

# **FY 2010 ANNUAL PERFORMANCE AND EXPENDITURE REPORT**

**Prepared by:  
Clarksville Urbanized Area MPO  
December 1, 2010**

**FY 2010 ANNUAL PERFORMANCE AND EXPENDITURE REPORT**  
**Transportation Planning Contract: 1000002296**  
**Clarksville Urbanized Area**  
**FY 2010: October 1, 2009 to September 30, 2010**

Clarksville MPO	Clarksville-Montgomery County Regional Planning Commission
Reporting Period	October 1, 2009 to September 30, 2010
Prepared By	Stan Williams

**FY 2010 End of Year Expenditure Report**

FY 2010 Quarters	Actual Expenses	Billed Expenses
1st	\$9,189.70	\$9,189.70
2nd	\$4,948.58	\$4,948.58
3rd	\$3,516.93	\$3,516.93
4th	\$16,722.21	\$16,722.21
<b>Total Expenses</b>	<b>34,377.42</b>	<b>34,377.42</b>
<b>Total Federal Expenses</b>	<b>\$29,220.81</b>	<b>\$29,220.81</b>
<b>Authorized Federal Funds</b>	<b>\$29,393.00</b>	<b>\$29,393.00</b>
<b>Federal Expense Amount Exceeding Authorized Funds</b>	<b>\$&lt;172.19&gt;</b>	<b>\$&lt;172.19&gt;</b>

MPO	CMCRPC/Clarksville Urbanized Area MPO
<i>Work Task</i>	<i>II A.</i>
<i>Description</i>	<i>Metropolitan Transportation Planning (16%)</i>
Reporting Period	October 1, 2009 to September 30, 2010
Prepared By	Stan Williams

FY 2010 UPWP EXPENSES: \$34,377.42	FY 2010 UPWP FUNDS: \$34,580.00			% OF UPWP COMPLETED: 100
	KY PLANNING FUNDS (5%)	FHWA PL FUNDS (80%)	RPC MATCH (15%)	APPROVED AMOUNT-PLANNING
TOTAL UPWP COSTS	\$281.25	\$4,500.00	\$843.75	\$5,625.00
TOTAL 1ST QTR COSTS	\$281.25	\$4,500.00	\$843.75	\$5,625.00
TOTAL 2ND QTR COSTS	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL 3RD QTR COSTS	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL 4TH QTR COSTS	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL COST TO DATE	\$281.25	\$4,500.00	\$843.75	\$5,625.00
TOTAL REMAINING	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## **FY 2010 UPWP Activities**

**PURPOSE:** To develop and adopt a new comprehensive Metropolitan Transportation Plan (MTP) that provides for the long-range transportation needs of the MPO area. Areas of emphasis include:

- Greater understanding and use of safety data within the region.
- Ongoing coordination of plan priorities, and
- Identification of Plan element improvements for future update.

### **PROGRESS-ACCOMPLISHMENT AND/OR PROBLEMS:**

- Meet with the regional safety working group & update (as needed) the regional safety strategic plan for the MPO area.
- Consider amendments to the 2030 MTP (as needed).
- Develop planning requirements to review proposed changes in relations to SAFETEA-LU compliance within the 2008-2035 MTP.
- Develop a financial model for the financial capacity analysis and forecast revenue.
- Develop a methodology to update project costs and to develop costs for new projects by year of expenditure.
- Identify long range plan goals and objectives and establish performance criteria.
- Identify Operation and Maintenance Projects and Processes.
- Re-evaluating projections for the update of the 2008-2035 MTP and Air Quality Conformity.
- Re-examining the study area boundary for the update of the 2008-2035 MTP and Air Quality Conformity.
- Conduct a Title VI (Environmental Justice) Analysis with the assistance of the consultants.
- Transcad Model completed by June, 2009 through the use of consultants.
- Mobile 6 Emissions completed by August, 2009 through the use of consultants.
- The completion of the final Transportation Conformity Report by January, 2010. This will be handled by the MPO and KYTC staff.
- The development and adoption of the MTP through the assistance of the consultant, completed by April, 2010.
- Coordinate with consultants on the Alternative Analysis of the Nashville and Western Railroad extension into Clarksville/Montgomery County.
- Coordinate with consultants on an Intermodal Port Feasibility Study.
- Work with TDOT and KYTC to advance priorities and programs within the 2030 MTP.
- Follow the Public Participation Plan in the development of the 2008-2035 MTP and disseminate information to public and agencies on 2035 MTP.
- Update (as needed) appropriate regional analysis and consideration of freight needs in relation to the entire transportation system, to improve goods movement, both today and in the future. The plan uses Reebie Data to show freight corridors, and then is compared with land use data to identify areas of concern. The study shows a list of projects that will enhance the mobility of both the freight community and the general motoring public.
- Develop a Transit Analysis that includes appropriate regional analysis and consideration of transit needs in relation to the entire transportation system.

### **END PRODUCT AND WORK SCHEDULE:**

- Updates to regional strategic highway safety plan (as needed).
- Conduct a Title VI analysis of the burdens and benefits of transportation investments. The results showing any disproportionate adverse impacts to minority, low income and traditionally underserved populations and consideration to the low English proficiency stakeholders.
- Preliminary compilation of the community structure of the MPO region, which will serve as the basis of existing and future conditions within the MPO area. Items include demographics such

as population and employment trends and forecasts, land development patterns, land use and growth strategies as well as the natural environment.

- Preliminary compilation of financial information including current and projected sources of revenue.
- Said financial plan will demonstrate fiscal constraint while meeting air quality conformity requirements.
- Updates to the freight plan.
- Amendments to 2030 MTP (as needed).
- Adoption by Executive Board March 2010, Federal approval April 2010 and ongoing support of the 2008-2035 MTP.
- Coordination with TDOT and KYTC on transportation improvements within the region and dissemination of materials on 2035 MTP.

PRODUCTS	START DATE	COMPLETION DATE
Regional Safety Implementation Activities	December 2005	As Needed
Amendments to MTP	Throughout FY	As Needed
Ongoing support, coordination and dissemination	Throughout FY	Continuous
Outline of SAFETEA-LU improvements to MTP	Throughout FY	As Needed

<b>MPO</b>	<b>CMCRPC/Clarksville Urbanized Area MPO</b>
<b>Work Tasks</b>	<b>II B.</b>
<b>Description</b>	<b>Transportation Data System Surveillance (0%)</b>
<b>Reporting Period</b>	<b>October 1, 2009 to September 30, 2010</b>
<b>Prepared By</b>	<b>Stan Williams</b>

FY 2010 UPWP EXPENSES: \$34,377.42	FY 2010 UPWP FUNDS: \$34,580.00		% OF UPWP COMPLETED: 100	
	KY PLANNING FUNDS (5%)	FHWA PL FUNDS (80%)	RPC MATCH (15%)	APPROVED AMOUNT- PLANNING
TOTAL UPWP COSTS	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL 1ST QTR COSTS	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL 2ND QTR COSTS	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL 3RD QTR COSTS	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL 4TH QTR COSTS	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL COST TO DATE	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REMAINING	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

### **FY 2010 Activities**

**PURPOSE:** To maintain a current and historical inventory of transportation data to support transportation planning efforts within the MPO area.

**PROGRESS-ACCOMPLISHMENT AND/OR PROBLEMS:** Traffic volume counts were collected by TDOT at approximately 92 annual cycle count stations. Special count data were collected for Clarksville and the Urbanized Area of Montgomery County for design projects as required.

Additionally, the KYTC conducted special counts at Fort Campbell gates. Crash data from the Tennessee Department of Safety has been provided upon request. The Oak Grove Police Department and Department of Highways at Madisonville provided data upon request. High hazard accident data has been furnished for safety studies as needed.

**END PRODUCT AND WORK SCHEDULE:** TDOT and KYTC to conduct annual cycle and special counts within the MPO area; update the TDOT TRIMS and KYTC management systems; Accident information will be collected from TDOT's Traffic and Planning Division (Quality controlled) and from City and County police; and annual VMT established by functional classification. Special trip generation, highway capacities, and travel studies will be conducted as needed. MPO staff will continue to evaluate the land use and socioeconomic data and forecasts for the entire Study Area. Any major differences between the data developed through this task and data derived from earlier forecasts will be used to update existing inventories currently on file for the MPO Area. This data will be used to develop the 2008-2035 MTP. Data will be made available thru the MPO, TDOT and KYTC websites. To prepare for the 2010 Census, update traffic analysis zones defining Census geography for the region, based on the final criteria established for tracts, block groups and other geographic areas.

<b>PRODUCT</b>	<b>START DATE</b>	<b>COMPLETION DATE</b>
Annual Cycle Counts	Fall 2009	Fall 2009
VMT for Classified Roadways	Fall 2009	Fall 2009
Crash Data	Throughout FY	Throughout FY
Updated data for TDOT TRIMS	Throughout FY	Fall 2009
Special Studies (trip generation, highway capacity analysis)	Throughout FY	As Needed

<b>MPO</b>	<b>CMCRPC/Clarksville Urbanized Area MPO</b>
<b>Work Tasks</b>	<b>II C.</b>
<b>Element Title</b>	<b>Public Transp. Planning &amp; Coordination (0%)</b>
<b>Reporting Period</b>	<b>October 1, 2009 to September 30, 2010</b>
<b>Prepared By</b>	<b>Stan Williams</b>

<b>FY 2010 UPWP EXPENSES:</b> <b>\$34,377.42</b>	<b>FY 2010 UPWP FUNDS:</b> <b>\$34,580.00</b>		<b>% OF UPWP COMPLETED: 100</b>	
	<b>KY PLANNING FUNDS (5%)</b>	<b>FHWA PL FUNDS (80%)</b>	<b>RPC MATCH (15%)</b>	<b>APPROVED AMOUNT-PLANNING</b>
<b>TOTAL UPWP COSTS</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL 1ST QTR COSTS</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL 2ND QTR COSTS</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL 3RD QTR COSTS</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL 4TH QTR COSTS</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL COST TO DATE</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REMAINING</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## **FY 2010 UPWP Activities**

**PURPOSE:** To develop, update, and maintain long and short-term plans and reports for the provision of quality public transportation services within the Clarksville Urbanized Area and surrounding commuter shed. Areas of emphasis include:

- Promoting transit and ridesharing programs
- Ensuring cost efficient transit service options, and
- Advancing elderly and disabled services consistent with the provisions of the Americans with Disabilities Act (ADA)

## **PROGRESS-ACCOMPLISHMENT AND/OR PROBLEMS:**

- Promotion of Jobs Access Program.
- A new Strategic Plan for CTS was completed in FY2005, which evaluated current operations and services and established a series of operating recommendations.
- CTS conducted surveys for planning of new routes in areas where no service is available.
- CTS participation and review of the 2035 Long Range Transportation Plan.
- CTS participation in FTA Triennial Review.
- Maintained, updated, reported on ADA compliance plan.
- Maintained financial model, designed in Microsoft Excel format from 10 Year Strategic Plan.
- MPO, Mid-Cumberland, and CTS staff developed a Coordination of Human Service Transportation Plan that identifies the resources available, the agencies needed to coordinate those resources and any issues affecting that coordination.
- Developed a feasibility study of high capacity transit service between Clarksville and surrounding commuter shed including looking at human service transportation coordination between regions.

## **END PRODUCTS AND WORK SCHEDULE:**

- Prepare and develop special studies such as routing and scheduling or other service related activities; monitor existing fixed route services and ADA services and revise as needed.
- MPO, Mid-Cumberland, and CTS staff will update the Coordination of Human Service Transportation Plan that identifies the resources available, the agencies needed to coordinate those resources and any issues affecting that coordination (as needed).
- The Clarksville Area Transit Strategic Plan will be evaluated and updated, to provide appropriate regional analysis and consideration of transit needs in relation to the entire transportation system. This will to identify areas of the region, both today and in the future, where transit services would be a reasonable part of the mobility system. The plan will also produce guidance on development strategies to increase the potential for transit to be successful. This plan will determine where transit service appears to be feasible, and describes strategies that could be used to enhance transit's potential in areas that are not currently considered to be feasible. This will be accomplished by collecting public input, analyzing current conditions, identifying opportunity areas, and developing and evaluating transit service alternatives including but not limited to; carpooling, vanpooling, demand response, bus, LRT.
- Promote interagency coordination, public information, and citizen participation.
- Prepare amendments/adjustments to the TIP (as needed).
- Submissions to the FY2010 UPWP and the ADA plan annual update.
- CTS staff will review the approved ADA plan for any revision(s) that might be required.
- Continue to evaluate the ADA service provided by CTS.
- Develop a Transit Analysis that includes appropriate regional analysis and consideration of transit needs in relation to the entire transportation system.
- System operating data is to be monitored and evaluated continuously by the OM to ensure that the system remains responsive to the consumer needs while exhibiting fiscal responsibility.

- Annual operating and capital trends will be evaluated to assist in the preparation of detailed budgets for the TIP, the Clarksville Capital Budget and the Five Year Transportation Development Program.
- CTS staff will evaluate recent surveys and conduct surveys (as needed).
- Meet with employers and various groups to educate and disseminate awareness and incentive materials relative van/carpools and work trip subscription services.
- Continue to monitor and evaluate the existing financial condition of the transit system, and forecast future capital and operating expenses and sources of revenue.

PRODUCT	START DATE	COMPLETION DATE
Updates to Coordination of Human Service Transportation Plan	Throughout FY	As Needed
Monitor existing fixed route & ADA services and revise as needed	Throughout FY	Continuous
Prepare amendments to the TIP as needed	Throughout FY	As Needed
Submit UPWP task items	Jan 2010	Feb 2010
Prepare ADA plan annual update	October 2009	As Needed
Updates to SAFETEA-LU compliant Transit Strategic Plan	October 2009	As Needed
Public Awareness Activities – promotion of van/carpool programs, meetings with employers, dissemination of materials	Throughout FY	As Needed
Monitor & evaluate operating data	Throughout FY	Continuous
Preparation of detailed budgets for TIP update	Throughout FY	As Needed
Conduct surveys and analyze results as needed	Throughout FY	As Needed

<b>MPO</b>	<b>CMCRPC/Clarksville Urbanized Area MPO</b>
<b>Work Tasks</b>	<b>III.</b>
<b>Description</b>	<b>Project Development &amp; Programming (44%)</b>
<b>Reporting Period</b>	<b>October 1, 2009 to September 30, 2010</b>
<b>Prepared By</b>	<b>Stan Williams</b>

FY 2010 UPWP EXPENSES: \$34,377.42	FY 2010 UPWP FUNDS: \$34,580.00		% OF UPWP COMPLETED: 100	
	KY PLANNING FUNDS (5%)	FHWA PL FUNDS (80%)	RPC MATCH (15%)	APPROVED AMOUNT-PLANNING
<b>TOTAL UPWP COSTS</b>	\$750.00	\$12,000.00	\$2,250.00	\$15,000.00
<b>TOTAL 1ST QTR COSTS</b>	\$50.40	\$806.40	\$151.20	\$1,008.00
<b>TOTAL 2ND QTR COSTS</b>	\$154.18	\$2,466.81	\$462.53	\$3,083.52
<b>TOTAL 3RD QTR COSTS</b>	\$114.06	\$1,825.00	\$342.19	\$2,281.25
<b>TOTAL 4TH QTR COSTS</b>	\$430.98	\$6,895.70	\$1,292.94	\$8,619.62
<b>TOTAL COST TO DATE</b>	\$749.62	\$11,993.91	\$2,248.86	\$14,992.39
<b>TOTAL REMAINING</b>	<b>0.38</b>	<b>6.09</b>	<b>1.14</b>	<b>7.61</b>

**FY 2010 UPWP Activities**

**PURPOSE:** The development of the FY 2011-2014 Transportation Improvement Program (TIP). Continue to support the FY 2008-2011 Transportation Improvement Program (TIP) for the MPO area that is consistent with the MPO's MTP, corresponding air quality conformity determination, and SAFETEA-LU.

**PROGRESS-ACCOMPLISHMENT AND/OR PROBLEMS:**

The development of the FY 2011-2014 Transportation Improvement Program (TIP). Continue to support the FY2008-2011 Transportation Improvement Program. TIP projects and programs will be consistent with the adopted 2030 MTP, corresponding air quality conformity report, and SAFETEA-LU. The project selection criteria, for Local STP funds, will be updated if necessary. TIP project status will be reported to the MPO Board and public on a regular basis. In addition, the MPO will provide an annual list of obligated projects. This annual listing will be posted on the MPO website (<http://www.cuampo.com>). The TIP and the MTP does incorporate and maintain Year of Expenditures (YOE) for each project with an inflation rate of 3%.

**END PRODUCT AND WORK SCHEDULE:** A fiscally constrained and conforming FY2011-20014 TIP and TIP project selection criteria.

<b>PRODUCT</b>	<b>START DATE</b>	<b>COMPLETION DATE</b>
Updates to TIP L-STP Project Selection Criteria	October 2009	As Needed
TIP Status Report	Throughout FY	April 2010
Amendments/Adjustments	As Needed	As Needed
Annual listing of obligated projects	October 2009	December 2009
Develop FY 2011-2014 TIP	October 2009	September 2010

<b>MPO</b>	<b>CMCRPC/Clarksville Urbanized Area MPO</b>
<b>Work Tasks</b>	<b>IV.</b>
<b>Description</b>	<b>Air Quality (0%)</b>
<b>Reporting Period</b>	<b>October 1, 2009 to September 30, 2010</b>
<b>Prepared By</b>	<b>Stan Williams</b>

<b>FY 2010 UPWP EXPENSES: \$34,377.42</b>	<b>FY 2010 UPWP FUNDS: \$34,580.00</b>		<b>% OF UPWP COMPLETED: 100</b>	
	<b>KY PLANNING FUNDS (5%)</b>	<b>FHWA PL FUNDS (80%)</b>	<b>RPC MATCH (15%)</b>	<b>APPROVED AMOUNT- PLANNING</b>
<b>TOTAL UPWP COSTS</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL 1ST QTR COSTS</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL 2ND QTR COSTS</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL 3RD QTR COSTS</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL 4TH QTR COSTS</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL COST TO DATE</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REMAINING</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00</b>

**FY 2010 UPWP Activities**

**PURPOSE:** To monitor regional congestion and air pollution problems, and address them through improved management and operation of the region's transportation systems.

**PROGRESS-ACCOMPLISHMENT AND/OR PROBLEMS:** : In April 2004, Christian and Montgomery Counties were designated non-attainment by the U.S. EPA for failure to meet the recently revised the standard for Ozone emissions through the National Ambient Air Quality Standard (NAAQS). In November 21, 2005 Montgomery County was designated Maintenance by the EPA for Ozone emissions. In February 24, 2006 Christian County was designated Maintenance by the EPA for Ozone emissions. On December 2008 Montgomery County was designated non-attainment by the EPA for failure to meet the revised standard for the 24 hour PM<sub>2.5</sub> emission for FY2005-FY2007 data. The FY2006-FY2008 data was sent to EPA from TDEC to prevent EPA from publishing their finds on the FY2005-FY2007. Activities during FY2009 included:

- Participated in Kentucky and Tennessee's air quality conference calls.
- Attended air quality training/conference sessions.
- Offered public education and outreach on air quality related issues.
- Conducted MOBILE6.2 model runs and interagency consultation meetings.
- Developed Clarksville Regional Intelligent Transportation System (CRITS) Architecture.
- The Transcad model was completed in the mid-part of June 2009.
- The Mobile 6 Emission model was completed by mid August 2009.

FY2010 implementation items are to include:

- The data obtained from the Mobile 6 Emission model was used to prepare the Air Quality Analysis and the Transportation Conformity Report for the FY2008-2035 MTP with completion by first part of January 2010.
- Public meetings in accordance with the Participation Plan to be held for the FY2008-2035 MTP.
- Continuing the Interagency Consultation Process and participation in conference calls and training/conference sessions on air quality.
- Assist in air quality public awareness activities to inform citizens of transportation related activities including encouraging the motoring public to use alternative forms of transportation such as transit, carpool or vanpool, or use alternative fuels to improve air quality.
- Preparation of an annual Congestion Mitigation and Air Quality Improvement Program (CMAQ) Report documenting air quality benefits from the implementation of projects funded with CMAQ funds.
- Monitoring the status of new air quality standards for fine particles (PM<sup>2.5</sup>).
- Work with FHWA, TDOT, KYTC, and local agencies to manage and update the region's first regional Intelligent Transportation Systems (ITS) Architecture.

**END PRODUCTS AND WORK SCHEDULE:**

<b>PRODUCT</b>	<b>START DATE</b>	<b>COMPLETION DATE</b>
A continuously conforming LRTP and TIP – updating of the MPO's Transportation Conformity Report (as necessary)	Throughout FY	As Needed
Annual CMAQ Report	November 2009	December 2009
Regional ITS architecture update for the MPO area	October 2009	As Needed
Public Awareness Activities – public meetings, flyers, announcements	Throughout FY	As Needed
IAC Meetings and Conference Calls	As Needed	As Needed
Status reporting to Board and TCC on new air quality standards for PM <sup>2.5</sup>	Throughout FY	As Needed

<b>MPO</b>	<b>CMCRPC/Clarksville Urbanized Area</b>
<b>Work Tasks</b>	<b>V.</b>
<b>Description</b>	<b>Public Involvement &amp; Outreach Program (4%)</b>
<b>Reporting Period</b>	<b>October 1, 2009 to September 30, 2010</b>
<b>Prepared By</b>	<b>Stan Williams</b>

<b>FY 2010 UPWP EXPENSES: \$34,377.42</b>	<b>FY 2010 UPWP FUNDS: \$34,580.00</b>		<b>% OF UPWP COMPLETED: 100</b>	
	<b>KY PLANNING FUNDS (5%)</b>	<b>FHWA PL FUNDS (80%)</b>	<b>RPC MATCH (15%)</b>	<b>APPROVED AMOUNT- PLANNING</b>
<b>TOTAL UPWP COSTS</b>	\$75.00	\$1,200.00	\$225.00	\$1,500.00
<b>TOTAL 1ST QTR COSTS</b>	\$46.86	\$749.79	\$140.59	\$937.24
<b>TOTAL 2ND QTR COSTS</b>	\$28.14	\$450.20	\$84.41	\$562.75
<b>TOTAL 3RD QTR COSTS</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL 4TH QTR COSTS</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL COST TO DATE</b>	\$75.00	\$1,199.99	\$225.00	\$1,499.99
<b>TOTAL REMAINING</b>	<b>0.00</b>	<b>0.01</b>	<b>0.00</b>	<b>0.01</b>

### **FY 2010 UPWP Activities**

**PURPOSE:** Identify and implement the outreach efforts and techniques that will be used to ensure the public and interested parties, as well as government officials, and local and regional agencies are provided an opportunity to provide their input into the transportation planning process.

### **PROGRESS-ACCOMPLISHMENT AND/OR PROBLEMS:**

MPO staff coordinated the development and implementation of activities in this work task. Public involvement activities included:

- a. Scheduling and conducting Public Meetings when warranted. Worked with local news media (print and live) to help disseminate information on plans and meetings. Media included briefings of local newspaper editorial boards, and participation in broadcast news or talk programs. The following area media was approached: Clarksville Leaf Chronicle Newspaper; Fort Campbell Courier Newspaper; Oak Grove KY New Era Newspaper; El Crucero; Austin Peay State University All State Student Newspaper; Radio (Austin Peay State University, Fort Campbell); Television - Public Access and Austin Peay State University.
- b. Managed Public Outreach such as notification of the meetings, which will be made available in a timely manner, to provide adequate (at least 14 days) notice of public meetings and opportunities to comment. Notifications included newspaper legal notices as well as newspaper articles that are generated by the media outreach.
- c. Maintained a database of names and addresses of social and civic groups, neighborhood and community associations, and interested individuals to assist in public outreach for ongoing efforts by the MPO. An electronic list of names will serve as a mailing list for notification of meetings and project updates. Particular efforts will be made to include in the database members of disadvantaged and minority populations, non-English speaking populations and persons with disabilities, along with the general public.
- d. Maintain and update the Website Information about ongoing efforts by the MPO. The current webpage can be viewed on the Clarksville Urbanized Area Metropolitan Planning Organization

website at [www.cuampo.com](http://www.cuampo.com). The Limehouse software has been included to have more interactive participation with the public through our website.

- e. Periodically review and assess the current MPO Participation Plan (PP) considering effectiveness of practices, strategies and procedures. From this review, make necessary revisions to the current PP.

**END PRODUCTS AND WORK SCHEDULE:**

<b>PRODUCT</b>	<b>START DATE</b>	<b>COMPLETION DATE</b>
Public Meetings	Throughout FY	As Needed
Media Outreach	Throughout FY	As Needed
Public Outreach	Throughout FY	As Needed
Maintain Database	Throughout FY	Continuous
Maintain Website	Throughout FY	Continuous
Amendment to PPP	As Needed	As Needed

<b>MPO</b>	<b>CMCRPC/Clarksville Urbanized Area MPO</b>
<b>Work Tasks</b>	<b>VI.</b>
<b>Description</b>	<b>Administration (36%)</b>
<b>Reporting Period</b>	<b>October 1, 2009 to September 30, 2010</b>
<b>Prepared By</b>	<b>Stan Williams</b>

<b>FY 2010 UPWP EXPENSES: \$34,377.42</b>	<b>FY 2010 UPWP FUNDS: \$34,580.00</b>		<b>% OF UPWP COMPLETED: 100</b>	
	<b>KY PLANNING FUNDS (5%)</b>	<b>FHWA PL FUNDS (80%)</b>	<b>RPC MATCH (15%)</b>	<b>APPROVED AMOUNT- PLANNING</b>
<b>TOTAL UPWP COSTS</b>	\$622.75	\$9,964.00	\$1,868.25	\$12,455.00
<b>TOTAL 1ST QTR COSTS</b>	\$80.97	\$1,295.57	\$242.92	\$1,619.46
<b>TOTAL 2<sup>ND</sup> QTR COSTS</b>	\$65.11	\$1,041.85	\$195.35	\$1,302.31
<b>TOTAL 3<sup>RD</sup> QTR COSTS</b>	\$61.79	\$988.54	\$185.35	\$1,235.68
<b>TOTAL 4<sup>TH</sup> QTR COSTS</b>	\$405.13	\$6,482.07	\$1,215.39	\$8,102.59
<b>TOTAL COST TO DATE</b>	\$613.00	\$9,808.03	\$1839.01	\$12,260.04
<b>TOTAL REMAINING</b>	<b>9.75</b>	<b>155.97</b>	<b>29.24</b>	<b>194.96</b>

**FY 2010 UPWP Activities:**

**PURPOSE:** To conduct continuing, cooperative, and comprehensive transportation planning activities consistent with the urban area’s comprehensive general plan and ensure that all transportation planning projects meet Federal requirements 23 CFR 450.

**PROGRESS-ACCOMPLISHMENT AND/OR PROBLEMS:**

MPO staff coordinated the development and implementation of activities in this work task which include:

- Continued coordination with KYTC, TDOT, CTS and other jurisdictions on FY2011 UPWP development.
- Performed assorted work tasks on grants such as Enhancements, Congestion Mitigation Air Quality and Public Lands Highways Discretionary Program.
- Quarterly invoices, progress reports, and draft meeting minutes.
- Prepare required Annual Performance and Expenditure Report.
- Maintain an up to date members list. Preparation of agendas for TCC, Executive Board and all other special meetings, record meeting minutes and produce final minutes.
- Attend transportation conferences, workshops, and seminars to ensure compliance with regulations and guidelines.
- Preparation of annual contractual agreements as required. Establish and implement administrative and technical procedures as required. Distribute special and annual reports and documents. Review and analyze transportation planning studies and/or projects.
- Title VI Activities - including an annual program compliance review, preparation of an Annual Title VI Report, and the production of maps coordinating the location of Title VI communities.
- Monitor small/disadvantaged business participation in MPO service agreements.
- Updates to Prospectus (as needed).
- Work with the newly established RPOs to coordinate transportation opportunities. The RPOs have assigned a person to coordinate their activities with any MPO which borders the RPO. In addition, each MPO has been requested to assign a staff liaison to coordinate information, agendas, plans and other factors. This is an evolving process since many of the RPOs only meet quarterly or semi-annually.

**END PRODUCTS AND WORK SCHEDULE:**

<b>PRODUCT</b>	<b>START DATE</b>	<b>COMPLETION DATE</b>
FY2011 UPWP	January 2010	July 2010
Title VI Activities & Title VI Report	Throughout FY	Continuous/May 2010
TCC and Executive Board Meetings*	Quarterly	Quarterly
MPO Reports/Invoices	Quarterly	Quarterly
Adoption of a revised/updated Prospectus	Throughout FY	As Needed