

# **UNIFIED PLANNING WORK PROGRAM**

## **FISCAL YEAR 2011**

**Prepared by:**

**Southeast Arkansas Regional Planning Commission**

**In cooperation with:**

**Arkansas Highway and Transportation Department  
Cities of Pine Bluff and White Hall  
Jefferson County  
Federal Highway Administration  
Federal Transit Administration**

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## INTRODUCTION

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Transportation planning in the Pine Bluff-White Hall Urban Area is 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. This planning process is conducted by the Pine Bluff Area Transportation Study (PBATS) in cooperation with the Arkansas Highway and Transportation Department (AHTD), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), the Cities of Pine Bluff and White Hall, and Jefferson County. PBATS carries out five core functions:

Establish a setting: Establish and manage a fair and impartial setting for effective regional decisionmaking in the metropolitan area.

Identify and evaluate alternative transportation improvement options: Use data analysis and planning methods to generate and evaluate alternatives. Planning studies and evaluations are included in the Unified Planning Work Program (UPWP).

Prepare and maintain a Metropolitan Transportation Plan (MTP): Develop and update a long-range transportation plan for the metropolitan area covering a planning horizon of at least twenty years that fosters (1) mobility and access for people and goods, (2) efficient system performance and preservation, and (3) good quality of life.

Develop a Transportation Improvement Program (TIP): Develop a short-range (four-year) program of transportation improvements based on the long-range transportation plan; the TIP should be designed to achieve the area's goals, using spending, regulating, operating, management, and financial tools.

Involve the public: Involve the public and all affected constituencies in the four essential functions listed above.

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 local District Engineer and Planning and Research Division Engineer, and an ex-officio representative from both the Southeast Arkansas Regional Planning Commission (SARPC) and the Arkansas River Regional Intermodal Authority. See below for current members. The Policy Committee also provides direction through an annual review of the MTP and the process associated with it. The Policy Committee reviews and approves both the UPWP and TIP and is responsible for maintaining the long range transportation plan for the Study Area.

PBATS also has a Technical Committee that assists the Policy Committee by reviewing and making recommendations on long-range transportation plans, reports, and studies that the Policy Committee must approve. The Technical Committee 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 includes a non-voting ex-officio representative from the Federal Highway and Administration (FHWA). See below for current members.

### **PBATS MEMBERSHIP**

<b>POLICY COMMITTEE</b>	
<b>REPRESENTATIVES</b>	<b>NAME AND TITLE</b>
Jefferson County	Mike Holcomb, County Judge Dorothy Alford, Quorum Court Member
Pine Bluff	Carl A. Redus, Jr., Mayor, PBATS Vice Chairman Bill Brumett, Alderman
White Hall	James Morgan, Mayor, PBATS Chairman William May, Alderman
Southeast Arkansas Regional Planning Comm.	Ken Smith, Chairman
AHTD	Alan Meadors, Planning & Research Engineer James House, District Engineer
Arkansas River Regional Intermodal Authority	Ford Trotter, Chairman

<b>TECHNICAL COMMITTEE</b>	
<b>REPRESENTATIVES</b>	<b>NAME AND TITLE</b>
Jefferson County	Ricky Bullard and Angelo Walker, County Road Supervisors
Pine Bluff	J.T. Golden, Street Manager Larry Reynolds, Transit Manager Lt. Robert Roby, Traffic Division, PBPD
White Hall	James Morgan, Mayor
Southeast Arkansas Regional Planning Commission	Jerre George, Director
AHTD	Julie Hart, Transportation Planner Ernie Westfall, Construction Engineer Steve Alexander, Administrative Officer
Pine Bluff Air Port Commission	Doug Hale, Airport Manager
Intermodal Representatives	Lou Ann Nisbett, Executive Director, The Alliance Charles Falkins, Union Pacific Railroad
Federal Highway Administration	David Blakeney, Division Realty Officer
Office of Emergency Management	Karen Quarles, Director

**UNIFIED PLANNING WORK PROGRAM**

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PURPOSE

PBATS was established in 1964 in accordance with the Federal Highway Act of 1962. The original intent of the 1962 Act included a provision for a cooperative, comprehensive and continuous transportation planning process in urban areas which have a population over 50,000. Since then the act has been reauthorized a number of times, and the latest reauthorization act took place in 2005 when the President signed the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). As a result of this act, the U. S. Department of Transportation has established policy guidelines to prevent a duplication of effort; to integrate modal planning at the metropolitan level; to achieve intermodal planning and coordination; and to relate these activities to a comprehensive planning process.

Pursuant to these guidelines, the PBATS FY2011 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 project year July 1, 2010 through June 30, 2011. 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.

FACTORS CONSIDERED IN THE PLANNING PROCESS

The Federal Regulations set forth in SAFETEA-LU require that plans and programs address the eight factors listed below.

1. Support the economic vitality of the United States, the States and Metropolitan Areas, especially by enabling global competitiveness, productivity and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility options available to people and for freight;
5. 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;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation; and
8. Emphasize the preservation of the existing transportation system.

## WORK TASKS

Six work categories or tasks have been developed relative to the planning process that address the eight factors of SAFETEA-LU. These are as follows:

- Task 1: Administration and Management
- Task 2: Data Collection and Maintenance
- Task 3: Short Range Planning
- Task 4: Long Range Transportation Plan
- Task 5: Management Systems
- Task 6: Special Transit Tasks.

# TASK 1. ADMINISTRATION AND MANAGEMENT

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## 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 Urban 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 8 factors as stated in SAFETEA-LU.

## WORK TASK

1. Program management and coordination.
2. Record-keeping and daily correspondence.
3. Audit reports.
4. Preparation of quarterly reports.
5. Financial record-keeping.
6. Assessment/purchase of supplies and office equipment to maintain the program.
7. Community involvement/public participation activities.
8. Committee meetings and planning process coordination.
9. FY2012 UPWP.
10. Website maintenance.
11. Training and workshop attendance/professional development.
12. Preparation of Annual List of Projects.
13. Preparation of 504 Self-Evaluation

## END PRODUCT

1. OMB Circular A-133 Audit Report.
2. Quarterly Reports.
3. FY2012 UPWP.
4. Annual Listing of Projects (ALOP).
5. Documentation of record-keeping, daily correspondence, public involvement, etc.
6. Office equipment upgrades.
7. 504 Self-Evaluation

Cooperating Agencies: SARPC, AHTD, FHWA, FTA, and Pine Bluff Transit/City of Pine Bluff.

RESPONSIBLE AGENCY	COMPLETION	FUNDING	
Southeast Arkansas Regional Planning Commission	On-going	FEDERAL	\$35,900
		LOCAL	\$ 8,975

		TOTAL	\$44,875
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## TASK 2: DATA COLLECTION AND MAINTENANCE

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### **DESCRIPTION**

The maintenance of current 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 pattern of growth 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 that is to be used in the transportation planning process. The data and information collected is used to identify needed modifications to short range and long range transportation plans to reflect current conditions.

### **WORK TASK**

1. Monitor local land use plans, subdivision and zoning regulations and other regulations that affect traffic, transit, and freight movement.
2. Monitor zoning changes, new subdivision activities, and construction activities.
3. Monitor traffic accident data in the study area to be used in the transportation planning process.
4. In cooperation with AHTD, monitor traffic data for the study area.
5. Monitor of intermodal activities for transportation planning purposes.
6. Monitor population changes within the Study Area by census tract block groups. This will be done by monitoring building permits issued for new dwellings and addresses assigned for dwellings in the unincorporated areas.
7. Monitor activities such as transit ridership, financial cost of providing transit service, and maintenance activities.
8. Monitor the employment trends in terms of locations of places of employment.
9. Collect and analyze data as it relates to Environmental Justice.

### **END PRODUCT**

1. Annual Report indicating various results of data and maintenance activities undertaken this fiscal year.
2. Maintenance of current in-house data base.

Cooperating Agencies: SARPC, AHTD, FHWA, FTA, and local governments.

<b>RESPONSIBLE AGENCY</b>	<b>COMPLETION</b>	<b>FUNDING</b>	
Southeast Arkansas Regional Planning Commission	On-going	FEDERAL	\$14,659
		LOCAL	\$ 3,665
		TOTAL	\$18,324

## **TASK 3: SHORT RANGE PLANNING**

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### **DESCRIPTION**

Several areas of emphasis are scheduled for the FY11 Fiscal Year. We will assist local governments in preparing and administering Enhancement, Trail, and Safe Routes to Schools grants. Pedestrianways and streetscapes will also be emphasized in the downtown and University Park areas of the City of Pine Bluff. Local government 2010 Census data will be reviewed and analyzed to determine population shifts within the Urban Area, and recommendations on certain transportation system improvements due to changing traffic flow patterns will be prepared if needed. We will continue to provide technical assistance to local governments in their planning process as it relates to the MPO 3-C transportation planning process.

### **WORK TASK**

1. Assist local governments in preparing/administering Enhancement, Trail, and Safe-Routes-to-School grants.
2. Assist local governments in developing plans for pedestrianways and streetscapes.
3. Preparation of documents related to short range plan objectives as may be requested by the Policy Committee.
4. Assist local governments in their review of private/public sector related transportation projects for compliance with and impact on the Transportation Plan.
5. Assist local government in their review of subdivision developments, commercial and industrial development, and those public and semi-public developments that affect the Transportation Plan.
6. Assist local governments in preserving transportation facilities and corridors.
7. Assist local government in evaluating safety concerns relating to vehicle accidents, with an emphasis on bicycle and pedestrian/vehicle accidents.
8. Annual review of the transportation corridors serving the railroad gravity yard, river port and airport in terms of meeting their transportation needs.
9. Prepare amendments to the TIP if needed.
10. Provide transportation system improvement recommendations as a result of the Census.

### **END PRODUCT**

1. Enhancement, Trails, and Safe Routes to Schools grants as requested.
2. Documents related to short range plan objectives as requested by the Policy Committee.
3. Transportation system improvement recommendations as needed.
4. Amendments to the 2010 - 2013 TIP if necessary.

Cooperating Agencies: SARPC, AHTD, FHWA, FTA, and local governments.

<b>RESPONSIBLE AGENCY</b>	<b>COMPLETION</b>	<b>FUNDING</b>	
Southeast Arkansas Regional Planning Commission	June 2011	FEDERAL	\$33,700
		LOCAL	<u>\$ 8,425</u>
		TOTAL	\$42,125

## **TASK 4: LONG RANGE TRANSPORTATION PLAN**

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### **DESCRIPTION**

A major emphasis of this task is the adoption and publication of the Year 2035 Transportation Plan. In addition, the Plan 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 meets the needs of the Study Area. Review of local government's policies and practices that have a bearing on the implementation of the Transportation Plan and the adoption of the 2035 Transportation Plan by the Cities of Pine Bluff and White Hall will also be undertaken as part of this task.

### **WORK TASK**

1. Prepare documents and hold public meetings for adoption of the 2035 Transportation by Pine Bluff and White Hall.
2. Evaluate the various sections of the Plan to determine if minor modifications need to be made to the plan.
3. Adoption of the Year 2035 Transportation Plan by the Policy Committee.
4. Publication of the Year 2035 Transportation Plan.
5. Review the functional street classification in terms of identifying the growth taking place within and on the fringe of the Study Area.
6. Evaluate the Transportation Plan in terms of identifying current needs and meeting future needs for pedestrians and bicyclists.
7. Evaluate the Transportation Plan in light of new legislation that may occur.

### **END PRODUCT**

1. 2035 Transportation Plan.
2. 2035 Transportation Plan document publication.
3. Maintenance of data and in-house files concerning monitoring of the Long Range Transportation Plan.
4. Production of other documents relating to the Long Range Plan as may be requested by the Policy Committee.
5. Adoption of the 2035 Transportation Plan by the Cities of Pine Bluff and White Hall.

Cooperating Agencies: SARPC, AHTD, FHWA, FTA, and local governments.

<b>RESPONSIBLE AGENCY</b>	<b>COMPLETION</b>	<b>FUNDING</b>	
Southeast Arkansas Regional Planning Commission	2035 Plan: September 2010	FEDERAL	\$18,000
	Other Tasks: June 2011	LOCAL	<u>\$ 4,500</u>
		TOTAL	\$22,500



## **TASK 5: MANAGEMENT SYSTEMS**

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### **DESCRIPTION**

The Management System elements include the Intermodal Transportation Facilities and System, Safety Management System, Congestion Management System, Pavement and Bridge Management Systems, and Public Transportation Management System. AHTD is the lead agency for conducting bridge, pavement and safety management systems and our agency will provide assistance where needed. SAFTEA-LU requires an evaluation of the operation and management (for both the transit and highway network) issues in the transportation planning process and the development of strategies to address the issues. Our agency will be working with the local governmental units to identify the problems under each management system category and develop solutions to address the problems.

### **WORK TASK**

1. Collect bridge information from the State to assist local governments in their monitoring of bridges.
2. Provide technical assistance to the Cities of Pine Bluff and White Hall, and Jefferson County in conducting traffic analysis of high accident locations and recommend solutions.
3. Provide technical assistance to develop solutions to local spot time congestion locations on the existing local street network.
4. Assist Pine Bluff Transit in identifying route operating policy changes that can be implemented to improve the cost efficiency of providing transit service.
5. Assist public agencies in monitoring transportation programs for their clients.
6. Provide technical assistance to the local governments in developing a system to inventory and prioritize local maintenance programs for local streets.
7. Monitor truck and freight movement for the purpose of evaluating the most efficient movement of goods and freight throughout the Study Area.

### **END PRODUCT**

1. An annual list identifying top accident locations.
2. A map showing congestion locations.
3. A priority listing of local bridges that need to be improved and/or replaced.
4. A map showing location of goods and freight locations and the roads they access throughout the Study Area.
5. Identification of the operation and management of the transportation systems (transit and highway).

Cooperating Agencies: SARPC, AHTD, FHWA, FTA, and local governments.

RESPONSIBLE AGENCY	COMPLETION	FUNDING	
Southeast Arkansas Regional Planning Commission	June 2011	FEDERAL	\$ 10,250
		LOCAL	<u>2,562</u>

		TOTAL	\$12,812
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## **TASK 6: SPECIAL TRANSIT TASKS**

### **DESCRIPTION**

The City of Pine Bluff's transit system (PBT) and the Area Agency on Aging's transit system (SEAT) are the two transit providers in the Study Area. The City's transit system is small and it does not have a sufficient professional staff to carry out many of the technical elements of operating a transit system. SARPC has filled this void by providing planning, management, and technical assistance on an as-needed basis. The Area Agency on the Aging also provides transit service to the general public outside the urbanized area, and SARPC provides assistance to the Area Agency on Aging on an as-needed basis as well. Our agency also acts as a catalyst in the aspect of providing a vehicle of coordination and cooperation of transit service in the study area.

### **WORK TASK**

1. Assistance will be in the areas of:
  - Amendments to the 2010-2013 Transit TIP as necessary.
  - Coordination of transit services.
2. Provide planning and technical assistance to the City's Transit System and the Area Agency on Aging.
3. Review FTA Section 5307, 5310, 5316 and 5317 grant applications.
4. Continue to coordinate with human service providers in the study area.
5. Maintain/review regional transit coordination plan.
6. Assist in downtown trolley service plan/implementation.

### **END PRODUCT**

1. Quarterly reports on activities that have taken place.
2. 2010-2013 Transit TIP amendments if necessary.

Cooperating Agencies: SARPC, AHTD, FHWA, FTA, PineBluff, PBT, & other transit providers

RESPONSIBLE AGENCY	COMPLETION	FUNDING	
A. Southeast Arkansas Regional Planning Commission	June 2011	FEDERAL	\$10,200
		LOCAL	<u>\$ 2,550</u>
		TOTAL	\$12,750
B. Southeast Arkansas Regional Planning Commission	June 2011	FEDERAL (FTA 5307)	\$24,000
		LOCAL	<u>\$ 6,000</u>
		TOTAL	\$30,000

## 2011 UPWP FINANCIAL SUMMARY

It is anticipated that in order to complete the work tasks as described in the UPWP, \$146,709 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
TASK 1: Administration and Management	\$ 35,900	\$ 8,975	\$ 44,875
TASK 2: Data Collection and Maintenance	\$ 14,659	\$ 3,665	\$ 18,324
TASK 3: Short Range Planning	\$ 33,700	\$ 8,425	\$ 42,125
TASK 4: Long Range Planning	\$ 18,000	\$ 4,500	\$ 22,500
TASK 5: Management System	\$ 10,250	\$ 2,562	\$ 12,812
TASK 6: A. Special Transit	\$ 10,200	\$ 2,550	\$12,750
B. Special Transit Planning (FTA Section 5307 Funds)	\$ 24,000	\$ 6,000	\$30,000
<b>TOTALS</b>	<b>\$146,709</b>	<b>\$36,677</b>	<b>\$183,386</b>

\*Includes \$1,152 in Federal PL carry over.

## **CERTIFICATIONS AND ADOPTION**

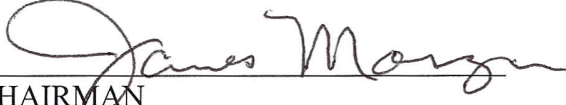
**RESOLUTION**  
**ADOPTION OF FY2011 UNIFIED PLANNING WORK PROGRAM**

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 met on June 3, 2010 to review and discuss the FY2011 Unified Planning Work Program for the area.

NOW, THEREFORE BE IT RESOLVED THAT, the Policy Committee hereby adopts the recommended FY2011 PBATS Unified Planning Work Program.

PASSED AND APPROVED THIS 3<sup>RD</sup> DAY OF JUNE, 2010.

  
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CHAIRMAN

  
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JERRE GEORGE, STUDY DIRECTOR