

MINUTES OF THE NORTHWEST ARKANSAS REGIONAL PLANNING COMMISSION/POLICY COMMITTEE

MAY 24, 2017

APPROVED JULY 26, 2017

ENTITY	MEMBER	ATTENDING	PROXY
AVOCA	MAYOR JORDAN SULLIVAN	X	JEFF HAWKINS
BELLA VISTA	MAYOR PETER CHRISTIE	X	CHRIS SUNESON
BENTON COUNTY	JUDGE BARRY MOEHRING JOSH BEAM JAY FRASIER/JOHN SUDDUTH	X X	
BENTONVILLE	MAYOR BOB McCASLIN SHELLI KERR	X X	SHELLI KERR
BETHEL HEIGHTS	MAYOR CYNTHIA BLACK		
CAVE SPRINGS	MAYOR TRAVIS LEE		
CENTERTON	MAYOR BILL EDWARDS	(TREAS) X	NICOLE GIBBS
DECATUR	MAYOR BOB THARP/JAMES BOSTON		
ELKINS	MAYOR BRUCE LEDFORD		
ELM SPRINGS	MAYOR HAROLD DOUTHIT		
FARMINGTON	MELISSA McCARVILLE	X	
FAYETTEVILLE	CHRIS BROWN DON MARR	X X	CHRIS BROWN
GARFIELD	MAYOR GARY L BLACKBURN		
GATEWAY	MAYOR FRANK HACKLER JR.		
GENTRY	MAYOR KEVIN JOHNSTON	(VICE CH)	
GOSHEN	MAYOR MAX POYE	X	
GRAVETTE	MAYOR KURT MADDOX		
GREENLAND	MAYOR BILL GROOM	(CHAIR)X	
HIGHFILL	CASSIE ELLIOT	X	NATHAN BECKNELL
HINDSVILLE	MAYOR X DOTSON		
HUNTSVILLE	MAYOR DARRELL TRAHAN		
JOHNSON	MAYOR CHRIS KEENEY	X	
LINCOLN	MAYOR ROB HULSE		
LITTLE FLOCK	MAYOR BUDDY BLUE		
LOWELL	MAYOR ELDON LONG	X	
PEA RIDGE	MAYOR JACKIE CRABTREE		
PRAIRIE GROVE	MAYOR SONNY HUDSON	(SEC) X	JEFF HAWKINS
ROGERS	NATHAN BECKNELL BOB CRAFTON JOHN McCURDY	X X	
SILOAM SPRINGS	PHILLIP PATTERSON	X	
SPRINGDALE	PATSY CHRISTIE JIM ULMER	X X	
SPRINGTOWN	MAYOR PRESTON BARRETT		
SUPHUR SPRINGS	MAYOR GREG BARBER		
TONTITOWN	MAYOR PAUL COLVIN, JR		
WASHINGTON CO.	ADM. ASSIT. CARL GALES NATHAN CROUCH	X X	
WEST FORK	MAYOR HEITH CAUDLE		
BEAVER H2O DISTRICT	ALAN FORTENBERRY	X	
RAZORBACK TRANSIT	ADAM WADDELL GARY K. SMITH	X	MIKE JOHNSON
U OF A	MIKE JOHNSON	X	
MoDOT	DARIN HAMELINK		
McDONALD COUNTY	CO. COMM. KEITH LINDQUIST		
PINEVILLE	MAYOR GREG SWEETEN		
AHTD PLANNING	JESSIE JONES	X	CHAD ADAMS
AHTD DISTRICT 4	CHAD ADAMS	X	
AR HWY COMMISSIONER	DICK TRAMMEL	X	

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NWARPC STAFF: Jeff Hawkins, Celia Scott-Silkwood, AICP, Tim Conklin, AICP, Cristina Scarlet, Elizabeth Bowen

OTHERS: Ron Wood, NWADG; Rob Smith, NWA Council

1. CALL TO ORDER/INTRODUCTIONS

Chair Bill Groom called the meeting to order. Introductions were made. Chair Groom took the opportunity to recognize and thank Mayor Eldon Long for serving as Chair of the Commission in 2016.

2. APPROVE NWARPC/POLICY COMMITTEE APRIL 26, 2017 MEETING MINUTES

MOTION

Chair Bill Groom asked for a motion to approve the April 26, 2017 Minutes as distributed. Chris Keeney made the motion. Mike Johnson provided the second. Motion passes unanimously.

3. CLEARINGHOUSE REVIEWS/ADMINISTRATIVE MATTERS

Jeff Hawkins said:

- Clearinghouse Reviews – The 12 federal-aid applications received in May were reviewed and approved.
- The **2018 Budget: Infrastructure Initiative – Fact Sheet** distributed at the meeting was compiled by the Association of Metropolitan Planning Organizations (AMPO). The Fact Sheet deals with the President’s budget, to include infrastructure, and key principles that AMPO will focus on as the Administration develops policy and regulatory changes.

4. RESOLUTION #2017-6 ADOPTION OF THE FY 2018 UNIFIED PLANNING WORK PROGRAM (UPWP)

Tim Conklin presented the Draft Unified Planning Work Program (UPWP):

- The UPWP outlines the planning activities of the NWARPC from July 1, 2017 through June 30, 2018.
- There are five elements that include numerous work tasks. The following highlights some of the work tasks in each element.
 - 44.21 Program Support and Administration
 - Record keeping
 - Monthly Progress Reports and UPWP development
 - Civil Rights – Title VI, ADA, etc.
 - Coordinated planning with MoDOT staff and partners
 - 44.22 General Development and Comprehensive Planning
 - Demographic and infrastructure data for the region – using the new computer system installed spring 2016
 - Mapping/GIS – interactive maps, aerial imagery
 - 44.23 Long-range Transportation Planning
 - Travel Demand modeling – with AHTD and local jurisdictions, for corridor planning; also use to assist transit agencies with route optimization and scenario planning
 - Metropolitan Transportation Plan
 - 44.24 Short-range Transportation Planning
 - Performance-based approach to metropolitan transportation planning – FAST Act compliance

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- Transit Development Plan – waiting on completion of a study done for Fayetteville; work with the consultant and transit agencies to review work already completed and develop the TDP
- Assist transit agencies in development of Transit Performance Measures/Transit Asset Management Plan (TAM)
- 44.25 Transportation Improvement Plan (TIP)
 - Annual update to the TIP to correspond with the Statewide Transportation Improvement Plan (STIP)
 - Any federal-aid project must be included in the STIP/TIP

Celia Scott-Silkwood noted that Public Notice concerning the Draft FY 2018 UPWP was published in the NWA Democrat-Gazette and La Presa Libra newspapers on April 13, 2017 and May 11, 2017. The Notice was also posted on the NWARPC web site. A Public Comment period was held from April 21 through May 5, 2017. No public comments were received. The Technical Advisory Committee recommended the UPWP for adoption at its May 18, 2017 meeting.

MOTION

Chair Bill Groom asked for a motion to approve Resolution #2017-6 Approving the Northwest Arkansas Transportation Study (NARTS) FY 2018 Unified Planning Work Program (UPWP). Eldon Long made the motion. Chris Suneson provided the second. Motion passes unanimously.

5. 50th ANNIVERSARY AND 2016 ANNUAL REPORT

Cristina Scarlat, the staff member primarily responsible for writing and publishing the Annual Report every year, told the group:

- The Annual Report this year contained a 50th Anniversary section that highlighted five decades of regional service by the NWARPC, beginning in September 1966.
- The Anniversary section is organized into decades and lists plans and studies undertaken by the Commission.
- Quotes from various people involved with the Commission throughout the years show that many issues important in the past are still important today.
- The 2016 section of the Report features –
 - The 2016-2020 TIP
 - The 2040 MTP
 - NWA Bicycle/Pedestrian Master Plan catalyst projects
 - The Razorback Regional Greenway one-year anniversary
 - NWA Open Space Plan adoption
 - The continuing success of the NWA Stormwater Education Program
 - Ridership numbers and other statistics for ORT and Razorback Transit
 - GIS and Mapping
 - Travel Demand Model Forecasting
 - A new NWARPC website
 - The 2016 Financial Report
 - A recognition and appreciation of Donna Lange, the longest serving staff member of the Commission, beginning her career in 1973.

6. FY 2018 PROPOSED BUDGET

Jeff Hawkins explained the NWARPC Proposed FY Budget (7/1/2017 – 6/30/2018):

- The proposed FY 2018 budget was emailed to members last week and no questions or

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comments were received.

- The UPWP sets out the transportation budget for the next fiscal year.
- The only project not completed from the FY 2017 UPWP was the Transit Development Plan, which was intentionally delayed to enable local transportation plans to be completed.
- The focus for transportation planning is now turning to performance-based planning.
- 72% of the Commission’s total budget is transportation planning –
 - AR PL Funds were carried over from FY 2017 to FY 2018.
 - MoDOT funding increased slightly.
- The completion of several pass-through projects, such as the Razorback Regional Greenway, leaves the FY 2018 budget quite a bit smaller than the previous couple of years.
- Other projects with funding include –the Stormwater Education Program, the Imagery project, and the Intergovernmental Working Group (IWG).
- Projects that are finished and not receiving funding in the FY 2018 budget include – the GIS system project with the server and interactive mapping, XNA/NWAC Wayfinding Sign Project and the Greenway Wayfinding Sign Project.
- STBGP-A and TAP funding is not shown in the budget, other than the \$200,000 that NWARPC uses for metropolitan planning. This funding doesn’t flow through the RPC/Policy Committee; however, the RPC/Policy Committee has the final say on which projects are funded.
- In work force costs – the Commission has worked toward bringing staff salaries to be comparable to similar job salaries in local jurisdictions; this budget includes a ½ step adjustment for three staff positions; retirement is a full 10% which is less than most local jurisdiction’s; and it is not known if health care costs will rise this year.
- In the future, a new indirect cost will have to be submitted to AHTD.
- The Total Revenue and Carryover for FY 2018 is \$1,804,290; the Total Expenditures are \$1,750,126.

MOTION

Chair Bill Green asked for a motion to approve the FY 2018 NWARPC Budget. Chris Keeney made the motion, with Eldon Long providing the second. Motion passes unanimously.

7. STBGP-A AND TAP PROJECTS

Tim Conklin reported:

• **STP-A and TAP PROJECT FUNDING HISTORY 2013-2017:**

TAP-Federal (Trails)	\$ 2,392,498
STBGP-A-Federal (Roadways)	\$29,712,079
FTA 5307,5309, STBG-A-Flex (Transit)	\$14,901,514
TOTAL	\$49,997,058

• **FFY 2016 AND FFY 2017 PROJECT UPDATE:**

Tim Conklin reported

- ESTIMATED AVAILABLE FUNDING – FAST ACT:
(Subject to Apportionment and Obligation Authority)

	<u>FFY 2016</u>	<u>FFY 2017</u>	<u>FFY 2018</u>
Transportation Alternative Program	\$ 490,435	\$ 490,435	\$ 490,435
Surface Transportation Block Grant Program – A	\$7,195,392	\$7,469,650	\$7,469,650

Federal Fiscal Year (Oct. 1st - Sept. 30th)

Note: STBGP-A and TAP programs are reimbursable programs as outlined in the required agreement that is entered into between the local jurisdiction and AHTD.

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● **CURRENT STBGP-A AND TAP PROJECTS:**

The following tables summarize the Federal Fiscal Year 2017 STBGP-A (formerly called STP-A) projects and the Federal Fiscal Year 2016 and 2017 TAP projects. Note that in 2015 when these projects were approved the RPC/Policy Committee approved the FFY 2017 STP-A projects showing \$200,000 for transit – since it was unknown what the actual obligation would be. There was no “fallback” project identified to accept any money that wasn’t able to obligate in August 2017 so at some point in the coming two months a “fallback” project will need to be identified.

FFY 2017 STP-A	Location	Project Type	STP-A	Match	Total	Project Cost (All Phases, Federal,	Total Points	Rank
Bentonville	US 71B (N. Walton Blvd.) and 12th St. Intersection	Construction (Left-turn lanes on 12th St./Tiger Blvd.)	\$500,000	\$125,000	\$625,000	\$1,390,000	167	1 ⁽¹⁾
Bentonville	SW I St. and Hwy. 102 Intersection	Construction (Right-turn lane southbound on SW I St.)	\$1,000,000	\$250,000	\$1,250,000	\$1,375,000	159	2
Fayetteville	Ripple Road (Starry Night View to Mt. Comfort)	Construction (New location)	\$2,488,000	\$622,000	\$3,110,000	\$5,610,000	152	3 ⁽²⁾
Fayetteville	Sain Street Ext. (N. Front St. to Vantage Blvd.)	ROW and Utilities (Extension)	\$160,000	\$40,000	\$200,000	\$2,800,000	149	4
Lowell	S. Dixieland Road Ext. (S. of Hwy. 264 to Apple Blossom)	ROW and Utilities, Const. (Extension)	\$800,000	\$200,000	\$1,000,000	\$5,400,000	144	5
Centerton	Hwy 102B/Seba Rd. Intersection Improvements	ROW, utilities and construction (North and southbound left-turn lane and traffic signal)	\$640,000	\$160,000	\$800,000	\$900,000	140	6
Farmington	Hwy 170 (Hwy. 62 to Clyde Carnes Road)	ROW	\$600,000	\$150,000	\$750,000	\$9,700,000	137	7
Bella Vista	Mercy Way	Design and Env. (Widening to 4 lanes with turn lane)	\$256,000	\$64,000	\$320,000	\$3,499,760	136	8
Razorback Transit and ORT ⁽⁴⁾	Rolling Stock for Public Transit Operations	New Buses (Razorback and ORT)	\$200,000	\$50,000	\$250,000	\$1,410,000	107	9 ⁽³⁾
		Total	\$6,644,000	\$1,661,000	\$8,305,000			

1. Note: Reduced FFY 2017 amount to \$500K
2. Note: Reduced FFY 2017 amount by \$1M
3. Note: Reduced amount to \$200K
4. Note: Estimated Balance

FFY 2016 TAP	Location	Project Type	TAP	Match	Total	Total Points	Rank
Rogers	Razorback Greenway New Hope Bridge	New bike & pedestrian bridge	\$225,000	\$1,025,000	\$1,250,000	187	1
Springdale	Dean's Trail Phase I	12' Shared Use Trail	\$255,199	\$1,475,855	\$1,731,054	171	2
		Total	\$480,199	\$2,500,855	\$2,981,054		

FFY 2017 TAP	Location	Project Type	TAP	Match	Total	Total Points	Rank
Bella Vista	Riordan Road Trailhead	Trailhead	\$236,682	\$59,171	\$295,853	151	1
Cave Springs	Cave Springs Trail	12' Shared Use Trail	\$243,517	\$488,933	\$732,450	139	2
		Total	\$480,199	\$548,104	\$1,028,303		

- **CAVE SPRINGS TRAIL:** Since the Cave Springs City Council decided not to approve the construction of the Cave Springs trail, the funds from this project need to be allocated to a ready-to-go TAP project in the region. There is no “fallback” plan at the moment so discussions should take place in the immediate future for the “fallback” project(s), and in particular for this amount (\$243,517), so the funding is not returned. Several other projects have been discussed

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at other meetings that could possibly accept this funding, including –

- War Eagle Bridge – Benton County (\$1,379,458 for construction)
- Dean’s Trail – Springdale (\$1,731,054 project total)
- Mud Creek Trail Lighting – Fayetteville
- Seba Road Intersection and Safe Routes to School Project – Centerton
- Gravette Trails Capital Improvement – Gravette
- Kathleen Johnson Memorial Project – Lowell
- AJ Allen Park Trail – Greenland
- Discussion:
 - Some of these potential projects may not be able to obligate in time.
 - This funding is for construction only, and a project must have prior environmental, design, etc. approval.
 - Staff and AHTD are working to determine what the project status is on all of the approved projects and the suggested projects.
- **FFY 2018 STBGP-A and TAP REPORT**

Elizabeth Bowen reminded the group the FFY 2018 Project Application for STBGP-A and TAP are available. Estimated funding is \$490,000 for TAP and \$7.5M for STBGP-A (beginning Oct 2017).

 - Deadlines:
 - Project Application Deadline (Jun 30, 2017 @ 4:00 pm)
 - Project Applications Distribution to Review Committee (Jul 3-7, 2017)
 - Project Sponsor Presentation to TAC (Jul 20, 2017)
 - Project Site Visits and Scoring (July 24-28, 2017)
 - Project Recommendation to TAC (Aug 17, 2017)
 - Project Recommendation to RPC (Aug 23, 2017)

8. 2017 NWARPC PROJECTS

Elizabeth Bowen reported:

- Active Transportation Committee – Met May 18, 2017.
 - Continues to work on coordinated safety signage for trails.
 - Continues to work on improving customer service to a person in need on a trail. There are multiple dispatch centers and multiple software packages used throughout the two counties. The goal is to understand regionally the complications of assisting a trail user during an emergency and how the region can work together to solve some of the problems.
- Bicycle and Pedestrian Master Plan
 - The Avoca Plan is going to the City Council for approval this month.
 - Staff reviewed the information gathered at the March 2017 Pineville public input meeting. A map is being developed.
- Razorback Regional Greenway – Working on 1 year warranty items in Springdale.
- Wayfinding Sign Project #2 Update
 - Kiosk stone base work is being finished.
 - A punch list of items has been developed.
- Planimetric Project – Eight respondents to a Solicitation of Interest; in the process of creating a RFP.
- Section Corners and Photo IDs Survey Points – In the process of creating a RFP; will coordinate with the state AGIS office to take advantage of \$500 per corner restoration funds if possible.
- NWA Open Space Plan
 - Subcommittees continue to meet and develop work products.

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- Funding open space activities – Want to ask the Trust for Public Lands to do a feasibility research (feasibility study). This would entail TPL to research and analyze a range of public funding options that may be available to fund parks and land conservation. TPL will recommend a conservation finance strategy for both counties to address the need to create reliable funding for parks and conservation. If either county or both decides to move forward with a ballot measure, TPL will advise on the crafting of the ballot language, using statutory parameters, examples of successful ballot questions, and consultation with bond counsel as necessary.
- In order to pursue a feasibility study, the county quorum courts must request the TPL for technical assistance and to perform the feasibility study. A signed letter from the courts would enable TPL to use Doris Duke Charity Foundation monies to conduct nonpartisan research.
- The Open Space Committee is asking the RPC/Policy Committee for a motion to approve asking the Quorum Courts to write a letter asking for technical assistance.
- Discussion:
 - The quorum court is the highest legislative body that can ask for a ballot measure, that's why the letter should come from them.
 - The cities should sign a letter of support, and that should be sent to the Quorum Courts.
 - Many times, the TPL will recommend that a ballot measure not be pursued.
 - Staff should prepare a synopsis for the County Judge and Quorum Court members to fully explain the objectives of the feasibility study and what voting on a ballot measure would mean.

MOTION

Chair Bill Groom asked for a motion to ask the NWARPC staff to invite the County Quorum Court(s) to request technical assistance from the Trust for Public Lands to perform a feasibility study for open space financing at no cost to the Court(s). Alan Fortenberry made the motion and Eldon Long provided the second. Motion passes unanimously.

- Infrastructure Inventory and Assessment – The final report is complete and available.
- Grant Opportunities/Awards – The following grant programs are available:
 - WFF Growing Green Spaces Open – June 30, 2017
 - 2018 Matching Grant – August 25, 2017 by 5:00pm (\$250,000)
 - 2018 Fun Park Grant – August 25, 2017 by 5:00pm (\$45,000) (10 grants available)

9. OTHER BUSINESS

- TAC MEETING – THURSDAY, JUNE 15, 2017, AT 10:30 AM – IF NEEDED
- RPC/POLICY COMMITTEE MEETING – WEDNESDAY, JUNE 28, 2017 AT 1:30 PM – IF NEEDED

10. ADJOURN

A motion was made and seconded to adjourn the meeting. Motion passes.