

**West Memphis Metropolitan Planning Organization**

# **Unified Planning Work Program**

**Fiscal Year 2022**

**July 1, 2021—June 30, 2022**



**Crittenden County, Arkansas**

## **THE WEST MEMPHIS METROPOLITAN PLANNING ORGANIZATION (MPO) FOR THE WEST MEMPHIS-MARION AREA TRANSPORTATION STUDY (WMATS)**

### **NOTICE OF NONDISCRIMINATION**

The West Memphis MPO (MPO) complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, the MPO does not discriminate on the basis of race, sex, color, age, national origin, religion or disability, in the admission, access to and treatment in the MPO's programs and activities, as well as the MPO's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the MPO's nondiscrimination policies may be directed to Janice Coleman, City of West Memphis Human Resources Director at [jcoleman@westmemphisar.gov](mailto:jcoleman@westmemphisar.gov); Paul Luker, ADA Coordinator at [pluker@westmemphisar.gov](mailto:pluker@westmemphisar.gov), or MPO Study Director Amanda Hicks at [ahicks@westmemphisar.gov](mailto:ahicks@westmemphisar.gov). You may also call 870-732-7500 or TTY/Voice number 711.

This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape or CD and in Braille. Free language assistance is available for limited English proficient (LEP) individuals.

The preparation and publication of this document was financed in part by funds provided by the United States Department of Transportation, Federal Highway Administration, and Federal Transit Administration. The provision of Federal financial assistance should not be construed as denoting U.S. Government approval of plans, policies, programs, or projects contained herein.

Other agencies and jurisdictions involved in the development of the FY 2022 UPWP include the Arkansas Department of Transportation, the Memphis Metropolitan Planning Organization, Crittenden County and the local incorporated jurisdictions of Marion, West Memphis, and Sunset.

Additional agencies cooperating in the planning process of the West Memphis Metropolitan Planning Organization include the U.S. Environmental Protection Agency and the Arkansas Department of Environmental Quality.

## Table of Contents

Notice of Nondiscrimination.....	2
List of Tables and Figures.....	5
Resolution 2021-05.....	6
Partial list of Acronyms.....	7
Introduction.....	8
The Unified Planning Work Program (UPWP).....	8
Accomplishments for FY 2021.....	9
The MPO Policy and Technical Committees.....	9
2021-2022 Policy Committee (12 Members).....	10
2021-2022 Technical Coordinating Committee (13 Members).....	10
Metropolitan Planning Factors and the MPO’s FY2022 Priorities.....	12
Overview of Planning Factors and Work Tasks.....	17
Project 44.21.00 Program Support and Administration.....	18
Work Task #44.21.01 Work Program Development and Administration.....	18
Work Task #44.21.02 Public Information and Citizen Participation.....	18
Project #44.22.00 General Development and Comprehensive Planning.....	20
Work Task #44.22.01 Technical Assistance to Local Governments.....	20
Work Task #44.22.02 Geographical Information System, Graphics and Mapping.....	20
Work Task #44.22.03 Land Use/Socioeconomic Data Development and Maintenance.....	20
Project #44.23.00 Long-Range Transportation Planning.....	22
Work Task #44.23.01 Metropolitan Transportation Plan (MTP).....	22
Work Task #44.23.02 Population and Traffic Projections and Emissions Analysis.....	23
Work Task #44.23.03 Strategic Regional Network.....	23
Work Task #44.23.04 Sustainable Transportation Strategies.....	23

Work Task #44.23.05 Major Investment Planning (Corridor Studies)..... 24

Project #44.24.00 Short-Range Transportation Planning..... 25

Work Task #44.24.01 Traffic Monitoring and Analysis of Existing Conditions ..... 25

Work Task #44.24.02 Traffic Congestion and Safety Planning ..... 26

Work Task #44.24.03 Public Transportation, Goods Movement and Intermodal Planning 26

Work Task #44.24.04 Facility Maintenance, Preservation, and Enhancement Planning..... 27

Work Task #44.24.05 Air Quality Planning and Public Awareness ..... 27

Work Task #44.24.06 Intelligent Transportation Systems..... 28

Project #44.25.00 Transportation Improvement Program (TIP) ..... 29

Work Task 44.25.01 TIP Development, Project Selection and Monitoring ..... 29

Appendix A: Funding..... 31

Appendix B: Supplemental Information ..... 33

Metropolitan and Statewide Planning..... 33

Clean Air Act..... 33

Title VI, Civil Rights Act of 1964 ..... 34

Disadvantaged Business Enterprises (DBE) ..... 34

Americans with Disabilities Act of 1990 ..... 35

Restrictions on Influencing Certain Federal Activities ..... 35

## LIST OF TABLES AND FIGURES

Figure 1. Map of Crittenden County and WMATS Study Area .....	11
Table 1. Satisfaction of FAST Act Planning Factors .....	17
Table 2. Outcomes of Program Support and Administration .....	19
Table 3. Outcomes of General Development and Comprehensive Planning .....	21
Table 4. Outcomes of Long-Range Transportation Planning .....	24
Table 5. Outcomes of Short-Range Transportation Planning .....	28
Table 6. Outcomes of Transportation Improvement Program .....	30
Table 7. Unified Planning Work Program Annual Budget .....	31
Table 8. Budget Estimate for Work Tasks .....	32
Table 9. Funding Sources Administered by MPO .....	32

**RESOLUTION 2021-05**  
**ADOPTION OF THE**  
**WEST MEMPHIS-MARION AREA TRANSPORTATION STUDY**  
**FISCAL YEAR 2022 UNIFIED PLANNING WORK PROGRAM**

**WHEREAS**, in accordance with the joint Federal Transit Administration—Federal Highway Administration regulations on urban transportation planning (23 CFR Parts 420 and 450, and 49 CFR Part 613), a Unified Planning Work Program is required; and

**WHEREAS**, the West Memphis Metropolitan Transportation Planning Organization (MPO) is the officially designated MPO for West Memphis Marion Area Transportation Study; and

**WHEREAS**, this document describes ongoing and proposed transportation planning activities for the study area according to task, project, purpose, methodology, anticipated products, budget, and funding sources; and

**WHEREAS**, public participation in the development of this document has been pursued in accordance with the West Memphis MPO Public Participation Plan; and

**WHEREAS**, the U.S. Department of Transportation agencies have jointly participated in the preparation of this unified work program for transportation planning activities for FY 2022; and

**WHEREAS**, the Policy Board authorizes the MPO staff to administratively adjust budgets between Tasks to reflect any changes in the available funding;

**NOW, THEREFORE BE IT RESOLVED**, the Policy Committee of the West Memphis Metropolitan Planning Organization hereby approves and adopts the FY 2022 Unified Planning Work Program.

**Duly adopted this 24th day of May 2021**

Signed: 

The Honorable Marco McClendon, Mayor of West Memphis, Chairman  
West Memphis MPO Policy Committee

## LIST OF RELEVANT ACRONYMS

**ADT:** Average Daily Traffic  
**ARDOT:** Arkansas Department of Transportation  
**CAA:** Clean Air Act Amendments of 1990  
**CDBG:** Community Development Block Grant Program  
**CMAQ:** Congestion Mitigation and Air Quality  
**EPA:** Environmental Protection Agency  
**FAST Act:** Fixing America’s Surface Transportation Act  
**FHWA:** Federal Highway Administration  
**FTA:** Federal Transit Administration  
**FY:** Fiscal Year  
**GIS:** Geographic Information Systems  
**ITS:** Intelligent Transportation System  
**MAP-21:** Moving Ahead for Progress in the 21<sup>st</sup> Century  
**MATA:** Memphis Area Transit Authority  
**MPA:** Metropolitan Planning Area  
**MPO:** Metropolitan Planning Organization  
**MTP:** Metropolitan Transportation Plan (Formerly Long Range Transportation Plan)  
**MVEB:** Motor Vehicle Emission Budget  
**NAAQS:** National Ambient Air Quality Standards  
**NOx:** Generic term for various nitrogen oxides  
**PHED:** Peak Hour Excessive Delay per Capita (A CMAQ Performance Measure)  
**PL:** Planning Funds  
**PPP:** Public Participation Plan  
**SIP:** State Implementation Plan  
**Non-SOV:** Non-Single Occupancy Vehicle (Percentage of Non-SOV is a CMAQ Performance Measure)  
**TAZ:** Traffic Analysis Zone  
**TCC:** Technical Coordinating Committee  
**TAP:** Transportation Alternatives Program  
**TIP:** Transportation Improvement Program  
**TITLE VI:** Title VI of the U.S. Civil Rights of 1964, as amended  
**STBGP > 200k:** Surface Transportation Block Grant Program for areas with population over 200,000  
**UPWP:** Unified Planning Work Program  
**VOC:** Volatile Organic Compounds  
**WMATS:** West Memphis-Marion Area Transportation Study

## INTRODUCTION

### **The Unified Planning Work Program (UPWP)**

*The Unified Planning Work Program* describes the transportation planning activities the West Memphis Metropolitan Planning Organization (MPO) and the Arkansas Department of Transportation (ARDOT) propose to undertake during the next State fiscal year.

The purpose of the UPWP is to promote a unified regional approach to transportation planning to achieve regional goals and objectives. Additionally, the UPWP serves to document proposed expenditures of federal, state, and local transportation planning funds, and provides a management tool for the MPO and federal agencies in scheduling major transportation planning activities, milestones, and products.

The UPWP is required of all MPOs as a condition to receiving federal funds; West Memphis is the federally designated MPO for West Memphis, Marion, Sunset, and part of Crittenden County.

The UPWP details:

- who will perform the work
- the schedule for completing projects
- the expected result or product
- and the proposed budget for each activity



## The UPWP fulfills the federal requirement under 23 CFR 450.308:

(b) An MPO shall document metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title [49 U.S.C. Chapter 53](#) in a [unified planning work program](#) (UPWP)

(c) ...each MPO, in [cooperation](#) with the State(s) and public transportation operator(s), shall develop a UPWP that includes a discussion of the planning priorities facing the MPA. The UPWP shall identify work proposed for the next 1- or 2-year period by major activity and task (including activities that address the planning factors in § 450.306(b)), in sufficient detail to indicate who (e.g., MPO, [State](#), [public transportation operator](#), local government, or consultant) will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds.

The West Memphis MPO serves as the forum for collective and cooperative decision making by the principally elected officials of the local governments. The MPO is composed of a qualified Study Director, a Technical Committee, a Policy Committee, and a Citizens Advisory Committee. The Policy Committee is responsible for the policy direction of the West Memphis MPO. The primary daily administrative and transportation planning responsibilities for the MPO are conducted by the Study Director.

### Accomplishments for FY 2021

Highlights of some of the activities conducted by the WMATS MPO are as follows:

- Adopted the 2050 MTP and TIP for the WMATS area.
- Continued to monitor crash data, land use and other characteristics with data being entered into the GIS system and specialized reports produced upon request.
- Continued coordination with Memphis MPO on common transportation and air quality issues.
- Participated in the ongoing transit study for revival of transit services in West Memphis.

### The MPO Policy and Technical Committees

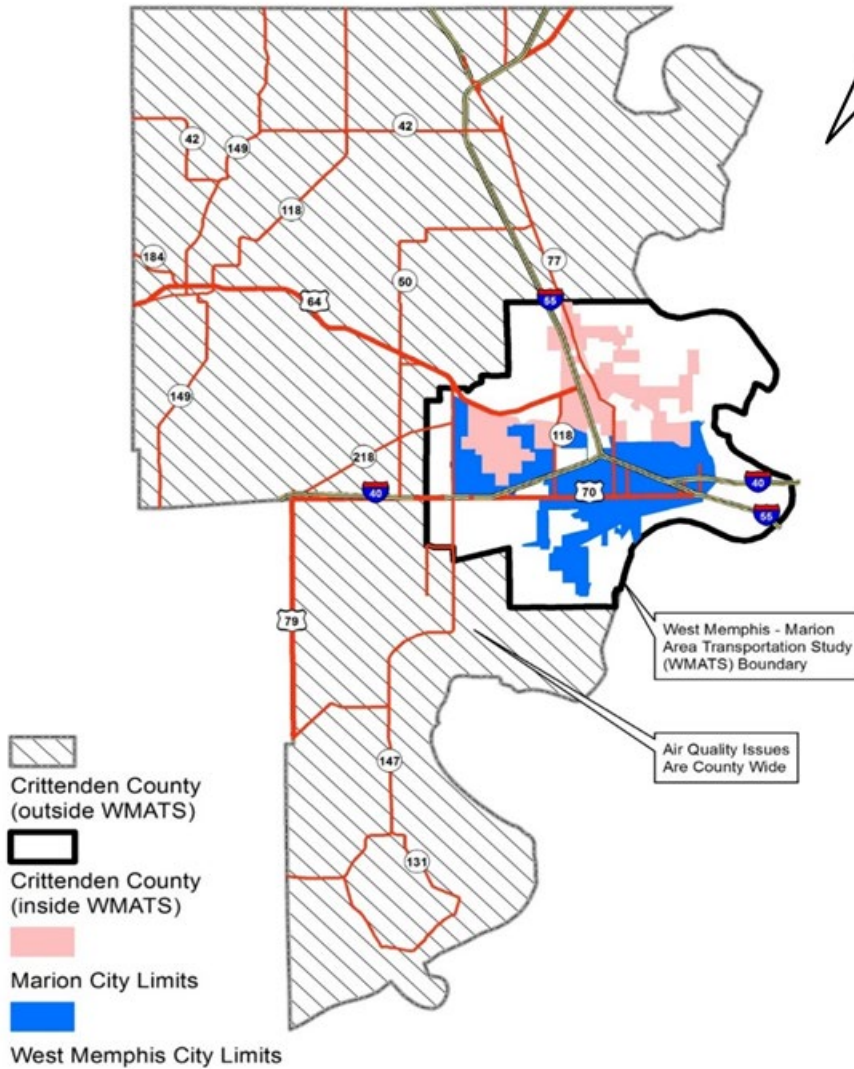
*2021-2022 Policy Committee (12 Members)*

- Mayor, City of West Memphis—The Honorable Marco McClendon
- Mayor, City of Marion—The Honorable Frank Fogleman
- Mayor, Town of Sunset—The Honorable Lensey Hayes
- Crittenden County Judge—The Honorable Woody Wheelless
- Chairman, West Memphis Public Works Committee—Lorraine Robinson
- District 1 Engineer, ARDOT —Cannon Callicott
- Division Engineer, ARDOT Transportation Planning and Policy Division—Sunny Farmahan (interim)
- Director, Office of Economic Development, West Memphis—Phillip Sorrell
- Director, Office of Planning and Development, West Memphis—Paul Luker
- Director, Office of Public Works, City of West Memphis—Michael Bonner
- Director, Office of Economic Development, Marion—Tracy Brick
- Planner, City of Marion—Ed Cain

*2021-2022 Technical Coordinating Committee (13 Members)*

- WMATS Study Director—Amanda Hicks
- West Memphis Office of Planning and Development— Paul Luker
- Marion Economic Development—Tracy Brick
- West Memphis Economic Development—Phillip Sorrell
- ARDOT District or Resident Engineer—Cannon Callicott
- Marion City Engineer—Gordon Floyd
- Sunset Planning Commission—The Honorable Lensey Hayes, Mayor of Sunset/appointee
- Marion Planning Commission—Ed Cain
- West Memphis Planning Commission—The Honorable Marco McClendon, Mayor of West Memphis/appointee
- Crittenden County Planning Commission—The Honorable Woody Wheelless, Judge of Crittenden County/appointee
- Director, Office of Public Works, City of West Memphis—Michael Bonner
- ARDOT Transportation Planning and Policy Division —Anthony Hunter
- Memphis Metropolitan Planning Organization—Pragati Srivastava

The Study Director is charged with the daily administration and coordination of the MPO activities. The office of the MPO Study Director is located at 203 S. Avalon, West Memphis, Arkansas 72301.



**Figure 1. Map of Crittenden County and WMATS Study Area**

### **Metropolitan Planning Factors and the MPO's FY2022 Priorities**

The metropolitan transportation planning process shall be continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services that will address the following factors (per [23 CFR 450.306](#)):

1. Support the economic vitality of the metropolitan area, 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 of people and freight;
5. 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;
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;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

In addition, the MPO will consider the Six Livability Principles adopted by the U.S. Department of Transportation, U.S. Department of Housing and Urban Development, and the Environmental Protection Agency because of their [Partnership for Sustainable Communities](#). Those principles are:

1. Provide more transportation choices;
2. Promote equitable, affordable housing;
3. Enhance economic competitiveness;
4. Support existing communities;
5. Coordinate policies and leverage investments; and,
6. Value communities and neighborhoods.

With respect to both states and MPOs, the FAST Act stipulates that the transportation planning process is to “provide for the establishment and use of a performance-based approach to transportation decision-making.”

### **Planning Priorities**

The FAST Act also makes several changes to the DOT’s safety programs, including creating new grant programs and making changes to the departments’ authorities to protect the traveling public. More specifically, the Act: (1) streamlines the Federal Motor Carrier Safety Administration’s (FMCSA) truck and bus safety grant program; (2) improves the National Highway and Traffic Safety Administration’s (NHTSA) ability to recall unsafe vehicles and prohibits rental companies from renting out motor vehicles subject to safety recalls, until they are fixed; (3) establishes a new competitive grant program for passenger and freight rail safety projects; (4) increases accountability of states to ensure rail transit safety performance by bolstering oversight in urban areas; and, (5) allows additional flexibility in transporting hazardous materials during major disasters and emergencies in an effort to improve the ability to carry out emergency response and relief efforts.

Freight was a major component of the public debate in the development of the transportation bill and would eventually establish both formula and discretionary grant programs to fund critical transportation projects that would benefit freight movements. These programs provide a dedicated source of Federal funding for freight projects, including multimodal projects. The Act emphasizes the importance of Federal coordination to focus local governments on the needs of freight transportation providers. More specifically the Bill requires the Development of a National Freight Strategic Plan that will address the conditions and performance of the multimodal freight system to identify strategies and best practices to improve intermodal connectivity. In addition, the Plan will address the conditions and performance of the national freight system to mitigate the impacts of freight movement on communities.

The FAST Act contains important provisions for metropolitan planning organizations and their local elected officials. The Bill recognizes the vital role of federal transportation investments for communities, and the importance of ensuring that local voices are part of the transportation decision - making process. The FAST Act makes significant funding available for locally owned bridges by preserving the off-system bridge set-aside and by making bridges that are not on the National Highway System eligible for funding under the National Highway Performance Program. The FAST Act also provides funding for local projects through the Surface

Transportation Block Grant Program and increases funding for the Transportation Alternatives Program.

**Implications for the Transportation Planning Process:**

For the MPO, the FAST Act requires additional issues be addressed as part of the long range planning process (including tourism and natural disaster risk reduction), and expands the MPO's charge to integrate transit within its Regional Transportation Plan by requiring intercity bus facilities be identified in the transportation plan. Moreover, the Act adds to a section regarding transportation and transit enhancements a requirement that the plan include "consideration of the role that intercity buses may play in reducing congestion, pollution, and energy consumption in a cost-effective manner. The Act also requires additional stakeholders (public ports, intercity bus operators, and employer based commuting programs) be included in the planning process.

To meet the requirements of the new Act, the MPO will continue to cooperate with the State and local governments to develop transportation plans and programs for the urbanized area. Such plans and programs will need to provide for the development of transportation facilities (including pedestrian walkways and bicycle/transit facilities) that will function as an intermodal transportation system for the metropolitan area, the State, and the nation. The process for developing such plans and programs shall provide for consideration of all modes of transportation, including transit, and shall be continuing, cooperative, and comprehensive to the degree appropriate, based on the complexity of the transportation problems. In an effort to be more responsive to local and regional transportation needs, the MPO continues to support the decision-making process of local government.

Federal law ensures that certain allocations of highway and transit funds are to be administered by a region's MPO and that the MPO be a partner in the planning process for the use of all the study area's transportation funds. Federal law also requires the MPO to produce and oversee a *Transportation Improvement Program (TIP)*, the region's short-range investment plan, which must be consistent and serve to implement the region's long-range plan. The TIP prioritizes the area's transportation related projects within the constraints of federal funding that Arkansas can reasonably expect to receive within four years.

With respect to both states and MPO's, FAST Act stipulates that the transportation planning process is to "provide for the establishment and use of a performance-based approach to transportation decision-making."

The performance-based approach must support these national goals:

- **Safety** - To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- **Infrastructure Condition** - To maintain the highway infrastructure asset system in a state of good repair
- **Congestion Reduction** - To achieve a significant reduction in congestion on the National Highway System
- **System Reliability** - To improve the efficiency of the surface transportation system
- **Freight Movement and Economic Vitality** - To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- **Environmental Sustainability** - To enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced Project Delivery Delays** - To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

The West Memphis MPO and the Arkansas Department of Transportation will work cooperatively and coordinate with the Memphis MPO and the Tennessee Department of Transportation (TDOT) to ensure a regional approach to transportation planning. This effort will ensure the timely identification and development of both performance measures and a means to evaluate and report on the condition of the transportation system with respect to established targets within the study area as well as the regional urbanized area. This coordination effort with the Memphis MPO is in accordance with the West Memphis and Memphis MPOs current planning agreements.

The Clean Air Act Amendments (CAA) established a program and set a timetable for improving the nation's air quality. Although the responsibility for attaining and maintaining the standards

falls directly on the State, the MPO is responsible for a key role in developing many of the programs relating to air quality attainment. The projects in the *TIP* and the *MTP* must conform to the states' air quality implementation plans. These projects must not lead to any further degradation of the region's air quality. The *MTP* is updated at least every four years and must continue to demonstrate transportation conformity through 2027.

In October, 2015, the State of Arkansas, through the Arkansas Department of Environmental Quality (ADEQ), submitted a request for the Environmental Protection Agency (EPA) to re-designate the portion of Arkansas that is within the Memphis, Tennessee-Mississippi-Arkansas (Memphis TN-MS-AR) 2008 8-hour ozone nonattainment area and to approve a State Implementation Plan (SIP) revision containing a maintenance plan for the Area. That request was approved. EPA has determined that the Memphis TN-MS-AR Area is continuing to attain the 2008 8-hour ozone national ambient air quality standards (NAAQS) and has also approved the State's plan for maintaining attainment of the 2008 8-hour ozone standard in the Area, including the motor vehicle emission budgets (MVEBs) for nitrogen oxides (NOx) and volatile organic oxides (VOC) for the years 2012 and 2027 for the Arkansas portion of the Area, into the SIP. Therefore, EPA has re-designated the Arkansas portion of the Area to attainment for the 2008 8-hour ozone NAAQS and has approved the MVEB's for the Arkansas portion of the Memphis, TN-MS-AR Area. In a letter dated April 28, 2021, the EPA affirmed that the 2050 MTP and the 2021-2024 TIP are in conformity with established air quality targets.

### **Environmental Justice**

Increasingly, urban transportation policy makers and planners are called on to look beyond the important, but limited objective of how to develop transportation systems to efficiently move people and commodities, to view transportation as only one major subsystem operating in the total urban environment.

In addressing these issues within the context of Environmental Justice the MPO will seek to:

- Explore needs within the minority, disabled and low-income communities;
- Involve the minority community and disabled and low-income persons in the planning process;
- Include minorities and disabled and low-income persons on committees and in leadership roles;



- Document Title VI efforts;
- Advertise public meetings in places where minorities and disabled and low-income persons assemble;
- Hold meetings at times and places convenient for the minority community;
- Communicate in languages other than English (orally and written) when necessary;
- Consider special needs in public accommodations; and,
- Follow-up with the minority community after public meetings, when decisions are made and after project implementation

## OVERVIEW OF PLANNING FACTORS AND WORK TASKS

*Table 1. Satisfaction of FAST Act Planning Factors*

MPO Work Tasks	FAST Act Planning Factors (see above)									
	1	2	3	4	5	6	7	8	9	10
44.21: Program Support and Administration					X			X		
44.22: General Development and Comprehensive Planning	X			X	X	X	X	X		
44.23: Long Range Transportation Planning	X	X	X	X	X	X	X	X	X	X
44.24: Short Range Transportation Planning	X	X	X	X	X	X	X	X	X	X
44.25: Transportation Improvement Program	X	X	X	X	X	X	X	X	X	X

## **Project 44.21.00 Program Support and Administration**

### *Work Task #44.21.01 Work Program Development and Administration*

- A. Provide those administrative, budgeting, bookkeeping, and clerical duties required to perform work tasks and comply with ARDOT, FHWA, and FTA requirements. Progress reports and related documentation will be prepared in conjunction with PL activities, as well as the FY 2022 Unified Planning Work Program.
- B. Improve office equipment, computer systems, and software as needed to keep pace with state-of-the-art technology currently in use for improved communications, mapping, planning analysis and report production. Train staff on software packages.
- C. Attend planning, transportation, and transit meetings and attend training, workshops and conferences to maintain coordination with other agencies, staff proficiency and professional improvement. Keep informed of ARDOT, FHWA, and FTA programs, as well as TDOT programs and local issues, including transportation measures progress, and trends to aid local governments and agencies. Information bulletins and correspondence will be reviewed. Necessary meetings and conferences will be attended.
- D. The MPO will comply with Title II of the Americans with Disabilities Act, Section 504 of the Rehabilitation Act, and Title VI of the Civil Rights Act. Staff will review plan documents as needed.
- E. Staff will work with ARDOT and the Memphis MPO to provide coordinated transportation planning for the entire study area and establish all needed agreements, maps, documents and procedures.

### *Work Task #44.21.02 Public Information and Citizen Participation*

- A. The MPO will continue public involvement procedures for all aspects of transportation planning as outlined in the Public Participation Plan (PPP). The PPP and procedures will be reviewed and changed as necessary to reflect changes in the MPO bylaws, FAST Act provisions, or other transportation related legislation.

**Table 2. Outcomes of Program Support and Administration**

	<b>END PRODUCTS for Task 44.21.00</b>	<b>COMPLETION DATES</b>
A.	Record Keeping, Daily Correspondence, Monthly Billings and Progress Reports.	Monthly/Ongoing
B.	Audit Report and Annual Performance Report.	Varies/August 2021
C.	The MPO will prepare for and attend committee meetings and handle necessary planning process coordination. Meeting minutes are available on audio CD's and in print.	Ongoing
D.	FY 2023 UPWP.	May 2022
E.	Computer and software upgrades.	Ongoing
F.	The MPO will utilize when possible small/disadvantaged business participation in MPO professional services and keep monthly records.	Ongoing
G.	Section 504/ADA Self Evaluation/Title VI Program Plan staff training. Changes and updates are available on file.	Ongoing
H.	Coordination with ARDOT, TDOT and Memphis MPO.	Ongoing
I.	Documentation of PPP compliance will be kept on file.	Ongoing
J.	The MPO staff will attend transportation conferences, workshops and seminars offering professional development and instruction in best practices and current procedures for transportation planning.	As Required

## **Project #44.22.00 General Development and Comprehensive Planning**

### *Work Task #44.22.01 Technical Assistance to Local Governments*

- A. The MPO will continue to review agreements and contracts pertinent to MPO activities.
- B. The MPO will continue to respond to requests for various study data.

### *Work Task #44.22.02 Geographical Information System, Graphics and Mapping*

- A. Update functional classification maps and urban boundaries in accordance with the latest Census data.
- B. Maintain and ensure corridor preservation through attending and monitoring area planning commission meetings and subdivision submissions
- C. The MPO staff will continue to refine and update the Crittenden County street centerline file and is also using the G.I.S. programs to maintain updated maps such as land use maps, the Urban Boundary, the Functional Classification Maps and various census/population maps.
- D. The MPO staff will continue to update [the MPO website](#) as needed to provide public access to other MPO documents such as the UPWP. The website also allows access to various maps, map books and other pertinent information.

### *Work Task #44.22.03 Land Use/Socioeconomic Data Development and Maintenance*

- A. Maintain and ensure consistency of transportation and land use planning through review and revision of the current land use and zoning maps for the WMATS.
- B. The MPO staff will maintain files and that indicate demographic and infrastructure data within the WMATS area. Census data and other information will be utilized and incorporated into reports, thematic maps, and TAZ boundaries. These data will be utilized to develop necessary demographic projections.
- C. The MPO staff will carefully consider the effects of transportation projects to be

undertaken within the study area by reviewing both publicly and privately funded transportation projects within the West Memphis-Marion Transportation Study Area in relation to local goals and objectives for a safe, efficient and environmentally acceptable transportation system. This includes coordination of planning and common CMAQ transportation measures with the Memphis MPO and the review of subdivisions developed by private concerns to ensure their conformance with the overall transportation plan and needs.

D. The MPO staff will carefully consider the overall social, economic, energy and environmental effects of transportation decisions through coordination and review of area transportation decisions to attempt to balance and to positively enhance their social, economic, energy, and environmental effects. This includes the production of reports in response to requests for study data related to long range planning.

E. The MPO staff will evaluate transit data within the planning area. Staff will coordinate with MATA and ARDOT on the use of the data to meet FAST Act performance targets for the area.

***Table 3. Outcomes of General Development and Comprehensive Planning***

	<b>END PRODUCTS for Task 44.22.00</b>	<b>COMPLETION DATES</b>
<b>A.</b>	Demographics and Infrastructure Data for the Region will be utilized for transportation planning, forecasting, and analysis.	Ongoing
<b>B.</b>	Traffic data files showing most recent traffic counts and changes relative to previous counts will be maintained in cooperation with ARDOT.	Ongoing
<b>C.</b>	Technical assistance to local jurisdictions that are updating study area subdivision regulations and land use plans. Staff is participating in the	Ongoing

	West Memphis Comprehensive Plan update.	
D.	Updated functional classification maps and urban boundaries. Maps and updates are kept on file.	As required
E.	Maintain GIS Base Maps, Centerline Files, and MPO Web Site. Contractual agreements are kept on file.	Ongoing
F.	Contracts and Agreements Pertinent to MPO Activities.	Ongoing

**Project #44.23.00 Long-Range Transportation Planning**

*Work Task #44.23.01 Metropolitan Transportation Plan (MTP)*

A. The MPO staff will, in cooperation with ARDOT and the Interagency Consultation Committee, continue to monitor the *2050 Metropolitan Transportation Plan* the Air Quality Conformity Report.

a. Elements of the MTP include:

- i. Establishing goals, objectives, public participation and related necessary tasks for MTP updates.
- ii. The identification of transportation facilities (including multimodal and intermodal facilities) that function as an integrated transportation system.
- iii. A pedestrian walkway and bike path route plan.
- iv. A congestion management plan.
- v. Air Quality Conformity demonstration.
- vi. A constrained financial plan.

- vii. An assessment of capital investment.
- viii. Measures necessary to preserve and make the most efficient use of the existing transportation system.
- ix. Cooperate with ARDOT in establishing required support for meeting performance measure goals and targets including Congestion Mitigation and Air Quality targets.
- x. Consult with environmental regulatory agencies and discuss potential environmental mitigation activities as appropriate.

*Work Task #44.23.02 Population and Traffic Projections and Emissions Analysis*

- A. The MPO staff will continue to monitor population and traffic growth and their effect on the area's air quality.

*Work Task #44.23.03 Strategic Regional Network*

- A. Maintain and ensure connectivity of roads inside and outside of the study area.
- B. Update functional classification maps and urban boundaries in accordance with the latest Census data.
- C. Review and update regional and local bicycle and pedestrian plans, including continued development of the Mississippi Delta Regional River Plan and bike/ped access through major corridors between Marion, West Memphis and the Big River Crossing as expressed in regional planning scenarios such as the Mid-South Regional Green Print and Sustainability Plan and Grow West Memphis 2040 Plan.

*Work Task #44.23.04 Sustainable Transportation Strategies*

- A. Continue the process of establishing goals, objectives and strategies for sustainability, reliability, and livability in the MPO's area transportation planning in accordance with the U.S. DOT's Livability Initiative. This initiative will enhance the economic and social well-being of all Americans by creating and maintaining a safe, reliable, integrated and

accessible transportation network that enhances choices for transportation users, provides easy access to employment opportunities and other destinations, and promotes positive effects on the surrounding community. This will enhance the area’s efforts to:

- a. Better integrate transportation and land use planning with performance measures that support sustainable transportation strategies.
- b. Foster multimodal transportation systems and effective multimodal connections.
- c. Provide more transportation options to improve access to housing, jobs, businesses, services and social activities.
- d. Increase public participation and enhance coordination of transportation and housing and healthy communities.
- e. Reduce emissions including greenhouse gases.
- f. Plan for unique needs such as climate change.

*Work Task #44.23.05 Major Investment Planning (Corridor Studies)*

- A. Maintain and ensure corridor preservation through attending and monitoring area planning commission meetings and subdivision submissions.
- B. Monitor and revise, as necessary, the approved Long-Range Bikeway and Pedestrian Plan.

***Table 4. Outcomes of Long-Range Transportation Planning***

	<b>END PRODUCTS for Task 44.23.00</b>	<b>COMPLETION DATES</b>
<b>A.</b>	2050 MTP Updates. MTP is kept on file and on the MPO website	Ongoing
<b>B.</b>	Functional Classification and Urban Boundary Maps. Updated files are maintained and kept on file.	As Required
<b>C.</b>	Sustainable Objectives and Strategies Development.	Ongoing



D.	Cooperate and provide input to the local planning commissions on MPO issues relating to transportation including local bike/ped plan updates for inclusion in local comprehensive plans.	Ongoing
----	--	---------

**Project #44.24.00 Short-Range Transportation Planning**

*Work Task #44.24.01 Traffic Monitoring and Analysis of Existing Conditions*

- A. Staff will obtain the most current traffic count data at locations collected by ARDOT as well as continuing to collect traffic counts at several strategic locations in the study area.
- B. Staff will continue to input and evaluate crash data within the study area. Staff will coordinate with ARDOT on the use of the crash data to meet FAST Act performance measures and support ARDOT performance targets for the region to reduce traffic fatalities and serious injuries on public roads.
- C. In cooperation with ARDOT, the City of West Memphis and the City of Marion, identify and prioritize existing high crash locations by maintaining and monitoring a traffic crash map and the computerized collision diagrams of selected high crash locations by continuing data input of local crash data as supplied by the police departments of West Memphis and Marion through a computer data base program, locate all crashes on a street map of the study area, and produce collision diagrams of crashes at selected intersections as deemed necessary by the Study Director.
- D. In cooperation with ARDOT, the City of West Memphis and the City of Marion, monitor traffic volumes and related crash rates on arterials to determine congestion correlation and remedies. Develop and implement strategies for improving safety at hazardous or potentially hazardous locations.

- E. Use traffic crash information, volumes, travel times, and other related factors to establish means to identify and reduce congestion and improve safety by using proven traffic engineering techniques.
- F. Monitor and publish the ADT data as supplied by the ARDOT on major and minor arterials in the Study Area along with supplemental data obtained from selected field counts by the MPO.
- G. Cooperate with ARDOT in support of the state performance targets as per Federal regulations and participate in and attend necessary meetings, workshops and webinars.

*Work Task #44.24.02 Traffic Congestion and Safety Planning*

- A. Continue Travel-time studies on major and minor arterials.
- B. In cooperation with ARDOT, the City of West Memphis, the City of Marion and the Memphis MPO, study and evaluate incident and crisis management on Interstates 40 and 55 in the Study Area with the goal of congestion reduction.
- C. Incorporate projects in the TIP that support statewide performance measures and sustainability targets.

*Work Task #44.24.03 Public Transportation, Goods Movement and Intermodal Planning*

- A. Continue to monitor the agencies that are providing transportation services and who their clients are in the study area. Cooperate with the Public Transportation Section of ARDOT in identifying and documenting the type of services provided by these agencies.
- B. Monitor efforts of private providers in developing transportation services.
- C. Work with the City of West Memphis to aid in the efforts to reestablish a transit system in West Memphis.
- D. Continue to work cooperatively with area agencies in developing car pool, vanpool, and related transportation demand services for this area. Activities will be centered

- on the development of the Shelby County based programs that use area business discounts, free taxi rides and periodic newsletters to attract commuters and educate the population on the benefits of car and van pooling.
- E. In cooperation with ARDOT coordinate with human service agency providers in implementing strategies that encourage promotion of transit services.
  - F. Maintain inventory of major freight distribution routes, access to ports, airports, intermodal transportation facilities.
  - G. Consult with the WMATS area Freight Committee on plans and projects for improving the local freight network.
  - H. As intermodal needs arise and are identified, integrate recommended solutions into the M.T.P. and the T.I.P. as required.
  - I. Coordinate and participate in intermodal freight planning as a member of the Memphis Regional Area Freight Advisory Council and the Memphis Region Intermodal Technology Work Group.

*Work Task #44.24.04 Facility Maintenance, Preservation, and Enhancement Planning*

- A. Preserve and maximize the use of existing transportation facilities through the coordination and review with local planning commissions, political jurisdictions, ARDOT, and related parties through planning and traffic engineering procedures. This will include responding to requests for study data related to short range planning.
- B. Work with ARDOT and local stakeholders to evaluate state performance measures and targets rating and reporting pavement conditions on the NHS system.
- C. Coordinate with ARDOT and local jurisdictions to evaluate state bridge condition performance measures and prioritizing area bridges for maintenance.
- D. Monitor applicable transportation enhancement activities.

*Work Task #44.24.05 Air Quality Planning and Public Awareness*

- A. Review air quality issues and determine if the MTP, including updates, is conforming to all applicable requirements for the area’s transportation conformity determination by attending meetings at local and state levels related to air quality issues, reviewing federal legislation and working in cooperation with the Interagency Consultation Committee. This includes EPA, FHWA, ARDOT, the Arkansas Department of Environmental Quality as well as local and regional stakeholders in establishing and reporting CMAQ performance targets in plan development to ensure conformity with the requirements of the air quality standards including formulation and implementation of mitigation measures as necessary.

*Work Task #44.24.06 Intelligent Transportation Systems*

- A. Coordinate and assist ARDOT on major transportation studies including an update of the current West Memphis Regional ITS Plan as needed. This will include working with TDOT and Memphis to satisfy the requirements of the Real-Time Information Rule.
- B. Attend meetings related to short range planning issues. Prepare and handle all correspondence related to this task.

***Table 5. Outcomes of Short-Range Transportation Planning***

	<b>END PRODUCTS for Task 44.24.00</b>	<b>COMPLETION DATES</b>
<b>A.</b>	The MPO staff will prepare requested reports on Travel-Time, Street Conditions, Bridge Management, Freight and Congestion.	2021-22
<b>B.</b>	Traffic Count Assessment.	Ongoing
<b>C.</b>	Traffic Volume and High Crash Location Maps.	Ongoing
<b>D.</b>	Air Quality Monitoring including Interagency Consultation meetings relating to TIP and MTP revisions to assure continued conformity.	Ongoing

	Meeting minutes are kept and participant agency voting records are kept on file.	
<b>E.</b>	Interagency Consultation, Freight Committee Consultation, ITS, Performance measures, targets, reports, and meetings.	2021-22
<b>F.</b>	Development of applicable regional performance measures and baseline reports for system reliability including CMAQ performance measures—Non-SOV, PHED, and Emission Reduction (kg/day)	2021-22

**Project #44.25.00 Transportation Improvement Program (TIP)**

*Work Task 44.25.01 TIP Development, Project Selection and Monitoring*

- A. Monitor the current TIP and work with the Air Quality Interagency Committee and ARDOT to demonstrate that proposed projects are in conformance with the area’s requirements for meeting the National Ambient Air Quality Standards (NAAQS).
- B. Monitor progress of the TIP and balance the fiscal viability of projects in relation to the fiscal constraints of available funds.
- C. Continue to work with ARDOT in evaluating the performance-based process. FAST Act continues MAP-21 requirements for the MPO to establish and use a “performance-based approach to transportation decision making” that supports FAST Act National Goals. The MPO has elected to support the state targets to ensure a “performance-based approach” to transportation planning.
- D. Work with ARDOT and stakeholders to ensure that the MTP and the TIP move towards achieving performance measure targets for safety, sustainability, roadway and bridge conditions, congestion, reliability, freight measures and CMAQ targets including project selection and performance period reports.
- E. Monitor applicable transportation enhancement activities.
- F. Carefully consider the effects of transportation projects to be undertaken within the

study area by reviewing both publicly and privately funded transportation projects within the West Memphis-Marion Transportation Study Area in relation to local goals and objectives for a safe, efficient and environmentally acceptable transportation system. This includes the review of subdivisions developed by private concerns to ensure their conformance with the overall transportation plan and needs.

- G. In cooperation with ARDOT develop and publish on the MPO web site a list of projects obligated in the past federal fiscal year using federal funds.
- H. Attend meetings related to short range planning issues. Prepare and handle all correspondence related to this task.

*Table 6. Outcomes of Transportation Improvement Program*

	<b>END PRODUCTS for Task 44.25.00</b>	<b>COMPLETION DATE</b>
<b>A.</b>	The MPO will adopt as approved the new TIP	2021-22
<b>B.</b>	The MPO will produce and disseminate the Annual Listing of Obligated Projects	December 2021
<b>C.</b>	The MPO will conduct traffic studies as needed throughout the MPO study area.	As required
<b>D.</b>	The MPO will lead the selection process for eligible projects for future STGBP GT 200K and Transportation Alternative Funds and include in the new TIP.	2021-22
<b>E.</b>	In support of the various performance targets, the MPO will demonstrate support for the ARDOT established targets.	As Required

**APPENDIX A: FUNDING** *Table 7. Unified Planning Work Program Annual Budget*

*FTA Section 5305, FHWA PL, STBGP GT 200K, and CMAQ Funds*

<b>CATEGORY</b>	<b>Local Match</b>	<b>Federal Funds</b>	<b>Total</b>
001 Salaries	\$ 75,000.00	\$ 300,000.00	\$ 375,000.00
002 Building, Copier, Upkeep, and Utilities	\$ 5,000.00	\$ 20,000.00	\$ 25,000.00
003 Travel	\$ 1,000.00	\$ 4,000.00	\$ 5,000.00
004 Pension, Insurance, Unemployment, Worker's Comp	\$ -	\$ -	\$ -
005 Office and Printing Supplies	\$ 400.00	\$ 1,600.00	\$ 2,000.00
006 Computer Equipment and Software	\$ 1,300.00	\$ 5,200.00	\$ 6,500.00
007 Reports and Publications	\$ 400.00	\$ 1,600.00	\$ 2,000.00
008 Training, Seminars, and Workshops	\$ 2,000.00	\$ 8,000.00	\$ 10,000.00
009 Audit	\$ 1,300.00	\$ 5,200.00	\$ 6,500.00
010 Advertising	\$ 200.00	\$ 800.00	\$ 1,000.00
011 Professional Services	\$ 2,353.75	\$ 9,415.00	\$ 11,768.75
<b>Total</b>	<b>\$ 88,953.75</b>	<b>\$ 355,815.00</b>	<b>\$ 444,768.75</b>

**Table 8. Budget Estimate for Work Tasks**

<b>Work Task</b>	<b>% of Total</b>	<b>Local Match</b>	<b>Federal Funds</b>	<b>TOTAL</b>
44.21.00	30%	\$ 26,686.13	\$ 106,744.50	\$ 133,430.63
44.22.00	35%	\$ 31,133.81	\$ 124,535.25	\$ 155,669.06
44.23.00	15%	\$ 13,343.06	\$ 53,372.25	\$ 66,715.31
44.24.00	15%	\$ 13,343.06	\$ 53,372.25	\$ 66,715.31
44.25.00	5%	\$ 4,447.69	\$ 17,790.75	\$ 22,238.44
<b>Total</b>	<b>100%</b>	<b>\$ 88,953.75</b>	<b>\$ 355,815.00</b>	<b>\$ 444,768.75</b>

**Table 9. Funding Sources Administered by MPO**

	<b>LOCAL MATCH</b>	<b>FTA Section 5305/ FHWA PL FUNDS</b>	<b>STBGP GT 200K FUNDS</b>	<b>CMAQ FUNDS</b>	<b>TOTAL</b>
<b>Total</b>	\$89,953.75	\$81,815.00	\$109,000.00	\$165,000.00	<b>\$444,768.75</b>



## **APPENDIX B: SUPPLEMENTAL INFORMATION**

### **Metropolitan and Statewide Planning**

The West Memphis MPO (MPO) certifies that it provides continuous, cooperative and comprehensive transportation planning, addressing major issues facing the study area and that its planning process is conducted in accordance with all applicable transportation planning requirements, including the planning factors outlined in FAST Act. All requested reports and necessary documentation is submitted as required and on a timely basis. The MPO extends full cooperation and consultation as needed with the State on planning activities and programs.

### **Clean Air Act**

Crittenden County is now designated a marginal non-attainment area for the 2008 8-hour national ambient air quality standards (NAAQS) for ozone. Air Quality Conformity is addressed in the transportation planning process and environmental impacts are addressed in most studies funded through the MPO. (See page 16 above). On December 10, 2015, the State of Arkansas, through the Arkansas Department of Environmental Quality (ADEQ), submitted a request for the Environmental Protection Agency (EPA) to re-designate the portion of Arkansas that is within the Memphis, Tennessee-Mississippi-Arkansas (Memphis TN-MS-AR) 2008 8-hour ozone nonattainment area and to approve a State Implementation Plan (SIP) revision containing a maintenance plan for the Area. This request was approved; the Motor Vehicle Emissions Budgets (MVEBs) included in the State Implementation Plan for NO<sub>x</sub> and VOC were approved by the EPA on April 25, 2016. The WMATS study area was redesignated as an air quality maintenance area.

## **Title VI, Civil Rights Act of 1964**

The MPO implements a Public Involvement Process that facilitates the participation of minority and low-income populations in transportation decision-making and strives for increased public involvement as part of the metropolitan planning process. By constantly evaluating its public involvement efforts, as well as developing new techniques, the MPO attempts to increase community awareness to address the needs of low-income populations within the urban area. As part of the MPOs efforts to increase public awareness, attempts are being made to establish working relationships with the local media. The resulting publicity may increase the exposure of MPO activities and increase the involvement of the community. Every decision by the MPO is made with the challenge of ensuring that projects do not disproportionately have adverse impacts on minority or low-income populations. In addition, special efforts are made to identify minority and low-income sectors within the urban area. The products developed as part of these efforts will allow for better planning by all agencies involved and will assist in identifying needs in areas inhabited by traditionally underserved populations. MPO and City staffs are active in addressing environmental justice issues in the Study Area. This is evidenced by the implementation of the Community Development Block Grant Program (CDBG), which is managed by the Department of Community Development. The CDBG is a Federal entitlement program that provides assistance to income-qualified families in designated target areas. Historically, the City has provided affordable housing, public facilities and public infrastructure improvements (streets, sidewalks, sewer and waterlines, etc.) to low-income areas of the community.

### **Disadvantaged Business Enterprises (DBE)**

The MPO is committed to maximizing the opportunity of minority and women owned enterprises to participate in the performance of contracts financed in whole or in part with Federal funds. The MPO maintains a list of consultants that is used for mailing requests for proposals and these are also published in the newspaper. The MPO honors all written requests by consulting firms for inclusion to the list. Furthermore, all consulting contracts address DBEs through Article 23 (Minority Business Enterprises) and any work subcontracted by a hired consultant must adhere to these provisions.

### **Americans with Disabilities Act of 1990**

The MPO exercises good judgment in ensuring that discrimination based on disability does not enter into the transportation planning process. This includes taking into account the special needs of disabled persons in all aspects of the planning and implementation of new transportation projects. In regards to public transportation, paratransit service is provided to persons with disabilities with efforts to accommodate special needs.

### **Restrictions on Influencing Certain Federal Activities**

The MPO commits and certifies that no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.