

**PROSPECTUS  
FOR THE  
JACKSON METROPOLITAN  
AREA TRANSPORTATION  
PLANNING PROCESS**

**Prepared By:**

**Central Mississippi Planning & Development  
District (CMPDD)**

**In Cooperation With:**

**Mississippi Department of Transportation  
Federal Highway Administration  
Federal Transit Administration**

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## INTRODUCTION

This Prospectus for the Jackson Metropolitan Area Transportation Planning Process has been prepared in accordance with the Statewide Transportation Planning and Metropolitan Transportation Planning Final Rule (Federal Highway Administration 23 Code of Federal Regulations Parts 450 and 500 and Federal Transit Administration 49 Code of Federal Regulations Part 613) that became effective March 16, 2007, *hereinafter referred to as “the final rule”*. This final rule revised previous Federal regulations governing the development of metropolitan transportation plans and programs for urbanized areas and State transportation plans and programs. The revision resulted from the passage of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) (Public Law 109-59, August 10, 2005), which also incorporates changes initiated in its predecessor legislation, the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21) (Public Law 105-178, June 9, 1998).

Section 450.310 (a) of Subpart C (Metropolitan Transportation Planning and Programming) requires: “To carry out the transportation planning process under this subpart, a metropolitan planning organization (MPO) shall be designated for each urbanized area with a population of more than 50,000 individuals (as determined by the Bureau of the Census).” The Central Mississippi Planning and Development District (CMPDD) was designated as the Metropolitan Planning Organization in February, 1975, and is responsible for coordinating the Federally-mandated Transportation Planning Process in the Jackson Metropolitan Area. Under the final rule, the “Metropolitan Planning Organization” is defined as “—the *policy board* (emphasis added) of an organization created and designated to carry out the transportation planning process.”

Although the amended FHwA/ FTA regulations do not require the preparation of a Prospectus, the Mississippi Department of Transportation's Transportation Planning Operations Manual, "3-C Transportation Planning Process, Requirements for Certification" that became effective January 12, 1984, (see Appendix Number 3) DOES require the development of a Prospectus "---outlining the current responsibilities and organization of the MPO in carrying out the 3-C transportation planning process" and the updating of that document as necessary.

Therefore, the purposes of this Prospectus are: (1) to outline the organizational structure of the Transportation Planning Process and the responsibilities of each participant in the "3-C" Process; and (2) to describe the procedures and products of the Process, as required by the amended FHwA/ FTA regulations and the Mississippi Department of Transportation's Transportation Planning Operations Manual.

## PART I

### THE TRANSPORTATION PLANNING PROCESS: ORGANIZATIONAL STRUCTURE AND RESPONSIBILITIES

#### SECTION 100 - METROPOLITAN PLANNING POLICY COMMITTEE

The Central Mississippi Planning and Development District (CMPDD) was designated by the Governor of Mississippi as the MPO for the Jackson Urbanized Area on February 5, 1975. Subpart A (Planning Definitions) of Title 23, Code of Federal Regulations, Section 450.104, defines "Metropolitan Planning Organization (MPO)" as "the forum for cooperative transportation decision-making for the metropolitan planning area". The By Laws of the CMPDD, Article VII (Committees), Section 2, establishes the Metropolitan Planning Policy Committee", whose principal function is to seek common solutions to mutual problems affecting more than one governmental unit within the highly urbanized counties of Hinds, Madison and Rankin." This committee is responsible for making policy decisions regarding the Transportation Planning Process for the Jackson Metropolitan Area (Hinds, Madison and Rankin Counties).

#### 100.01 Membership of the Metropolitan Planning Policy Committee:

Under the District's By Laws, the Metropolitan Planning Policy Committee consists of the following:

- ▶ elected officials serving on the District Board of Directors from the City of Jackson and the counties of Hinds, Madison and Rankin;
- ▶ each municipality within the urban transportation planning study boundary shall appoint one (1) member;

- ▶ the County Administrator/ Comptroller from Hinds, Madison and Rankin Counties unless the respective Boards of Supervisors chose to designate someone else;
- ▶ the four (4) minority representatives on the District's Board of Directors from the City of Jackson and Hinds, Madison and Rankin Counties; and
- ▶ the Director of the Mississippi Department of Transportation.

Section 134 (c)(2) (Metropolitan Planning Area Boundaries) of Title 23, Code of Federal Regulations, states: "Each metropolitan planning area boundary shall encompass at least the existing urbanized area and the contiguous area expected to become urbanized within a twenty year forecast period; and may encompass the entire metropolitan statistical area (MSA) or consolidated metropolitan statistical area (MSA), as defined by the Bureau of the Census." On September 26, 2006, the Metropolitan Planning Policy Committee voted unanimously to expand the Metropolitan Planning Area Boundary to include the entire MSA consisting of Hinds, Madison, Rankin, Copiah and Simpson Counties. However, the "projected urbanized area" for the 2030 Areawide Transportation Plan DOES NOT include the entire MSA. Rather, it includes an area bounded roughly by Canton, Mississippi Highway 43, Pelahatchie, Florence, Terry, Raymond, Bolton, Flora (and back to Canton). This is the area expected to be urban in character by the year-2030.

Accordingly, membership on the Metropolitan Planning Policy Committee shall include the following:

- one elected official each from Hinds, Madison and Rankin Counties;

- two elected officials from the City of Jackson;
- one Mayor from each of the cities (other than Jackson) inside the "projected urbanized area" including the following cities: Bolton (ADDED AUGUST 29, 2002), Brandon, Canton (ADDED MAY 28, 1992), Clinton, Florence, Flora (ADDED MARCH 23, 1995), Flowood, Madison, Pearl, Pelahatchie (ADDED AUGUST 29, 2002), Raymond, Richland, Ridgeland, and Terry.
- the County Administrators/ Comptrollers (3); minority representatives (4) from the City of Jackson and Hinds, Madison and Rankin Counties; and the Director of the Mississippi Department of Transportation.

The Division Administrator for the Federal Highway Administration in Jackson and the Regional Administrator of the Federal Transit Administration shall serve as a non-voting members.

- 100.02           Officers of the Metropolitan Planning Organization: Under the District's By Laws, a Chairman is elected annually following the annual meeting of the District's Board of Directors. The Committee may also choose to elect a Vice-Chairman if it deems necessary.
- 100.03           Meetings: The Metropolitan Planning Organization meets on a bi-monthly basis, but special meetings may be called by the Chairman at any time.
- 100.04           Quorum: A quorum of the Metropolitan Planning Organization consists of a majority (i.e., more than half) of its total voting membership.
- 100.05           Transportation Planning Responsibilities of the Metropolitan Planning Organization: The Metropolitan Planning Organization shall have the

following responsibilities with regard to the Transportation Planning Process:

1. To appoint members and alternates of the Intermodal Technical Committee.
2. To review and approve or adopt (or disapprove or refuse to adopt) all recommendations the Intermodal Technical Committee with regard to the following major products of the Transportation

Planning Process:

- the Prospectus;
- the annual Unified Transportation Planning Work Program;
- the Transportation Plan for the Jackson Urbanized Area, including:
  - \* Capital intensive projects, such as new streets and highways or addition of lanes to existing facilities; and
  - \* Transportation System Management (TSM) strategies to make more efficient use of existing systems.
- the Transportation Improvement Program.

3. To establish or amend the boundaries for the Jackson Urbanized Area Transportation Planning Process. In accordance with the Safe, Accountable, Flexible, Efficient Transportation Equity Act:

A Legacy for Users (SAFETEA-LU), Section 134 (c) of Title 23, United States Code, is amended to read: "---the boundaries of the metropolitan planning area shall be determined by agreement between the Metropolitan Planning Organization and the Governor. Each metropolitan area shall cover at least the existing urbanized area and the contiguous area expected to become urbanized within the 20-year forecast period and may encompass the entire Metropolitan Statistical Area (emphasis added), as defined by the Bureau of the Census." Therefore, the boundaries for the Jackson Metropolitan Area Transportation Planning Process shall include Hinds, Madison, Rankin, Copiah, and Simpson Counties. This is to permit the Metropolitan Planning Organization to monitor development in the "fringe areas" of the Metropolitan Area; this will ensure that if rapid growth does occur in such fringe areas that might effect travel demands in the Jackson Urbanized Area, the Areawide Transportation Plan can be updated to encompass those areas.

4. The Metropolitan Planning Organization shall also approve the limits of the "projected urbanized area", based upon recommendations from the Intermodal Technical Committee. THE "PROJECTED URBANIZED AREA" FOR THE AREAWIDE TRANSPORTATION PLAN SHALL NOT NECESSARILY

COINCIDE WITH THE "METROPOLITAN PLANNING AREA BOUNDARY".

#### SECTION 101-INTERMODAL TECHNICAL COMMITTEE

The Intermodal Technical Committee is comprised of those individuals whose skills and training are necessary to undertake comprehensive planning for the Jackson Urbanized Area. This committee is intended to include representatives of all transportation modes in the area, including streets/ highways, mass transportation, air transportation, and private sector transportation providers, such a railroad, intercity bus services, taxicabs, etc.

101.01 Membership of the Intermodal Technical Committee:

(a) Local Government Members:

- (1) Each local government within the Urban Transportation Planning Study Boundary is entitled to appoint at least one voting member and one alternate member. Since the City of Jackson which has more than one department engaged in transportation related activities, several persons are designated by position (i.e., job title) as members. In October, 1989, members of the Metropolitan Planning Organization were requested to appoint representatives from their municipality or county to the Intermodal Technical Committee. If persons appointed by the local governments are no longer employed or if the local government desires to appoint new members/ alternates, it

is the local government's responsibility to notify the District about such changes. The following local governments are eligible to designate members and alternates to the Intermodal Technical Committee: Hinds, Madison and Rankin Counties; the following municipalities: Bolton (ADDED AUGUST 29, 2002), Brandon, Canton (ADDED MAY 28, 1992), Clinton, Florence, Flora (ADDED MARCH 23, 1995), Flowood, Madison, Pearl, Pelahatchie (ADDED AUGUST 29, 2002), Raymond, Richland, Ridgeland, and Terry.

(2) The following persons are designated by position as members from the City of Jackson; each designated member may name an alternate:

- Director of Department of Public Works;
- Division Manager, Streets, Bridges and Drainage Division, Department of Public Works;
- Director, Department of Planning and Development;
- Assistant Planning Director, Transportation Planning Division
- Traffic Engineer, Traffic Engineering Section of Public Works Department;

(b) Membership of Technical Representatives of the MPO, Federal Agencies and State Agencies: Each of the following are eligible to appoint one representative and one alternate to the Intermodal Technical Committee. Since the Mississippi Department of Transportation has more than one division involved in transportation planning-related activities, that State agency has more than one member designated by position:

(1) Mississippi Department of Transportation: (AMENDED MARCH 23, 1995)

- Director of Office of Intermodal Planning;
- State Planning Engineer;
- District Engineer; and
- State Aid Engineer;

(2) Federal Highway Administration;

(3) Federal Transit Administration (ADDED JANUARY 20, 1994);

(3) Jackson Municipal Airport Authority;

(4) Central Mississippi Planning and Development District;

(5) Mississippi Development Authority;

(6) Pearl River Valley Water Supply District (ADDED JANUARY 20, 1994);

(c) Other Agencies and Organizations. Each of the following are

eligible to appoint one representative and one alternate to the Intermodal Technical Committee:

- (1) Bicycle Advocacy Group of Mississippi (ADDED JANUARY 20, 1994);
- (2) J.B. Hunt Transportation Services;
- (3) Greater Jackson Alliance;
- (4) Mississippi Railroad Association.
- (5) Natchez Trace Parkway, National Park Service,  
U. S. Department of Interior

101.02 Officers of the Intermodal Technical Committee: As the Metropolitan Planning Organization's representative, the Director of Planning (AMENDED MARCH, 1995) or his alternate, is designated as the Chairman of the Intermodal Technical Committee. The MPO is responsible for recording Minutes of all meetings and forwarding those Minutes to the Metropolitan Planning Organization. The MPO is also responsible for mailing the Minutes of each meeting to the Intermodal Technical Committee.

101.03 Meetings of the Intermodal Technical Committee: The Intermodal Technical Committee shall meet at least four (4) times each calendar year. All meetings shall be called by the MPO Director of Planning (AMENDED MARCH, 1995), but any member may request a meeting. More meetings shall be convened if deemed necessary by the MPO.

101.04 Quorum: A quorum of the Intermodal Technical Committee shall consist of a majority (i.e., more than half) of the members.

101.05 Responsibilities of the Intermodal Technical Committee: The Intermodal Technical Committee shall have the following responsibilities; technical procedures for carrying out each of these responsibilities are described in Part II of this Prospectus:

(a) Reviewing and making recommendations to the Metropolitan Planning Organization regarding the following major products of the Transportation Planning Process:

- the Prospectus;
- the annual Unified Transportation Planning Work Program;
- the Transportation Plan for the Jackson Urbanized Area, including:
  - \* Capital intensive projects, such as new streets and highways or addition of lanes to existing facilities; and
  - \* Transportation System Management (TSM) strategies to make more efficient use of existing systems.
- the Transportation Improvement Program.
- the Participation Plan.

- (b) To make recommendations regarding the "Metropolitan Planning Area Boundary" and the "projected urbanized area".
- (c) To act upon any other matter relating to the Transportation Planning Process that the Committee deems necessary.
- (d) The Intermodal Technical Committee shall hear comments from citizens and others at public hearings and forward their recommendations to the MPO.

## SECTION 102-STAKEHOLDERS COMMITTEE

Section 450.316 of Title 23, Code of Federal Regulations, requires that a participation plan define a process for providing various “stakeholders” with “...reasonable opportunities to be involved in the metropolitan transportation planning process.” In order to involve stakeholders, which are agencies, organizations, or individuals that are NOT represented on the Intermodal Technical Committee, a “Stakeholders Committee” is hereby established. These stakeholders or “resource agencies” will be invited to attend all public hearings that are scheduled at meetings of the Intermodal Technical Committee.

### 102.01 Membership of the Stakeholders Committee:

- (a) Public Transportation Employees;
- (b) Freight Shippers and Providers (Rail and Truck);
- (c) Private Transportation Providers;
- (d) Users of Public Transportation;
- (e) Pedestrian Walkway Users;
- (f) Traditionally Underserved Groups;

- (g) Agencies Involved with State Planned Growth and Economic Development;
- (h) Agencies Involved in Local Economic Development;
- (i) Agencies Involved in Environmental Protection
- (j) Agencies Involved with Protection and Preservation of Historic Structures and Sites;
- (k) Recipients of Assistance Under Title 49, U.S.C., Chapter 53;
- (l) Non-Profit Organizations that receive Federal Assistance from Sources Other than U.S. Department of Transportation for Non-Emergency Transportation Services;
- (m) Agencies Receiving Assistance Under Section 204, Title 23, U.S.C. (Forest Highways); and
- (n) Indian Tribal Governments and Federal Land Management Agencies.

## PART II

### THE TRANSPORTATION PLANNING PROCESS: PRODUCTS AND PROCEDURES

#### SECTION 200-INTRODUCTION

This part of the Prospectus describes the products required by the joint Federal Highway Administration/ Federal Transit Administration Urban Transportation Planning regulations and the Mississippi Department of Transportation's Transportation Planning Operations Manual. Each of the required products is discussed individually, together with procedures for accomplishing the transportation planning work needed.

#### SECTION 201-PROSPECTUS

As previously stated, the joint FHwA/ FTA regulations that became effective on March 16, 2007, do not require the development of a Prospectus. However, Mississippi Department of Transportation's Transportation Planning Operations Manual does require preparation and maintenance of this document.

Amendments to the Prospectus will be made as often as deemed necessary by the Metropolitan Planning Organization staff and the Metropolitan Planning Organization. If the joint FHwA/ FTA regulations or the Mississippi Department of Transportation's Transportation Planning Operations Manual are amended to the extent that the organization and products/ procedures described herein are effected, then the necessary revisions will be initiated by the MPO.

## SECTION 202-UNIFIED TRANSPORTATION PLANNING WORK PROGRAM

Section 450.314 of the joint FHwA/ FTA Urban Transportation Planning regulations requires that the State and the metropolitan planning organization shall direct the preparation of a unified transportation planning work program (UTPWP), which describes urban transportation and transportation planning-related activities anticipated in the area during the next 1-or 2-year period including the work to be performed with Federal planning assistance. The UTPWP shall be endorsed by the metropolitan planning organization.

202.01 Content of the Unified Transportation Planning Work Program: The Mississippi Department of Transportation's Transportation Planning Operations Manual specifies that each specific task of the work program shall include:

- purpose of the task;
- methodology to be utilized;
- specific product to be produced;
- responsible agency/ agencies;
- proposed work schedule;
- cost estimate by proposed funding source.

202.02 Procedures for MPO Approval of Unified Transportation Planning Work Program: The District shall initiate preparation of the Unified Transportation Planning Work Program every other year to coincide with MDOT's time period. The MPO shall be responsible for drafting task descriptions for those tasks to funded through FHwA Section 104 (f)/

Mississippi Department of Transportation funds and FTA Section 5303 Technical Studies Grant funds. The City of Jackson, as the designated recipient for FTA Section 5307 funds, shall, in consultation with other eligible organizations, be responsible for drafting task descriptions for those tasks to be funded through such Section 5307 funds.

All draft UTPWP's shall be reviewed by the Intermodal Technical Committee and the recommendations of that group shall be forwarded (in the form of Minutes) to the Metropolitan Planning Organization. No proposed UTPWP shall be submitted to the Mississippi Department of Transportation/ FHwA or FTA without approval by the Metropolitan Planning Organization.

#### SECTION 203-CONTINUING TRANSPORTATION PLANNING PROCESS SURVEILLANCE PROGRAM

The Mississippi Department of Transportation's Transportation Planning Operations Manual requires that "the process must provide for a continuing surveillance program to monitor transportation planning related characteristics which influence travel and are required for the 3-C Transportation Planning Process." The purpose of the Surveillance Program is to determine if development trends and resultant travel demand forecasts are evolving as projected. If significant deviation is detected between trends in Average Daily Traffic and the projected traffic volumes reflected in the adopted Transportation Plan, then an update of the plan should be initiated.

Likewise, if significant deviation is detected between the land use and socio-economic

data used in developing traffic projections for the Transportation Plan, then an update of the plan should be initiated.

In accordance with Section 450.322 (a) of Subpart C (Metropolitan Transportation Planning and Programming) of Title 23, Code of Federal Regulations, "---the transportation plan shall be reviewed and updated---at least every five years in attainment areas to confirm its validity and consistency with current and forecasted transportation and land use conditions and trends and to extend the forecast period."

- 203.01           Mechanisms for Collecting Transportation Planning-Related Data and Maintaining the Surveillance Program: The MPO shall be responsible for developing and maintaining a Geographic Information System (GIS) intended as a "data bank" of transportation planning-related indicators. The foundation for this GIS shall be digitized computer "base map" encompassing the area within the Transportation Planning Process boundary (i.e., the Metropolitan Statistical Area or Hinds, Madison and Rankin Counties) consisting of: streets, roads and highways; streams, rivers and bodies of water; railroads; municipal and county boundaries; and other features. Attribute data shall be collected and maintained by Traffic Analysis Zone through this GIS shall include, but not be limited to:
- population;
  - number of dwelling units;
  - school enrollment by location of school/ college;

- employment by place-of-work;
- roadway pavement widths, right-of-way widths, locations and types of traffic signals, signing and pavement marking, etc.;
- traffic counts.

## SECTION 204 - PARTICIPATION PLAN

Section 450.316 (a) (Interested Parties, Participation and Consultation) of Title 23, Code of Federal Regulations, states: "The MPO shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle pedestrian facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process."

Section 450.316 (b) states: "In developing metropolitan transportation plans and TIP's, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation—."

Therefore, the purposes of this *Participation Plan* are:

- 204.01 To prescribe the *strategies and procedures* that will be used to involve these persons and organizations in the Transportation Planning Process, as well as describing the *desired outcomes* for such procedures and strategies. These strategies and procedures, with desired outcomes, were developed in consultation with all interested parties.

204.02 To describe *how the MPO will consult with agencies and officials responsible for other planning activities* within the area that are affected by transportation.

#### SECTION 205-TRANSPORTATION PLAN

Section 450.322 (a) of Subpart C (Metropolitan Transportation Planning and Programming) of Title 23, Code of Federal Regulations, states: "The metropolitan transportation planning process shall include the development of a transportation plan addressing at least a twenty year planning horizon."

205.01 Projected Urbanized Area Transportation Plan and Metropolitan Planning Area Boundary: The "Metropolitan Planning Area Boundary" shall include the Jackson Metropolitan Statistical Area (Hinds, Madison, Rankin, Copiah and Simpson Counties). The Areawide Transportation Plan shall encompass the current urbanized area, as delineated by the Bureau of the Census, plus the area likely to be urbanized in the period covered by the long-range Transportation Plan (i.e., the "projected urbanized area boundary"). At a minimum, the Transportation Plan shall encompass the area likely to become urbanized within twenty (20) years. The Intermodal Technical Committee shall make a recommendation to the Metropolitan Planning Organization as to "projected urbanized area" for the for the Transportation Plan.

205.02 Transportation Plan Shall Reflect Adopted Local Land Use Plans: It is

essential to the preparation/ maintenance of the Transportation Plan for the Jackson Urbanized Area that all municipalities and counties contiguous to the central city of Jackson prepare and adopt land use plans, and that such plans remain valid. Without valid local land use plans, a valid Transportation Plan cannot be produced. Land use plans adopted by the local governments within the Transportation Planning Process boundaries shall become the basis for projections used in preparing/ updating the Transportation Plan. These land use plans will be used to develop the following projections, each essential to the process:

- Population projections by Traffic Analysis Zone: Land use plans reflect different dwelling unit densities, such as low, medium and high-density. These residential classifications (expressed in number of dwelling units per acre) will be converted to population projections using average number of persons per household from the latest Census;
- Projected number of dwelling units by TAZ: See above.
- Projected school enrollment by location of school: Land use plans (and community facilities plans) should indicate the location of existing and proposed schools and colleges; projections of school enrollment will be developed for each school classification;
- Projected employment by place-of-work: Commercial, industrial

and public/ quasi-public classifications on local land use plans should reflect existing and anticipated locations of businesses, organizations or facilities (preferably by type of land use, such as "office commercial", "convenience commercial", governmental facilities, schools, hospitals, etc.), which can be converted to an average trip generation rate used in the traffic simulation model. Projections of employment, based upon the type of land use as reflected on the adopted land use plan, will be used by the model to produce traffic projections from a standard estimate of vehicle trips per day per employee.

205.03 General Procedures for Preparing/ Updating Transportation Plan: The following is a listing of general steps that must be taken in preparing/ updating the Transportation Plan for the Jackson Urbanized Area; the process involved is extremely complex, so this listing is not intended to provide details:

1. Determine if an update of the plan is needed: The "Continuing Transportation Planning Process Surveillance Program" (previously discussed) involves a continuous monitoring of transportation indicators. When significant deviation is detected by the Intermodal Technical Committee in the following indicators, an update should be initiated:
  - a. Current traffic count trends versus simulated target-year

traffic projections; AND/ OR

- b. Actual land use/ socio-economic data trends versus target year projections used in the last update, including:  
population, number of dwelling units,  
employment-by-place-of-work, school enrollment, or other indicators.

- 2. If no significant deviation is detected, the adopted Transportation Plan is REFINED through sub-area studies, corridor studies, financial feasibility studies (such as toll facility studies, special assessment studies, etc.)
- 3. If significant deviation is detected, an update is initiated, with the following steps:
- 4. Define study area: The Intermodal Technical Committee shall make a recommendation as to the area likely to become urbanized within the next twenty to twenty-five years.
- 5. Divide study area into Traffic Analysis Zones (TAZ's):  
These zones should contain, insofar as possible, homogenous urban activities (i.e., a zone may be all residential, all commercial, all industrial, all public or quasi-public, etc.). In delineating TAZ's, the Intermodal Technical Committee shall consider census boundaries and physical features (such as streets, streams, etc.) that can easily be identified in the field.

6. Collect BASE-YEAR data that will be used to validate the traffic simulation model used for updating the Transportation Plan: This will include the following data allocated by TAZ: population, number of dwelling units, employment-by-place-of-work, school enrollment, and other variables if needed by the model.
7. Collect ORIGIN/ DESTINATION DATA to determine travel patterns: Cordon line surveys at external trip stations on the cordon line will be necessary to determine the extent of external-to-internal trips. Other internal origin/destination data will be obtained from the latest available Census Transportation Planning Package (CTPP).
8. Run traffic simulation model with base-year land use/ socio-economic data and origin/ destination data. Compare simulated traffic with actual traffic counts. Calibrate model to more accurately reflect actual base year counts.

Running the traffic simulation model involves four phases:

- a. Trip generation (number of trips made);
- b. Trip distribution (where the trips go);
- c. Modal split (mode of travel used);
- d. Trip assignment (predicts the routes that will be used).

All trips are assigned to the present street and highway network in validating the model.

9. Perform predictions of target-year (20-to-25 year) land use/ socio-economic data, including: number of dwelling units; population; employment-by-place-of-work; school enrollment by school location, and other factors as needed. These predictions shall be based upon adopted Local (municipal and county) land use and transportation plans.
10. Assign traffic to at least three alternative street and highway networks for the target year using different modal splits (i.e., assumptions regarding percent of trips that will be made by mass transportation).
11. Hold public hearings on alternative street and highway networks for target year.
12. Intermodal Technical Committee reviews results of traffic assignments for target year and citizen input from public hearings and selects alternative that best meets future needs.
13. Intermodal Technical Committee reviews Transportation System Management (TSM) projects (such as upgraded traffic signals) and capital intensive measures (such as widened streets or new streets) and prioritizes projects.
14. Intermodal Technical Committee's recommendations forwarded to Metropolitan Planning Organization.
15. Metropolitan Planning Organization adopts Transportation Plan for

target year, including phased program of TSM and capital intensive projects.

16. Development of Transportation Improvement Program based upon adopted Transportation Plan.
17. Continue "Surveillance Program".

## SECTION 206-TRANSPORTATION IMPROVEMENT PROGRAM

206.01 Content of the Transportation Improvement Program: (AMENDED TO CONFORM WITH SECTION 450.324 (e) of Title 23, Code of Federal Regulations):

1. Sufficient descriptive material (i.e., type work, termini, length, etc.) to identify the project or phase;
2. Estimated total cost;
3. The amount of Federal funds and non-Federal funds to be obligated during each program year;
4. Proposed source Federal and non-Federal funds; and
5. Identification of recipient/ subrecipient and State and local agencies responsible for carrying out the project.

206.02 Financial Constraint: (ADDED TO CONFORM WITH SECTION 450.324 (e) of Title 23, Code of Federal Regulations): The TIP shall be financially constrained by year and include a financial plan that demonstrates which projects can be implemented using current revenue sources and which projects are to be implemented using proposed revenue

sources (while the existing transportation system is being adequately operated and maintained).

**SECTION 207 - FEDERAL SURFACE TRANSPORTATION PROGRAM (STP) PROJECT SELECTION PROCEDURES, RULES AND CRITERIA:**

Federal Surface Transportation Program (STP) funds made available to urbanized areas of over 200,000 population under the provisions of Section 133 (Surface Transportation Program) of Title 23 of the *United States Code*, including the Jackson Urbanized/ Metropolitan Area, shall be committed for use by local units of government by the Metropolitan Planning Organization in accordance with the following project selection procedures, rules and criteria. (Note: These procedures and criteria are based upon those used by the Denver Regional Council of Governments and the Brevard (County) Metropolitan Planning Organization (Florida).

207.01        **Project Selection Rules and Procedures:** The MPO shall announce to the Intermodal Technical Committee and the Metropolitan Planning Organization that Federal Surface Transportation Program funds are to be made available for use by local governments within the Jackson Metropolitan Area. The amount of Federal STP funds to be committed shall be established, and a deadline for submission of project applications shall be set by the Metropolitan Planning Organization.

The following procedures/ rules shall be used in selecting projects:

1.        Eligible applicants for STP funds: **Any local government** (municipality or county) in the projected urbanized area (study boundary for the Transportation Plan) may submit an application for STP funds made available through the CMPDD.

2. A formal application (see Appendix 6) for a candidate project must be submitted to the CMPDD by the deadline established by the Metropolitan Planning Organization.
3. The estimated cost (Federal and local matching share, if applicable) shall be shown on the application. If Federal STP funds are committed by the Metropolitan Planning Organization for the proposed project, ***no additional Federal funding shall be committed above the amount requested in the application. Any costs above the amount requested on the application shall be the responsibility of the local government.***
4. All applications shall be accompanied a Resolution passed by the county board of supervisors or the city council/ board of aldermen agreeing to provide the local matching share of funds for the proposed project (20% for all projects, except for safety-related projects as allowed by Federal regulations which may be financed using 100% Federal funds). *If a project is selected for funding, failure to provide the matching share in a timely manner as required by the Mississippi Department of Transportation shall result in the withdrawal of the Federal funds by the MPO and re-distribution of the withdrawn funds in accordance with the project selection procedures, rules and criteria prescribed herein.*
5. All candidate projects must be located on an existing or

“projected” street functionally classified as an urban collector, minor arterial or principal arterial (inside the urban boundary) or on any existing or “projected” road in rural areas (outside the urban boundary) that is not classified as a rural local road or a rural minor collector.

6. Candidate projects must be assigned by the local government to the most appropriate project types (capacity deficiency projects, traffic operational projects, and pavement management projects, or combinations of these three project types).
7. Projects shall be evaluated and ranked by the Intermodal Technical Committee using the criteria set forth below. Projects that do not receive a minimum threshold score shall not proceed any further in the process.
8. Funding requests by project type shall be compared with available Federal funds for each project type. If the estimated Federal participation for a project is equal to the amount to be committed for that project type, all Federal funds available for that project type may be committed for that project. **If the highest ranked project would not use all funds to be committed for that project type, the remaining funds may be committed to the next highest ranked projects.**
9. Projects ranked equally by the Intermodal Technical Committee

shall be selected for funding based upon *project readiness* (locally-funded engineering and right-of-way acquisition *underway*) as determined by the Intermodal Technical Committee.

**If two or more projects are considered equal in project readiness, funding may be distributed equally among such projects.**

10. Following a commitment of Federal STP funds for a project, the responsible jurisdiction shall present written and verbal status reports to the Intermodal Technical Committee at least every quarter of each fiscal year. If the Technical Committee feels that a good faith effort is not being made by the responsible jurisdiction to expedite a project for which STP funds have been committed, the CMPDD Director of Planning shall request the responsible jurisdiction to submit written justification for the delays. If unjustified delays continue to occur, the Metropolitan Planning Organization is hereby empowered to withdraw committed funds and redistribute them according to the project selection procedures, rules and criteria prescribed herein.

207.02

**Project Selection Criteria:**

1. FOR STREET WIDENING PROJECTS OR NEW ALIGNMENTS (CAPACITY DEFICIENCY PROJECTS): In developing criteria for selection of street/ road widening projects

(i.e., addition of lanes or new alignments) for commitment of Federal STP funds, the performance measures used must involve data that is readily available or not too costly to obtain.

Therefore, traffic volume to capacity ratios as shown below shall be used to select traffic capacity improvement projects due to the relative availability of traffic counts.

- Under Federal regulations, any proposed street/ highway widening or new alignment within the projected Jackson Urbanized Area must be consistent with the adopted **Urbanized Area Transportation Plan**.
- For proposed new streets, current volumes on nearby parallel streets in a corridor may be combined (for example, for the proposed Clinton Parkway, parallel streets include Lakeview Drive and Monroe Street) to develop a V/C ratio.
- Traffic counts submitted with the application must have an engineer's certification that the count is accurate and was performed using standard MDOT procedures for determining Average Daily Traffic and that the count was performed within six months of the date of the application.
- All applications for capacity improvement projects must include traffic counts for *each roadway segment for which*

*improvements are proposed.* A roadway segment shall be defined as a section of street or road *between intersecting arterial or collector roads using the latest MDOT-approved functional classifications for roadways in the Jackson Metropolitan Area.* Each roadway segment *will be scored individually according to the criteria specified herein:* for example, if an application for widening of a road is submitted and there are two roadway segments, one roadway segment may have a score of “9” and the other a “2”; the first segment might be selected for funding and the other might not.

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Generalized Roadway Capacities

Functional Classification	24 Hour Capacity
Arterial Streets	
2 lane (without left turn lanes)	11,000
2 lane (with left turn lanes)	15,000
4 lane undivided	23,000
4 lane divided	27,000
6 lane divided	39,000
8 lane divided	51,000

### Collector Streets

2 lane (without left turn lanes)	10,000
2 lane (with left turn lanes)	12,000
4 lane undivided	20,000
4 lane divided	24,000

### One Way Streets

2 lane arterial	12,500
3 lane arterial	20,000
2 lane collector	10,000
3 lane collector	18,000

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### SCORING SYSTEM FOR CAPACITY DEFICIENCY PROJECTS:

Volume/ Capacity Ratio	Points
.70-.79	1
.80-.89	2
.90-.99	3
1.00-1.09	4
1.10-1.19	5
1.20-1.29	6
1.30-1.39	7
1.40-1.49	8
1.50-1.59	9

1.6 or greater

10

Minimum threshold V/C ratio: .70; no points for less than .7.

Maximum Points Awarded: 10

2. FOR PROPOSED TRAFFIC OPERATIONAL

IMPROVEMENTS: NEW TRAFFIC SIGNALS, SIGNAL

UPGRADES, GEOMETRIC IMPROVEMENTS AND TRAFFIC

SIGNAL SYSTEMS: Traffic signal warrants specified in the latest edition of the *Manual on Uniform Traffic Control Devices for*

*Streets and Highways* published by the Federal Highway

Administration shall be used to rank all proposed traffic

operational improvements.

- A weighted system shall be used to allow more points for Warrants 1, 2 and 7 (Eight-Hour Vehicular Volume, Four-Hour Vehicular Volume and Accident Experience). Fewer points would be allowed for Warrants 3, 4, 5, 6 and 8.

(AMENDED SEPTEMBER 27, 2005)

- All candidate projects shall have an engineer's signed certification that the proposed project meets the minimum warrants identified in the proposal.
- New signals, signal upgrades, and signal systems, roundabouts and other traffic operational improvements are eligible projects, each scored according to the warrants that

each proposed improvement meets.

### SCORING SYSTEM FOR TRAFFIC OPERATIONAL IMPROVEMENTS

WARRANT	POINTS
1 - Eight-Hour Vehicular Volume	6
2 - Four-Hour Vehicular Volume	4
3 - Peak Hour Vehicular Volume	1
4 - Pedestrian Volume	1
5 - School Crossings	1
6 - Coordinated Signal System	1
7 - Crash (Accident) Experience	6
8 - Roadway Network	1
TOTAL MAXIMUM POINTS	21

3. FOR PAVEMENT MANAGEMENT PROJECTS: The MPO's Pavement Management System (Road Surface Management System) shall be used to rank pavement management projects.
- *Pavement maintenance (simple overlay or resurfacing) projects shall not be eligible; only projects involving reconstruction shall be eligible.*

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### SCORING SYSTEM FOR PAVEMENT MANAGEMENT PROJECTS

*Index Value Determined from Latest Pavement Management Inventory Conducted by CMPDD:*

Less than .10: 0 points

.10-.199: 3 points

.20-.299: 4 points

.30-.399: 5 points

.40-.499: 6 points

.50-.599: 7 points

.60-.699: 8 points

.70-.799: 9 points

.80 or greater: 10 points

Maximum Points Awarded: 10

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207.03

**Project Management Rules:**

1. Following a commitment of Federal STP funds for a project, the responsible jurisdiction shall present verbal status reports to the Intermodal Technical Committee at each meeting of that Committee.
2. A Project Activation Request (PAR) shall be **submitted by the responsible local jurisdiction and approved by the Mississippi Department of Transportation within one (1) year of commitment of the STP funds by the Metropolitan Planning Organization**, or the responsible jurisdiction shall present justification to the Intermodal Technical Committee as to reasons why a PAR has not been approved by MDOT. If the Intermodal Technical Committee determines that adequate justification has not been presented for lack of approval of the PAR, that Committee

may recommend that STP funds be withdrawn and redistributed according to the procedures, rules and criteria prescribed herein.

3. Environmental Consequences Evaluation documents associated with STP projects shall be *submitted* to MDOT by the responsible jurisdiction **within six (6) months after approval of the PAR.**

This provision shall apply to ALL projects for which a Categorical Exclusion applies (i. e., those projects that do not impact the environment such as traffic signal installation) and to ALL Environmental Assessments. However, *this provision shall not apply to projects which require preparation of a full Environmental Impact Statement (EIS).* Where an EIS is required the Intermodal Technical Committee shall determine a reasonable period of time for submission of the appropriate environmental documents. If the Intermodal Technical Committee determines that adequate justification has not been presented by the local jurisdiction for delays in submitting environmental documents, that Committee may recommend that STP funds be withdrawn and redistributed according to the procedures, rules and criteria prescribed herein.

4. A Plans, Specifications and Estimate (PS & E) Assembly shall be submitted by the local jurisdiction **within two (2) years after approval of environmental documents by MDOT,** or the

responsible jurisdiction shall present justification to the Intermodal Technical Committee as to reasons why the project has been delayed. If the Intermodal Technical Committee determines that adequate justification has not been presented for the project delay, that Committee may recommend that STP funds be withdrawn and redistributed according to the procedures, rules and criteria prescribed herein.

5. ***Regardless of recommendations by the Intermodal Technical Committee, the CMPDD Director of Planning shall report to the Metropolitan Planning Organization Committee any projects which have not met the deadlines specified under paragraphs 2, 3, and 4 above.*** If the Intermodal Technical Committee has made a recommendation regarding any STP project, that recommendation shall be reported to the Metropolitan Planning Organization at the next meeting of the committee following the Technical Committee meeting.
6. If the MPO determines that adequate justification has not been presented by the responsible jurisdiction to which STP funds have been committed for delays in PAR approval, environmental document submission, or PS& E Assembly submission, the MPO may withdraw such committed funds and redistribute the funds according to the procedures, rules and criteria prescribed herein.

7. **Regardless of any time extensions that may be granted by the MPO for deadlines described in paragraphs 2 through 6 above, any project for which MDOT has not authorized the responsible local jurisdiction to advertise for bids (obligated) within four (4) years from the STP funds commitment date by the MPO may be canceled.**

207.04 **Rules for Transfer of Federal Surface Transportation Program (STP)**

**Funds from One Project to Another:** The MPO shall have the authority to transfer Federal Surface Transportation Program (STP) funds made available through the CMPDD from one project to another in accordance with the following criteria:

1. The transfer of funds from one project to which STP funds have been previously committed by the MPO shall be allowed provided that the project to which the transfer is proposed has been processed through the *Project Selection Rules and Procedures* (Section 207.01) in accordance with the *Project Selection Criteria* specified under Section 207.02; and that a Project Activation Request and appropriate environmental documents have been submitted to the MDOT and that the project is *under design* (i.e., that the Plan, Specifications and Estimate Assembly is being prepared) by the local jurisdiction requesting such transfer.
2. The transfer of funds from one project to which STP funds have

been previously committed by the MPO shall be allowed provided that the project to which the transfer is proposed is another project to which STP funds have been committed by the MPO, and *that the project to which the transfer is proposed is actually under construction.*

3. The transfer of funds from one project to which STP funds have been previously committed by the MPO shall be allowed provided that the project to which the transfer is proposed is a project that has been financed in part through a Congressional Appropriation and *that such project is included in the most recent Areawide Transportation Plan adopted by the MPO.*