



TRANSPORTATION COMMITTEE AGENDA

DATE: March 23rd, 2021

LOCATION: Zoom Meeting

TIME: 3:30pm

1. CALL TO ORDER
2. ATTENDANCE
3. ADOPTION OF MINUTES
 - a) January 2021
4. DEPARTMENT REPORTS
 - a) Ridership Report for February 2021
 - b) Financial Report for January 2021
5. COMMITTEE ACTION
6. CITY COUNCIL ACTION
7. NEW BUSINESS
 - a) FYI Tri-Annual Review
 - b) Launching ETA New Software System
8. PUBLIC COMMENTS (3 individuals 5 minutes each unless waived by Chair)
9. ADJOURNMENT

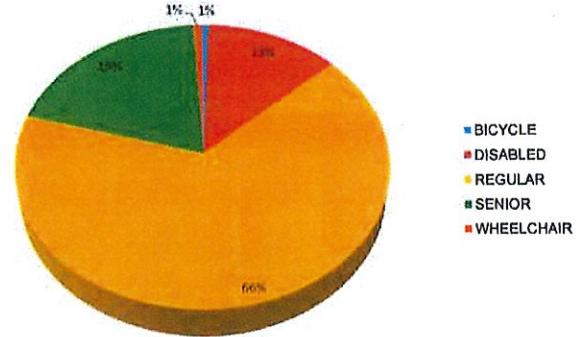
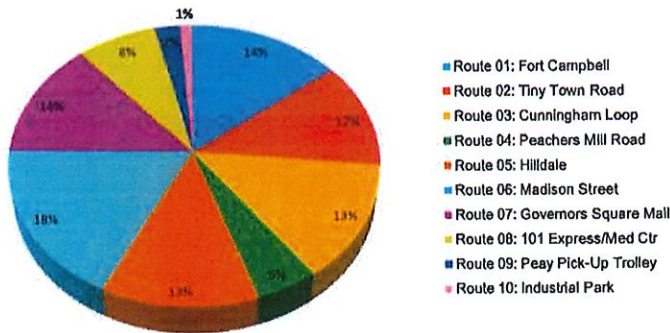
Clarksville Transit System February 2021 Ridership Report

DATE	DAY	FIXED ROUTE	DEMAND RESPONSE	SPECIAL SERVICE	SYSTEM
01-Feb-21	Mon	1,321	92	0	1,413
02-Feb-21	Tue	1,255	78	0	1,333
03-Feb-21	Wed	1,534	115	0	1,649
04-Feb-21	Thu	1,153	118	0	1,271
05-Feb-21	Fri	1,503	115	0	1,618
06-Feb-21	Sat	993	76	0	1,069
08-Feb-21	Mon	1,415	90	0	1,505
09-Feb-21	Tue	1,464	107	0	1,571
10-Feb-21	Wed	1,320	124	0	1,444
11-Feb-21	Thu	838	47	0	885
12-Feb-21	Fri	1,156	111	0	1,267
13-Feb-21	Sat	878	55	0	933
15-Feb-21	Mon	258	31	0	289
16-Feb-21	Tue	382	4	0	386
17-Feb-21	Wed	618	51	0	669
18-Feb-21	Thu	567	37	0	604
19-Feb-21	Fri	955	67	0	1,022
20-Feb-21	Sat	901	64	0	965
22-Feb-21	Mon	1,509	103	0	1,612
23-Feb-21	Tue	1,489	105	0	1,594
24-Feb-21	Wed	1,399	130	0	1,529
25-Feb-21	Thu	1,365	120	0	1,485
26-Feb-21	Fri	1,297	123	0	1,420
27-Feb-21	Sat	994	54	0	1,048
Totals		28,564	2,017	0	28,581

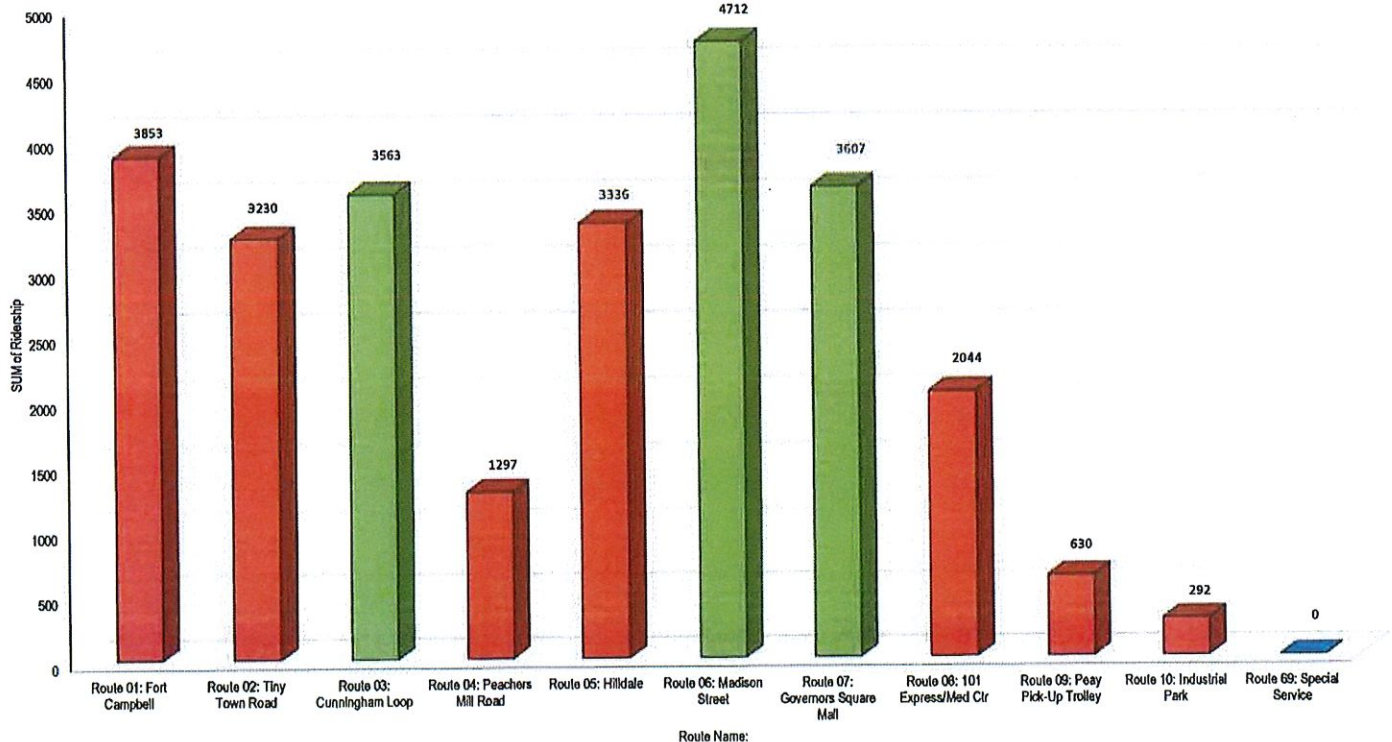
Fixed Route	February 2021
Daily Average	1,107
M-F Average	1,140
Saturday Average	942
Total Weekday (M-F)	22,798
Total Weekend (Sat)	3,766
Fixed Route Total	26,564
Special Service	0
Senior Citizens	4,730
Disabled	3,089
Wheelchairs	212
Bicycles	152
Children Under Age of 4	236
Operating Days	24

Demand Response (DR)	February 2021
DR Average (M-F)	88
DR Average (Sat)	62
DR Total (M-F)	1,768
DR Total (Sat)	249
DR Total	2,017

DATE	DAY	FIXED ROUTE	PEAK PICKUP	TOTAL
01-Feb-21	Mon	56	58	114
02-Feb-21	Tue	46	49	95
03-Feb-21	Wed	50	43	93
04-Feb-21	Thu	54	31	85
05-Feb-21	Fri	51	48	99
06-Feb-21	Sat	40	0	40
08-Feb-21	Mon	64	63	127
09-Feb-21	Tue	56	46	102
10-Feb-21	Wed	56	53	109
11-Feb-21	Thu	23	0	23
12-Feb-21	Fri	57	40	97
13-Feb-21	Sat	54	0	54
15-Feb-21	Mon	11	0	11
16-Feb-21	Tue	28	0	28
17-Feb-21	Wed	43	0	43
18-Feb-21	Thu	39	0	39
19-Feb-21	Fri	48	0	48
20-Feb-21	Sat	46	0	46
22-Feb-21	Mon	77	39	116
23-Feb-21	Tue	68	42	110
24-Feb-21	Wed	61	30	91
25-Feb-21	Thu	70	39	109
26-Feb-21	Fri	58	49	107
27-Feb-21	Sat	56	0	56
Totals		1,212	825	1,945



January 2021 Ridership



CLARKSVILLE TRANSIT SYSTEM
CITY OF CLARKSVILLE TENNESSEE
SUMMARY FINANCIAL STATEMENT
JANUARY 2021

	MONTHLY ACTUALS	MONTHLY BUDGET	MONTHLY VARIANCE	Y-T-D ACTUALS	Y-T-D BUDGET	Y-T-D VARIANCE
PASSENGER FARES	30,678.98	40,573.38	(9,894.40)	212,449.10	284,023.38	(71,574.28)
SPECIAL TRANSIT FARES	16,317.67	19,152.73	(2,835.06)	119,788.65	134,073.71	(14,285.06)
ADVERTISING SERVICES	9,225.00	10,749.57	(1,524.57)	65,500.00	75,249.57	(9,749.57)
INTEREST REVENUE	7.14	41.67	(34.53)	51.43	291.69	(240.26)
NON-TRANSPORTATION FUNDS	159.00	749.97	(590.97)	12,613.71	5,249.97	7,363.74
TOTAL DIRECTLY GENERATED FUNDS	56,387.79	71,267.32	(14,879.53)	410,402.89	498,888.32	(88,485.43)
FEDERAL ASSISTANCE	488,302.00	437,834.15	50,467.85	2,885,486.00	3,064,944.15	(179,458.15)
STATE ASSISTANCE	0.00	28,784.18	(28,784.18)	0.00	201,496.18	(201,496.18)
LOCAL ASSISTANCE	12,644.71	86,589.95	(73,945.24)	65,569.10	606,150.43	(540,581.33)
TOTAL FED/STATE/LOCAL ASSISTANCE	500,946.71	553,208.28	(52,261.57)	2,951,055.10	3,872,590.76	(921,535.66)
TOTAL ALL REVENUES	557,334.50	624,475.60	(67,141.10)	3,361,457.99	4,371,479.08	(1,010,021.09)
WAGES & FRINGES	456,005.26	496,462.92	40,457.66	3,182,155.10	3,500,663.50	318,508.40
SERVICES	24,172.23	22,119.96	(2,052.27)	136,826.19	154,844.98	18,018.79
FUEL AND LUBRICANTS	33,496.93	59,580.96	26,084.03	200,759.45	417,081.00	216,321.55
TIRES AND TUBES	0.00	2,083.25	2,083.25	13,194.00	14,583.25	1,389.25
OTHER MATERIALS AND SUPPLIES	15,095.82	18,228.45	3,132.63	167,147.64	127,603.51	(39,544.13)
UTILITIES	8,792.15	8,613.58	(178.57)	56,013.60	60,297.12	4,283.52
CASUALTY AND LIABILITY	12,925.25	11,109.56	(1,815.69)	74,547.75	77,769.58	3,221.83
MISCELLANEOUS EXPENSE	6,846.86	4,168.43	(2,678.43)	31,760.97	29,180.01	(2,580.96)
TOTAL OPERATING EXPENSES	557,334.50	622,367.11	65,032.61	3,862,404.70	4,382,022.95	519,618.25



**STREET COMMITTEE
AGENDA**

DATE: March 23, 2021

LOCATION:

Join Zoom Meeting - Transportation Committee

<https://zoom.us/j/91667483370?pwd=bzByVWZESlVBbnoczHVYc2lvWDBxdz09>

Meeting ID: 916 6748 3370

Passcode: 783291

Dial in: 1 312 626 6799 US

TIME: 3:30 P.M.

- I. CALL TO ORDER
- II. ANNOUNCE MEMBERS IN ATTENDANCE (Verify Quorum)
- III. APPROVAL OF ELECTRONIC MEETING
"In order to comply with the technical aspects of the Governor's Executive Order regarding holding open meetings in a forum other than in the open and in public, this governing body determines that meeting electronically is necessary to protect the health, safety, and welfare of its citizens due to the COVID-19 outbreak."
- IV. ADOPTION OF MINUTES: (January 21, 2021)
- V. DEPARTMENT REPORTS
 - A. Department Report - David Shepard
 - a) Spring Clean Up
 - b) Mosquito Spraying - McGee Pest Control
 - c) Paving
 - (1) Greenland Farms
 - (2) Minglewood Area
 - d) Litter/Trash Pickup - #keepingclarksvillean
 2. Capital Project Update - Chris Cowan
 3. Site Review/Traffic Assessment Update - Chris Cowan
- VI. COMMITTEE ACTION REQUIRED (no action required)
- VII. CITY COUNCIL ACTION REQUIRED (action required)
- VIII. PUBLIC COMMENTS (5 minutes each)
- IX. ADJOURNMENT

Spring Cleanup – Yard Waste Removal

The City of Clarksville Street Department will begin its annual spring cleanup on **March 15, 2021**. This service will be available to residents within the City limits free of charge, and continue through **April 19, 2021**.

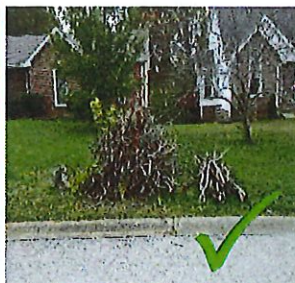
Pick up service shall include removal of normal yard waste only such as grass clippings, leaves, and limbs. The Street Department will **not** pick up tree stumps, tree limbs from topped trees, or limbs trimmed by a commercial company.

To have yard waste picked up, you may contact the Street Department during normal business hours at (931) 645-7464, or you may choose to call our pick up line (931) 472-3353 and leave your address with details of what you have such as limbs or biodegradable bags.

Normal Yard Waste for pick up shall meet the following criteria:

- Biodegradable paper bags (for grass clippings, leaves, and small limbs)
- Cardboard boxes (for grass clippings, leaves, and small limbs)
- Larger limbs must be cut to **8 feet** in length or shorter, and be **18 inches** or less in diameter
- Address must be within the City limits
- Must be placed within 8-10 feet of the street, and not block a drainage ditch or view of traffic
- **No tree stumps or limbs cut by a commercial company**
- Must call within designated time period (**March 15 – April 19**)

If you need additional information, or have questions or concerns, please contact the Clarksville Street Department during the normal business hours which are Monday through Friday from 7:00am-3:30pm at (931) 645-7464.



MOSQUITO CONTROL



Mosquito Control Dates: April 1st through October 31

MCGEE PEST CONTROL

Phone: 800-420-2847

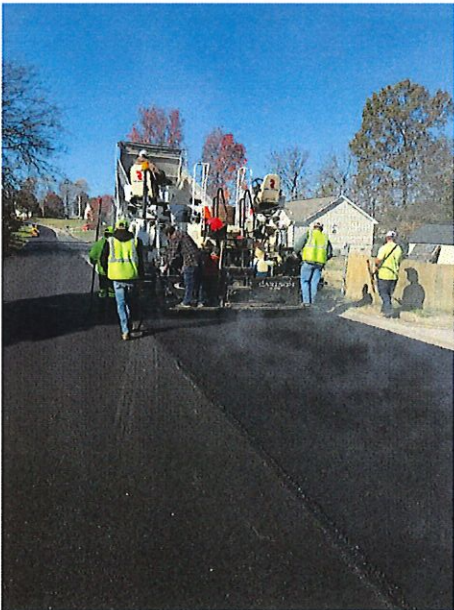
Email Address: clarksvmosquito@mcgeepestcontrol.com

McGee Website: <https://www.mcgeepestcontrol.com/>

The City of Clarksville has a contract with McGee Pest Control to provide mosquito control during the spring and summer months. Clarksville residents can call or email their home address and McGee Pest Control will spray for mosquitoes.

Paving

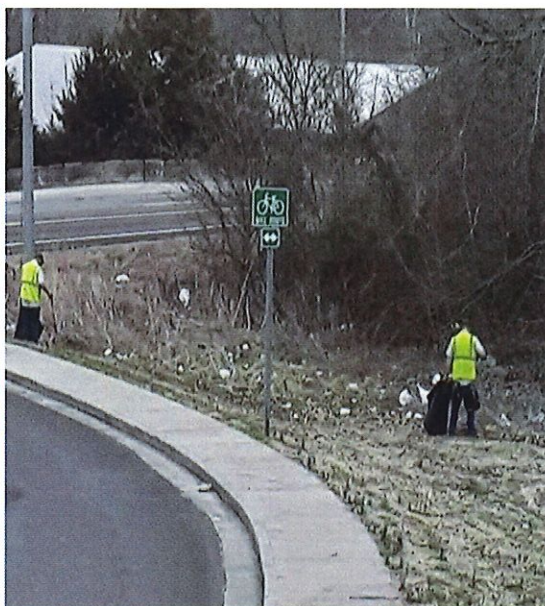
- Greenland Farms Subdivision
- Minglewood Subdivision



Litter/Trash Pickup

#keepingclarksvilleclean

- This month 500 bags of litter/trash were pickup at various location



Capital Projects Update

Whitfield Road Improvements

14 properties are submitted for condemnation.

1 properties are awaiting closing.

35 property are closed. Including property acquired from cmcss.

1. ATT has requested a contract to relocate the site on the corner and the City to provide easement. Working with Kim Bean.
2. Bid documents ready to go
3. Advertising for bid march 25, pre-bid meeting April 15, bid opening April 29.

Contract to perform construction inspection, manage project and coordinate utilities

New Sidewalks - Design continuing on 2021 sidewalk West Concord and Cherry Tree. Hoping for bid advertisement in April 2021.

Adaptive signal - The environmental document was submitted to TDOT for their review. Concept design submitted to TDOT. Consultant has revised the report based on TDOT comments twice, and is now waiting for final approval. Software solution selected based on compatibility with existing controllers. Discussions with IT and CDE on system infrastructure needs.

Northeast corridor - Continuing with ROW acquisition. Working on contract with Pipeline.

Property acquisition summary : 17 properties are in Appraisal, 13 properties are in Negotiations. 0 properties are awaiting closing. 8 properties are closed, 38 properties in total

Rossvie - Meetings with Contractor, CEI, City representatives and Utility Companies were held in the office and in the field. ATT should be complete within the next two weeks. Charter and CGW are next working on issue with buy america clause

Meriwether Trenton - Water line and concrete flume complete. Final topping hoped to be done by next week weather permitting

Intersection Modification -

- Estimates and plans
 - Tiny Town Allen Rd
 - Ted Crozier and Dunlop Lane
 - Bypass & Glendale
 - Fire Station

Site Review/Traffic Assessment Update

- **Site Review Cases**

- SR-11-2021 (West Fork Crossing)
- SR-13-2021 (1625 Golf Club - Albatross)
- SR-14-2021 (Millan Retail & Storage Ft. Campbell Blvd.)
- SR-15-2021 (Fortbridge Apartments)

- **Subdivision Case**

- S-22-2021 (Dunbar Section 5 Preliminary Plat)
- S-23-2021 (Charleston Cove Preliminary Plat)
- S-25-2021 (North Edgewood Place Lots 1&2 Minor Plat)

- **Zoning Cases**

- Z-11-2021 (Reda Home Builders, Inc.) *
- Z-15-2021 (Reda Home Builders, LLC.) *
- Z-16-2021 (Kolbe Homes, LLC.) *
- Z-17-2021 (Black Hawk Land) *
- Z-18-2021 (John M. & James R. Clark)
- Z-19-2021 (Johnathan Blick)
- Z-20-2021 (Cumberland Radio) *
- Z-21-2021 (Ava Homes LLC)

*Traffic Assessment



GARAGE COMMITTEE AGENDA

DATE: March 23, 2021

LOCATION: Zoom Meeting

TIME: 3:30 pm

1. CALL TO ORDER
2. ATTENDANCE
 - a) Introduction of Members
3. ADOPTION OF MINUTES-
 - a) January 2021 (TSG)
4. DEPARTMENT REPORTS
 - a) Overview of City Garage
Monthly report
 - b)
5. COMMITTEE ACTION
6. CITY COUNCIL ACTION
7. NEW BUSINESS
8. PUBLIC COMMENTS

City Garage Committee Meeting

City Garage Monthly Report

For the FEBRUARY of 2021

City Wide Vehicle Expense Totals: \$ 194,861.41

Requisitions turned into Finance Department: \$ 163,663.41

Total number of Work Orders: 531

Total number of Work Order hours: 1,292.60

Total Parts Cost: \$ 75,996.31

Total Tire Cost: \$ 11,417.18

Total Aims Unit Cost: \$ 0

Total Labor Cost Billed to Gas & Water: \$ 273.35

Outside Work: \$ 5,557.60

City Wide Gas and Diesel Totals Price from Fuel Master Onsite:
Unleaded: \$55,695.58
Diesel: \$ 19,105.49
Total: \$ 74,801.07

City Wide Gas and Diesel Total Gallons from Fuel Master Onsite:
Unleaded: 32,274.40
Diesel: 10,619.19
Total: 42,893.59

Citywide Gas and Diesel Total Price from Wex Offsite:
Unleaded: \$ 14,246.51
Diesel: \$ 12,453.89
Totals: \$ 26,700.40

Citywide Gas and Diesel Total Gallons from Wex Offsite:
Unleaded: 6,884.48
Diesel: 5,393.44
Total: 12,277.92

Fuel Purchases Onsite: Deliveries: Unleaded 32,332 total gallons
Diesel 9,068 total gallons

Fuel Cost Unleaded: \$1.942 per gallon (last delivery on 02-22-2021) INCREASE FROM \$1.62 ON 01/25/2021

Fuel Cost Diesel: \$1.933 per gallon (last delivery on 2-22-2021) INCREASE FROM \$1.69 ON 01/28/2021

Garage Vehicle Repair Totals: \$ 80.35

Garage Fuel Use Totals: 126.42 Gallons fuel, total cost \$ 217.95

Current Monthly Fuel Cost: Unleaded \$ 2.275 per gallon last delivery on 03/15/2021 (Increase)

Diesel \$2.069 per gallon last delivery on 03/05/2021(Increase)

Bill Lee
Fleet Manager

Transportation Committee Meeting Minutes
Wednesday, January 27th, 2021 at 4:00pm
Zoom Meeting

Members Present:

Wanda Smith, Chairperson
Travis Holleman, Councilman
Jason Knight, Councilman
Trisha Butler, Councilman

Members Not Present:

Richard Garrett, Councilman

Transit

Paul Nelson, Director
Lori Wallis, Financial Director
Terry Davis, Senior Accountant
Veronica Williams, Administrative Support Specialist

Street

David Shepard, Director
Chris Cowan, Engineer Manager
Scott Bibbs, Assistant Director
Bethany Daniels, Administrative Support Technician

Garage

Bill Lee, Interim Director
Loretta Smith, Administrative Support Specialist

CALL TO ORDER:

January 27th, 2021 at 4:00p.m... Transportation, Street & Garage Committee (TSG) meeting was called to order by Chairperson Wanda Smith. The members in attendance are Jason Knight, Travis Holleman and Tisha Butler. The member not present is Richard Garrett.

Chairperson Wanda Smith explained that due to Covid-19 and the Governor's Executive Order we will be having electronic meetings. They are necessary for the safety of everyone. Chairperson Wanda Smith entertained a motion to approve electronic meetings and it was second by Councilman Jason Knight and all were in favor and the motion was adopted.

Chairperson Wanda Smith entertained a motion for approval of the October 2020 Transportation minutes, all were in favor and the minutes were approved.

Chairperson Wanda Smith signed the minutes for the Street and Garage for September 2020. They were approved.

TRANSIT

RIDERSHIP REPORT:

Paul Nelson went over the Ridership for December 2020. The DR Paratransit carried 2,248, Fixed Route carried per day 1,332, Fixed Route carried 33,516 for the month of December. The total for the month of December for all routes and paratransit was 35,889 passengers. The ridership is down 29% since last December due to the COVID-19.

FINANCIAL REPORT:

Lori Wallis went over the Financial Report for the month of December 2020. The revenue was under budget \$73,605.90. The expenses under budget \$454,585.64. Year to date under budget \$380,979.74. This is mostly due to wages. We had budgeted for a 3% wage increase but it did not pass until this January and the rest was due to fuel.

Paul Nelson went over the presentation and overview of the Clarksville Transit System. Just a brief synopsis of the Clarksville Transit Systems day to day business. Councilman Jason Knight asked, "What is the consistency of the Federal grant that is provided to you guys? Is that on a yearly basis or monthly?" Paul Nelson answered, "Every year we receive an apportionment from the FTA, it's annually. The Cares Act Fund is different; it was a one time fund due to the Covid -19 relief bill. Our 5307 dollars we operate on it annually and is very consistent."

Chairperson Wanda Smith asked, "Rt. 1000 that goes to the Industrial Park. You allowed passengers to ride it free throughout the month of December. Did you see any increase in ridership?" Paul Nelson replied, "No we did not, it was minimal." Chairperson Wanda Smith said, "even when you extended it to Google?" Paul Nelson explained, "We do not go out that far. CTS does not service Google or LG. It is outside of our urbanized area." Chairperson Wanda Smith asked, "Do you think that we could get transportation for the workers that work at LG and Google. I think it would be an increase in the

financial funds?" Paul Nelson advised, "It would have to be 100% funded by the county or the city." Chairperson WandaSmith asked, "How much do you think it would be required?" Paul Nelson said, "It would be completely on hours and service. How many days a weekend and vehicles. A good number we use is \$75.00 per bus hour. If you want to run the bus 1 day a week out there that is what it would cost you. It's more complicated than that but that is what we use." There were no further questions.

STREET DEPARTMENT

David Shepard and Chris Cowan went over the presentation and overview of the Clarksville Street Department. Just a brief synopsis of the day to day activity that goes on in the Street Department. Chairperson Wanda Smith did ask a question about the Adaptive Signal Control on Wilma Rudolph Blvd. Chairperson Wanda Smith asked, "Will there be a camera attached to this particular setup? Because the traffic is so backed up out there and it is due to how many minutes the lights are set for. So how can we manage that?" Chris Cowan answered, "That's a good question, I will just give a brief overview of what we are doing. But we will be changing out controllers and some of the other detection systems in this corridor. It will actually monitor if they are significant back ups and it will make adjustments on the signal timing." Councilman Jason Knight asked, "Why don't we have a school zone sign at Peachers Mill Rd. at the West Creek area for the schools. But we have one at the Tiny Town and Barkers Mill School area?" Chris Cowan explained, "At this time we don't have any plan to put up a school zone on Peachers Mill Rd. and Coyote Trail. There is a difference in the locations that you mentioned. There is a traffic light to help the school get in and out and there isn't one at the other location." Chris Cowan went over a lot of projects they are doing at this time. There were no further questions.

CITY GARAGE

GARAGE REPORT:

Department Report for December 2020. City wide vehicle expenses were \$134,511.20. The work orders were 339, work hours were 740. The fuel was \$1.47 a gallon and the diesel was \$1.56 a gallon. There was a hike in diesel fuel.

Bill Lee went over the presentation and overview of the City of Clarksville Fleet Maintenance Division City Garage. Just a brief synopsis of the day to day activity that goes on in the City Garage. The Garage maintains and works on all police cars, light to

medium trucks, SUV, backhoes, mowers, weeders and if the city has it the Garage works on it. They do repairs onsite and offsite.

COMMITTEE ACTION:

CTS needs the committee to approve our Drug and Alcohol Policy. Chairperson Wanda Smith entertained a motion to approve the Drug and Alcohol Policy for CTS, all were in favor and the Drug and Alcohol Policy was adopted.

NEW BUSINESS:

Paul went over the new technology software in the overview presentation.

Chairperson Wanda Smith said that we have some committee members that needed the date and time change for the TSG Committee Meeting. We will be meeting now on the 4th Tuesday of the month at 3:30pm. Chairperson Wanda Smith entertained a motion to approve and all were in favor and it was approved.

ADJOURNMENT:

Chairperson Wanda Smith entertained a motion to adjourn. Jason Knight motioned to adjourn with Travis Holleman seconding. Chairperson Wanda Smith adjourned the meeting.

PUBLIC COMMENT:

Adoption of minutes for

Chairperson

Date