

# **Annual Performance and Expenditure Report (APER)**

**2021 Fiscal Year (FY): July 1, 2020 – June 30, 2021**

**Tri – Lakes Metropolitan Planning Organization (MPO)**

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# Introduction

## What is the Tri-Lakes Metropolitan Planning Organization

A Metropolitan Planning Organization (MPO) is a transportation policy-making agency made up of representatives from local government and transportation authorities. MPO's are designated by federal law to serve in urbanized areas with populations of at least 50,000 people. An MPO was established for the Hot Springs Urbanized Area in 2003 by the governor of Arkansas. Through this designation of the Hot Springs Area Transportation Study (HSATS) the MPO exists today as the Tri-Lakes (TLMPO). The 11 members of the Policy Board is supported by an 18-member Technical Advisory Committee (TAC) and the TLMPO staff. The Policy Board relies on the TAC and staff for analysis and recommendations regarding transportation policy options.

## Planning Process

The United States Department of Transportation (USDOT) relies on Metropolitan Planning Organization (MPO's) to ensure that existing and future federal expenditures for transportation projects and programs are based on a continuing, cooperative, and comprehensive (3-C) planning process. The 3-C process is the foundation for regional transportation planning and includes input and direction from participating cities, counties, community agencies, elected officials, and the public. The TLMPO is the agency responsible for coordinating the transportation planning activities for the Hot Springs Urbanized Area (UA). Additionally, the TLMPO must produce and update plans, projects, and programs that are required by the USDOT and the Arkansas Department of Transportation (ARDOT). However, those plans, projects, and programs must be approved by the executive branch of the TLMPO, the Policy Board.

## Planning Partners

The TLMPO 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 the following agencies:

- Garland County
- City of Hot Springs, including HSIT
- 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



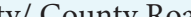
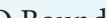


Yell County

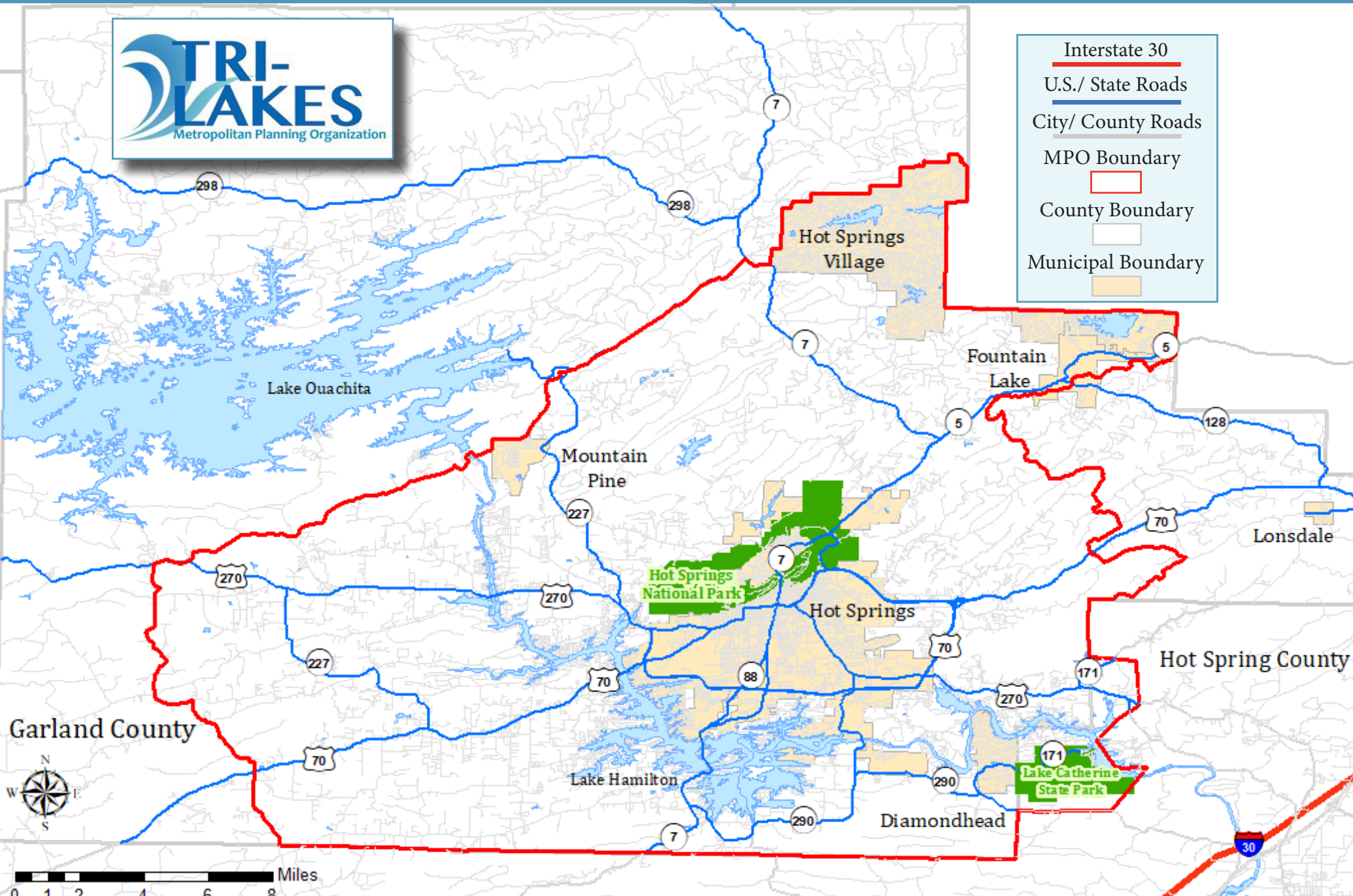
Perry County

Saline County

# MPO PLANNING AREA MAP



-  Interstate 30
-  U.S./ State Roads
-  City/ County Roads
-  MPO Boundary
-  County Boundary
-  Municipal Boundary



A north arrow is located in the bottom left corner. Below it is a scale bar labeled "Miles" with markings at 0, 1, 2, 4, 6, and 8.

## Hot Springs Region

The Hot Springs area is the eastern gateway to the Ouachita Mountains in Central Arkansas. The regional topography is hilly and mountainous, resulting in some steep and winding roadways. This topography creates numerous creeks, natural drainages, and flood plains, many suitable for alternative transportation uses, such as pedestrian and bicycle paths. Additionally, this topography presents some unique challenges for roadway improvements, especially when considering new capital projects or roadway expansion. The downtown Hot Springs Street layout is one of a radial grid pattern. The downtown area streets were originally developed in a round radial pattern instead of a block grid type pattern as dictated by the topography. The TLMPO Study Area contains Lakes Hamilton and Catherine, which is adjacent to Lake Ouachita on the eastern edge of the Ouachita Mountains.

## What does MPO's do

The MPO has some key responsibilities as required by federal law. There are five core functions and three main planning documents that must be continually updated and evaluated. Those are as follows:

- Establish and manage a fair and impartial setting for effective regional transportation decision-making
- Evaluate available transportation alternatives given the size, complexity, and nature of the region's transportation system
- Involve the public in the functions listed above and the core planning documents listed below

The three key documents produced by the MPO are:

- The Unified Planning Work Program (UPWP) is the activity and budget document for the MPO staff and lists the transportation studies and tasks to be performed
- The Metropolitan Transportation Plan (MTP) is the strategic planning document that identifies future investments to be made in the region's transportation system. It's also known as the Long-Range Transportation Plan (LRTP)
- The Transportation Improvement Program (TIP) is a four-year funding program implementing the transportation projects and strategies identified in the MTP

## Annual Performance and Expenditure Report (APER)

The Annual Performance and Expenditure Report (APER) is a document that falls under the UPWP program. The APER simply summarizes the key tasks, responsibilities, and projects that MPO staff completed from the previous fiscal year and aligns them with their respective tasks within the UPWP program. Additionally, the APER provides a reconciled breakdown of the funds budgeted, expended, and remaining per task. The typical APER fiscal year, follows the MPO's, and the State of Arkansas, July thru June. Typically, the APER report is provided to the MPO committees, within 90 days of the previous fiscal year close. Therefore, before September 30<sup>th</sup>, every year, the APER is published.

## 2021 UPWP Activity & Summary

### Task #1 – Program Support & Administration

- Draft, edit, and publish 2021 Annual Performance Expenditure Report (APER)
- Periodically reviewed and implemented the SFY 2021 UPWP; including submitting the required federal financial documents (progress reports, timesheets, etc.)
- Drafted, and adopted the SFY 2022 UPWP
- Planned, presented, and administered Technical Committee meetings
- Planned, presented, and administered Policy Board meetings
- Reviewed Bylaws for changes/updates as needed
- Updated the MPO's website as needed for agenda packets, minutes, meeting notices/updates, and draft/adopted federally required planning documents
- Completed an organizational redesign of the MPO's webpage
- Prepared and began search for new MPO Study Director
- Interviewed potential candidates for new MPO Study Director
- Prepared list of ongoing items/tasks for new MPO Study Director
- Analyzed public involvement procedures for UPWP's, TIP's, and MTP amendment
- Researched Office of Management and Budget's (OMB) Notice of Proposed Rulemaking (NPRM) (2021-00988) in the Federal Register regarding revising minimum population requirements to the Metropolitan Statistical Areas (MSA).
- Compiled comments for OMB's NPRM on MSA's (see above)
- Researched the Bureau of the Census's Notice of Proposed Rulemaking (NPRM) in the Federal Register regarding revising the urban area definitions and criteria.
- Compiled comments for The Census Bureau's on NPRM (2021-03412)

### Task #2 – General Development & Comprehensive Planning

- Researched and analyzed existing MPO boundary shapefiles. Researched need for ArcGIS to update shapefiles for MPO Boundary
- Created shapefile for MPO Boundary
- Revised the MPO Study Area Map
- Researched other MPO's/DOT's to better understand published documentation surrounding fact sheets, transportation uses, gasoline taxes, etc.
- Began to research crash statistics and traffic count information to create factsheets/info sheets to better serve our committees and public
- Created some additional base layers to use for upcoming informational transportation maps and graphics
- Began creating fact sheets (MPO 101, Transportation Funding, Crash Statistics, Etc.)
- Created maps to add to fact sheets to aide in informing citizens and MPO committees on plans/programs the MPO is responsible for, as well as transportation statistics for the area
- Created maps for priority projects
- Created maps/graphs for TIP projects
- Completed an update to the MPO's GIS Boundary Maps

- Created graphics to add to fact sheets to aide in informing citizens and MPO committees on plans/programs the MPO is responsible for, as well as transportation statistics for the area

### **Task #3 – Long-Range Transportation Planning**

- Continued and completed the 2045 MTP project/plan
- Reviewed and received City of Hot Springs Bike/Ped updates/comments
- Added HSIT 5307 and 5339 projects
- Drafted a summary of comments, questions, and responses, from the interagency consultation process
- Adopted the 2045 MTP at the September 30, 2020, Policy Board meeting
- Uploaded the recently approved 2045 MTP to website
- Drafted an amendment to 2045 MTP. Amendment included revising updated Performance Measures, as well as adding projects that were in the TIP but not currently in the MTP project lists.
- Posted finalized MTP Amendment to website after obtaining signatures for resolution Completed the first 2045 MTP Amendment
- Posted MTP Amendment to website
- Analyzed projects from short to mid-term project list
- Researched future needs
- Researched past MTP projects to gain a better historical understanding

### **Task #4 – Short-Range Transportation Planning**

- 061577 FLAP (Hot Springs Area Wayfinding Signage Project): Received construction plans from MERJE. Coordinated with CHS and MERJE on ROW plans. Provided updates to groups and continued coordination for project
- Southwest Trail: Shared project information including the virtual public hearing. Reviewed documents including the draft EIA
- Researched bike/ped plan grants
- Researched proposed alternatives to the US 270/70 study and the various interchanges along the corridor
- Updated Performance Measures for Hot Springs Intracity Transit (HSIT) Transit Asset Management (TAM) targets
- Researched transit performance targets and key approval dates
- Researched how recent NPRM could potentially affect transit funding
- Performance Based Planning & Programming (PBPP): Attended ARDOT's meeting on PM 2 & 3 adjusted targets. Received, shared, and incorporated 2021 PM targets in the MTP. Drafted the TIP's PM discussion. Drafted PM 1, 2, 3, & PTASP Resolutions. Adopted PTASP targets and PM 1 targets
- Hot Springs Intracity Transit (HSIT): Received, shared, and incorporated PTASP targets in the MTP
- Coordinated and shared information on the on-going FLAP grant project as it relates to the City of Hot Springs and the Hot Springs National Park
- Performance Measure (PM) research to figure out key dates for approval/updates of PM #2, & #3
- Updated Performance Measures (PM) (#2 & #3) to meet federal requirements
- Published Performance Measure information to the MPO's website
- Updated Performance Measures for transit
- Updated Performance Measures for PM 2 & 3
- Presented an overview of Performance Measures and their importance on the transportation system
- Drafted list for Priority Project submission
- Completed priority project templates per ARDOT request for next TIP cycle

## Task #5 – Transportation Improvement Program (TIP)

- Began compilation of the 2021 – 2024 Transportation Improvement Program (TIP) to coincide with the update to the Arkansas Department of Transportation’s (AR DOT) implementation of their 2021 – 2024 Statewide Transportation Improvement Program (STIP)
- Presented on TIP projects to MPO Board and Technical Committee members
- Completed the Fiscal Year (FY) 2021 – 2024 TIP
- Published TIP to website
- Reviewed the DRAFT list of projects in the FY 2021-2024 TIP
- TIP Monitoring
  - Coordinated with HSIT and ARDOT on the 5339 & 5307 amendment request for FFY 2019-2022 TIP/STIP
  - Consulted ARDOT on the FFY 2016-2020 STIP HSIT amendments
  - Shared ARDOT’s upcoming jobs (Planning & Programming) and construction jobs report
  - Reviewed TIP projects, ARDOT’s planning and programming report, construction report, staff minutes, and bid reports
  - Received notice from ARDOT regarding plans for a new STIP
- Researched possible TIP Amendment for Higdon Ferry project request from the City of Hot Springs
- Analyzed the need for future TIP Amendments
- Began compilation of Annual List of Obligated Projects for 2020
- Completed Annual List of Obligated Projects for 2020 on 12.30.2020
- Published 2020 ALOP to the MPO’s website

## Financial Summary

Task	Activity	UPWP SFY 2021 Budget			Expended	Carryover
		Federal	Local	Total		
1	Program Support & Administration	\$ 28,385	\$ 7,096	\$ 35,481	\$ 30,490	\$ 4,991
2	General Development & Comprehensive Planning	\$ 17,031	\$ 4,258	\$ 21,289	\$ 17,817	\$ 3,472
3	Long-Range Planning	\$ 28,385	\$ 7,096	\$ 35,481	\$ 23,574	\$ 11,907
4	Short-Range Planning	\$ 22,708	\$ 5,677	\$ 28,385	\$ 19,472	\$ 8,913
5	Transportation Improvement Program	\$ 17,031	\$ 4,258	\$ 21,289	\$ 20,054	\$ 1,235
Total:		\$ 113,540	\$ 28,385	\$ 141,925	\$ 111,406	\$ 30,519