

Annual Performance and Expenditure Report (APER)

2019 State Fiscal Year: July 1, 2018 – June 30, 2019

Tri-Lakes Metropolitan Planning Organization (MPO)

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Table of Contents

Non-Discrimination Statement	2
Introduction	3
Metropolitan Planning Area (MPA) Map	4
SFY 2019 UPWP Activity Summary	4
SFY 2019 UPWP Financial Summary	7

Non-Discrimination Statement

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This notice is available from the ADA/504/Title VI Coordinator in large print, on audio tape and Braille, upon request. Free language assistance will be provided to persons of LEP upon request. Complaints of alleged discrimination and inquiries regarding the MPO's nondiscrimination policies should be directed to:

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La Organización de Planificación Metropolitana de Tri-Lakes (MPO) cumple con todas las disposiciones de derechos civiles de los estatutos federales y las autoridades relacionadas que prohíben la discriminación en programas y actividades que reciben asistencia financiera federal. Por lo tanto, la MPO no discrimina por motivos de raza, sexo, color, edad, origen nacional, religión, discapacidad, dominio limitado del inglés (LEP) o estado de bajos ingresos en la admisión, acceso y tratamiento en los programas de la MPO y actividades, así como las prácticas de contratación o empleo de la MPO.

Este aviso está disponible del Coordinador de ADA/504/Título VI en letra grande, en cinta de audio y Braille, a pedido. Se proporcionará asistencia lingüística gratuita a las personas de LEP que lo soliciten. Las quejas de supuesta discriminación y las consultas sobre las políticas de no discriminación de la MPO deben dirigirse a:

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Introduction

The Federal-Aid Highway Act of 1962 provided that after July 1, 1965, Federal-aid highway projects could not be approved in urban areas with populations of more than 50,000 unless they were based on a continuing, comprehensive transportation planning process carried on cooperatively by States and local communities in conformance with the objectives stated in section 9 of the Act.¹ Therefore, to carry out the metropolitan transportation planning process, an 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).²

The Tri-Lakes Metropolitan Planning Organization (MPO) is a regional transportation planning organization that was established in 2003. The MPO serves the Hot Springs Area Transportation Study (HSATS), whose member jurisdictions and planning partners include, but are not limited to the following agencies:

- Garland County
- City of Hot Springs, including Hot Springs Intracity Transit.
- Hot Springs Village
- Town of Fountain Lake
- City of Mountain Pine
- Greater Hot Springs Chamber of Commerce
- Hot Spring County
- Arkansas Department of Transportation
- Federal Highway Administration
- Federal Transit Administration
- National Park Service

Federal regulations, 23 U.S.C. §135, 49 U.S.C. §5303, 23 CFR §450.300 et al and 23 CFR §420.101 et al, provide guidance on the Metropolitan Transportation Planning and Programming activities, including the Unified Planning Work Program (UPWP) and the Annual Performance and Expenditure Report (APER). Federal regulations require the State DOT to monitor all activities performed by its staff or by subrecipients with FHWA planning and research funds to assure that the work is being managed and performed satisfactorily and that time schedules are being met. The State DOT must submit performance and expenditure reports, including a report from each subrecipient.³

The Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) jointly carry out the federal mandate to improve urban and rural transportation. Serving as management tools for MPOs and State DOTs, the UPWP and State Planning and Research (SP&R) Work Program are used by both FTA and FHWA to monitor the transportation planning activities of those agencies. These documents are also needed to establish national out year budgets and regional program plans, develop policy on using funds, monitor State and local compliance with national technical emphasis areas, respond to Congressional inquiries, prepare Congressional testimony, and ensure efficiency in the use and expenditure of federal funds by determining that planning proposals are both reasonable and cost-effective.⁴

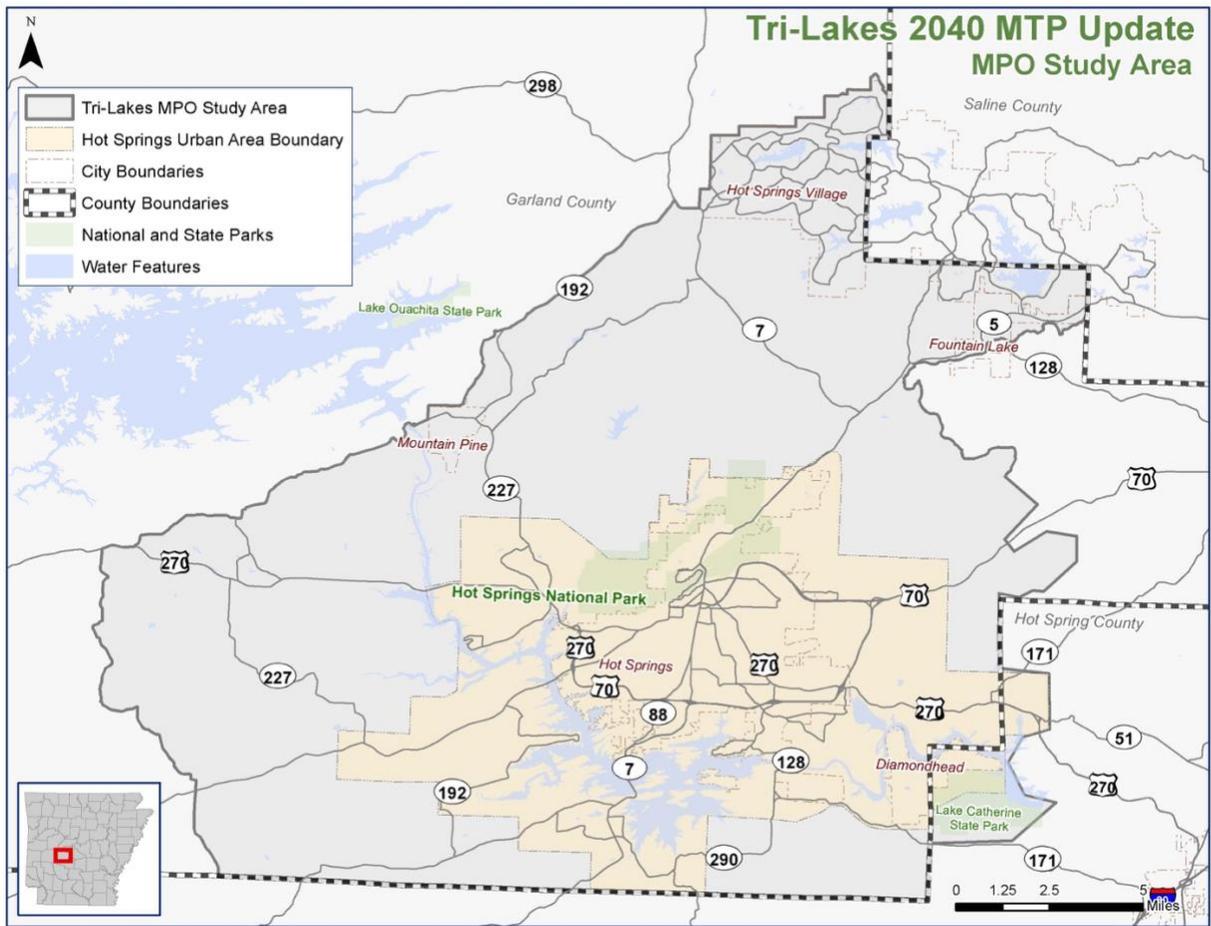
¹ <https://www.fhwa.dot.gov/publications/publicroads/13julaug/03.cfm>

² 23 CFR §450.310

³ 23 CFR §420.117 Program monitoring and reporting requirements

⁴ 74 FR 39375, 2009-8-6

Metropolitan Planning Area (MPA) Map



SFY 2019 UPWP Activity Summary

44:21:00 Program Support & Administration

- Published SFY 2018 APER.
- Drafted SFY 2019 APER.
- Adopted SFY 2020 UPWP.
- Assessed office equipment and technology.
- Attended and shared information on various webinars for professional development and training.
- Reviewed and implemented the public participation plan.
- Reviewed and made administrative modifications to the bylaws.
- Updated the MPO's Facebook page with various information periodically.
- Updated the MPO's website with various information.
- Updated the MPO's contact list.
- Updated and adopted the Title VI plan.
- Disseminated Title VI data collection survey at TAC and Policy Board meetings.

- Conducted MPO Program-Level Audit.
- Hosted and prepared meeting documents for TAC and Policy Board meetings.
- Prepared and submitted quarterly UPWP progress reports.
- Drafted a schedule of MPO planning documents.
- Published public involvement opportunities in the Hot Springs Sentinel-Record and HSV newspapers.
- Drafted, shared, and updated the MPO's 2018, 2019 and 2020 calendars.
- Drafted and disseminated an MPO 101 Pamphlet.
- Developed an MPO 101 PowerPoint Presentation.
- Attended the Park Avenue Community Association (PACA) meeting in August 2018.
- Compiled and published a list of commonly used metropolitan planning acronyms.
- Met with representatives of the African American and Hispanic communities to discuss the metropolitan planning process in 2018.
- Took the NHI online course 138010 TPM for Congestion including freight.
- Took the NHI online course 380122A Safety Data and Analysis Fundamentals Training for Data Analysts.
- Attended ARDOT's planning for reliability workshop.
- Received resignation of the current Policy Board Chairman, Mr. Tom Weiss.
- Attended the FHWA Bicycle Selection Guide Workshop.
- Received and commented on ARDOT's draft MPO manual.

44:22:00 General Development & Comprehensive Planning

- Began compiling an atlas of various transportation related maps and graphics.
- Met with the Hot Springs National Park Service to discuss the metropolitan planning process.
- Shared information on various grant, training and conference opportunities e.g. BUILD, FLAP, TAP, FTA 5339, AARP, etc.
- Attended the City of Hot Springs' (CHS) complete streets, greenway trails and DRC meetings.
- Prepared and presented e-Crash summary at TAC and Policy Board meetings.
- Reviewed and summarized crash data for 2013 - 2017.
- Reviewed and summarized functional classification and DVMT report for 2014 - 2017.
- Participated in the WCAPDD Comprehensive Economic Development Strategy (CEDS) update.
- Reviewed and disseminated TAP grants info.
- Attended ARDOT's TAP grants seminar.
- Attended the Arkansas Parks and Rec grants workshop.
- Attended the Majestic Hotel Redevelopment Public Planning Session.
- Attended Reverse Benchmark (Community Development) workshop by Quint Studer/Chamber of Commerce.
- Coordinated with Garland County and City of Hot Springs on projects submittal to Congressman Westerman.
- Attended ARDOT's SHSP Steering Committee Meetings.
- Attended Hot Springs Young Professionals wish-list 2020 discussion with community leaders. Incorporated the transportation related comments in the MTP draft and relayed the comments to MERJE, TAC & PB.
- Attended CHS parking advisory committee meeting. There were discussions about how the wayfinding project can complement the City's parking management system.
- Attended CHS comprehensive plan kick-off meeting.

44:23:00 Long-Range Planning

- Continued 2045 MTP development process.
- Reviewed Census and CTPP data.
- Drafted, disseminated and summarized the MPO transportation survey results.
- Drafted and shared MTP goals and objectives.
- Drafted MTP system performance report.
- MTP Monitoring: Reviewed MTP (complete or revised) projects list and shared with TAC & Policy Board.
- Drafted and shared the MTP and TIP Project Prioritization Reference.
- Drafted and shared MTP 2045 development schedule.
- Reviewed ARDOT's LRITP, Freight Plan and TAMP plans.
- Submitted first and second 2045 MTP rough drafts to TAC for review and comments.
- Coordinated with ARDOT and HSIT on the 2040 MTP revision: FTA 5339 and Performance Measures.
- Received and shared information regarding the Southwest Trail update.
- Reviewed 2040 MTP projects with the CHS Complete Streets team.

44:24:00 Short-Range Planning

- Met with the new HSIT Director (Michael Chinn) in April to discuss the metropolitan transportation planning process. Kathleen's last day was April 5, 2019. Met with Keith Jones, who replaced Chinn in June 2019. We discussed HSIT's 5339 TIP Amendment request and other items pertaining to the metropolitan transportation planning process in general. Also took him to the DRC meeting.
- Discussed MPO-HSIT POP Coordination with Paul.
- Coordinated with HSIT on 061577 FLAP, TAP, 5310, UPWP, etc.
- 061577 FLAP (Hot Springs Area Wayfinding Signage Project): Received March's survey summary, reviewed invoices and discussed next steps. Shared the downtown hot springs parking, pedestrian and bicycle plan with the 061577 FLAP consultant for review. Responded to ARDOT's reimbursement comments/questions regarding the January and April 2019 invoices. Received draft option 4 schematic design. Coordinated and prepared for the July meetings. Received and shared draft sign location plans and message schedule.
- Adopted HSIT's FFY 2019-2023 TAM targets.
- Adopted ARDOT's CY 2019 Safety targets.
- Drafted a schedule of performance measures.
- Developed a PowerPoint on Performance-Based Planning and Programming and presented it at TAC and Policy Board meetings.
- Attended Southwest Trail meetings.
- Attended MLK interchanges study (061555) meetings.
- Shared information on Section 5310 (Enhanced Mobility for Seniors and Individuals with Disabilities Program) grant information.
- Responded to inquiries about various transportation items such as MPO surveys, R60140, 061577 FLAP, TAP, BR2605, and Russellville Signals.
- Received R60140 NEPA Re-evaluation study from ARDOT.
- Shared ARDOT's Draft CY 2020 HSIP (Safety) targets.
- Received and shared ARDOT's Connecting Arkansas Program (CAP-2) potential projects.
- Reviewed PTASP FTA documents.
- Reviewed PBPP FAQ's.
- Received and shared NHS pavement condition data.

44:25:00 Transportation Improvement Program

- Published SFY 2018 ALOP.

- Drafted SFY 2019 ALOP.
- Drafted FFY 2020-2023 TIP and system performance report.
- Shared revised STIP schedule.
- Reviewed and prepared documents for TIP revision: FTA 5339 and Performance Measures.
- TIP Monitoring: Reviewed previous and current TIP's under construction or completed projects; ARDOT staff minutes; ARDOT upcoming jobs reports and R.E. Construction reports.

SFY 2019 UPWP Financial Summary

Financial Summary						Expended	Carryover
Activity Code	Activity	UPWP SFY 2019 Budget					
		Federal (FHWA/FTA)	Local (MPO)	Total	Percent		
44.21.00	Program Support & Administration	\$20,929	\$5,232	\$26,162	20%	\$27,020	-\$859
44.22.00	General Development & Comprehensive Planning	\$26,162	\$6,540	\$32,702	25%	\$30,462	\$2,239
44.23.00	Long-Range Planning	\$20,929	\$5,232	\$26,162	20%	\$26,001	\$161
44.24.00	Short-Range Planning	\$20,929	\$5,232	\$26,162	20%	\$28,040	-\$1,878
44.25.00	Transportation Improvement Program	\$15,697	\$3,924	\$19,621	15%	\$18,481	\$1,140
TOTAL		\$104,646	\$26,162	\$130,808	100%	\$130,005	\$803