner that will serve the State and Local communities effectively and efficiently; and cooperation with Local governments in the development of long-range transportation plans. The Department is responsible for the administration of Federal-Aid Highway monies apportioned to Tennessee for transportation purposes.

The MPO and State Department of Transportation must cooperate and coordinate their respective actions and programs very closely. The Department discharges its legislated and delegated responsibility as follows:

TDOT Planning Division - The Planning Division is responsible for ensuring that any program or project involving State or Federal funds or aid is based on a continuing, comprehensive transportation planning process carried on cooperatively by the State and Local communities.

The Planning Division is also responsible for the ongoing data collection program which provides inventories of all transportation modes and needs; development of transportation plans, needs and programs; administering and conducting transportation research programs.

The Program Development and Administration office is responsible for the development of transportation programs and project schedules and the liaison between the Department of Transportation and the Federal Highway Administration.

TDOT Public Transit, Waterways and Rail Division - is responsible for formulating programs of financial and technical assistance for comprehensive planning, development, and administration of public transportation facilities and services; studying public transportation problems and providing technical assistance to Local governments; encouraging research and experimentation in developing new area mass transportation facilities and services; recommending policies, programs and actions designed to improve utilization of urban and commuter mass transportation facilities in keeping with the goals of long-range Statewide transportation plans and administering the program of public transportation capital grants provided by the State. This division serves as a liaison between the Department of Transportation and the Federal Transit Administration.

The TDOT Public Transit, Waterways and Rail Division is also responsible for coordination, regulation, development, and operation of all modes of marine transportation in the State. As much as is permissible under the law, including location, development, construction, operation, maintenance, and administration of harbors, ports, port authorities, and docking facilities, consistent with the provision and goals of the Statewide Comprehensive Transportation Plan, and coordinated with U.S. Corps of Engineers and Coast Guard plans and regulations.

The TDOT Public Transit, Waterways and Rail Division also administers, in cooperation with the Federal Railroad Administration, the Local Rail Service Assistance Act of 1978, and works to promote safe, adequate, and efficient rail transportation services in the State, and mitigates any potential adverse economic, social, or environmental impacts which may be associated with railroad system operations or service changes.

TDOT Design Division – oversees the survey and design function of the Department including the performance of aerial and ground surveys, the establishment of roadway design criteria and the development of right-of-way and construction plans for highway improvements.

This Division administers and conducts research relating to highway management, design construction, and maintenance. The Division also provides administrative and technical assistance in the development of other Federal-Aid and off-system projects as a service to Local governments. This Division establishes and coordinates design standards, prepares construction

cost estimates, and generates construction schedules in cooperation with the TDOT Planning Division and Local agencies as required to maintain project coordination.

As previously indicated, the Design Division is responsible for conventional field surveys; installation of ground controls and flagging for aerial surveys and mapping; preparation of preliminary plans; holding design public hearings, preparation of right-of-way plans; and preparation of construction and contract plans. The Division is primarily responsible for construction, traffic operations, including establishing speed limits as required, and the maintenance of all designated State highways.

The Structures Division is responsible for design and development of plans, specifications, and special provisions for all structures, including bridges, retaining walls, sign supports, culverts, impact attenuators, light towers, sound barriers, etc. This division is also responsible for major hydraulic analyses and design studies, as well as the inspection of structural steel fabrication. In addition, the Structures Division serves in a consulting capacity to the TDOT Construction Office.

The TDOT Aeronautics Division - is responsible for assisting in the preparation of airport master plans, and establishing, constructing, enlarging, improving, maintaining, equipping, operating, regulating, protecting, and policing airports and air navigation facilities within the State. The Division, in cooperation with the Federal Aviation Administration, works with Urbanized Area airport authorities, the TDOT Planning Division, and other commissions or boards in the development of the State airport system to ensure consistency with Local and Regional transportation planning goals.

Kentucky Transportation Cabinet - KTC is responsible for the preparation of long-range, coordinated Statewide transportation plans; development of data collection programs relative to all transportation modes and needs; encouragement and promotion of the development of transportation systems embracing various modes of transportation in a manner that will serve the State and Local communities effectively and efficiently; and cooperation with Local governments in the development of long-range transportation plans. The Cabinet also prepares and maintains a short-range Six (6) Year Transportation Plan. The Cabinet is responsible for the administration of Federal-Aid Highway and Public Transportation monies apportioned to Kentucky for transportation purposes.

The Cabinet discharges its legislated and delegated transportation planning responsibility as follows:

The Division of Planning - includes the Division of Multimodal Programs, Division of Transportation Planning, and the Division of Aeronautics. The Planning Department is responsible for the following: State Long Range Transportation Plan, Statewide Intermodal Planning, State Rail Planning, Airport Planning, Public Transportation Planning, Bicycle and Pedestrian Planning, Corridor and Individual Project Planning and Ferryboat Operations.

The Division of Multimodal Programs administers the U.S. Department of Transportation and the Federal Transit Administration planning funds available to supplement Local planning in the Kentucky portion of the Clarksville Urbanized Area. This division is responsible for providing physical inventory, traffic volumes, implementation of programs and schedules, and other transportation data as required in the planning process. This division is also responsible, along with the Tennessee Department of Transportation, for Stateline coordination of highway projects crossing the State boundary and coordinates with the Clarksville Transit System, the MPO and the Kentucky Local Rural Public Transit Agency in Kentucky for the provision of transit planning and public transit services in the effected MPO areas.

District Office - The District Office, which is located in Madisonville, Kentucky, is responsible for highway route location, design, construction, traffic operations, and maintenance. This office and TDOT are responsible for Stateline coordination of all highway projects crossing the State boundary.

#### Regional Agencies

Greater Nashville Regional Council - GNRC is a regional council of governments/development district organization which provides comprehensive planning, technical, and economic and community development assistance to thirteen (13) counties and fifty three (53) cities in the Middle Tennessee Region. The Executive Director, or a representative of GNRC serves on the Clarksville Urbanized Area MPO Executive Board and TCC as a voting member.

Pennyrile Area Development District - Pennyrile Area Development District was incorporated in January, 1969, to serve the nine (9) mid-western counties of Caldwell, Christian, Crittenden, Hopkins, Livingston, Lyon, Muhlenberg, Todd, and Trigg. Local government members include nine (9) county fiscal courts and thirty-three (33) city councils or town boards, representing a population of over 204,000.

The PADD Board of Directors is composed of a minimum of 51 percent elected officials, County Judge/Executives and at least one Mayor from each of the nine (9) counties which serve on the Board. Comprising the remainder of the Board are representatives of agriculture, commerce, industry, ministry, civic clubs, education, labor, minorities, engineering, low-income groups, and utilities. State Senators and Representatives serving any part of the Pennyrile Area are ex-officio members of the Board during their respective terms. In addition to the Board of Directors, various advisory committees and councils are an integral part of the Area Development District program. Over 100 individuals serve on these committees, donating their time to further progress and growth in the Pennyrile area.

The Clarksville Department of Transportation(CDT) - The Clarksville Transit System created in May 1987 is the operating division of the CDT. It is under direction of the City Council Transportation Committee. The Transportation Committee is responsible for overseeing the management and operation of public transit services for the City.

A demand response service provides transportation to individuals that qualify under the Americans with Disabilities Act (ADA) for paratransit service. CTS also offers a wide array of passes and tickets for its passengers. The Executive Director is a member of the MPO TCC.

Clarksville-Montgomery County Regional Planning Commission - The Clarksville-Montgomery County Regional Planning Commission was created by resolution of the Tennessee State Planning Office, upon request of the City of Clarksville and Montgomery County on January 10, 1963.

### Membership

The Planning Commission has nine (9) total members, five (5) of which represent the City of Clarksville and four (4) represent the remaining portion of Montgomery County outside the City limits of Clarksville.

- Of the five (5) members representing the City of Clarksville, one (1) must be the Mayor (or a representative designated by the Mayor), one (1) must be a member of the City Council, and the remaining three (3) must be nominated by the Mayor.
- Of the four (4) members representing the County, one (1) must be the County Executive (or a representative designated by the County Executive), one (1) must be a member of the County Commission, and the remaining two (2) must be nominated by the County Executive.

Each year, the Commission elects a Chairman from among its appointed members.

The City of Clarksville and Montgomery County Regional Airport Authority - During 1997, both entities voted to form an Airport Authority for the management and operation of Outlaw Field. The governing body of the City and the County appointed two (2) persons as commissioners of the authority for a five (5) year term. During the first meeting, the four (4) commissioners then voted for one (1) additional member. The fifth member could be a resident of the County and/or the City. Section 42-3-101 of the TN Code Annotated provides for the creation and establishment of a Regional Airport Authority. The Authority then hired a full time airport manager, which serves as a member on the MPO TCC.

### Key Local Agencies

The Cities of Clarksville, Oak Grove and Hopkinsville's Street Departments as well as the Montgomery County and Christian County Highway Departments - Representatives of the Departments serves as members of the CUAMPO TCC. These agencies play important roles in the urban transportation planning and programming by virtue of their responsibility for carrying out transportation projects in the Cities and Counties. The engineering offices handle surveys, design, traffic management studies, and other aspects of roads and highways or contract these services to "outside" Engineering/Consulting firms. These offices participate in the work of CUAMPO and serve on ad hoc committees for their technical expertise. The Directors are members of the TCC.

## **PRINCIPAL TRANSPORTATION PLANNING AND PROGRAMMING PRODUCTS**

The cooperative, continuing and comprehensive urban transportation planning and programming process carried out by CUAMPO results in the preparation and periodic updating of several products required by Federal transportation regulations. These products include the Unified Planning Work Program (UPWP), Long Range Transportation Plan, Transportation Improvement Program (TIP), various transportation studies, and monitoring and surveillance.

### **Unified Planning Work Program**

The Unified Planning Work Program provides a basis for identifying transportation planning activities to be undertaken for a one-year period. The UPWP outlines the transportation planning activities that are anticipated, documents work activities to be performed with Federal transportation funds, and assigns responsibilities to various participating agencies for performing the specific work elements in the work program.

The UPWP describes anticipated planning activities under four (4) major work task headings:

- 1) Administration;
- 2) Data System Surveillance;
- 3) System Review, Technical Analysis and Planning Development; and
- 4) Transit Planning Activities.

The UPWP provides concise information on agency responsibility, project purpose, study design, work schedule, and anticipated product(s). The UPWP also provides information on proposed funding by work task and agency.

### **Long Range Transportation Plan**

In 2000, the professional staff of CUAMPO acquired the Transcad transportation modeling program. This program allowed Local planners working with the Traffic Forecasting office of the Tennessee Department of Transportation and the Kentucky Transportation Cabinet to duplicate the modeling process on a personal computer and create various scenarios and alternatives which could be tested faster and more easily than the methods of the past.

The purpose of the Transportation Plan, is to provide the Bi-State Clarksville Urbanized Area's elected officials and its citizens with a framework in which to develop a balanced transportation system that is safe, efficient, economical, and sensitive to environmental concerns.

The primary objectives of the Transportation Plan are to facilitate the safe and efficient movement of people and goods, enhance quality economic development, and improve the quality of life for the residents of the Urbanized Area.



The Transportation Plan presents a framework for achieving these objectives through the following:

- Recommendations of development policies;
- Recognition of the importance of and the promotion of the integration of all modes of transportation;
- Identification of new and expanded facilities to meet anticipated travel demands;
- Study of costs and funding sources to implement the transportation plan;
- Employment of management systems to increase the usefulness of existing facilities; and
- Enhancement of facilities to promote the preservation and aesthetics of our transportation corridors.

The Transportation Plan recommends a system of streets and highways, mass transit service, airport improvements, and bike/pedestrian ways which will meet the area's overall transportation needs. Also, the plan recognizes the important roles of our truck lines, waterways, and railroads and identifies the location and magnitude of their respective services.

The Transportation Plan was developed through detailed review and analysis of demographic trends, travel corridors, land use, traffic flow characteristics, and available fiscal resources. The State and Highway Element of the Transportation Plan was developed through demographic forecasting, analysis of computerized networks which simulate the present street and highway system, and the evaluation of future road networks which must carry the future travel demand.

The Transportation Plan was developed through cooperation of State and Local governments working through CUAMPO and through review and input by citizens participating in public meetings and advisory committees. This plan is a working document which will be reviewed and updated per federal legislation.

### **Transportation Improvement Program and Financial Plan**

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) joint regulations, (23 CFR Part 450 and 49 CFR Part 613 respectively), require development of a Transportation Improvement Program (TIP) which documents highway and public transportation improvements in the Urbanized Area as well as their Federal funding sources. The TIP lists all transportation projects including roads, transit, pedestrian walkway, bicycle facilities, and transportation enhancement projects proposed to be funded with Federal assistance. The TIP includes a financial plan that shows how the projects can be implemented using Surface Transportation and other Federal or State funds that can reasonably be expected to be available. The CUAMPO includes important State funded projects in its TIP. The project description, location of project, estimated costs, proposed funding sources, an implementation schedule, and the CUAMPO's priority ranking are provided for each project included in the TIP. The TIP is updated by the CUAMPO planning staff as needed to ensure that transportation planning will be implemented in an orderly and efficient manner. At the Local level the TCC reviews the TIP and makes recommendations to the Executive Board. Upon adoption by the CUAMPO Executive

Board, the TIP is submitted to Tennessee Department of Transportation for inclusion into the State TIP, and the Kentucky Transportation Cabinet for inclusion into their Highway Plan.

### **Transportation Studies**

When the transportation plan identifies the need for more detailed study and investigation, transportation studies and analysis are prepared by CUAMPO in cooperation with the States and/or transit operator. These studies include an evaluation of a range of alternatives including different modes and new technologies. The studies consider cost effectiveness of the project and how well the project contributes to attaining Local, State and National goals and objectives. Social, economic and environmental effects can also be evaluated in this phase of the planning process. Transportation studies serve as input to the Long Range Plan and the TIP.

### **Monitoring and Surveillance**

The monitoring and surveillance of the type, location, and magnitude of change in urban activities on a current basis are necessary to keep the Transportation Plan updated. By comparing the actual changes in growth and activity in the Clarksville Urbanized Area with the forecasts made in developing recommended plans, the need for a review of the Transportation Plan can be determined. Surveillance items include the inventory of transportation facilities and the gathering of data related to travel, land use, and socioeconomic activity.

A computerized network of the existing street system in the Clarksville area was built using Transcad software for analysis of overall area growth trends and travel patterns. The corridors are further divided into traffic zones which are used in analyzing trip generation and trip distribution rates to forecast future traffic demands.

Travel is monitored through traffic counts and accident data provided by the Tennessee Department of Transportation, the Kentucky Transportation Cabinet, and Local police departments. Data pertaining to transit usage and air travel are obtained from CTS and the Airport Committees/Authorities respectively. Data on other modes are obtained from Local, State and Regional planning and/or operating agencies.

Traffic counts are made with automatic traffic recorders by TDOT and KYTC at selected locations throughout the Study Area. Continuous traffic counts are obtained with automatic traffic recorders at permanent count stations strategically located within the area to provide seasonal variation and control data. The automatic traffic recorder data are supplemented with manual traffic counts of short duration on an as needed basis to provide input for specific projects and to monitor vehicle classification. The traffic volume data is maintained in a permanent file in the respective State Transportation Highway Offices. Traffic volume counts are also conducted periodically by the City of Clarksville's Street Department.

TDOT and KTC maintains an on-line computerized file of accident records for all State Highway Systems. These records are utilized for determining high accident locations and are

subsequently ranked to establish priorities and the extent of project improvements. The local police departments maintain accident files for local streets as a supplement to the State files.

Land use data is monitored on a continuing basis with the Clarksville-Montgomery County Regional Planning Commission (CMCRPC) and the Hopkinsville-Christian County Regional Planning Commission (HCCRPC) providing data tabulated to the Study Area traffic zones. Land use inventories are constantly updated and used in transportation study updates. CMCRPC monitors major land use changes from files of building permits issued and zoning changes. Overall development is periodically compared with planning data forecasts previously used in the transportation planning process to assess the validity of the plan and the scheduling of the plan update.

Socioeconomic factors relating to travel generation are maintained on a continuing basis by the CMCRPC and the HCCRPC. These data include the following:

- Dwelling Units
- Population
- Labor Force
- Employment
- Auto Ownership

Demographic characteristics are available through the Census Bureau, the Tennessee Department of Employment Security and the Kentucky State Data Center. The Bureau of Transportation Statistics also provides a Census Transportation Planning Package (CTPP) which manipulates transportation data by State and by MPO Urbanized Areas.

APPENDIX A



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**APPENDIX B**

**BY LAWS**

**OF THE  
CLARKSVILLE URBANIZED AREA METROPOLITAN PLANNING  
ORGANIZATION  
EXECUTIVE BOARD**

**ARTICLE I - NAME**

The name of the organization shall be the **Clarksville Urbanized Area Metropolitan Planning Organization Executive Board.**

**ARTICLE II - COMPOSITION**

The **Executive Board** shall be composed of principal elected or appointed officials of governmental jurisdiction participating in the Clarksville Urbanized Area Transportation Planning Process. Membership by jurisdiction is as follows:

<b>Governor</b>	<b>State of Tennessee</b>
<b>Transportation Cabinet Secretary</b>	<b>Commonwealth of Kentucky</b>
<b>Mayor</b>	<b>City of Clarksville, TN</b>
<b>Mayor</b>	<b>City of Hopkinsville, KY</b>
<b>Mayor</b>	<b>City of Oak Grove, KY</b>
<b>County Executive</b>	<b>Montgomery County, TN</b>
<b>County Judge/Executive</b>	<b>Christian County, KY</b>
<b>Executive/Official</b>	<b>Greater Nashville Regional Council</b>
<b>Executive/Official</b>	<b>Clarksville Transit System</b>

**ARTICLE III - DUTIES**

The **Executive Board** constitutes the forum for cooperative transportation decision making in the Clarksville Urbanized Area with responsibilities as follows:

1. Administrative and fiscal control;
2. Review and approval of all transportation planning, programming and implementation;
3. Establish study/project committees as required to ensure cooperative, comprehensive and continuing transportation planning;
4. Establish a Citizen Involvement Program; and
5. Compliance with federal legislation.

#### **ARTICLE IV - ORGANIZATION**

1. The Executive Board shall elect a Chairperson and Vice Chairperson from its membership. Such election shall be by a majority of that membership.
2. Election of officers shall take place on the first meeting of the calendar year and the term of office shall be for one year or until such new officers are elected.
3. An officer may succeed oneself, with no limitation to number of terms, contingent on eligibility as the result of being a principal elected official.
4. The Chairperson of the TCC shall serve as Secretary of the Executive Board.

#### **ARTICLE V - DUTIES OF CHAIRPERSON**

1. The Chairperson, or in his absence, the Vice Chairperson, shall preside at all meetings of the Executive Board.
2. The Chairperson shall authenticate, by his signature, all resolutions adopted by the Executive Board.
3. The Chairperson or his designated representative shall represent the Executive Board at hearings, conferences, and other events as required.

#### **ARTICLE VI - MEETINGS**

1. The Executive Board shall meet at least quarterly or as required to accomplish administrative control of the planning process and maintain certification. The prescheduled quarterly meetings will be on the fourth (4) Wednesday of the following months: October, January, April and July at 10:00 a.m.

2. Each Executive Board member shall designate, in writing, an alternate representative to serve at meetings during said member's absence.
3. The presence of a simple majority, fifty (50) percent of the Executive Board membership or designated alternatives at Board meetings shall constitute a quorum for business transaction.

#### **ARTICLE VII - RULES OF ORDER**

1. The Executive Board shall conduct business as prescribed in Robert's Rules of Order Revised unless prescribed otherwise by amendment to these by-laws.
2. The Secretary of the Executive Board shall be the Board's Parliamentarian.

#### **ARTICLE VIII - AMENDMENT TO BY LAWS**

1. These By-laws may be amended by affirmative vote of a quorum of the Board. A By-law change shall be presented for consideration at a regular Board Meeting with voting being deferred until subsequent meeting.



## APPENDIX C

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## APPENDIX E

### **PUBLIC PARTICIPATION PLAN FOR THE CLARKSVILLE URBANIZED AREA METROPOLITAN PLANNING ORGANIZATION**

The Intermodal Surface Transportation Equity Act of 1991 (ISTEA), Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21), and the subsequent Safe Accountable Flexible Efficient Transportation Equity Act – a Legacy for Users (SAFETEA-LU) requires Metropolitan Planning Organizations (MPOs) to provide an enhanced capability for citizens to be involved in the development of, and comment on, proposed Transportation Improvement Programs (TIPs), Unified Planning Work Programs (UPWPs), Long Range Transportation Plans (LTRPs) and other plans. In addressing the provisions outlined in 23 C.F.R. Part 450 subsections 450.316 (b) (1) and 49 C.F. R. Part 613 subsection 613.100 the Clarksville Urbanized Area Metropolitan Planning Organization (CUAMPO) proposes the following processes for public involvement and comment which would fulfill Federal requirements.

#### **Public Participation Plan Procedures**

This section describes how the Public Participation Plan (PPP) is developed and will be updated. The PPP is developed by identifying the outreach efforts and techniques that will be used to ensure that the officials, agencies, local government, the public, and interested parties are provided an opportunity to provide their input into the planning process. These public participation efforts are coordinated with the Tennessee Department of Transportation (TDOT) and Kentucky Transportation Cabinet (KYTC) transportation planning public involvement and consultation processes. The different outreach efforts, for each kind of meeting or action on a document, were selected using the appropriate components to help inform and offer the opportunity to participate.

A community profile has been specifically developed to assist the MPO in reaching all interested persons and groups within the MPO Study Area; including but not limited to minorities, low-income, and non-English speaking populations. The PPP will be evaluated yearly to assess its effectiveness. This assessment will include evaluations of comments received from the interested groups survey and from agencies, civic groups, elected officials, and the general public. From this assessment, changes may be made to the PPP. A forty-five (45) day public review period will be required for any update of the PPP, and the public can view the proposed draft at the CUAMPO office - 329 Main Street, ask for a copy to be direct mailed or via the website, [www.cuampo.com](http://www.cuampo.com)

#### **Process and Techniques**

This section describes the key components of the PPP that will be followed to keep officials, agencies, local government, the public and interested parties informed of documents and to allow them opportunities for input. This proactive approach includes the following components that are further clarified throughout the document:

1. Public Meetings
2. Notification for Meetings

- 2.1. General Public Places
- 2.2. General Media
3. Environmental Justice (EJ) Populations
  - 3.1. EJ Public Places
  - 3.2. EJ Media
  - 3.3. EJ Database of Names
4. Special Interest Groups
5. Consultation with Federal , State, and Local Agencies
6. State and Federal Review and Approval
7. General and EJ Public Review and Comments Received
8. Visualization
9. Website
10. Annual Listing of Obligated Federally Funded Projects

The complete document can be viewed on our website: [www.CUAMPO.com](http://www.CUAMPO.com). Information about the progress of specific projects and other on going efforts will be posted on the website.