## NARTS Technical Advisory Committee Meeting Minutes

**Thursday, April 18, 2019 @10:30 AM; Approved May 16, 2019**

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<tr>
<th>ENTITY</th>
<th>MEMBER</th>
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<td>AVOCA</td>
<td>JORDAN SULLIVAN</td>
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<td>NWA REGIONAL AIRPORT</td>
<td>AARON BURKES</td>
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**NWARPC STAFF:** Tim Conklin, AICP, Celia Scott-Silkwood, AICP, Cristina Scarlat, Elizabeth Bowen
OTHERS: Chris Dillaha (ARDOT), Nathan Becknell (TEC), Zach Moore (Garver), Tim House (NWA Regional Airport Authority), Steven Beam (Burns and McDonell), Sally Jones and Donna Roche (OR Colan), Dawn Warrick (Freese and Nichol), Ron Wood (NWA Democrat Gazette)

1. CALL TO ORDER
   Chair Patsy Christie called the meeting to order and introductions were made.

2. APPROVE TAC MEETING MINUTES FOR MARCH 21, 2019
   MOTION
   Chair Christie asked for a motion to approve the March 21, 2019 TAC Minutes. Sonny Hudson made the motion to approve the Minutes as distributed. Mike Johnson provided the second. Motion passes.

3. DRAFT FY 2020 UNIFIED PLANNING WORK PROGRAM (UPWP)
   Tim Conklin explained that the FY 2020 UPWP must be approved by the TAC and RPC/Policy Committee by the end of the fiscal year, which is June 30, 2019. He said that the FY 2020 UPWP outlines the planning activities of the NWARPC serving as the Northwest Arkansas Regional Transportation Study (NARTS) from July 1, 2019 through June 30, 2020. The NARTS UPWP follows National, State and NWARPC goals in the areas of Safety and Security; Infrastructure Condition – State of Good Repair; Congestion Reduction and System Reliability; Freight Movement and Economic Vitality; and Environmental Sustainability. Tim further explained that last fall the Metropolitan Transportation Plan and the TIP were amended to include Performance Targets and Measures designed to help attain the goals.

   The UPWP is divided into five Program Elements:
   44.21 PROGRAM SUPPORT AND ADMINISTRATION
   44.22 GENERAL DEVELOPMENT AND COMPREHENSIVE PLANNING
   44.23 LONG-RANGE TRANSPORTATION PLANNING
   44.24 SHORT-RANGE TRANSPORTATION PLANNING
   44.25 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

   Each Program Element has many Work Tasks that together create the work program for NWARPC for the upcoming fiscal year. The following are some of the major Work Tasks:
   - Complete the Scientifically-based Transportation Survey
   - Update the Travel Demand Model to 2045 (base year 2018)
   - Assist ARDOT and cities in implementing Access Management
   - Complete the Congestion Management Process update (CMP)
   - Complete the 10-year Transit Development Plan (TDP)
   - Partner with ARDOT to update the 2007 Regional ITS/TSMO Plan
   - Update the NWA Regional Bicycle and Pedestrian Master Plan
   - Update the 2006 I-49 Improvement Study in Benton and Washington Counties
   - Administer the NWARPC TAP and STBGP-A Program
   - Implement Performance-based Planning and Programming

   Each Program Element has different funding sources attached to it, and the staff estimates how much funding for each Element will be needed over the fiscal year to complete the Work Tasks. The following table shows the FY 2020 UPWP Multiple Source Financial Summary:
MOTION
Chair Christie asked for a motion to recommend the Draft FY UPWP go to a two-week public comment period. Sonny Hudson made the motion, with Rick Hudson providing the second. Motion passes unanimously.

The NARTS FY 2020 UPWP will be available for public comment beginning Monday, April 22, 2019. The Public Comment Period will run through May 6, 2019. The TAC will review the UPWP at its May 16, 2019 meeting and the RPC/Policy Committee will be asked to approve it at its May 22, 2019 meeting.
4. **FFY 2019 STBGP-A AND TAP PROJECT UPDATE**

The jurisdictions that have FFY 2019 projects gave updates:

**SPRINGDALE**
Job #040680 – Gene George Blvd (Don Tyson Blvd to Johnson Mill Rd)
- Making final revisions to address ARDOT comments on 100% plans.
- Have received ARDOT approval to acquire R/W and relocate utilities.
- Utility relocation agreements are being finalized.
- R/W appraisals are underway and a review appraiser has been retained.
- As soon as 100% plan revisions are approved, will ask to obligate project funds.

**FARMINGTON**
Job #040683 – Hwy 170
- Right-of-way acquisition:
  - All Titles Complete
  - 23 Appraisals Completed
  - 19 Restricted Appraisals Complete
  - 7 Compensation Estimates Completed
  - 23 Offers Made
  - 15 Offers Signed
- Utility Relocation:
  - Have received preliminary designs and costs on utilities from City of Fayetteville Water, Washington Water Authority, Prairie Grove Telephone Company, Cox Communications, and AEP/SWEPCO.
  - Expect to receive the preliminary design and cost from Black Hills Energy by the end of the week (April 19, 2019.)
  - Expect to begin Utility Relocation this Fall 2019.

**ROGERS**
- Job #090392 – 28th Place South (Pleasant Grove Rd to Greens/Blossom Way)
  - 30% plans submitted to ARDOT January 31, 2019, awaiting comments.
- Job #090393 – JB Hunt Drive (Whitaker Pkwy to Bellview Rd)
  - 50% plans submitted to ARDOT on March 15, 2019, awaiting comments.
  - Expect to have COE permit by end of May 2019.
  - Environmental stopped due to ARDOT policy change, understand that it will recommence after 60% submittal approval.

**FAYETTEVILLE**
- Job #040657 – Ruppe Road
  - Under Construction – Completion Date June 2019.
- Job #040688 – Sain Street Extension
  - R/W Phase – Have received 6 of 9 Appraisals Reports.
  - Except to have all 9 by April 26, 2019.
  - Appraisals will be sent to ARDOT for review and approval.
- Job #040720 – Hwy 112 (Poplar St to Drake St)
  - Consultant Agreement is ready to submit to ARDOT for review.
- Job #040746 – Hwy 112
  - Howard Nickell Road & Hwy 112 intersection project will be rolled into the larger ARDOT Hwy 112 road project.
  - City & ARDOT need to finalize an Agreement of Understanding.
- Job #040582 – Hwy 112 (Razorback Rd to Garland)
  - Under Construction – Contractor started minor drainage pipe work this week ahead of the summer schedule of full construction (after University commencement).
  - Phase 2 construction scheduled to begin and be complete this summer while the University is on break.

**CENTERTON**
Job #090471 – Hwy 102B/Seba Rd intersection improvements
- Under contract for construction, will be obligated soon.

**BENTONVILLE**
Job #090218 – 8th Street
- Working with ARDOT to obligate funds.

**BELLA VISTA**
Job #090436 – Mercy Way Bridge
- Design plans are with ARDOT at 90%.
- Can start acquiring ROW when the plans are 100%.

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<tr>
<th>Job No.</th>
<th>Jurisdiction</th>
<th>Project</th>
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<td>040688</td>
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<td>Sain Street Ext. (N. Front St. to Vantage Blvd.)</td>
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<td>090471</td>
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<td>28th Place Phase 1 (Pleasant Grove to Greens/Blossom Way)</td>
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Elizabeth Bowen reminded the group of the FFY 2019 Transportation Alternative Program (TAP) projects:

**2019**
- Bentonville – McCollum Road Side Path ($160,000) is not obligated: Dennis Birge said the City has gone through several design iterations; putting together a letter to send to ARDOT to ask if the City can take over the R/W and then roll this job into another the City is doing.
- Lowell – KJMP Trailhead/Trail Connector ($90,000) is not obligated: Rick Stone said that a contract is in place for design; anticipate sending to bid in June 2019.
- Siloam Springs – Hico Street Trail from Washington Street to Cheri Whitlock Blvd ($250,000) is not obligated: No update.

5. **FFY 2020 STBG-P AND TAP PROJECT SELECTION PROCESS**

Tim Conklin explained the FFY 2020 STBG-P A Project Selection Process:
- There is approximately $7,900,000 in NWARPC Surface Transportation Block Grant Program – Attributable (STBG-P-A) funding for FFY 2020, subject to Congressional action.
- On July 25, 2018, the RPC/Policy Committee voted to defer any new STBG-P-A projects in FFY 2020 until selected ongoing project needs are reduced; any new STBG-P-A projects applied for in FFY 2019, but not funded, would be reconsidered for potential funding in FFY 2020 as part of the project selection process. All ongoing STBG-P-A projects will be reconsidered. New projects will not be accepted for FFY 2020 funding.
- The FFY 2020 STBG-P-A FUNDING REQUEST APPLICATION will be available on April 19, 2019.
- Applications must be received no later than 4:00 p.m. (CDT), June 17, 2019. Any funding request submitted after this deadline will not be considered.
- The STBG-P-A is a federally funded, 80% Federal/20% local, reimbursable program. Funds must be used for eligible projects that are submitted by eligible entities and chosen through a competitive process.
- For more information on this program or questions related to the application process, please contact Tim Conklin.
- Additional information on the STBG-P-A program can be found at: [https://www.fhwa.dot.gov/fastact/factsheets/stbgfs.cfm](https://www.fhwa.dot.gov/fastact/factsheets/stbgfs.cfm)

Elizabeth Bowen explained the FFY 2020 TAP Call for Projects (construction only):
- There is approximately $490,000 in Transportation Alternatives Program (TAP) funding, subject to Congressional action.
- NWARPC is issuing a CALL FOR PROJECTS to be submitted for consideration for NWARPC FFY 2020 TAP funding. The FFY 2020 TAP Applications may be downloaded from the NWARPC website at: [http://nwarpc.org](http://nwarpc.org)
- New this year – Must send in a “Resolution of Commitment” with the application.
- Applications must be received no later than 4:00 p.m. (CDT), June 17, 2019. Any applications submitted after this deadline will not be considered.
- Project Sponsor Presentation to TAC Committee – June 20, 2019.
- Committee Selection/Recommendation to TAC – July 18, 2019.
- TAC Recommendation to RPC/Policy Committee – July 18 or August 15, 2019.
- RPC/Policy Committee Approval – July 24 or August 28, 2019.
- For more information on this program or questions related to the application process, please contact Elizabeth Bowen.
• TAP is a federally funded, 80% Federal/20% local, reimbursable program. Funds must be used for eligible projects that are submitted by eligible entities and chosen through a competitive process.
• Additional information on the TAP program can be found at:
  https://www.fhwa.dot.gov/fastact/factsheets/transportationalternativesfs.cfm

6. TRANSIT DEVELOPMENT PLAN (TDP) UPDATE
Tim Conklin gave an update on progress of the TDP:
• Public Engagement – A key component of the plan at both regional and local (city) level.
  ➢ The week of April 2-6, 2019 the consultants, Alliance Transportation Group (ATG) and staff with NWARPC, ORT and Razorback Transit attended nine different events throughout the region to allow the public to tell planners how they want the region’s public transportation system to develop over the next 10 years.
  ➢ Surveys were available in paper form at the events. Additionally, surveys were and still are available at http://nwarpc.org/transit/connect-northwest-arkansas/ in English and Spanish. A survey in Marshallese was developed.
  ➢ There will be two more events in May to capture more public input – the Cinco De Mayo event and the Marshallese Festival.
  ➢ Over 700 surveys were completed, with more than 1,000 surveys expected by May 13, 2019, which is the closing day for the surveys.
  ➢ This was a very successful public engagement process and thanks goes out to the ORT and Razorback Transit staff for assisting in the events.
• Next Steps
  ➢ Wrap up of the public input data and analyzing the results.
  ➢ Benchmarking review and decision on which cities to study.
  ➢ Close out the existing analysis by early June 2019.
  ➢ Develop Transit System Alternatives (Summer 2019).
  ➢ Review Alternatives (Fall 2019).
  ➢ Community Events and Community Presentations (Fall-Winter 2019).
  ➢ Finalize Plan and Community Presentations (Spring 2020).
• The consultants and NWARPC staff will visit with individual communities to discuss alternatives and scenarios.

7. OTHER TRANSPORTATION RELATED PROJECTS
• NWARPC TAP SEMINAR AND NWARPC 5-E’S WORKSHOP on May 7, 2019 at NWARPC
  ➢ ARDOT TAP Seminar 10:30 am-11:30 am
  ➢ NWARPC TAP Seminar 11:30 am-12:00 noon
  ➢ NWARPC 5-E’s Workshop 1:00 pm -5:00 pm
• SCIENTIFICALLY-BASED TRANSPORTATION SURVEY AS PART OF THE 2045 METROPOLITAN TRANSPORTATION PLAN (MTP)
  ➢ A scientifically-based survey is one that utilizes a CATI (computer-assisted-telephone-interviewing) system and the data collection process is based on rigorous sampling methodology. Surveys can cover a broad range of topics, and this one will be focused on transportation/transit in NWA. Questions may range from travel behavior to connectivity to safety. The consultant chosen will assist NWARPC in crafting the appropriate questions.
  ➢ Two firms responded to the LOI
    ▪ WESTAT
    ▪ ETC Institute/Olsson
NWARPC worked with ARDOT to develop a Scope of Work.
RFP issued April 1, 2019.
Needed an amendment to the RFP – on April 9, 2019.
RFP due on April 25, 2019.
Coming up – Select a vendor, issue the contract, complete work by July 1, 2019.

CONGESTION MANAGEMENT PROCESS/INTELLIGENT TRANSPORTATION SYSTEM/TRANSPORTATION SYSTEM MANAGEMENT AND OPERATIONS UPDATE
NWARPC has been working with ARDOT and Metroplan to coordinate an effort to data/cost share.
An LOI and a Scope of Work have been prepared.

UPDATE THE NWA REGIONAL BICYCLE AND PEDESTRIAN MASTER PLAN (BIKE-PED PLAN)
An amendment is necessary to change or add the wording “recommend 10’-12’ sidepaths” along Hwy 112. Currently the Plan calls for “improved shoulders”.
ARDOT would like to know what design to use when it begins design work for Hwy 112, using access management principles.
No decision was made as to when an amendment to the Bike-Ped Plan, and therefore the 2040 Metropolitan Transportation Plan, will be made.

THE BICYCLE NETWORK/NACTO TRAINING PROJECT (FUNDED BY WFF) IS MOVING FORWARD:
The Steering Committee met on March 11, 2019.
Received Draft Documents for Review on April 17, 2019.
Steering Committee meeting scheduled for May 11, 2019.
Updated Plan for each of 4/6 cities – May 2019.
Eventually these projects will be added to the NWA Regional Bicycle and Pedestrian Master Plan.

8. PUBLIC COMMENT
Chair Christie asked if any of the public wanted to speak. No one asked to speak.

9. OTHER BUSINESS
There was no Other Business.

a. FUTURE MEETING DATES:
   ▪ TAC MEETING – THURSDAY, MAY 16, 2019 AT 10:30 AM
   ▪ RPC/POLICY COMMITTEE MEETING – WEDNESDAY, MAY 22, 2019 AT 1:30 PM

10. ADJORN
Chair Christie adjourned the meeting.