**FY 2020 ANNUAL PERFORMANCE**

**AND EXPENDITURES REPORT**

Southeast Arkansas Regional Planning Commission

Metropolitan Planning Organization

July 13, 2020

*Southeast Arkansas Regional Planning Commission serves as the designated Metropolitan Planning Organization (MPO) for Pine Bluff Area Transportation Study (PBATS).*

**NOTICE OF NONDISCRIMINATION:**

The Southeast Arkansas Regional Planning Commission (SARPC) complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, SARPC does not discriminate on the basis of race, sex, color, age, national origin, religion, or disability, in the admission, access to and treatment in SARPC’s programs and activities, as well as SARPC’s hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the SARPC’s nondiscrimination policies may be directed to Larry Reynolds, Director/Study Director, and 1300 Ohio, Suite B, Pine Bluff, AR 71601 (870) 534-4247 or the following email address: sarpc1@cablelynx.com. This notice will be made available from the SARPC office in large print, on audiotape and in braille upon request.

**Pine Bluff Area Transportation Study (PBATS) Organization**

The Pine Bluff Area Transportation Study Area (PBATS) Program was initiated in 1964 in accordance with the Federal Highway Act of 1962. The intent of the program was to provide a network of transportation facilities capable of providing safe, convenient, effective, and efficient movement of goods and persons throughout the urbanized portion of Jefferson County. Southeast Arkansas Regional Planning Commission was designated by the Governor as the Metropolitan Planning Organization for PBATS.

MPO administration and support are provided by Larry Reynolds, Study Director; Vickie White, Chief Financial Officer; the MPO Policy Committee and a Technical Advisory Committee. The MPO Policy Committee is responsible for providing guidance and setting policies for the PBATS program. The Technical Advisory Committee which is comprised of persons concerned with area-wide transportation planning and is responsible for providing technical assistance in the collection and evaluation of data.

The following tables identify the members of the Policy and Technical Advisory Committees for FY 2020:

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| **POLICY COMMITTEE** |
| **REPRESENTATIVES** | **NAME AND TITLE** |
| Jefferson County | Gerald Robinson, County JudgeMandy Alford, Quorum Court Member |
| Pine Bluff | Shirley Washington, MayorBill Brumett, Alderman |
| White Hall | Noel Foster, MayorScott Ray, Alderman |
| Southeast Arkansas Regional Planning Comm.  | Ken Smith, PBATS Vice Chairman |
| ArDOT | Deric Wyatt, District 2 EngineerSunny Farmahan, Senior Transportation Planner |
| Economic Development Alliance of Jefferson County | Lou Ann Nisbett, President |

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| **TECHNICAL COMMITTEE** |
| **REPRESENTATIVES** | **NAME AND TITLE** |
| Jefferson County | Ricky BullardCounty Road Supervisor |
| Pine Bluff | Rickey Rhoden, PB Street ManagerCassandra Shaw, Transit DirectorLt. Derrell Ray, Traffic Division, PBPD |
| White Hall | Noel Foster, Mayor  |
| Southeast Arkansas Regional Planning Commission | Larry Reynolds, Executive Director |
| ArDOT | Brian Sweeney, District Construction Engineer Anthony Hunter, Transportation Planner |
| Pine Bluff Airport Commission | Doug Hale, Airport Manager |
| Pine Bluff – Jefferson County Port Authority | Rhonda Dishner, AllianceVacant, 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 |

This report is arranged following the program and activities as outlined in the FY 2020 Unified Planning Work Program in accordance to Federal regulations in effect at the time of the FY2020 UPWP adoption.

**44.21 PROGRAM SUPPORT AND ADMINSITRATION**

*Comparison of Goals to Performance*

This UPWP project comprised 10 categories of work. In cooperation with ArDOT, local governmental agencies, public transit agencies and interested citizens PBATS coordinated meetings with the MPO Policy Board and Technical Advisory Committee. Various staff activities undertaken during FY 2020 include: 1) record keeping, correspondence and public involvement, 2) audit report, 3) financial and performance reports (submitted quarterly), 4) preparation and adoption of the FY 2021 UPWP, 5) office and equipment upgrades, 6) Website maintenance, 7) documentation of Public Participation Policy maintained, 8) compliance documentation and training, 9) community and member training, and 10) planning assistance and program funding review.

**Comparison of Budget to Actual Cost**

Federal Local Total

Budget (PL funds) $ 20,245.00 $ 5,061.00 $ 25,307.00

Actual Cost $ 16,517.16 $ 4,129.29 $ 20,646.45

> Budgeted cost deficit / excess

 *An amount of $ 444.55 will be carried over to assist with the 2045 MTP.*

> Work revisions

 *There were no work revisions approved by the Policy Board*

> Supporting data

 *Additional data provided in quarterly reports.*

**44.22 GENERAL DEVELOPMENT AND COMPREHENSIVE PLANNING**

Five tasks were defined in this project.

Demographics and census data were reviewed by staff multiple times during FY 2019. SEARPC staff compiled LUCA map updates for both Pine Bluff and White Hall. Building permits (both construction and demolition) were evaluated monthly for the City of Pine Bluff and as occurring for the City of White Hall since our office handles their permitting process. County data was evaluated on a monthly basis; however, since the county has no building permit process, staff relied on the County Office of Emergency Service’s list of new and removed addresses (9-1-1 database) and then verified with the County Health Department. Our office, with the assistance of the Pine Bluff Street Department provided copies of updated maps to member jurisdictions as well as requesting citizens.

Arkansas Department of Transportation (ArDOT) traffic counts were reviewed for intersections and transportation planning review.

Staff conducted several reviews of crash and accident data and is currently working with local jurisdictions on digitally obtaining copies of accident reports to allow GIS documentation.

Training on ArcMap and ArcGIS mapping programs was continued.

**Comparison of Budget to Actual Cost**

Federal Local Total

Budget (PL funds) $ 17,866.00 $ 4,467.00 $ 22,333.00

Actual Cost $ 16,686.25 $ 4,171.56 $ 20,857.81

> Budgeted cost deficit / excess

 *An amount of $ 1475.19 will be carried over to assist with the 2045 MTP.*

> Work revisions

 *There were no work revisions approved by the Policy Board*

> Supporting data

 *Additional data provided in quarterly reports.*

**44.23 LONG RANGE PLANNING**

The PBATS 2040 Metropolitan Transportation Plan was adopted in the latter part of FY 2015.

MPO staff monitored and reviewed the 2040 MTP for needed updates and / or revisions. Through ArDOT, the MPO participated with all in-state MPO’s in an effort to facilitate a more coordinated and consistent transportation planning process state-wide.

Staff provided the Policy Board and Technical Advisory Committee with state adopted performance measures. The Policy Board adopted two amendments to the 2040 MTP adding a) Performance Measures and b) Generic Projects to the Plan. Three Resolutions were approved by the Policy Board and covered the following:

* Travel Time Reliability Performance Targets
* Pavement and Bridge Performance Targets
* 2019 Safety Performance Targets
*

SARPC continued to provide guidance to the City of Pine Bluff and White Hall coordinating the location of signs in a majority of the PBATS area (Pine Bluff and White Hall).

Preparation of the 2045 Metropolitan Transportation Plan began with the advertisement of a Letter of Interest (LOI) being prepared and advertised. Two LOI’s were being evaluated as FY 2019 ended.

The 2045 MTP Request for Qualification document was prepared and approved by ArDOT pending review of the Letters of Interest.

**Comparison of Budget to Actual Cost**

Federal Local Total

Budget (PL funds) $ 35,770.00 $ 8,943.00 $ 44,713.00

Actual Cost $ 13,171.78 $ 3,292.94 $ 16,464.72

> Budgeted cost deficit / excess

 *An amount of $ 28,248.28 will be carried over to assist with the 2045 MTP.*

> Work revisions

 *There were no work revisions approved by the Policy Board*

> Supporting data

 *Additional data provided in quarterly reports.*

**44.24 SHORT RANGE PLANNING**

MPO staff continues to provide technical assistance to local governments in their planning process as it relates to the MPO 3-C transportation planning process. SARPC serves as the local planning agency for the City of Pine Bluff and White Hall and; as such, provided technical assistance at 13 local planning commission meetings and local transportation committee meetings.

Staff attended numerous city council public works, traffic and aviation and public health and welfare committee meetings at the request of local government officials. The MPO reviewed transit ridership data and assisted with the coordination of services between the two local public transportation providers (SEAT and Pine Bluff Transit. Staff also reviewed FTA budget and funding requests for these providers. The MPO Director has provided technical assistance for the local public transit agency and assisted PBT with communications with ArDOT staff.

The Director has attended and participated in numerous transportation related meetings, webinars and discussions. Staff participated in ArDOT Safety workshops during the FY 2019 year.

A review of the Hazel Street and University corridor began with a review of past plans and property ownership evaluations. Area priorities were developed in order to develop a funding plan. The MPO led the efforts with the city and ArDOT to allow the process to extend the already approved Streetscape project.

**Comparison of Budget to Actual Cost**

Federal Local Total

Budget (PL funds) $ 24,813.00 $ 6,203.00 $ 31,016.00

Actual Cost $ 23,525.18 $ 5,881.30 $ 29,4406.48

> Budgeted cost deficit / excess

 *An amount of $ 1,609.52 will be carried over to assist with the 2045 MTP.*

> Work revisions

 *There were no work revisions approved by the Policy Board*

> Supporting data

 *Additional data provided in quarterly reports.*

**44.25 TRANSPORTATION IMPROVEMENT PROGRAM**

PBATS staff solicited public comments and coordinated with ArDOT, the PBATS committees, Pine Bluff Transit and local governments on the PBATS 2019-2022 Plan (TIP) and amendments as needed. The 2018 Annual List of Projects (ALOP) was also prepared and published.Inclusion of performance measures were confirmed for the 2019-2022 TIP.

The MPO received updates on completed projects and on-going projects in the study area. Staff attended the ArDOT public hearing on the Highway 270 project scheduled to start in 2019 or early 2020. A public hearing was held on the Highway 190 project in April.

**Comparison of Budget to Actual Cost**

Federal Local Total

Budget (PL funds) $ 4,963.00 $ 1,241.00 $ 6,204.00

Actual Cost $ 4,712.64 $ 1,178.16 $ 5,890.80

> Budgeted cost deficit / excess

 *An amount of $ 313.20 will be carried over to assist with the 2045 MTP.*

> Work revisions

 *There were no work revisions approved by the Policy Board*

> Supporting data

 *Additional data provided in quarterly reports.*

**PINE BLUFF AREA TRANSPORTATION STUDY**

**FY2019**

**ANNUAL PERFORMANCE AND EXPENSE REPORT**

**SUMMARY**

|  |  |  |  |
| --- | --- | --- | --- |
| Work Element | 2019 UPWP | 2019 UPWP | Variance  |
| Budget | Cost | (1) |
| 44.21 Program Support and Administration |  $ 21,091.00  |  $ 20,646.45  |  $ 444.55 |
| 44.22 General Development and Comprehensive  Planning |  $ 22,333.00  |  $ 20,857.81  |  $ 1,475.19 |
| 44.23 Long Range Planning |  $ 44,713.00  |  $ 16,464.72  |  $ 28,248.28 |
| 44.24 Short Range Planning |  $ 31,016.00  |  $ 29,406.48  |  $ 1,609.52 |
| 44.25 Transportation Improvement Program |  $ 6,204.00  |  $ 5,890.80  |  $ 313.20 |
|   |   |   |   |
| Totals |  $ 125,356.00  |  $ 93,266.26  |  $ 32,090.74 |

**(1) Represents additional local funding provided by SARPC.**

**Total FY2019 UPWP Cost $ 93,266.26**

**Total FY2019 UPWP Federal share $ 74,613.01**

**Total FY2019 UPWP Local share $ 18,653.25**