

# 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](mailto: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:

| <b>POLICY COMMITTEE</b>                           |   |
|---|---|
| <b>REPRESENTATIVES</b>                            | <b>NAME AND TITLE</b>   |
| Jefferson County                                  | Gerald Robinson, County Judge<br>Mandy Alford, Quorum Court Member                |
| Pine Bluff  | Shirley Washington, Mayor<br>Bill Brumett, Alderman                               |
| White Hall  | Noel Foster, Mayor<br>Scott Ray, Alderman   |
| Southeast Arkansas Regional Planning Comm.        | Ken Smith, PBATS Vice Chairman  |
| ArDOT   | Deric Wyatt, District 2 Engineer<br>Sunny Farmahan, Senior Transportation Planner |
| Economic Development Alliance of Jefferson County | Lou Ann Nisbett, President  |

**TECHNICAL COMMITTEE**

| <b>REPRESENTATIVES</b>                          | <b>NAME AND TITLE</b>   |
|---|---|
| Jefferson County                                | Ricky Bullard<br>County Road Supervisor   |
| Pine Bluff                                      | Rickey Rhoden, PB Street Manager<br>Cassandra Shaw, Transit Director<br>Lt. 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<br>Anthony Hunter, Transportation Planner                         |
| Pine Bluff Airport Commission                   | Doug Hale, Airport Manager  |
| Pine Bluff – Jefferson County Port Authority    | Rhonda Dishner, Alliance<br>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  |

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 ADMINISTRATION**

##### 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**

|                   | <u>Federal</u> | <u>Local</u> | <u>Total</u> |
|-------------------|----------------|--------------|--------------|
| Budget (PL funds) | \$ 20,245.00   | \$ 5,061.00  | \$ 25,307.00 |
| Actual Cost       | \$ 19,963.90   | \$ 4,990.98  | \$ 24,954.88 |

> Budgeted cost deficit / excess

*An amount of \$ 352.12 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.

City maps and MTP area maps were reviewed and updated as needed. Land use maps were also updated to help identify traffic changes. Arkansas Department of Transportation (ArDOT) traffic counts were reviewed for intersections, transportation planning review and 2045 MTP development. Coordination of ArcMap and ArcGIS mapping programs with Office of Emergency Services was continued. Demographics and census data were reviewed by staff multiple times during FY 2020. SEARPC staff compiled 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. Staff conducted several reviews of crash and accident data and is continuing to work with local jurisdictions on digitally obtaining copies of accident reports to allow GIS documentation.

#### Comparison of Budget to Actual Cost

|                   | <u>Federal</u> | <u>Local</u> | <u>Total</u> |
|-------------------|----------------|--------------|--------------|
| Budget (PL funds) | \$ 18,688.00   | \$ 4,672.00  | \$ 23,360.00 |
| Actual Cost       | \$ 18,668.83   | \$ 4,667.21  | \$ 23,336.04 |

> Budgeted cost deficit / excess

*An amount of \$ 23.96 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 2045 Metropolitan Transportation Plan development process began mid-year with a contract being awarded to Neel-Schafer, Inc. . Staff worked with Neel-Schafer during this process which resulted in approximately 50 percent completion by June 30<sup>th</sup>. A majority of costs associated with this funding category are related to the contract with Neel-Schafer. Projected completion date is scheduled for September 15, 2020.

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. SEARPC continues to participate through ArDOT with all in-state MPO's to facilitate a more coordinated and consistent transportation planning process state-wide.

#### Comparison of Budget to Actual Cost

|                   | <u>Federal</u> | <u>Local</u> | <u>Total</u> |
|-------------------|----------------|--------------|--------------|
| Budget (PL funds) | \$ 70,080.00   | \$ 17,520.00 | \$ 87,601.00 |
| Actual Cost       | \$ 65,941.57   | \$ 16,485.40 | \$ 82,426.97 |

> Budgeted cost deficit / excess

*An amount of \$ 5,174.03 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 12 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.

Review of the Hazel Street and University corridor is being coordinated through the MTP process with inclusion in the 2045 MTP scheduled. Area priorities were developed to develop a funding plan. The MPO led amendment efforts with the city and ArDOT to allow the process to extend the already approved Streetscape project. The new scope shows Streetscape being extended to Harding Avenue.

SEARPC continues to be the lead agency for the City of Pine Bluff 's Comprehensive Plan which is approximately 60 percent complete. The plan is being done by Crafton Tull. Southeast Arkansas Regional Planning has no direct financial involvement in the Comprehensive Plan.

#### Comparison of Budget to Actual Cost

|                   | <u>Federal</u> | <u>Local</u> | <u>Total</u>  |
|-------------------|----------------|--------------|---------------|
| Budget (PL funds) | \$ 31,147.00   | \$ 7,787.00  | \$ 38,934.00  |
| Actual Cost       | \$ 29,589.88   | \$ 7,397.48  | \$ 36,987.367 |

> Budgeted cost deficit / excess

*An amount of \$ 1,946.64 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

This category relies on ArDOT for development and coordination the of Transportation Improvement Program. Information for the next TIP (2021-2024) has not been developed or provided to the MPOS's; therefore, expenses contributing to this line item have not been expended. The 2019 Annual List of Projects (ALOP) was also prepared and published. A review of Performance Measures required, and status of projects was completed.

The MPO received updates on completed projects and on-going projects in the study area. Staff attended the ArDOT public hearing on the Highway 79 project scheduled to start in 2021.

**Comparison of Budget to Actual Cost**

|                   | <u>Federal</u> | <u>Local</u> | <u>Total</u> |
|-------------------|----------------|--------------|--------------|
| Budget (PL funds) | \$ 15,573.00   | \$ 3,893.00  | \$ 19,467.00 |
| Actual Cost       | \$ 701.23      | \$ 175.31    | \$ 876.54    |

> Budgeted cost deficit / excess

*An amount of \$ 18589.42 will be split and carried over with \$ 10,000 allocated to the Funding category 44.25 and the remaining \$ 18,110.46 allocated to funding category 44.23 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  
FY2020  
ANNUAL PERFORMANCE AND EXPENSE REPORT  
SUMMARY**

| Work Element   | 2020 UPWP<br>Budget | 2020 UPWP<br>Cost | Variance<br>(1) |
|--|---------------------|-------------------|-----------------|
| 44.21 Program Support and Administration             | \$ 25,307.00        | \$ 24,954.88      | \$ 352.12       |
| 44.22 General Development and Comprehensive Planning | \$ 23,360.00        | \$ 23,336.04      | \$ 23.96        |
| 44.23 Long Range Planning                            | \$ 87,601.00        | \$ 82,426.97      | \$ 5,174.03     |
| 44.24 Short Range Planning                           | \$ 38,934.00        | \$ 36,987.36      | \$ 1,946.64     |
| 44.25 Transportation Improvement Program             | \$ 19,466.00        | \$ 876.54         | \$ 18,589.46    |
| Totals   | \$ 194,668.00       | \$ 168,581.79     | \$ 26,086.21    |

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

**Total FY2020 UPWP Cost                   \$ 168,581.79**  
**Total FY2020 UPWP Federal share   \$ 134,865.43**  
**Total FY2020 UPWP Local share     \$ 33,716.35**

# ANNUAL PERFORMANCE AND EXPENSE REPORT SUMMARY

Budget Actual Cost Funds Remaining

