Metroplan Board of Directors Meeting

January 25, 2022

9:00 am

AGENDA

1. Approval of Minutes of December 14, 2022
2. Metroplan Report
   a. 2023 Calendar
   b. Census Report
   c. Grants Update
   d. Public Engagement Planner
3. Agency Reports
4. Signature Cards and Resolutions
5. Executive Director Search

TRANSPORTATION AGENDA

6. Metroplan Funded Projects
7. Planning Studies Updates
8. Metroplan Board Announcements
9. Citizen Communications
10. Adjourn

**A Metroplan 101 orientation session will be held after the board meeting. New Board members and those who would like a refresher course are encouraged to attend.*

METROPLAN

SMART PLANNING MAKES SMART PLACES.

ITEM 1. MINUTES OF DECEMBER 14, 2022

Metroplan of Directors Meeting
November 16, 2022

Attending:

Mayor Bernadette Chamberlain, City of Austin
Mayor Tom Farmer, City of Benton
Mayor Allen Scott, City of Bryant
Mayor Ken Kincade, City of Cabot
Mayor Sam Hartwick, City of Greenbrier
Mayor Sam Higdon, City of Guy
Mayor Bob Johnson, City of Jacksonville
Mayor Stephanie White, City of Keo
Mayor Trae Reed, City of Lonoke
Mayor Caleb Norris, City of Maumelle
Mayor Randy Holland, City of Mayflower
Mayor Mike Kemp, City of Shannon Hills
Mayor Virginia Young, City of Sherwood
Mayor Charles Gastineau, City of Ward
Mayor Terry Don Robinson, City of Wooster
Judge Jim Baker, Faulkner County
Judge Barry Hyde, Pulaski County
Judge Doug Erwin, Lonoke County
Ms. Suzanne Peyton, Bill & Hillary Clinton National Airport
Mr. Keith Keck, Hot Springs Village
*Mr. Marsha Guffey, Little Rock Port Authority
*Ms. Jennifer Hill, City of Haskell
*Mr. Joe Procop, Rock Region METRO
*Mr. Travis Brooks, Arkansas Department of Transportation
*Mr. Kurt Jones, City of Conway
*Mr. Jon Honeywell, City Little Rock
*Mr. David Cook, City of North Little Rock

Indicates Proxy

Metroplan

Casey Covington
Cindy Segebarth
Hans Haustein
Bernadette Rhodes
Lynn Bell
Allen Skaggs

Guest

Amy Heflin, FHWA
Adam Whitlow, City of Jacksonville
Michael Watson, HALFF Associates
Kent Meyers, HALFF Associates
David Roberts, Crafton Tull
Julie Kelso, Crafton Tull
Krystal Rummel, City of Ward

I. Approval of the Minutes of November 16, 2022

Judge Erwin noted the minutes of the August Metroplan Board meeting and asked that a motion to approve the minutes be made.

A motion to approve the minutes was made by Mayor Kemp, seconded by Ms. Hill, and passed by the Board.

II. Approval of the Financial Statements for October and November 2022

Judge Erwin asked the Board to approve the financials presented in the packet.

A motion to approve the October and November minutes was made by Ms. Hill, seconded by Mayor Hartwick, and passed by the Board.

III. Agency Reports

A. Metroplan

Mr. Townsell stated to the Board he had been in discussions with the MPOs and the State Department of Transportation to talk about issues related to MPOs dealing with defining who we are and how it affects the Urbanized area, which determines how we receive the federal money that is provided to the area. Part of the concern has been that there has been a definitional change through the Federal government that states that an urbanized area cannot skip more than a mile and a half. The rule from previous years was set at two and a half miles. Therefore, the inclusion of the urbanized area surrounding the cities of Ward, Austin, and Cabot is somewhat at risk. With that said, Mr. Townsell noted that there have been ongoing conversations with the area's congressional leaders to keep those cities included in Metroplan.

The main issue lies in keeping us considered as an urbanized area with the inclusion of these cities. Furthermore, credit has not been given for the City of Conway being

an urbanized area due to Palarm Creek and the bottoms between Maumelle and Mayflower and continuing the area to be eligible for funding as an urbanized area. Hopefully this will be dealt with as staff begins talks with the ARDOT about redirecting some of the monies toward areas that are between 50,000 and 200,000. Discussions on this issue continue and funding should be decided by the end of the month.

Mr. Townsell stated that the first version of a portion of the Regional Greenways map is ready for review. By approving the map today, the approval will cover the first major part and develop the other in smaller segments over the next few months.

Mr. Townsell noted that this will allow the cities to start examining engineering and building sections of the Regional Greenway in their jurisdictions.

Mr. Townsell stated that over the next few months there will be other elements brought to the Board for review on the segments and this will be used as part of the scoring process. This will begin in early April 2023.

B. ARDOT

Mr. Brooks re-stated to the Board that the ARDOT has been in discussion on the STGB funding and would like to work to strengthen their coordination standing with the MPOs as noted by Mr. Townsell.

Mr. Brooks further stated that ARDOT's planning section is getting close to developing their part of the Carbon Development Strategy Project. This is tentative for completion in the early part of next year. The MPOs will have very heavy involvement in the developing process. More information will come as the new year develops.

Mr. Brooks stated that there are a number of corridor planning studies going on presently in the region and noted that he or his staff could meet with Metroplan staff soon to get updates on the status of each project before the next Board meeting.

Mr. Brooks added that there were 2 projects in the November letting. They have been awarded at this time. Job 012362, millage overlay on I-40 for Broadway in North Little Rock and Job 860016, millage overlay on Hwy 165 from I-40 to Military Dr. in Pulaski County.

Judge Baker asked if there was a projected date on the overpass for Mayflower.

Mr. Brooks stated that he would look into it and get that information to him as soon as possible.

C. Rock Region METRO

Mr. Avery stated to the Board that Rock Region METRO had nothing to report at this time.

D. Little Rock Port Authority

Ms. Guffey informed the Board that the Port was hosting their open house from 11:00 a.m. – 1:00 p.m. The Board was invited to come by after the meeting.

E. Clinton Airport

Ms. Peyton stated to the Board that the National Airport is up to about 90% of the travelers pre-pandemic level. However, travel is different from before. There is a lot of combining work and leisure travel. This impacts the Airport by creating longer stays in the parking lots.

Ms. Peyton added that the Airport is in the middle of developing a sustainability plan. There is a stakeholder's survey that is currently active that can be seen on the Airport's website.

F. FHWA

Ms. Heflin stated to the Board that the RAISE grants are now out. Applications are due by February 28th.

Ms. Heflin added that the NEVI final rule will be issued by the end of the year. This mostly affects the ARDOT but may have some impact on discretionary funding for the region moving forward. This will occur somewhere in the January – February timeframe.

Ms. Heflin noted that she would keep staff updated as this occurs.

Item 4. Executive Director's Annual Evaluation

Judge Erwin stated to the Board that the Executive Director Evaluation would be tabled until the next meeting as the committee continues to receive the evaluations.

Item 5. Adoption of 2023 Metroplan Budget

Mr. Townsell stated to the Board that the 2023 Metroplan Budget was provided to the Board for review and the final document shows a change in format to make it more readable.

Mr. Townsell noted that the budget is now broken down into an operational budget which includes the travel budget. The Board is still scheduled to go to Allentown next year getting the Board travel back on the off-election year and on track for every 2-years.

Also, the planning studies budget is laid out to give the Board a better understanding of studies that the Board may be helping to fund.

A motion to approve the 2023 Metroplan Budget was made by Ms. Hill, seconded by Mayor Scott, and passed by the Board.

Item 6. Metroplan Office Lease

Mr. Townsell stated to the Board that he had met and finalized the lease agreement for office space for Metroplan with Judge Hyde.

Mr. Townsell reminded the Board that the lease with Pulaski County is for one year, renewable by agreement for both parties for four years. With the Board's approval Metroplan will maintain the contract with the same rate agreement that has been in place for the last 4 years.

A motion to approve the Metroplan lease was made by Mayor Reed, seconded by Mayor Gastineau, and passed by the Board.

Item 7. Small Cities Council Chairman and Vice Chairman

Mr. Townsell stated to the Board that per the Small Cities recommendation included in the Board packet are the nominations for the Chair and Vice Chair of the committee.

Mr. Townsell asked that the Board approve the recommendation.

A motion to approve the nominations was made Ms. Hill, seconded by Mayor Holland, and approved by the Board.

Item 8. Election of Board of Officers for 2023 & 2024

Judge Erwin asked that the Board approve the slate of officers as presented in the Board packet.

A motion to approve the slate of officers for the 2023 and 2024 Board was made by Mayor Kemp, seconded by Mayor Reed, and passed by the Board.

Item 9. Signature Cards and Resolutions

Mr. Townsell noted that with the changing of the Board officers the finance office for Metroplan must also change the signatories for the Metroplan Bank accounts.

Therefore, Mr. Townsell asked that the Board approve the change Resolution for the signatories on the accounts.

A motion to approve Resolutions 22-21—22-23 was made by Mayor Kemp, seconded by Mayor Reed, and passed by the Board.

Item 10. Recognition of Outgoing Metroplan Board Members

Mr. Townsell asked that the Board recognize the members of the Board that would be stepping down at the end of the year.

Each member was presented with an award of service. A brief summary of their appreciation for being a part of Metroplan was given.

Each member gave a brief acknowledgement and thanked the Board.

Item 11. Presentation of the Gavel

Mr. Townsell commended Judge Erwin for his dedication and service to the Metroplan Board over the last 2 years and presented him with the Metroplan Gavel.

Judge Erwin graciously thanked the Board for their support during his tenure as Metroplan President.

Item 12. STBG Project Evaluations

Mr. Covington stated to the Board that an updated copy of Item 12 was sent to the Board on Tuesday. Resolution 22-24 shows that seven of nine submitted projects were recommended to receive funding. There were a few modifications as noted in the updates to the list.

Mr. Covington stated that the recommendation of staff and Metroplan Officers is that the Board approved awarding of the listed projects.

A motion to approve RES 22-24 was made by Mayor Kemp, seconded by Mayor Reed, and passed by the Board.

Mr. Covington added that the resolution had a minor correction. In June when the project was awarded there was an amount for the Maumelle roundabout. Some

right-of-way changes came in at the last minute that were not included at that time although it came in at the appropriate timeframe. Therefore, it has been included in this resolution for clarity.

Item13. Regional Greenways Alignments

Mr. Covington stated to the Board that staff has been working with Crafton Tull and the steering committee for months to complete this plan. There are some adjustments that were made and may require further attention.

Mr. Covington asked that the Board approve the alignments as noted for final adoption of the plan in earlier 2023. A map included in the packet shows the overall details of the corridor.

A couple of specific changes that were made:

- The addition of the Southeast Trail – working with Pulaski County to define the location of the trail
- The route to the City of Lonoke – concerns on ROW acquisition along the old rail line. The interim route showed the route coming through Bearskin Lake is now being shown as a primary route.
- The Sherwood – North Little Rock area continues to be a point of discussion with different options, thereby creating the need for further studies.

Mr. Covington further noted that through the engineering process there are minor changes that will be made and there could be larger changes as deemed necessary that could be changed as the project proceeds with ROW and development acquisitions.

Mr. Covington asked the Board to accept the updates as the regional alignments. Crafton Tull will take this approval to finalize the plan which will be brought back to the Board in March.

A motion to approve the Regional Greenway Alignments was made by Mayor Kemp, seconded by Mayor Reed, and passed by the Board.

Item 14. Study Updates

Mr. Covington stated to the Board that on Monday there was a meeting on the Southloop Study. The meeting focused on designing a plan to better serve access to the Port and access to between I-30 and I-540. The next step will be to meet with the resource agencies and other interested parties on public involvement to determine the five routes for a full study.

Mr. Covington stated that the Metropolitan Transportation Plan will be the primary focus for the first half of 2023. Ms. Rhodes and Mr. Holland met with Rock Region METRO early this week and will meet with ARDOT next week to discuss the plan.

Lastly, Mr. Covington stated that the Safe Streets for All grant, which was applied for last year, is anticipated to be awarded in early 2023.

Mr. Covington noted that an RFQ with ARDOT has been in the works and will be put out for public comment on December 18th. This will allow for the pre-qualification process of consultants, thereby allowing us to start the process of developing the plan.

With no further business, the meeting was adjourned.

ITEM 2. METROPLAN REPORT

SUMMARY

Casey Covington will provide a report on Metroplan activities. This report will include a review of (a) the 2023 Metroplan calendar, (b) census report on urbanized area designations, (c) update on federal transportation grants and (d) advertising for Public Engagement Planner position.

ACTION NEEDED: Information only.

Calendar Year 2023

January 25th – 9:00 am Metroplan Board meeting followed by orientation for new Board members

February 22nd – Metroplan Board meeting 10:00 am (Small Cities at 9:00 am)

March 22nd – Small Cities (9:00 am) and Executive Committee (10:00 am) meetings

- Presentation of Regional Greenways Plan

April 1st to April 4th – National American Planning Association Conference

April 26th – Metroplan Board meeting 10:00 am (Small Cities at 9:00 am)

- Adoption of Regional Greenways Plan
- 2024-2025 Unified Planning Work Program (UPWP) released for public comment
- Adoption of Performance Measures (PM2 and PM3)

May – Metroplan Audit

May 24th – Small Cities (9:00 am) and Executive Committee (10:00 am) meetings

- Adoption of UPWP
- Call for STBG and TAP projects issued

June 28th – Metroplan Board meeting 10:00 am (Small Cities at 9:00 am)

July 26th – Small Cities (9:00 am) and Executive Committee (10:00 am) meetings

- Metropolitan Transportation Plan released for public comment

August 23rd – Metroplan Board meeting 10:00 am (Small Cities at 9:00 am)

- STBG and TAP projects selected

September 18th to September 20th – Arkansas Transportation Planning Conference

September 26th to September 29th – Association of Metropolitan Planning Organizations

October– Metroplan Benchmarking Trip

October 25th – Metroplan Board meeting 10:00 am (Small Cities at 9:00 am)

- Metropolitan Transportation Plan adoption

November 15th – Small Cities (9:00 am) and Executive Committee (10:00 am) meetings

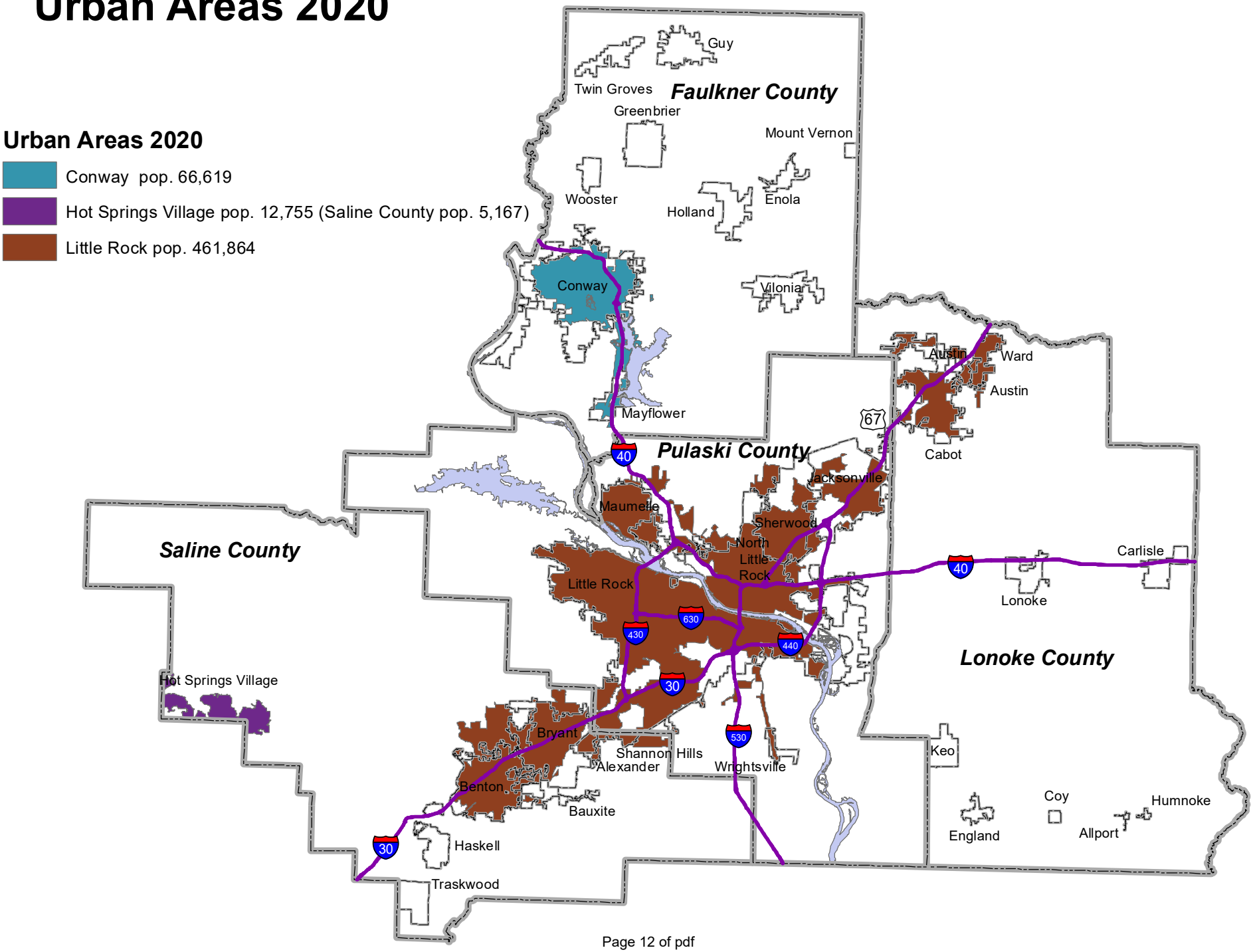
- Draft 2024 Metroplan Budget presented

December 13th – Metroplan Board Meeting 10:00 am (Small Cities at 9:00 am)

- Metroplan Annual Meeting

<u>Items to be added to Calendar as available</u>
Safe Streets for All
Transportation Improvement Program
Census Designations
No September Metroplan Meeting Anticipated

Urban Areas 2020



Competitive Grant Programs 2022-2026

Infrastructure Investment and Jobs Act - Transportation

Source: Key Notices of Funding Opportunity | US Department of Transportation

Opening Date	NOFO	Operating Administration/ Office	Closing Date (to be added after NOFO Issued)
December 2022	RAISE Discretionary Grant	Office of the Secretary	February 28, 2023
January 2023	Buses and Bus Facilities	Federal Transit Administration	
January 2023	Low or No Emission Vehicle	Federal Transit Administration	
Winter 2023	Charging and Fueling Infrastructure	Federal Highway Administration	
Winter/Spring 2023	Promoting Resilient Operations for Transformative, Efficient, and Cost Saving Transportation (PROTECT) – Discretionary	Federal Highway Administration	
March - April 2023	Natural Gas Distribution Infrastructure Safety and Modernization Program	Pipeline and Hazardous Materials Safety Administration	
April 2023	Safe Streets and Roads for All Grant Program	Office of the Secretary	
April 2023	Ferry Programs: Ferry Service for Rural Communities Program; Passenger Ferry Boat Program	Federal Transit Administration	
May 2023	Transit-Oriented Development Pilot Program	Federal Transit Administration	
Spring 2023	Multimodal Project Discretionary Grant Opportunity (Mega, INFRA, and Rural)	Office of the Secretary	
Spring 2023	Thriving Communities	Office of the Secretary	

Opening Date	NOFO	Operating Administration/ Office	Closing Date (to be added after NOFO Issued)
Late Spring 2023	Reconnecting Communities Program and Neighborhood Access and Equity Grant Program	Office of the Secretary/Federal Highway Administration	
Late Spring/Early Summer 2023	Fueling Aviation's Sustainable Transition through Sustainable Aviation Fuels (FAST-SAF) and Technology (FAST-Tech) Programs	Federal Aviation Administration	
Summer 2023	Bridge Investment Program	Federal Highway Administration	
Summer 2023	Railroad Crossing Elimination Program	Federal Railroad Administration	
Fall 2023	Consolidated Rail Infrastructure & Safety Improvements Grant Program	Federal Railroad Administration	
Fall 2023	Strengthening Mobility and Revolutionizing Transportation (SMART) Grants Program	Office of the Secretary	
Winter 2023 - 2024	National Culvert Removal, Replacement, and Restoration Grants	Federal Highway Administration	

**FY 2022 Safe Streets for All Grant Award Announcements Expected in Early 2023*

Select Highway Competitive Grant Programs 2022-2026

Infrastructure Investment and Jobs Act

1) Raise Discretionary Grant

- Applications Due Feb 28th NOFO
- Locals eligible to apply
- Highway, bridge, transit, passenger or freight rail, or port infrastructure investment
- $1.5 billion per year + $800 Million from FY 2023 Appropriations Act
- 80% federal share Standard (Up to 100% in rural, histrocially disadvantaged communities or areas of persistent poverty)
- Project funding $5 million - $25 million for urban projects under IIJA funding
- Project funding $1 Million - $25 million for rural projects under IIJA funding
- Projects funding up to $45 million for projects funded under FY 2023 Appropriations Act

2) *New* Grants for Charging and Fueling Infrastructure

- ❖ Charging and EV Programs includes both formula and discretionary components
- Notice of Funding Opportunity release -- Winter 2023
- MPOs and locals eligible to apply
- Grant to strategically deploy accessible electric vehicle charging infrastructure, hydrogen, propane, or natural gas along a designated alternative fuel corridor. Planning grants allowed.
- Community Grants - to install electric vehicle charging and alternative fuel in locations on public roads, schools, parks, and in publicly accessible parking facilities. These grants will be prioritized for rural areas, low-and moderate-income neighborhoods, and communities with low ratios of private parking, or high ratios of multiunit dwelling.
- Corridor Grants – Deploy electric vehicle charging and hydrogen/propane/natural gas fueling infrastructure along designated alternative fuel corridors and in communities
- $300 million in 2022 increasing to $700 million in 2026
- 80% federal share
- $15 million max grant
- 50% reserved for community grants

3) *New* Promoting Resilient Operations and Transformative, Efficient, and Cost Saving Transportation (Protect)

- ❖ PROTECT Program includes both formula and discretionary components
- Notice of Funding Opportunity release -- Winter/Spring 2023
- MPO and local eligibility to apply
- Planning and construction activities that improve ability of existing surface transportation assets to withstand weather events and natural disasters.
- $250 million increasing to $300 million for 2024-2026
- 80% federal share construction; 100% federal share planning
- Cap of 40% expenditures for new capacity
- 25% set aside for rural areas outside an urbanized area over 200,000 population

4) *New* Strengthening Mobility and Revolutionizing Transportation (SMART)

- Notice of Funding Opportunity release – Fall 2023
- MPOs and locals eligible to apply
- Grants that advance smart city or community technologies.
- Grants may be used for development (including preliminary engineering) and construction activities
- $100 million per year + additional $100 million subject to future appropriation

**Opportunity to partner with ARDOT on a Smart Streets Plan for Region*

Information Compiled by Casey Covington - Metroplan 1/18/2023
Source for Information AMPO IIJA Summary and Grant Summary &
FHWA Bipartisan Infrastructure Law Summary – November 2021
Bipartisan Infrastructure Law - Overview | Federal Highway Administration (dot.gov)
Grant and NOFO dates are reflective of FY 2023 – Key Notices of Funding Opportunities US DOT
Funding levels include discretionary funding only
Funding listed as subject to future appropriates is not guaranteed
Funding amounts are for FY 2023 unless otherwise identified

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Public Engagement Planner

Job title	*Public Engagement Planner* *APA Equivalent -- Planner I, Planner II (based on experience)*
Employee	*To be filled*
Organization	*Metroplan*
Supervisor	*Director*
Supervisory	*No direct reports*
Salary Range	*$45,000-$65,000*
Contact **for Questions and Application Submission**	*Cindy Segebarth, Human Resources* *csegebarth@metroplan.org / 501-372-3300*
Contact **for Task Specific Questions**	*Bernadette Rhodes, Community Planner* *brhodes@metroplan.org | 501-372-3300*

Professional/Salaried Position: 5 Day, 40 Hour Work Week. Flexible schedule is available in coordination with supervisor.

This job description will be updated upon the position being filled.

About Metroplan

Metroplan is a consortium of 38 leaders in local government, transportation, and economic development who are invested in a prosperous and sustainable future for Central Arkansans and work together to influence positive growth in the region. Federally designated as Central Arkansas' Metropolitan Planning Organization (MPO), Metroplan guides multimodal transportation and quality community development through regional cooperation in transportation and land use planning. www.metroplan.org

Job Description

The Public Engagement Planner will shape Metroplan's messaging to diverse audiences using various communication tools, technologies, and media platforms. This position is responsible for increasing the organization's visibility and public awareness of its planning products, publications, and philosophies, including foundational documents like the Long-Range

Metropolitan Transportation Plan, Regional Greenways Plan, and Unified Development Ordinance. The Public Engagement Planner can expect meaningful interaction with elected officials, citizen stakeholders, advocacy groups, consultant teams, and partner organizations as well as the community at large as they promote our planning goals. *Learn more about Metroplan's leadership, staff, goals, and products at www.metroplan.org.*

To Apply

Please email your resume and a small portfolio to Cindy Segebarth, Human Resources, at csegebarth@metroplan.org. Your portfolio should include samples of your own work demonstrating your skills in the following:

- Writing (3 paragraphs minimum; cover letter is acceptable).
- 1 PowerPoint presentation or similar.
- 3 to 5 social media posts (personal or professional) that drove high engagement.
- 1 document, paper, or report in which you were the primary writer.

Job Responsibilities

Public Engagement

- Update and implement Metroplan's Public Participation Plan (PPP) to ensure equity and broad representation in local and regional transportation and land use planning efforts.
- Identify, design, coordinate, promote, and facilitate online and in-person public input events.
- Form strategic partnerships and host conversations with diverse stakeholder organizations, community groups, minority/vulnerable populations, and businesses to inform and strengthen Metroplan's plans and actions.

Communications

- Raise recognition of and engagement with planning ideas such as active transportation, land use and development, transit, and technology.
- Develop an organization-wide communications strategy and schedule.
- Proactively identify opportunities to promote Metroplan's on-going projects, vision, and goals.
- Create content in coordination with supervisor and staff.
- Develop online and social media content.
    - Collaborate with staff to design materials such as promotional videos, infographics, images, etc.
    - Post engaging content on social media.
- Interact with news media through interviews and the preparation of press releases and legal notices.
- Build Metroplan's brand in the region.

Title VI Coordination

- Ensure compliance with Title IV of the 1964 Civil Rights Act through monitoring and managing Metroplan's:
    - Public Participation Plan.
    - Title VI Program and LEP (Limited English Proficiency) Plan.
    - All Title VI documents.
    - Any Title VI complaints and responses.
    - Title VI staff training program.

Planning

- Assist staff and local jurisdictions in the research and development of policies and plans that advance regional transportation and land use goals.
- Conduct research and produce written reports on topics assigned by the supervisor.
- Oversee the annual Ozone Action Days program to encourage ozone reduction.
- Carry out other duties as assigned by the supervisor.

All staff must:

- Attend assigned public meetings and outreach events sponsored by Metroplan or member jurisdictions.
- Communicate with the public, potentially at after-hour events.
- Work cooperatively with all Metroplan staff and comply with Metroplan's protocols for utilizing products and services.

Education and Experience

Minimum:

- Bachelor's degree in Communications, Marketing, Public Relations, Education, Urban Planning, Community Development, or related field. Six (6) months of practical experience (internship qualifies).
- Interest in urban planning, land use, and transportation-related issues.

Preferred:

- Master's degree in Communications, Marketing, Public Relations, Education, Urban Planning, Community Development, or related field. Three (3) years of professional experience.
- Knowledge about urban planning, land use, and transportation-related issues.

Skills

Essential

- Clear and effective written and verbal communication; public speaking.
- Communication strategy development, management, and tracking.
- Online and social media content creation and promotion on all platforms: Facebook, Twitter, Instagram, TikTok, LinkedIn, and others as needed.
- Meeting planning, promotion, and facilitation; coalition-building.
- Critical thinking, analysis, and problem-solving.
- Independent and team-based work.
- Professionalism, tact, and diplomacy.
- Microsoft Office and other Windows-based software.
- Zoom and other online meeting management software.

Desired

- Web design and content management.
- Brand development.
- Adobe Acrobat Pro.
- Photography.
- Audio-visual script writing, production, and editing.

- Highly innovative and creative.
- Spanish language.

Physical Requirements

The physical demands described below must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Frequently walks; uses hands and fingers to touch, handle, or feel objects, tools, or controls; reaches with hands and arms; climbs or balances; and stoops, crouches, and kneels.
- Occasionally lifts and/or moves objects up to 50 pounds.
- Specific vision abilities include close, color, peripheral, and the ability to adjust focus.

Work Environment

The work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Primarily indoors with occasional local travel required.
- Irregular hours of work may be required.

What makes Metroplan a great place to work?

- Flexible schedule
- Work-life balance
- Generous annual and sick leave
- Retirement plan contributions
- Paid membership in relevant professional organizations
- Paid participation at approved regional and national conferences
- Supportive, smart, and fun team environment

ITEM 3. AGENCY REPORTS

Agency reports will be made by representatives from the following:

A. Arkansas Department of Transportation

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B. Rock Region METRO

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C. Little Rock Port Authority

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D. Bill & Hillary Clinton National Airport

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F. Federal Highway Administration

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G. Federal Congressional Offices

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ITEM 4. BANKING AUTHORIZED SIGNATURES

SUMMARY

Upon the resignation of Tab Townsell as Executive Director, a resolution is needed to authorize the removal of Tab Townsell from all the Metroplan bank accounts.

ACTION NEEDED: Motion to adopt Resolution 23-01.

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RESOLUTION 23-01

TO AUTHORIZE THE REMOVAL OF TAB TOWNSELL FROM ALL METROPLAN BANKING ACCOUNTS

WHEREAS, Tab Townsell announced his resignation as Metroplan's Executive Director on December 19, 2022; and

WHEREAS, it is necessary for the Board of Directors to authorize signatories on Metroplan Bank Accounts; and

NOW, THEREFORE, BE IT RESOLVED by the Metroplan Board of Directors that Tab Townsell be removed from all Metroplan bank accounts.

Duly recorded this 25th day of January 2023.

Attested:	Signed:
_____	_____
Allen Dodson, Secretary-Treasurer Judge, Faulkner County	Barry Hyde, President Judge, Pulaski County

ITEM 5. EXECUTIVE DIRECTOR'S SEARCH

SUMMARY

Metroplan Officers will discuss the search for a new Metroplan Executive Director and lead the discussion as the board seeks to permanently fill this position.

ACTION NEEDED: To be determined.

TRANSPORTATION AGENDA

ITEM 6. METROPLAN FUNDED PROJECTS

SUMMARY

Metroplan staff is preparing an obligation plan for Federal Fiscal Year 2023 comprised of previously authorized projects. This plan will be presented to board and identify critical projects for meeting the obligation requirements for 2023.

ACTION NEEDED: Information only

Surface Transportation Block Grant Program and Carbon Reduction Program

Project Obligation FY 2023	
STP CARTS Apportionment 2023	$13,710,126
CRP CARTS Apportionment 2023	$1,639,662
Carry Forward from 2022**	$0
Estimated Funding Available	$15,349,788

Project	**Projects: 2023 Obligation**	**Local Sponser**	**Estimated Obligation Amount**	Approved for Obligation	*Phase*	*Engineer*	*TIP/ Metroplan Resolution*
61580	Oneida St Bridge Replacement	Sherwood	$84,730	12/22	*Closeout*		
61626	East-West Connector	Metroplan	$1,125	12/22	*Closeout*		
61554	Levy Community Jump Start	North Little Rock	-$15,489	1/5/2023	*Closeout*		
61716	White Oak Crossing Roundabout	Maumelle	-$177,000	1/17/2023	ROW	Halff (Maumelle)	22-12 & 22-24
60907	Geyer Springs Railroad	Little Rock	$2,500,000		Closeout		
12232	ASCT Design	Little Rock/Var	$197,500		Closeout		
61718	Southwest Trail (Pulaski County to Germainia)	Saline	-$1,180,000		Construction	Garver (PC)	21-13
80647	Salem Road	Conway	-$362,000		ROW/Utilities	Garver (Metroplan)	21-13
61713	Powerline Trail	Sherwood	-$2,040,000		ROW and Const	Crafton Tull (Metroplan)	21-13 & 22-01
61713	Sherwood Powerline Trail (Phase II Design)	Sherwood	-$90,000		Design	Crafton Tull	21-13 (Amount not applied to Phase I)
61717	Congo and Shenandoah Roundabout	Benton	-$1,830,000		ROW/Utilities/Const	McClelland (Metroplan)	21-13
61758	Southwest Trail (Benton)	Benton	-$1,020,000		Construction	Garver (PC)	21-13
61757	Jonesboro Childrens Trail	Little Rock	-$645,221		Construction	McClelland (Metroplan)	21-13 & 22-01
61720	Lonoke County Regional Trail - Phase I Construction	Cabot	-$212,290		Construction	Halff	22-12
	Southwest Trail (65th to Hillaro Springs)	Pulaski Co	-$3,000,000		Construction	Garver (PC)	22-12
61663	Rock Region METRO Supershelters Phase II	Rock Region	-$500,000		Construction		22-12
61756	Shannon Hills Bridge Replacement	Shannon Hills	-$2,176,744		Construction	Halff	22-12
	Hwy 38 and Lincoln Intersection	Austin	-$68,000		Design		22-12
	Bryant Parkway Trail Over I-30	Bryant	-$110,154		Design		22-12
	College Avenue Bridge Engineer	Conway	-$378,226		Design		22-12
80667	Hwy 25 and Hwy 285 Roundabout	Wooster	-$360,000		Design		22-12
	Benton Belt - Saline River Greenway	Benton	-$400,000		Design		22-24
	Hilldale - Midland Connector Trail	Bryant	-$285,000		Design		22-24
	Elm Street Bike/Ped Improvements	Cabot	-$255,000		Design		22-24
	Bowman Road	Little Rock	-$400,000		Design		22-24
	River Trail (Dillard's Section)	Little Rock	-$400,000		Design		22-24
	Crystal Hill Road Realignment	North Little Rock	-$365,000		Design		22-24
	Saline County Hwy 5/Desoto	Saline County	-$400,000		Design (Phase I)		22-24
	Small City TAP Engineering	Various	-$120,000		Design	Various	22-09
	CARTS Planning (TBD)	TBD	-$400,000		Study		
	Total		**-$14,477,135**				
	Ending Balance Obligation Limitation		**$872,653**				

*Status Report as of 1/19/2023 (Casey Covington)

**Carry forward balance does not reflect re-obligation amount for Southwest Trail ROW - 061718

Transportation Alternatives Program

Project Obligation FY 2023	
TAP CARTS Apportionment 2023	$1,519,854
Carry Forward from 2022	$195,456
Estimated Funding Available	$1,715,310

Project	**Projects: 2023 Obligation**	**Local Sponser**	**Estimated Obligation Amount**	Approved for Obligation	*Phase*	*Engineer*	*TIP/ Metroplan Resolution*
61636	14th Street Ped Bridge	North Little Rock	-$200,000		Construction	Halff (NLR)	22-01
	Cabot Downtown Streetscape	Cabot	-$200,000		Construction	Halff (Cabot)	22-01
	Bryant Alcoa to Mills Park Trail	Bryant	-$200,000		Construction		22-01
	SW Trail (Baseline to 65th)	Pulaski Co	-$200,000		Construction	Garver	22-01
	College Avenue Shared Use Path	Conway	-$200,000		Construction		22-01
	General Samuels Sidewalks	Jacksonville	-$200,000		Construction		22-01
	Saline River Greenway	Benton	-$200,000		Construction		22-01
	Highway 89 Sidewalks	Mayflower	-$100,000		Construction		22-01
	Hwy 165 Sidewalk/Crosswalk	England	-$70,000		Construction		22-01
	Ward Safe Routes to Schools	Ward	-$100,000		Construction		22-09
	Church Street Sidewalks (Phase II)	Vilonia	-$100,000		Construction		22-09
	Sardis Road Trail	Shannon Hills	-$100,000		Construction		22-09
	Total		**-$1,870,000**				
	Ending Balance Obligation Limitation		**$154,690**				

*Status Report as of 1/19/2023 (Casey Covington)

Highway Improvement Program

Project Obligation FY 2023	
Highway Improvement Program 2021	$680,806
Highway Imrpovement Program COVID 2021	$4,743,634
Carry Forward from 2022	$0
Estimated Funding Available	$5,424,440

Project	**Projects: 2023 Obligation**	**Local Sponser**	**Estimated Obligation Amount**	Approved for Obligation	*Phase*	*Engineer*	*TIP/ Metroplan Resolution*
61510	University and Asher Intersection Improvements	ArDOT/LR	-$600,000		ROW/Utilities/Const	ARDOT	17-18
61613	Hwy 31 Overpass Multi-Use Path	Lonoke	-$545,000		Construction	ARDOT	21-13 & 22-12
61715	West Main Street Realignment	Jacksonville	-$1,073,000		ROW/Utilities/Const	McClelland (Metroplan)	21-13
61679	North Little Rock Pike Avenue	NLR	-$2,504,070		Construction	Garver (NLR)	21-13
	Total		**-$4,722,070**				
	Ending Balance Obligation Limitation		**$702,370**				

*Status Report as of 1/19/2023 (Casey Covington)

ITEM 7. STUDY UPDATES

SUMMARY

Metroplan staff will provide an update on the following transportation studies.

1. Southloop Study
2. Metropolitan Transportation Plan

ACTION NEEDED: Information Only.