

UNIFIED PLANNING WORK PROGRAM

FISCAL YEAR 2017

Prepared by:

Southeast Arkansas Regional Planning Commission

In cooperation with:

Cities of Pine Bluff and White Hall

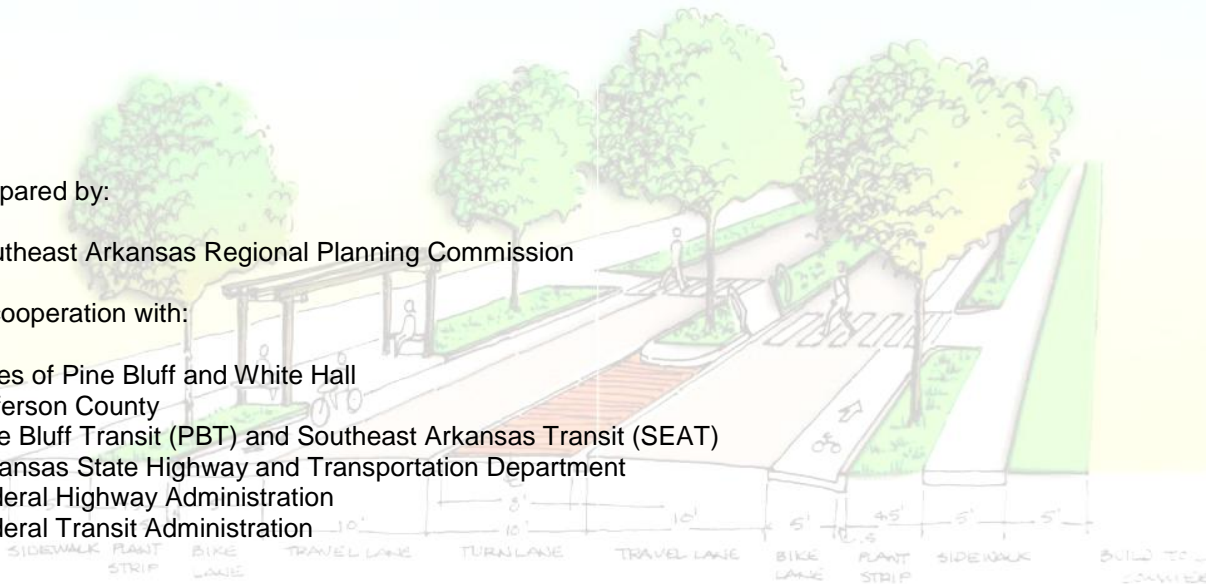
Jefferson County

Pine Bluff Transit (PBT) and Southeast Arkansas Transit (SEAT)

Arkansas State Highway and Transportation Department

Federal Highway Administration

Federal Transit Administration



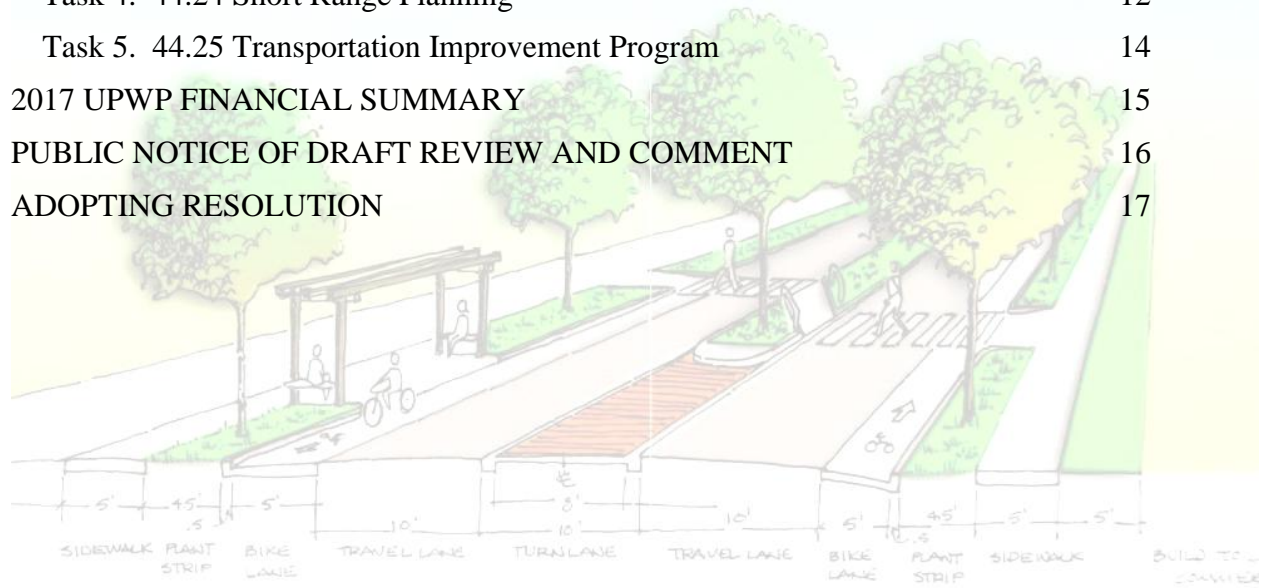
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INTRODUCTION

What is a Metropolitan Planning Organization (MPO)?

A Metropolitan Planning Organization or MPO is a transportation policy-making agency comprised of representatives from local governments and transportation agencies. The Federal Surface Transportation Act of 1973 required any urbanized area with a population over 50,000 people to have a designated MPO. That requirement has been continued by all federal transportation statutes including the most recent legislation signed into law on December 4, 2015 and titled Fixing America's Surface Transportation (FAST) Act.

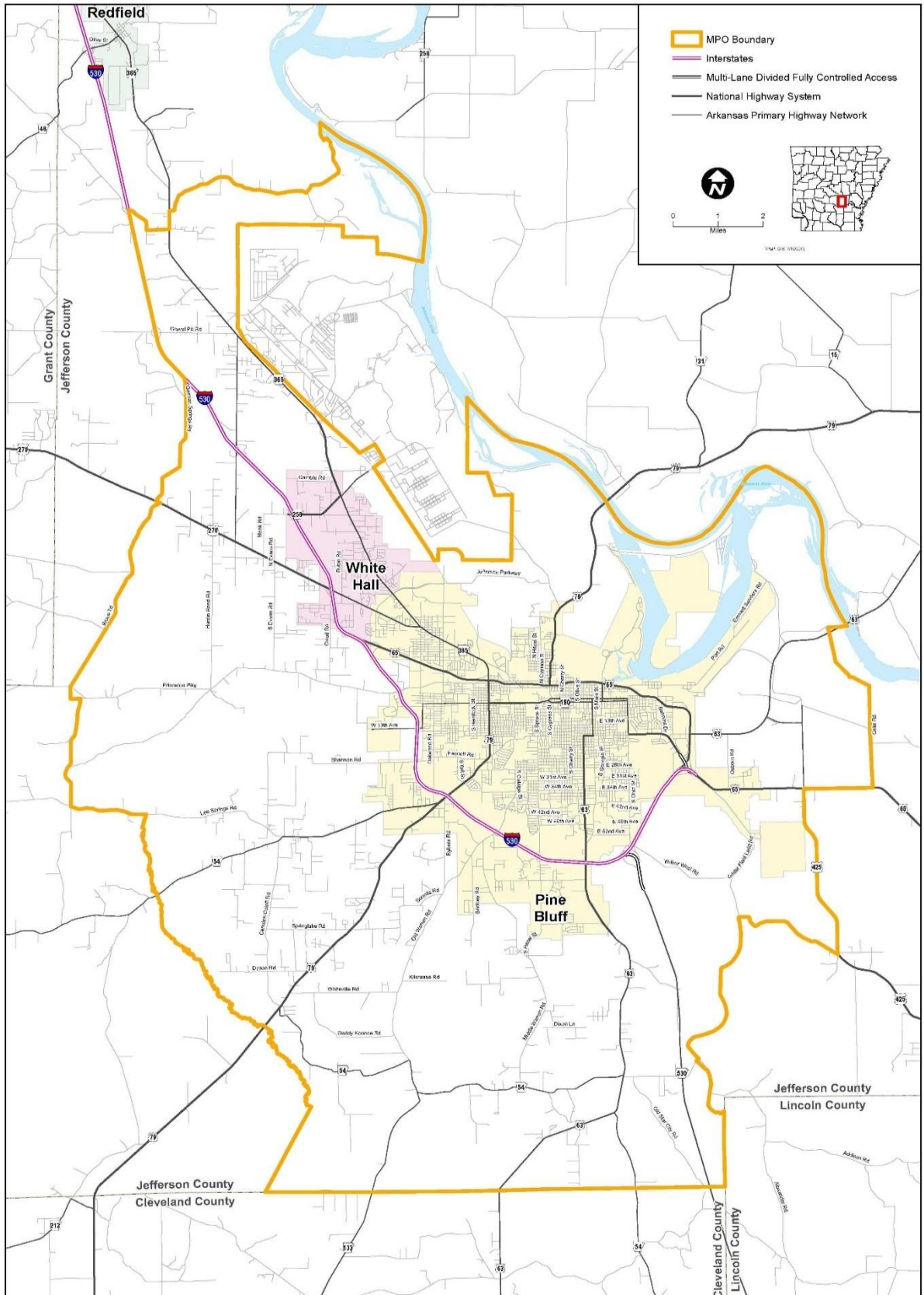
For the Pine Bluff-White Hall urbanized area which includes some portion of unincorporated Jefferson County this designation is called the Pine Bluff Area Transportation Study (PBATS) area. The Southeast Arkansas Regional Planning Commission (SARPC) has been designated the MPO for PBATS. The MPO is comprised of two committees; 1) the Policy Committee which serves as the governing body and provides policy guidance and; 2) the Technical Advisory Committee which provides technical support and guidance in the transportation planning process.

Policy guidance and overall direction for the integrated, multi-modal, urban transportation planning process is provided by the PBATS Policy Committee. The Policy Committee includes the Mayor and one Alderman from the Cities of Pine Bluff and White Hall, the County Judge and one Quorum Court member, the AHTD District 2 Engineer and MPO Coordinator, and an ex-officio representative from both the Southeast Arkansas Regional Planning Commission (SARPC) and the Arkansas River Regional Intermodal Authority. Table 1 below identify current members. The Policy Committee reviews and approves both the UPWP and TIP and is responsible for approving the Metropolitan Transportation Plan for the Study Area.

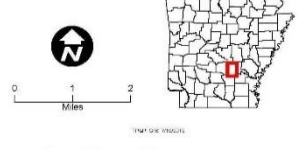
The PBATS Technical Advisory Committee (TAC) assists the Policy Committee by reviewing and making recommendations on the Metropolitan Transportation Plan, reports, and studies that the Policy Committee must approve. The TAC members are those technical and professional staff members of local governments and AHTD who are responsible for planning and managing various transportation systems within the Study Area and a non-voting ex-officio representative from the Federal Highway Administration (FHWA). See below for current members.

**TABLE 1
PBATS MEMBERSHIP**

POLICY COMMITTEE	
REPRESENTATIVES	NAME AND TITLE
Jefferson County	Dutch King, County Judge Mandy Alford, Quorum Court Member
Pine Bluff	Debe Hollingsworth, Mayor Bill Brumett, Alderman
White Hall	Noel Foster, Mayor Scott Ray, Alderman
Southeast Arkansas Regional Planning Comm.	Ken Smith, PBATS Vice Chairman
AHTD	Deric Wyatt, District 2 Engineer Paul Simms, MPO Coordinator
Alliance of Jefferson County	Lou Ann Nisbett, Director
TECHNICAL COMMITTEE	
REPRESENTATIVES	NAME AND TITLE
Jefferson County	Jimmy O'Fallon and Angelo Walker, County Road Supervisors
Pine Bluff	Rickey Rhoden, PB Street Manager Charlina Lacy, Transit Director Lt. David Price, Traffic Division, PBPD
White Hall	Noel Foster, Mayor
Southeast Arkansas Regional Planning Commission	Larry Reynolds, Executive Director
AHTD	Brian Sweeney, Construction Engineer Antonio Johnson, Planning
Pine Bluff Airport Commission	Doug Hale, Airport Manager
Intermodal Representatives	Bryan Barnhouse and Rhonda Dishner, Alliance Vacant, Union Pacific Railroad
Federal Highway Administration	Valera McDaniel, Transportation Planning Coordinator
Office of Emergency Management	Karen Blevins, Coordinator
Area Agency on Aging	Tony Barr, Transportation Director



- MPO Boundary
- Interstates
- Multi-Lane Divided Fully Controlled Access
- National Highway System
- Arkansas Primary Highway Network



MPO Function

Metropolitan Planning Organizations have five essential functions and are responsible for the development and maintenance of three (3) key documents.

The essential functions are:

1. Establish and manage a fair and impartial setting for effective regional transportation decision making in the metropolitan area.
2. Identify and evaluate transportation improvement options.
3. Prepare and maintain the Metropolitan Transportation Plan for the area that addresses mobility and access for people and freight; as well as, maintaining efficient system performance, preservation and quality of life.
4. Develop a Transportation Improvement Plan that serves as a short range plan to meet the area's goals.
5. Involve the public in the transportation planning process.

Primary Documents Produced by the MPO

- a. *The Unified Planning Work Program (UPWP). The UPWP serves as the activity and budget document for the MPO staff and identifies transportation actions to be performed on an annual basis.*
- b. *The Metropolitan Transportation Plan (MTP). The MTP is the long range strategic transportation planning document that identifies future investments to be made in the area's transportation system. This plan is updated every five years.*
- c. *The Transportation Improvement Plan (TIP). The TIP is normally a three-year funding program that implements the transportation projects and policies identified in the MTP.*

Planning Process

As the designated Metropolitan Planning Organization for the Pine Bluff-White Hall urbanized area, the Southeast Arkansas Regional Planning Commission is responsible under Section 134 of Title 23, United States Code for carrying out a cooperative, comprehensive, and continuous (3-C) process designed to promote involvement by all users of the transportation system, such as the business community, community groups, environmental organizations, freight operators, and the general public, through a proactive public participation process.

SARPC conducts the planning process for the Pine Bluff Area Transportation Study (PBATS) in cooperation with the Arkansas State Highway and Transportation Department (AHTD), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), the Cities of Pine Bluff and White Hall, and Jefferson County.

Section 134 of Title 23, U.S.C states:

(a) *Policy – It is in the national interest –*

1. *To encourage and promote the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of people and freight and foster economic growth and development within and between states and urbanized areas, while minimizing transportation related fuel consumption and air pollution through metropolitan and statewide planning processes identified in this chapter; and*

2. *To encourage the continued improvement and evolution of the metropolitan and statewide transportation planning process by metropolitan planning organizations, State departments of transportation, and public transit operators as guided by the planning factors identified in subsection (h) and section 135(d)*

Planning Factors (as identified in Section 134 of Title 23, U.S.C. subsection h)

- A. Support the economic vitality of the United States, the States and Metropolitan Areas, especially by enabling global competitiveness, productivity and efficiency;
- B. Increase the safety of the transportation system for motorized and non-motorized users;
- C. Increase the security of the transportation system for motorized and non-motorized users;
- D. Increase the accessibility and mobility options available to people and for freight;
- E. Protect and enhance the environment, promote energy conservation, and improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- F. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- G. Promote efficient system management and operation; and
- H. Emphasize the preservation of the existing transportation system.

The FAST Act included two additional factors:

- I. Improve the resiliency and reliability of the transportation system and educe or mitigate stormwater impacts on surface transportation; and
- J. Enhance travel and tourism.

The Planning Factors, which apply to each Element of the Unified Planning Work Program, are listed in Table 2 below:

TABLE 2

FAST ACT PLANNING FACTORS	A	B	C	D	E	F	G	H	I	J
44:21 Program Support and Administration					X			X		
44:22 General Development and Comprehensive Planning	X			X	X	X	X	X		
44:23 Long Range Planning	X	X	X	X	X	X	X	X	X	X
44:24 Short Range Planning	X	X	X	X	X	X	X	X	X	
44:25 Transportation Improvement Program	X	X	X	X	X	X	X	X	X	

UPWP Purpose

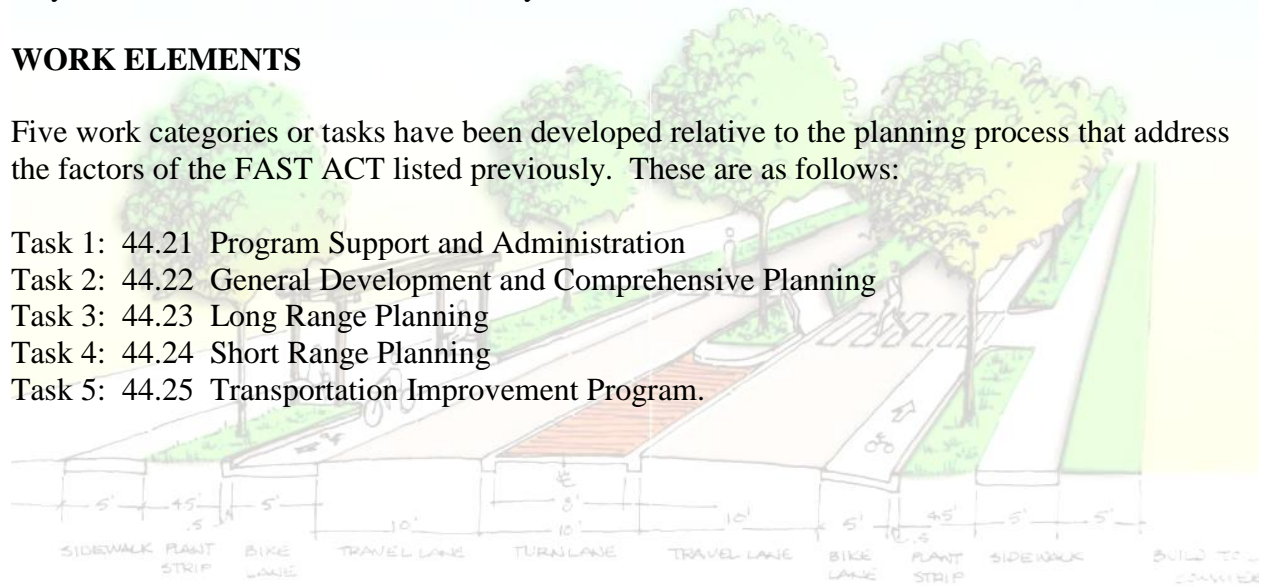
The UPWP describes the planning activities that the metropolitan transportation planning organization and other agencies propose to undertake during the FY 2017 (July 1, 2016 – June 30, 2017) to address local and regional transportation issues. The Unified Planning Work Program also provides budgeting and proposed expenditures of local, state and federal funds used to support the various planning activities while providing a management tool for the MPO and the funding agencies in scheduling transportation planning activities, products and milestones.

Pursuant to these functions, the PBATS FY2017 UPWP is the document identifying all USDOT funded transportation planning activities that will be undertaken within the Pine Bluff-White Hall Metropolitan Area by the Southeast Arkansas Regional Planning Commission (SARPC) during the FY 2017 project year. The UPWP has been developed as a cooperative venture between SARPC (which serves as the PBATS MPO), AHTD, FHWA, FTA, City of Pine Bluff, City of White Hall, and Jefferson County.

WORK ELEMENTS

Five work categories or tasks have been developed relative to the planning process that address the factors of the FAST ACT listed previously. These are as follows:

- Task 1: 44.21 Program Support and Administration
- Task 2: 44.22 General Development and Comprehensive Planning
- Task 3: 44.23 Long Range Planning
- Task 4: 44.24 Short Range Planning
- Task 5: 44.25 Transportation Improvement Program.



44.21 PROGRAM SUPPORT AND ADMINISTRATION

DESCRIPTION

The purpose of this task is to ensure that the transportation planning process conducted in the Study Area is continuous, cooperative and comprehensive, and that it has resulted in plans and programs consistent with the comprehensive planned development of the urbanized area. The task consists of the daily administrative and management work elements that are necessary to maintain the transportation planning and public participation process for the Pine Bluff-White Hall Urbanized Area for both the FHWA and FTA portions of the program. This task reflects all those activities associated in ensuring community involvement in the planning process, monitoring of on-going planning activities, and ensuring that all modes of transportation are considered in the planning process in terms of addressing the planning factors as stated in federal transportation legislation.

WORK TASK

Financial Management: Staff will provide administrative, budgeting, bookkeeping and clerical duties required to perform work tasks and comply with AHTD, FTA and FHWA requirements. These tasks will include progress reports, payment requests, budget monitoring and quarterly financial reports to the MPO Policy board.

Administration: MPO staff will prepare reports and agendas for the SARPC Technical Committee and Policy Board meetings and respond to committee and/or Policy Board requests and maintain program management and coordination. An on-going review of MPO by-laws and policies will be conducted. Evaluation and upgrading of equipment and SARPC's website will continue.

Record Maintenance: These activities will include all correspondence from AHTD and local questions and decisions regarding transportation actions within the MPO area. Committee memberships, agency agreements, financial documentation and meeting minutes and attendance rosters will be maintained.

Public Participation: MPO staff will ensure compliance with its Public Participation Policy and review the current policy, providing updates if necessary.

Document Preparation: Staff will prepare the 2018 UPWP which identifies the transportation planning and programming activities to be undertaken in the SARPC area as well as an Annual List of Projects (ALOP).

Training: MPO staff will participate in various training relative to transportation requirements including performance measure development and adoption, professional development and other Planning related topics.

Member training: With the forthcoming installment of new members to the PBATS Policy Board and possibly the Technical Committee, MPO staff will look for ways to provide professional training to member agencies to emphasize the importance of the MPO transportation process.

44.21 PROGRAM SUPPORT AND ADMINISTRATION (cont.)

END PRODUCT

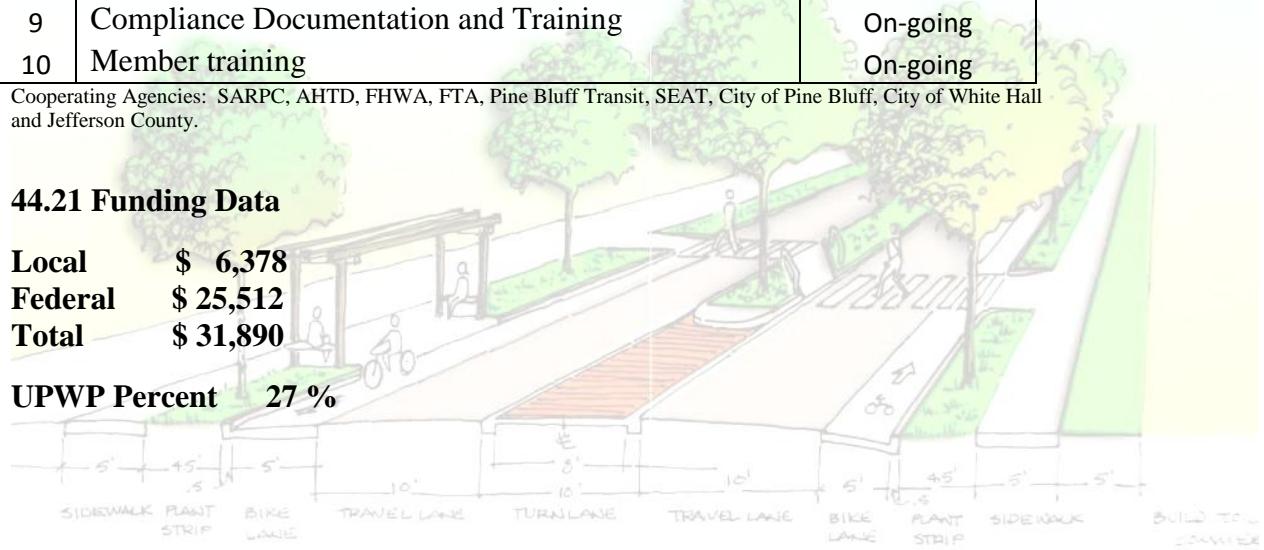
	END PRODUCTS	Completion Dates
1	Record keeping, correspondence, public involvement	On-going
2	Audit Report	August 2017
3	Financial and Performance Reports.	Quarterly
4	FY2018 UPWP.	May 2017
5	ADA Plan.	June 2017
6	Office/equipment upgrades.	On-going
7	Website Maintenance	On-going
8	Documentation of PPP compliance maintained on file	On-going
9	Compliance Documentation and Training	On-going
10	Member training	On-going

Cooperating Agencies: SARPC, AHTD, FHWA, FTA, Pine Bluff Transit, SEAT, City of Pine Bluff, City of White Hall and Jefferson County.

44.21 Funding Data

Local \$ 6,378
Federal \$ 25,512
Total \$ 31,890

UPWP Percent 27 %



44.22 GENERAL DEVELOPMENT AND COMPREHENSIVE PLANNING

DESCRIPTION

The maintenance of socio-economic data, land use, and transportation system characteristics on a current basis is necessary to compare and evaluate existing conditions in relation to assumptions and forecasts made in developing transportation plans. The determination of the magnitude and location of changing demographics and statistics is essential in updating the overall transportation plan and in the scheduling of priority projects in the Transportation Improvement Program.

The purpose of this task is to collect various data and information that is used in the transportation planning process. The data and information collected is used for the purpose of identifying trends and gaps in connectivity that may result in a lack of transportation related access across various population sectors.

WORK TASK

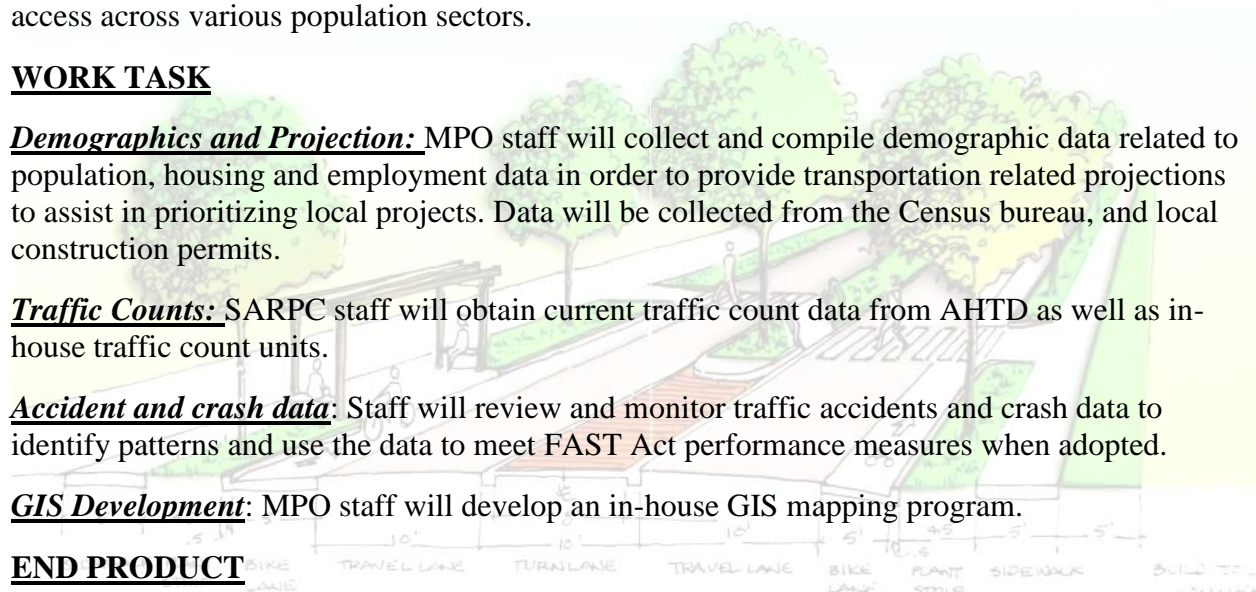
Demographics and Projection: MPO staff will collect and compile demographic data related to population, housing and employment data in order to provide transportation related projections to assist in prioritizing local projects. Data will be collected from the Census bureau, and local construction permits.

Traffic Counts: SARPC staff will obtain current traffic count data from AHTD as well as in-house traffic count units.

Accident and crash data: Staff will review and monitor traffic accidents and crash data to identify patterns and use the data to meet FAST Act performance measures when adopted.

GIS Development: MPO staff will develop an in-house GIS mapping program.

END PRODUCT



	END PRODUCTS	Completion Dates
1	Demographic and development database	On-going
2	Traffic count database	On-going
3	Accident data	On-going
4	GIS mapping program	On-going

Cooperating Agencies: SARPC, AHTD, FHWA, FTA, Pine Bluff Transit, SEAT, City of Pine Bluff, City of White Hall and Jefferson County.

44.22 Funding Data

Local \$ 3,544
 Federal \$ 14,174
 Total \$ 17,718

UPWP Percent 15 %

44.23 LONG RANGE PLANNING

DESCRIPTION

The Metropolitan Transportation Plan (MTP) must continuously be re-examined to determine what parts of the plan need to be changed to better reflect the Urban Area's current and future transportation needs. To this end, this task will also involve evaluating the work conducted under the other tasks of the UPWP to determine if the Plan is meeting the immediate needs of the Study Area. Review of local government's policies and practices that have a bearing on the implementation of the Transportation Plan will also be undertaken as part of this task.

Staff will be tasked with monitoring and updating the 2040MTP and amending it as may be necessary to reflect urgent needs. This will include but is not limited to reviewing the transportation system and policies, identifying a financially constrained list of transportation projects and involving the public in the development of the MTP.

WORK TASK

2040 Metropolitan Transportation Plan: Amend 2040 MTP, as needed, and ensuring the Public Participation Plan and written notice of all such amendments are made to State and Federal officials.

Public Participation Plan: Staff will review and update the Public Participation Plan and ensure distribution and compliance with regard to the transportation planning process.

Plan Development: Staff will continue to work with local governments on the following transportation plans and / or updates:

- a. Regional Bike and Pedestrian Plan
- b. Congestion Management Process
- c. ITS architecture

Fixing America's Surface Transportation (FAST) Act compliance: MPO staff will update, through amendments, the SARPC 2040 MTP to incorporate FAST Act and all other federal transportation requirements of past legislation (i.e. MAP-21).

Wayfinding signage system: Staff will work with member agencies and the University of Arkansas at Pine Bluff to explore and pursue a wayfinding signage system to assist the public and visitors navigate through the MPO study area.

44.23 LONG RANGE PLANNING (cont)

END PRODUCT

	END PRODUCTS	Completion Dates
1	Coordinate with participating MPO members	On-going
2	2040 MTP updates and maintenance	On-going
3	Public Participation Plan update and dissemination	On-going
4	Regional Bike and Pedestrian Plan	On-going
5	FAST Act compliance.	On-going
6	Wayfinding signage system	On-going

Cooperating Agencies: SARPC, AHTD, FHWA, FTA, Pine Bluff Transit, SEAT, City of Pine Bluff, City of White Hall and Jefferson County.

44.23 Funding Data

Local \$ 5,197

Federal \$ 20,788

Total \$ 25,985

UPWP Percent 22 %



44.24 SHORT RANGE PLANNING

DESCRIPTION

The staff will continue to provide technical assistance to local governments in their planning process as it relates to the MPO 3-C transportation planning process. We will assist local governments in preparing and administering “Transportation Alternative” program grants (Enhancement, Trail, Safe Routes to Schools, etc.) and other transportation grants as requested or as may come available. The staff will participate in various community and regional committees directly related to transportation. Staff will work with local governmental bodies to assist in the understanding of MPO Transportation Planning.

WORK TASK

Planning assistance: MPO staff will assist SARPC member organizations in utilizing transportation resources by relaying information regarding transportation programs (TAP, etc.). Staff will assist in updating the Master Street plans for each entity and continue involvement in all local planning issues.

Transit Performance Measures: Staff will work with Pine Bluff Transit and Southeast Arkansas Transit by providing technical assistance in the implementation of performance measures once adopted.

Statewide Public Transportation Coordination Plan: SARPC staff will assist public transit operators and local human service providers in coordinating the delivery of transit services. Staff will monitor and work with AHTD in the coordination of the Statewide Plan.

Inter-governmental review process: Review area Federal Transit Administration (FTA) and Federal Highway Administration funding applications.

Access management plan: Staff will work with local governmental units to begin development of an access management plan.

Development of performance measures: The MPO will continue to coordinate with AHTD on the establishment of a performance based approach to transportation planning in support of the FAST ACT National Goals.

Complete Streets: The local extension office has been awarded a grant from CDC and has asked SARPC to assist in discussion and development of a “Complete Streets” policy for the MPO area. In that capacity MPO staff will assist in providing technical data and information, attend meetings and prepare documentation as necessary.

44.24 SHORT RANGE PLANNING (cont)

END PRODUCT

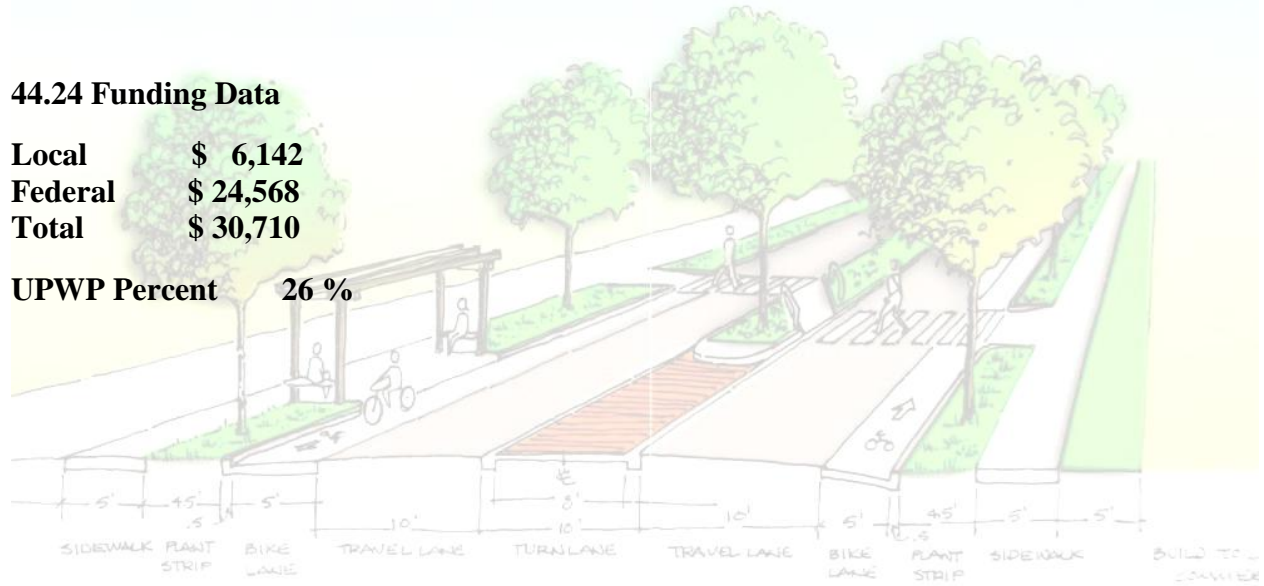
	END PRODUCTS	Completion Dates
1	Planning Assistance	On-going
2	Transit performance measures	On-going
3	Statewide Public Transportation Plan	On-going
4	Intergovernmental review	On-going
5	Access management plan (draft)	June 2017
6	Local performance measures	On-going
7	Complete Street planning and coordination	On-going

Cooperating Agencies: SARPC, AHTD, FHWA, FTA, Pine Bluff Transit, SEAT, City of Pine Bluff, City of White Hall and Jefferson County.

44.24 Funding Data

Local \$ 6,142
 Federal \$ 24,568
 Total \$ 30,710

UPWP Percent 26 %



44.25 TRANSPORTATION IMPROVEMENT PROGRAM

DESCRIPTION

The objective of this task is to further the goals and objectives of the Transportation Improvement Program planning process through review and analysis by MPO staff or consultants in support of existing or developing Transportation Improvement Plans.

WORK TASK

Transportation Improvement Program: Staff will monitor and amend the 2016-2020 Transportation Improvement Program as needed.

Annual Listing of Projects (ALOP): Listing and publication of Annual List of Projects (ALOP) in which Federal Highway and Federal Transit funds have been obligated.

END PRODUCT

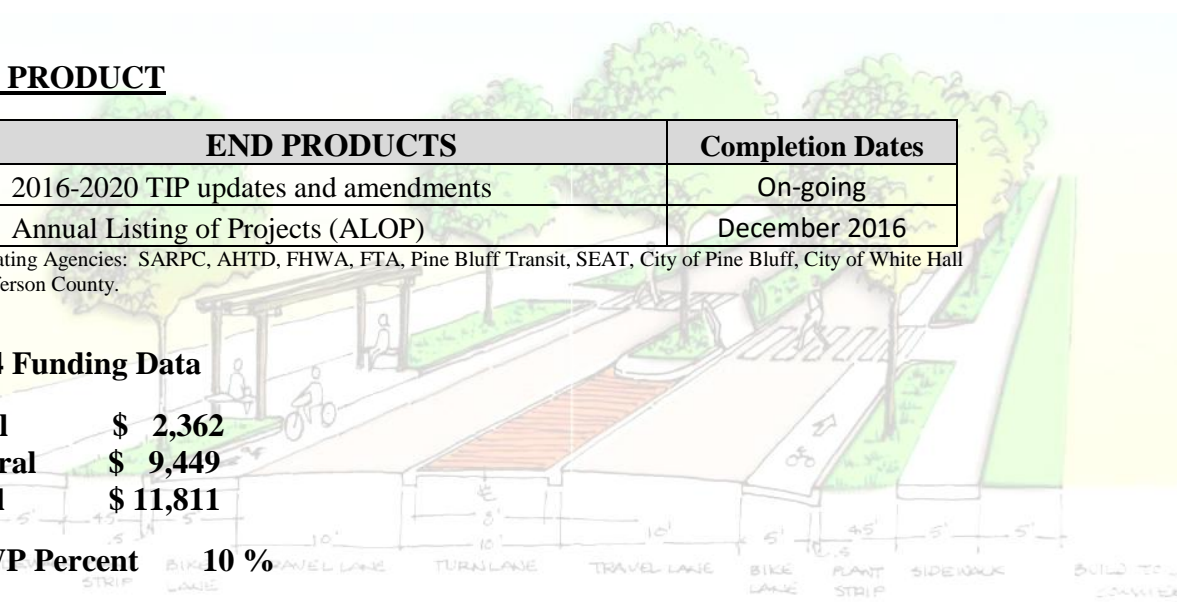
	END PRODUCTS	Completion Dates
1	2016-2020 TIP updates and amendments	On-going
2	Annual Listing of Projects (ALOP)	December 2016

Cooperating Agencies: SARPC, AHTD, FHWA, FTA, Pine Bluff Transit, SEAT, City of Pine Bluff, City of White Hall and Jefferson County.

44.24 Funding Data

Local \$ 2,362
 Federal \$ 9,449
 Total \$ 11,811

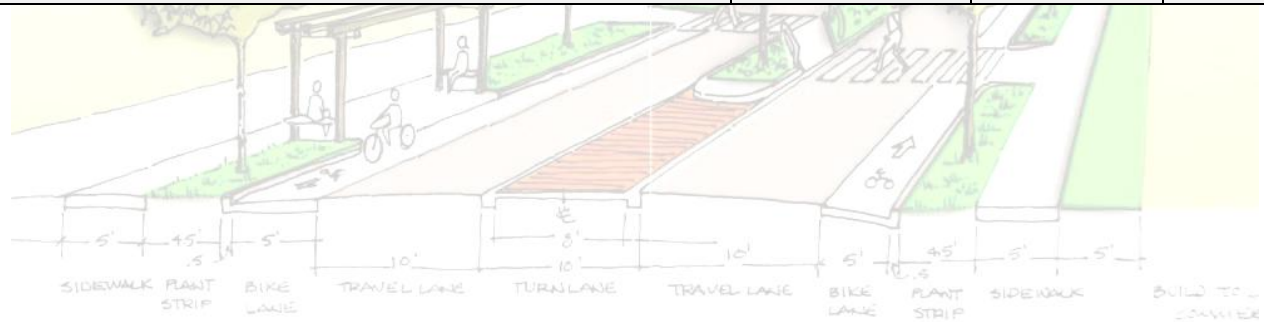
UPWP Percent **10 %**



2017 UPWP FINANCIAL SUMMARY

It is anticipated that in order to complete the work tasks as described in the UPWP, \$94,491 in PL and FTA funds will be required. The following table indicates the estimated cost by work task in order to complete each task.

TASKS	PL & FTA FEDERAL	LOCAL	TOTAL
44:21 Program Support and Administration	\$ 25,512	\$ 6,378	\$ 31,890
44:22 General Development and Comprehensive Planning	\$ 14,174	\$ 3,544	\$ 17,718
44.23 Long Range Planning	\$ 20,788	\$5,197	\$25,985
44.24 Short Range Planning	\$24,568	\$ 6,142	\$ 30,710
44:25 Transportation Improvement Program	\$ 9,449	\$ 2,362	\$ 11,811
TOTALS	\$ 94,491	\$ 23,623	\$ 118,114

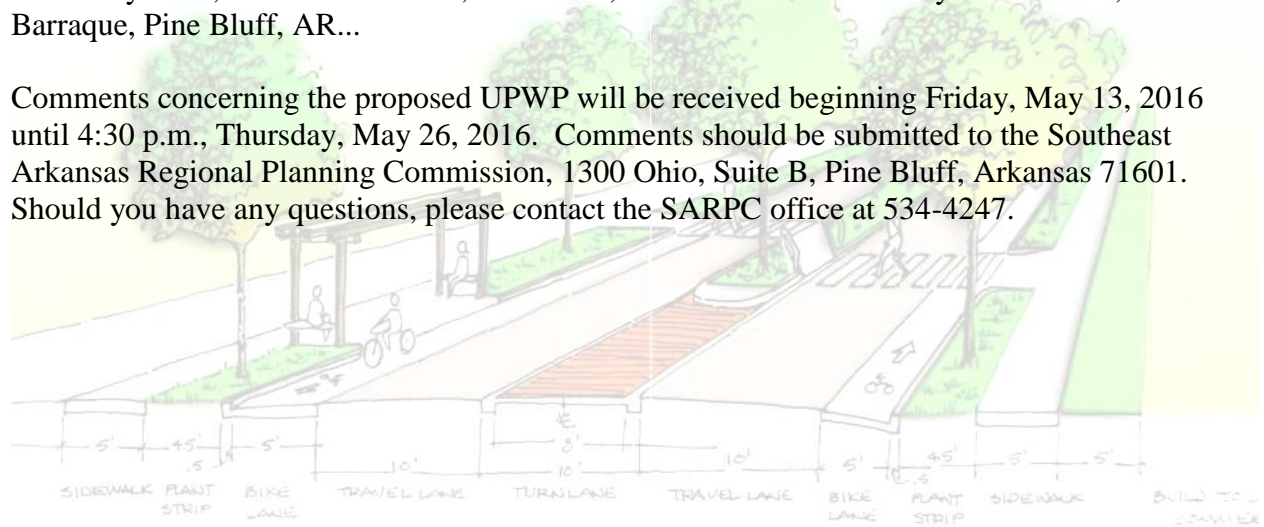


PUBLIC NOTICE OF DRAFT FY2017 UNIFIED PLANNING WORK PROGRAM

The Southeast Arkansas Regional Planning Commission (SARPC - MPO) is requesting the public to review and provide comments on the draft Fiscal Year (FY) 2017 Unified Planning Work Program (UPWP) for the Pine Bluff Area Transportation Study (PBATS) area. This document describes what transportation planning activities will be conducted within the Pine Bluff Urbanized Area between July 1, 2016 and June 30, 2017. In accordance with the U. S. Department of Transportation rules and regulations the anticipated expenditures are outlined for those activities.

The UPWP can be viewed at www.searpc.com and is on file and available for public inspection at the Southeast Arkansas Regional Planning Commission office, located at 1300 Ohio Street, Suite B, Pine Bluff, Arkansas from the hours of 8:30 a.m. to 12:00 noon and 1:00 p.m. to 4:30 p.m., Monday through Friday, White Hall City Hall 101 Parkway Drive, White Hall, AR, Pine Bluff City Hall, 200 E. 8th Avenue, Pine Bluff, AR and Jefferson County Courthouse, 101 West Barraque, Pine Bluff, AR...

Comments concerning the proposed UPWP will be received beginning Friday, May 13, 2016 until 4:30 p.m., Thursday, May 26, 2016. Comments should be submitted to the Southeast Arkansas Regional Planning Commission, 1300 Ohio, Suite B, Pine Bluff, Arkansas 71601. Should you have any questions, please contact the SARPC office at 534-4247.



RESOLUTION

ADOPTION OF FY2017 UNIFIED PLANNING WORK PROGRAM

WHEREAS, the Policy Committee was established for the purpose of providing policy guidance for the Pine Bluff Area Transportation Study planning process; and

WHEREAS, the Policy Committee has reviewed and heard all comments concerning the FY2017 Unified Planning Work Program for the area.

NOW, THEREFORE BE IT RESOLVED THAT, THE Policy Committee hereby adopts the recommended FY2017 PBATS Unified Planning Work Program.

PASSED AND APPROVED THIS ___th DAY OF MAY, 2016.

Dutch King, Chairman

Larry Reynolds, Study Director

