

2011
UNIFIED PLANNING WORK PROGRAM
UPWP

July 2010 - June 2011



HSA-MPO UPWP

**Hot Springs Area Metropolitan Planning Organization
(HSA-MPO)**

Transportation Planning for the Hot Springs Area

City of Hot Springs
City of Mountain Pine
Hot Springs Village
Garland County
Hot Spring County
Greater Hot Springs Chamber of Commerce
Arkansas State Highway & Transportation Department
Federal Highway Administration
Federal Transit Administration

Hot Springs Area Metropolitan Planning Organization

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This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.

Credit/Disclaimer Statement

"The preparation of this report has been financed in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104(f)] of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation."

SAFETEA-LU FACTORS CONSIDERED BY PROGRAM ELEMENT

On August 10, 2005 the President signed into law PL 109-59, the Safe, Accountable, Flexible, Efficient Transportation Equity Act-A Legacy for Users, which is referred to as SAFETEA-LU. This law requires, under Section 6001 (h), that plans and programs address the eight elements listed below.

⊕ In general. – The metropolitan transportation planning process for a metropolitan area under this section shall provide for consideration of projects and strategies that will—

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- A. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency;
- B. Increase the safety of the transportation system for motorized and nonmotorized users;
- C. Increase the security of the transportation system for motorized and nonmotorized users;
- D. Increase the accessibility and mobility of people and freight;
- E. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- F. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- G. Promote efficient system management and operation; and
- H. Emphasize the preservation of the existing transportation system.

The factors that apply to each element of the Unified Planning Work Program are listed below.

SAFETEA-LU FACTORS	A	B	C	D	E	F	G	H
100: Data Collection/Analysis	X		X	X	X		X	X
200: Technical Support	X		X	X	X	X	X	X
300: Transportation Improvement	X	X	X	X	X	X	X	X
400: Long Range Planning	X	X	X	X	X	X	X	X
500: Administration			X			X		

100: DATA COLLECTION/ANALYSIS

WORK TASKS

- A. HSA-MPO staff will continue to develop and maintain files that indicate demographic and infrastructure features within the HSA-MPO Area. Census 2000 and other information will be utilized and incorporated into reports and maps. Examples of data to be maintained include changes in population, population shifts within the region, new building permit and construction activity, new industrial development and new or expanding employers. Data to be collected and analyzed may also include socio-economic characteristics, land use developments, changes in political and economic structures, master street plans, and capital improvement projects. Collection of regional development data from units of government will continue.
- B. HSA-MPO staff will work with West Central Planning and Development District, City of Hot Springs, Garland County and the US Census Bureau to prepare for Census 2010.
- C. HSA-MPO staff will continue to gather census, building permit and school enrollment data to create population projections for the study area.
- D. HSA-MPO staff will maintain files for traffic count data for locations determined by the Arkansas State Highway and Transportation Department (AHTD) and local jurisdictions. Traffic counts will be supplied by the AHTD. Upon data presentation, traffic count methodologies will be described.
- E. Cooperatively with AHTD, review and amend the functional classification maps within the study area as needed.

Comment [cs1]: This is an obvious carryover that is no longer appropriate. Needs updating.

END PRODUCTS

COMPLETION DATES

END PRODUCTS	COMPLETION DATES
A. Demographic, infrastructure and economic development files, and maps.	On-going
B. Census 2010	On-going
C. Population projections	On-going
D. Traffic Volume Files	On-going
E. Updated functional classification maps	On-going

PERFORMING AGENCIES: HSA-MPO, AHTD, local governments, and cooperating agencies.

200: TECHNICAL SUPPORT

WORK TASKS

- A. **PLANNING ASSISTANCE:** Staff will begin to establish procedures to assist counties and cities in utilizing transportation resources by disseminating information regarding transportation programs and assisting as needed in transportation planning and other duties as assigned.
- B. **MAPPING:** Staff will continue working with a Geographic Information System (GIS) and provide assistance and study area maps to participating units of government. Staff will also create a database of Garland County roads, hydrology, etc, to be used by the MPO, Garland County and the City of Hot Springs and member jurisdictions.
- C. **HOT SPRINGS INTRACITY TRANSIT (IT):** Staff will continue to work with IT and other area transportation providers as needed to improve the adopted Coordinated Transit Plan.
- D. **INTER-GOVERNMENTAL REVIEW PROCESS:** Review area Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) funding applications.
- E. **INTELLIGENT TRANSPORTATION SYSTEM (ITS) ARCHITECTURE:** Update architecture as needed.
- F. **HOT SPRINGS RIDESHARE PROGRAM:** Staff will administer, advertise and maintain the database for the rideshare program.

END PRODUCTS

COMPLETION DATES

END PRODUCTS	COMPLETION DATES
A. Cooperative planning process with governmental entities	On-going
B. GIS mapping assistance	On-going
C. Cooperative planning process with transportation providers.	On-going
D. Application Reviews	On-going
E. ITS Architecture	On-going
F. Hot Springs Rideshare Program	On-going

PERFORMING AGENCIES: HSA-MPO, Local governments, IT, Hot Springs Study Area Transportation Providers and cooperating agencies.

300: TRANSPORTATION IMPROVEMENT PROGRAM

WORK TASKS

- A. TIP: 2010-2013 TIP amendments as needed.
- B. ACCESS MANAGEMENT PLAN: Work with the City of Hot Springs and Garland County to create an access management plan that will work for the area and include in the Long Range Transportation Plan.

END PRODUCTS	COMPLETION DATES
A. 2010-2013 TIP amendments as needed	On-going
B. Access Management Plan	July 2011

PERFORMING AGENCIES: HSA-MPO, AHTD, Intracity Transit and cooperating agencies.

400: LONG RANGE PLANNING

WORK TASKS

- A. COORDINATE WITH PARTICIPATING GOVERNMENTS: Staff will undertake the following activities to assure transportation plans are consistent with the Long-Range Transportation Plan (LRTP).
 - 1. Work with governmental agencies to assure the City of Hot Springs 1997 master street specifications are consistent with the long range plan.
 - 2. Work with governmental agencies in determining existing transportation plans and priorities as well as revenue sources.
 - 3. Work with governmental agencies in determining if proposed transportation plans are consistent with the LRTP and Regional Trails Plans.
 - 4. Review proposed roadway plans in the MPO Study Area.
- B. REGIONAL BICYCLE AND PEDESTRIAN PLAN: Staff will continue work on the Regional Trails Plan. Staff will analyze the economic impacts and cost of the plan. Staff will also work with the Regional Trails Focus Group to create priority areas for trails.
- C. COORDINATE WITH PARKS AND RECREATION DEPARTMENTS: Staff will coordinate with study area parks and recreation departments, including the National Parks Service and National Forest Service, to analyze existing plans for pedestrian, bicycling, parking safety and transit.
- D. COORDINATE WITH THE CITY OF HOT SPRINGS AND GARLAND COUNTY: Staff will coordinate with the City of Hot Springs and Garland County to conduct various transportation studies, as requested, in the HSA-MPO Study Area.
- E. IDENTIFY AND COORDINATE WITH NATURAL RESOURCE AGENCIES: Staff will identify and consult with local/State land use management, natural resource, historic and other agencies in the development of transportation plans and compare with available conservation plans and maps and/or available inventories of historic or natural resources.
- F. TRANSPORTATION MASTER PLAN: Staff will continue to refine the Plan as necessary.

- G: LONG-RANGE TRANSPORTATION PLAN UPDATE: Staff will complete the Long Range Transportation Plan update and assist the City of Hot Springs with updating the Comprehensive Plan. MPO Staff and City of Hot Springs planning staff will hold joint public involvement meetings on the LRTP and Comprehensive Plan. Staff will also hold one additional public involvement meeting after a draft of the plan has been adopted by the Technical Committee.
- H: CITY OF HOT SPRINGS STREET SPECIFICATIONS: Assist the City of Hot Springs in updating their street specifications to follow the guidelines in the Transportation Master Plan.
- I: NATIONAL PARK SERVICE AND INTRACITY TRANSIT PROJECT: Assist the City of Hot Springs and the National Park Service with the pilot program to run transit service in the park for the months of June, July and August and assist with the study for a permanent transit service within the park.

END PRODUCTS	COMPLETION DATES
A. Updated Master Street Plan for area streets	On-going
B. Regional Bicycle and Pedestrian Plan	April 2011
C. Analyze trails use and pedestrian/bicycle safety	On-going
D. Various transportation studies	On-going
E. Identify and coordinate with natural resource agencies	On-going
F. Transportation Master Plan	On-going
G. Long-Range Transportation Plan Update	September 2010
H. Street Specifications	March 2011
I. National Park and Intracity Transit Project	August 2011

PERFORMING AGENCIES: HSA-MPO, AHTD, local governments, Study Area Park Departments, National Park Service, and cooperating agencies, including land use management, natural resource and historic agencies.

500: ADMINISTRATION

WORK TASKS

- A. HSA-MPO staff will continue to provide administrative, budgeting, bookkeeping, and clerical duties required in order to perform work tasks and comply with AHTD, FHWA and FTA requirements. Progress Reports, and related documentation will be prepared in accordance with federal and state metropolitan transportation planning requirements. Staff will prepare the Fiscal Year 2012 Unified Planning Work Program that describes the transportation planning activities anticipated to be undertaken in the Hot Springs area and the Fiscal Year 2010 Performance and Expenditures Report that documents the accomplishments of the HSA-MPO. Staff will work with AHTD to develop and prepare an annual listing of projects for the HSA-MPO study area including pedestrian walkways and bicycle transportation facilities, for which Federal funds have been obligated in the preceding year. This list shall be published or otherwise made available by the cooperative effort of AHTD, Hot Springs Intracity Transit (IT) and the HSA-MPO for public review. The listing shall be consistent with the funding categories identified in the Transportation Improvement Program (TIP). Staff will prepare a Metropolitan Planning Agreement. Staff will work with the City of Hot Springs on an ADA self-evaluation and transition plan.
- B. HSA-MPO will keep pace with state-of-the-art technology currently in use for improved communications, mapping, planning analysis and report production. Staff will be trained on all new software packages.
- C. Staff will identify and attend professional transportation planning meetings and conferences as appropriate to maintain coordination with other agencies, staff proficiency and professional improvement. This task will include staying informed of AHTD and USDOT programs and policies, as well as local issues and trends in order to provide proper assistance to local governments and agencies. Information bulletins and correspondence will be reviewed. Necessary AHTD, Arkansas Association of Metropolitan Planning Organizations, and HSA-MPO meetings and conferences will be attended. Staff will continue involvement in professional memberships such as AMPO, Arkansas Transit Association, American Planning Association and The Urban Transportation Monitor.
- D. PUBLIC INVOLVEMENT: Staff will review the Public Participation Plan and update as necessary
- E. Review and amend the HSA-MPO bylaws as needed.
- F. Review the Transportation Reauthorization Bill and make any adjustments for compliance.
- F. Update the HSA-MPO webpage as necessary with documents and meeting schedules.

END PRODUCTS

COMPLETION DATES

A. Administrative support and duties	On-going
1. FY 2010 Performance and Expenditures Report	Submitted to AHTD by August 2010
2. FY 2012 UPWP	Submitted to AHTD by May 2011
3. Annual Listing of Obligated Projects	December 2010
5. ADA Self-Evaluation and transition plan	On-going
B. Assessment of Office Equipment and Technology	On-going

C. Professional Development	On-going
D. Public Involvement Plan Implementation	On-going
E. Review and Amend Bylaws	On-going
F. Compliance with Transportation Bill Reauthorization	On-going
G. Update HSA-MPO webpage	As-needed

PERFORMING AGENCIES: HSA-MPO, cooperating agencies.

FY 2011 UPWP FINANCIAL SUMMARY

Program Element	Federal	Local (MPO)	Total	Percent by Element
100-Data Collection/Analysis	\$17,013	\$4,253	\$21,267	12%
200-Technical Support	\$14,178	\$3,544	\$17,722	10%
300-Transportation Improvement	\$8,507	\$2,127	\$10,633	6%
400-Long Range Planning	\$73,724	\$18,431	\$92,155	52%
500-Administration	\$28,355	\$7,089	\$35,444	20%
Total-All Elements	\$141,777	\$35,444	\$177,221	100%

ADOPTION

This Unified Planning Work Program (UPWP) was prepared as part of the Hot Springs Area Metropolitan Planning Organization Transportation Study. The UPWP was reviewed by the Technical Committee on May 11, 2010 and *recommended for approval by the Policy Board. The UPWP was considered and adopted by the Policy Board at their regular meeting on May 28, 2009.*