



**CLARKSVILLE URBANIZED AREA
METROPOLITAN PLANNING ORGANIZATION**

Stan Williams
MPO Director
stanwilliams@cityofclarksville.com

329 MAIN STREET
CLARKSVILLE, TN 37040
PHONE: (931)645-7448

Jill Hall
Transportation Planner
jhall@cityofclarksville.com

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Mrs. Cammie Davenport Woodle
Executive Director
TDOT Civil Rights Office
Suite 1800, J. K. Polk Bldg.
Nashville, TN 37243

Re: MPO FY08 Title VI Report

Dear Mrs. Woodle:

I am providing the following, per the General Reporting Requirements:

Organization –

- a. The Clarksville MPO continues to invite and encourage all citizens, without regard to their racial/ethnic composition, to provide input and participate in any and all programs that affect not just their community but the City, Urbanized Areas and Region as a whole. The Clarksville MPO has purchased Limehouse Software. The MPO is very excited about the new software and its ability to increase public participation and public awareness of the activities of the MPO. Limehouse is an interactive program that allows the public to ask questions, respond to surveys, obtain information and give their opinions about any issue dealing with the MPO's responsibilities. The MPO will be able to conduct surveys and have the results tabulated, along with direct communication with individuals in the community about their interest or concerns. This new software will be accessible on the web through the CUAMPO website. All comments and inputs received are reviewed and made part of the official project file. Currently the only committee is the TCC see below.
- b. The Technical Coordinating Committee (TCC) consists of transportation engineers and planners, city and county street/highway department employees, land use planners, employees of Federal and State transportation agencies, representatives from airport and railroad agencies, authorities or private companies without regard to race or ethnic composition. Said members are selected by job position and title. Mrs. Hall is a white female and myself, a white

male. See attached list of current TCC members. Recently the Clarksville MPO, through the RFP process has selected the Prime Consultant and the Sub that are certified Disadvantaged Business Enterprise (DBE) firm to assist in our Long Range Transportation (LRTP) update. The MPO is looking forward to working with these companies during this new endeavor.

Documentation –

- a. Yes, it is clearly stated in Section 3 of personnel policies (see attached).
- b. Stan Williams. Yes.
- c. Yes, an environmental justice assessment is attached and is available on the website www.cuampo.com
- d. Yes, it is clearly stated in the RPM Transportation Consultants, LLC contract and Section 3 of personnel policies (see attached). Yes. Yes. Yes.
- e. Currently, there are no active discrimination lawsuits and /or complaints.
- f. Funding and allocations are included in the FY2008-2011 TIP and FY08 UPWP. Both documents are available on the website www.cuampo.com
- g. There were no Enhancement Grants awarded in 2008 to the Clarksville MPO region.
- h. N/A
- i. Long Range Transportation Plan (LRTP) - The LRTP is by far the MPO's most important planning product, which is updated every 4 years. The LRTP establishes a 25-year blueprint for transportation investments in the MPO area and is multimodal, meaning it addresses travel by all modes on the transportation system -- streets and highways, bikeways and walkways, public transportation, aviation, rail and waterways. Consideration in developing the plan is given to population and employment trends, land development patterns, travel characteristics, current and future transportation system performance, and other planning factors. The recommendations of the plan are based on a series of stated community goals, financial capability, environmental considerations, and public guidance.

As part of the development of this LRTP, a project-specific Public Participation Plan (PPP) was developed including a community profile to assist in targeting areas (for outreach and participation) of the region that are traditionally underserved. An Action Plan highlights the MPO's efforts on outreach and participation to the traditionally under-served populations. Attached is a copy of the 2030 LRTP PPP, which includes the community profile for the region, plus a copy of the Traditionally Underserved Outreach & Participation Action Plan.

Another extremely important component to the LRTP (and the development of a LRTP) is an environmental justice (EJ) assessment of the proposed plan improvements to EJ populations within the region. The purpose of the EJ assessment is to evaluate the benefits and burdens to EJ populations based on the recommendations of the proposed plan. The most recent assessment, which was performed relative to the proposed 2030 LRTP is available on the website www.cuampo.com

Transportation Improvement Program (TIP) - Implementation of project recommendations from the long range transportation plan occur through the programming of transportation improvements on an annual and semi-annual basis.

For projects that are federally or state funded or considered regionally significant, the MPO, in consultation with the appropriate city, county and state transportation agencies determines which projects are to be advanced from the long range transportation plan into the MPO's short-term transportation improvement program (TIP).

The TIP is a planning/programming document developed and adopted by the MPO in response to the transportation needs in the MPO area. The TIP updates and advances a four-year implementation program for all modes of transportation. This document is important because it not only addresses major transportation improvements (constructing a new bridge or road), but it also contains small-scale transportation improvements (intersection improvements, etc.). All projects that are added to the TIP for funding and implementation must be consistent with the long range transportation plan and air quality goals.

As with all planning documents, public comment is received on the draft TIP prior to adoption by the Executive Board. Copies of the draft TIP are placed in public buildings as per the MPO's PPP for comments prior to the MPO taking action. The review period of the draft document is 14 days, and a final public meeting is held prior to adoption of the draft by the Executive Board.

Unified Planning Work Program (UPWP) – This document is an annual work plan of administrative and planning tasks that the MPO undertakes for the given fiscal year (which runs from October 1 to September 30). The MPO is required to maintain a planning process that complies with various federal transportation planning requirements. Work tasks in the UPWP include updating the LRTP, the TIP, and other studies throughout the year (or over the course of several years). Since 2000, as part of the MPO’s annual work tasks, the MPO also develops a Title VI monitoring report as per TDOT’s Title VI Office. This reporting is done on an annual basis which is a more frequent basis than federal planning requirements.

As with all planning documents, public comment is received on the draft UPWP prior to its adoption by the MPO. Copies of the draft are placed in public buildings as per the MPO’s PPP for comments prior to the MPO taking action. The review period of the draft document is 14 days and a final public meeting is held prior to adoption of the draft by the MPO. As for studies that utilize professional services (third party participation, e.g. consultant services), the MPO has adopted contract provisions to ensure compliance of nondiscrimination by all vendors involved in MPO funded activities and encourage the use of DBE.

- j. The Ozone Awareness Campaign project is to inform the public of air quality issues through radio advertisement. Through this CMAQ project the Clarksville Transit System will offer free rides during action days when the air quality is poor. This CMAQ project has a positive impact on the community as a whole and the environment. The under-served communities and businesses will also be positively impacted through informational ads to encourage biking/walking, use of the transit system and the advantage of free transit during action days.

Public Involvement -

The PPP identifies the outreach efforts and techniques that the MPO employs 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 and plans. The PPP identifies the minimum requirements for which the MPO follows relative to releasing draft plans and conducting its business.

The PPP is important as it ensures that all persons are given an opportunity to participate in the MPO’s planning process and ensures that plans, such as the LRTP and TIP, have adequate approaches to public outreach. Periodically, the MPO updates the PPP as regulations change or if desires for more or different

approaches for outreach are determined necessary. A minimum 45-day public review period is required for any changes to the PPP by the MPO.

- a.-c. Refer to the PPP which is attached and available on the website www.cuampo.com
- d. Meetings are held in ADA compliant public buildings that are either on or close to ADA compliant transit system routes. The meeting locations are selected based on previous participation by the traditionally underserved populations.
- e. None reported
- f. The MPO is utilizing procedures reviewed and approved by Director of Title VI, TDOT for processing and responding to complaints and concerns from the public. Please see attachment: Complaint Procedures.

Contracting Opportunities –

- a. The only contract awarded thus far for FY2008 is with RPM Transportation Consultants, LLC for the LRTP update(See attached). This is a woman owned DBE firm. As stated in said contract no person shall be excluded from participation in. The MPO uses a Request for Qualifications based selection process when selecting consultants and encourages the use of DBE consultants.
- b. We did not receive any complaints nor concerns by any minority nor DBE consultants.

Should you have any questions or comments, contact me at your convenience.

Sincerely,

J. Stan Williams
Transportation Planning Director

Attachments