

Metroplan Board of Directors Meeting

December 17, 2025

10:00 am

AGENDA

1. Approval of Minutes of November 19, 2025
2. Financial Report
3. Metroplan Report
 - a. 2026 Metroplan Budget Adoption
 - b. 2026 Metroplan Board Schedule
 - c. Central Arkansas Planning Needs Assessment
4. Small Cities and Technical Coordinating Committee Bylaws
5. Agency Reports
 - Energy and Environment Innovation for the Natural State
6. CPRG
 - a. Energy and Environment for the Natural State Implementation Grant
 - b. Green Networks Call for Projects – multiuse path, land restoration, tree planting
 - c. Energy Savings Performance Contracting (ESPC) Stipend
 - Transportation Agenda
7. SMART Streets Plan
8. Call for Projects
 - a. 2026 STBG and 2026 TAP – Additional Funding
 - b. 2027 TAP Funding
9. Metroplan Board Announcements
10. Citizen Communications
11. Adjourn

*A workshop for Metroplan Board Members will be held at 9:00 am as part of the Regional Planning Needs Assessment and coordination opportunities.



METROPLAN

ITEM 1. MINUTES OF NOVEMBER 19, 2025

The minutes of the November 19th, 2025 Metroplan Board meeting are attached for review and adoption.

ACTION NEEDED: Motion to adopt minutes from November 19th, 2025.

Metroplan Board of Directors Meeting November 19, 2025

Attending:

Board Members

Mayor Crystal Herrmann, City of Alexander
Mayor Bernadette Chamberlain, City of Austin
Mayor Tom Farmer, City of Benton
Mayor Chris Treat, City of Bryant
Mayor Jeff Elmore, City of Jacksonville
Mayor Stephanie White, City of Keo
Mayor Wayne McGee, City of Lonoke
Mayor Caleb Norris, City of Maumelle
Mayor Mike Kemp, City of Shannon Hills
Mayor Charles Gastineau, City of Ward
Mayor Terry Don Robinson, City of Wooster
Mayor Derrick Rainey, City of Wrightsville
Judge Allen Dodson, Faulkner County
Judge Barry Hyde, Pulaski County
Judge Matt Brumley, Saline County
Mr. David Siskowski, ARDOT
*Mr. Robbie Alberson, City of Conway
*Mr. Jeff Arey, City of Haskell
*Mr. David Cook, City of North Little Rock

***Indicates Proxy**

Metroplan

Casey Covington
Bernadette Rhodes
Tammy Gillis
Leesa Freasier
Peritosh Jambhale
Jonathan Lupton
Daniel Holland
Sydney Dozier
Leesa Freasier
Brittany Nichols
Lynn Bell

Guest

Steven Taylor, ARDOT
Sunny Farmahan, ARDOT
Jennifer Hill, City of Alexander
Rebecca Kidder, City of Bryant
Robert Birch City of Jacksonville
Maneesh Krishnan, City of Little Rock
Joycelin Randle, City of Little Rock
Nick Stevens, City of Little Rock
Tab Townsell, Pulaski County
Mark Koch, Olsson
Joe Smith, Arkansas Municipal League (AML)
Mike Watson, Halff
Jon Honeywell, Volkert
Hunter Hobby, Volkert
Truett Smith, Crafton Tull
Ben Reynolds, VES
Katie LeBlanc, HNTB – LR
Andrew Boatman, HNTB – LR
Lauren Palmer, Everstrive

I. Approval of minutes

A motion to approve the minutes of the August Board meeting was made by Mayor Kemp, seconded by Mayor Gastineau and passed by the Board.

II. Approval of the Financial Report

Ms. Gillis gave a brief financial report to the Board.

Ms. Gillis noted that the third quarter financials included in the Board packet were developed by staff and are currently being reviewed by Landmark.

A motion to approve the August financials was made by Mayor Kemp, seconded by Mayor Riley, and approved by the Board.

III. Metroplan Report

Mr. Covington stated to the Board that staff has attended several meetings and conferences since returning from the Metroplan trip to Madison. Staff attended the

Arkansas Transportation Summit that was hosted by ARDOT. Ms. Rhodes and Ms. Freasier presented with representatives of Northwest Arkansas and Fort Smith on the CPRG grant implementation. Mr. Covington participated in a panel on the future of transportation. In addition, several staff attended the AMPO conference in Providence. There was a lot of valuable information acquired on Reauthorization. To date there is still no bill on Reauthorization, and it is expected to be established within the next 2 -3 months.

Mr. Covington stated that staff attended the City of Keo ribbon cutting for their electric charging station. Staff also attended the Saline River Recreational event.

Mr. Covington mentioned to the Board that he was recognized in the Arkansas Business Publishing Group publication listing of Arkansas' Most Influential Leaders. Mr. Covington also recognized staff and the Board for all of their support and efforts in leadership in the region that aided him in reaching such accolades.

Mr. Covington noted that several staff members are members national committee – representing Arkansas and Metroplan. Mr. Lupton is a member of the AASHTO committee on the Census Transportation Planning Product (CTPP) workgroup. Mr. Lupton gave a brief presentation to the Board on the document that was produced by the committee that was derived from the from the Census Bureau.

Mr. Lupton stated that the Census Transportation Planning product is a collaboration with the Census bureau, federal agencies, and transportation planning professionals utilizing special tabulation based on the American Community Survey.

Mr. Lupton noted that staff is already working on the next version of the document and Metroplan is using the Little Rock metro area as a trial for a potential forecasting synthesis version.

Mr. Covington further noted that staff continues to work with ARDOT on the SMART Streets Plan. Mr. Holland has been working with the department in the process of the development of the engagement list. Staff will be reaching out soon to receive some information to get current practices from each member of the Board and also ask several members to participate through the stakeholders and team guides.

Mr. Covington added that Mr. Haustein and Mr. Runder are currently working on county plans with about 50 maps and charts that look at population and demographics, land use and development patterns and master street plans.

Mr. Covington gave a brief update on the upcoming Call for Projects for 2026. There are some TAP grants available from Metroplan 2026 and 2027. ARDOT just announced their grants and there is also some CPRG funding for the upcoming year.

Mr. Covington provided the Board with the 2026 Metroplan calendar, which will be finalized at the December meeting. There will be no meetings for the months of February and October due to elections.

Mr. Covington indicated that there will be a 2-day summit rather than a benchmarking trip next year. It is suggested that a retreat on May 6th and 7th to possibly Lake DeGray or somewhere similar for 2-half-day meetings would be beneficial in discussing issues that are important in Central Arkansas.

Mr. Covington noted that included in the Board packet is a operational budget for review. The Board will be asked to approve the budget at the December meeting which will also include engineer and project budgets.

Mr. Covington added that the membership dues for 2026 will not be changed and will be the same as this year.

Mr. Covington stated to the Board that there would be a peer research meeting at 11:00 with Lauren Palmer of Everstrive.

Ms. Palmer stated to the Board that her team is deep into the insight gathering phase of the process of examining both Metroplan and CAPDD. During the week she would be conducting a series of interviews to get a better understanding of the area.

Ms. Palmer stated that she would be back in mid-December to wrap up the information that she has been gathering. During this time there will also be some peer-one research. Information will be gathered from various sources.

The report will be given to staff for review in January and help inform the Board of Ms. Palmer's findings.

IV. Small Cities and TCC Bylaws

Mr. Covington stated that the bylaws for both committees will be approved by the Board at the December meeting.

Mr. Covington stated that Small Cities has been in effect for several years without bylaws. Bylaws for the committee were developed and approved during the summer. The committee does not have the authority to approve any action but can make recommendations to the Board on various issues.

Mr. Covington stated that the Technical Coordinating Committee has not been active for a while. It was noted that this committee which is comprised of primarily of the

Board's technical staff, engineering and planning staffs. The functions of the committee is to review technical aspects that staff prepare for plans.

Mr. Covington recommended that the TCC be reformed to provide technical assistance as we continue to move forward. The recommendation will be brought to the Board in December for approval.

V. Benchmarking Trip Review

Ms. Dozier gave a brief presentation on the benchmarking trip.

Ms. Dozier thanked those who were able to attend the benchmarking trip. The members met with various city officials, planning partners, and the MPO of Madison. There was a lot of information gathered on regional planning, resilience and collaboration and the impact on long-term planning.

VI. CPRG Call for Projects

Ms. Rhodes stated to the Board that there is a new opportunity for the communities in the region to receive some grant funding.

Ms. Rhodes noted that several areas have stated that they wanted to be able to plant some native species trees.

Therefore Ms. Rhodes asked the Board to release the "Call for Projects" for the CPRG round 2 of Green Networks grant funding. The Green Networks grants will allow for various categories such as multi-use trail construction, transportation options, land restoration, and restoring forests, streams, and prairies.

Ms. Rhodes stated that applications for this funding can be found on the online application on jot form.

Ms. Freasier stated to the Board that there is a 90% completion that must be done before the CPRG Trail Construction deadline of May 26th. Included in the Board packet is a list of the requirements for multi-use trail construction.

Ms. Freasier noted that once the requirements are met the next phase is to look at emissions. Staff will be available to assist with getting the projects through the process.

Ms. Freasier added that land restoration is being reviewed for some of the grant funding. There are contractors available to assist with these projects.

There is a link to the application on jot form; Metroplan CPRG Green Networks Application Form 2025-26.

A motion to approve the release for Call for Projects was made by Mayor Gastineau, seconded by Mayor Riley, and passed by the Board.

VII. Safety Performance Targets

Mr. Haustein stated to the Board that ARDOT has developed the Safety Target for 2026. Included in the Board packet is the Performance Measures document for review.

A motion to approve Resolution 25-19 to support the 2026 Safety Targets was made by Mayor Riley, seconded by Mayor Chamberlain, and passed by the Board.

VIII. UPWP Amendment

Mr. Covington stated to the Board that the UPWP was approved earlier in the year. The Federal Transit Association (FTA) has requested an amendment to reflect prior year funding.

A motion to approve the UPWP Resolution 25-20 was made by Mayor Gastineau, seconded by Mayor Farmer, and passed by the Board.

IX. Request for Partnership – Hwy 100 Study

Mr. Covington stated last year there were some partnering projects on transportation studies discussed with ARDOT, and there was a verbal agreement to partner on a study on Hwy. 100 looking at operational access. At this time a formal resolution is needed to reflect this with ARDOT providing a funding match for the project.

A motion to approve Resolution 25-21 was made by Mayor Farmer, seconded by Mayor Norris, and passed by the Board.

X. 2025 & 2026 Project Obligations

Mr. Covington stated to the Board that staff continues to meet its funding obligation requirements. In reviewing the progress for 2020-2025 there was approximately \$105 million in projects in Central Arkansas. Included in the Board packet is a list of the projects that received federal funding in 2025 and those expected to obligate in

2026.

XI. XI. Call for Projects

a. 2026 STBG and 2026 TAP – Additional Funding

Mr. Covington noted that there was some leftover STBG and TAP funding in the amount of \$4 million in unallocated funding for use in 2026. Staff recommended that these funds be used to make up any cost differences on projects that are ready to go and need additional funding.

b. 2027 TAP Funding

Ms. Freasier stated that the funding mentioned is to aid with unforeseen costs that were not obligated. All of these projects must be completely funded by September 2026.

A motion to approve the use of the remaining STBG and TAP funds was made by Mayor Kemp, seconded by Mayor Chamberlain, and passed by the Board.

XII. Agency Reports

A. Arkansas Department of Transportation

Mr. Siskowski stated to the Board there were three projects awarded in the September letting:

- Hwy 70 /University Avenue intersection improvement project
- I-57 creating design concepts
- County Rd. 71 3-mile overlay and County Rd. 76 in Lonoke Co. 1-mile overlay

Mr. Siskowski stated that there were two projects in the November letting:

- Selected Sections Preservation job for Hwy.70 in Little Rock – 4.3-mile between I-430 and Brody Creek
- Milling and overlay of Hwy. 5 – 2.2-miles I-430 to Otter Creek Rd.

Mr. Siskowski noted that the Transportation Summit will be held in Hot Springs next year and encourage everyone to attend.

B. Rock Region METRO

There was no report from Rock Region METRO.

C. Bill and Hillary Clinton National Airport

There was no report from the Clinton National Airport.

D. Federal Highway Administration

There was no report from FHWA.

E. Little Rock Port Authority

There was no report from the Little Rock Port Authority.

F. Congressional Offices

Mr. Pitchford stated to the Board that the Government is back up and running. The main focus between now and Christmas would be to get the Appropriations Bill passed.

Also, the issue of Affordable Housing will be examined and work done to get policies in place.

G. Arkansas Department of Economic Development

There was no report from CAPDD.

H. Arkansas Municipal League

Mr. Smith stated that January 14th – 16th will be the Municipal League Winter Conference and encouraged everyone to attend.

Mr. Smith also noted that the League was successful in getting all of the 500 city signatures needed for the opioid settlement.

Mr. Smith informed the Board that they should make sure that their budget includes the appropriate funding for the Workmen's Comp. If it doesn't the State can withhold turnback money that may be received.

XIII. Other Business

Judge Dodson commended Mr. Covington for his award recognition.

Mr. Covington reminded the Board that immediately following the Board meeting that the large and medium cities and the county judges would meet with Ms. Palmer for the peer review.

With no further business, the meeting was adjourned.

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ITEM 2. FINANCIAL REPORT

The November Metroplan financial statement is provided to the Board.

ACTION NEEDED: Motion to accept the Financial Report.

ITEM 3. METROPLAN REPORT

SUMMARY

Metroplan staff will provide an update on agency planning activities.

A. 2026 Metroplan Budget Adoption

The Metroplan agency operating budget has been prepared and is presented in the following pages. The following changes have been made to the budget following the November meeting.

- Inclusion of Budget for Engineering Project
- Inclusion of CPRG Project Budget
- Addition of intern program - Salaries
- Adjustment to indirect expenses based on current to date cost and 2025 audit

Metroplan dues remain unchanged.

Forecast net asset gains of \$90,000.

Action Need: Motion to Adopt

B. 2026 Metroplan Board Calendar

Regular meetings of the Metroplan board are held on the 4th Wednesday of each month. Metroplan will skip meetings in February and October during 2026. A full list of Metroplan Board meetings is included on following page.

Action Needed: Information Only

C. Central Arkansas Regional Planning Needs Assessment

Laurel Palmer, Everstrive, will report on the initial round of stakeholder input for the Central Arkansas Regional Needs Assessment and peer review. Lauren efforts are now largely focused on the evaluation options for regional collaboration, including meeting with Metroplan and CAPDD staffs.

A workshop will be held for board members at 9:00 am, prior to the board meeting, to discuss alternatives for regional collaboration.

Action Needed: Information Only

Metroplan 2026 Operating Budget

Metroplan Operating Revenue		2025 Comparison
MPO Planning Funds	\$1,255,708.77	\$1,227,446.54
EEl	\$18,016.43	\$42,926.78
CPRG	\$267,460.39	\$268,162.22
Metroplan Member Dues	\$655,153.00	\$655,153.00
State of Arkansas MPO Designation	\$20,000.00	\$20,000.00
MAWA	\$10,346.23	\$10,231.15
Interest Income	\$90,000.00	\$90,000.00
Total	\$2,316,684.83	\$2,313,919.70
Metroplan Operating Expenses		
Metroplan Salaries & Fringe	\$1,586,722.93	\$1,534,297.38
Indirect Expenses (excl Salary)	\$464,000.00	\$447,500.00
Local Funds/Board Expenses	\$88,961.90	\$105,000.00
MAWA Direct Support	\$6,000.00	\$6,000.00
Match for Planning Projects/Grants	\$87,000.00	\$137,122.32
Total	\$2,226,684.83	\$2,223,919.70
Unallocated Gains Assets	\$90,000.00	\$90,000.00

Metroplan 2026 Operating Expenses

		2026 Budget	2025 Comparison
Salary and Fringe	Planning	\$1,037,492	\$1,002,812
	EEL	\$11,908	\$28,057
	CPRG	\$176,785	\$175,269
	Indirect	\$231,244	\$239,010
	MAWA	\$2,873	\$2,765
	General Fund	\$126,421	\$86,385
Total		\$1,586,723	\$1,534,297
Indirect Expenses	Local Mileage and Parking	\$5,000	\$5,000
	Depreciation Expense	\$20,000	\$25,000
	Employee Professional Membership	\$5,000	\$5,000
	Financial System Support/Oversight	\$45,000	\$40,000
	General Operating	\$5,000	\$3,000
	Insurance - General	\$7,500	\$7,500
	Legal, Accounting & Audit	\$65,000	\$50,000
	Maintenance and Repair	\$5,000	\$5,000
	Materials and Supplies	\$25,000	\$15,000
	MPO charges	\$2,500	\$2,500
	CPRG Charges	\$2,500	\$2,500
	Lease Expense - Office Equipment	\$8,000	\$15,000
	Outside Printing	\$15,000	\$15,000
	Payroll Preparation Expenses	\$3,500	\$3,500
	Postage	\$2,000	\$2,000
	Professional Membership	\$10,000	\$10,000
	Public Relations	\$8,000	\$8,000
	Rent	\$68,000	\$68,000
	Staff Travel & Training	--	--
	Training MPO	\$35,000	\$35,000
	Travel CPRG	\$17,500	\$17,500
	Subscriptions and Publications	\$1,000	\$1,000
	Technology Expense	\$70,000	\$70,000
	New Website Depreciation	\$12,000	\$12,000
	Telephone & Internet	\$16,500	\$15,000
	Lease Improvement Depreciation	\$10,000	\$15,000
Total		\$464,000	\$447,500
100% Local	Board Engagement/CA Submmit /Travel/Mis.	\$94,962	\$111,000

Indirect Rate Calculation

Indirect Salaries	\$231,244.45
Indirect Expenses	\$464,000.00
Indirect Salaries and Indirect Expenses	\$695,244
Direct Salary and Fringe Total	\$1,355,478
Indirect Rate	51.3%

Metroplan 2026 Planning Studies

Metroplan Studies Revenue

Ozone Action Days	\$48,000.00
Travel Demand Model	\$100,000.00
Regional Study TBD	\$200,000.00
Transferred from Local Dues	\$87,000.00
Total	\$435,000.00

Metroplan Studies Expenses

Ozone Action Days	\$60,000.00
Travel Demand Model	\$125,000.00
Regional Study TBD	\$250,000.00
Total	\$435,000.00

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METROPLAN

2025 LOCAL CONTRIBUTIONS

Metroplan Members		2024 Dues
Dues - Saline County	\$	50,604.00
Dues - Pulaski County		44,108.00
Dues - Lonoke County		20,979.00
Dues - Faulkner County		40,531.00
Dues - City of Alexander		3,114.00
Dues - City of Austin		3,183.00
Dues - City of Bauxite		579.00
Dues - City of Benton		32,213.00
Dues - City of Bryant		19,010.00
Dues - City of Cabot		24,443.00
Dues - City of Cammack Village		716.00
Dues - City of Conway		59,003.00
Dues - City of England		2,279.00
Dues - City of Greenbrier		5,250.00
Dues - City of Guy		692.00
Dues - City of Haskell		3,640.00
Dues - City of Jacksonville		27,119.00
Dues - City of Little Rock		186,384.00
Dues - City of Lonoke		3,934.00
Dues - City of Keo		190.00
Dues - City of Maumelle		17,711.00
Dues - City of Mayflower		1,825.00
Dues - City of Mount Vernon		132.00
Dues - City of North Little Rock		59,424.00
Dues - City of Shannon Hills		4,131.00
Dues - City of Sherwood		30,113.00
Dues - City of Traskwood		455.00
Dues - City of Vilonia		3,945.00
Dues - City of Ward		5,568.00
Dues - City of Wooster		959.00
Dues - City of Wrightsville		1,419.00
Associate Members		
Dues - Grant County		500.00
Dues - Hot Springs Village		500.00
Dues - City of Sheridan		500.00
		\$ 655,153.00

Dues are calculated as \$.92 per population of the 2020 Census.
County dues are for unincorporated populations.

On Call Engineering Contracts

Job #	Project Name	Jurisdiction	Engineer	Task Order	Estimate 2026
061713	Powerline Trail	Sherwood	Crafton Tull	CT - 1	\$17,000.00
061720	Lonoke County Trail	Cabot, Ward, Austin	Halff	HF - 2	\$30,000.00
061756	Shannon Hills Drive Bridge Replacment	Shannon Hills	Halff	HF - 3	\$185,000.00
080561	Hwy 89 Sidewalk	Mayflower	Halff	HF-4	\$11,000.00
061813	Elm and Main Bike Ped Imprts	Cabot	Halff	HF-5	\$0.00
061837	CARG Phase 3	Cabot	Halff	HF-6	\$270,000.00
061717	Congo, Shanendoah Rdabout	Benton	MCE	MCE - 1	\$23,000.00
061715	Main Street realignment	Jacksonville	MCE	MCE - 2	\$0.00
061757	Jonesboro Children's Trail	Little Rock	MCE	MCE -4	\$0.00
080709	College Ave Bridge	Conway	MCE	MCE-5	\$200,000.00
061816	Desoto Roundabout	Saline County	MCE	MCE-6	\$45,000.00
061838	Broadway Road Diet	Little Rock	MCE	MCE-7	\$80,000.00
061841	Regional Greenways Ph 1	Sherwood	MCE	MCE-8	\$411,000.00
061884	Saline River Greenway	Benton	MCE	MCE-9	\$650,000.00
061806	Hwy38 - N Lincoln Roadabout	Austin	Crafton Tull	CT-2	\$0.00
061809	Ward Safe Routes	Ward	Crafton Tull	CT-3	\$9,000.00
061810	Sardis Road Trail	Shannon Hills	Crafton Tull	CT-5	\$10,300.00
061857	SWT Central High to Fair Grounds	Pulaski County	Crafton Tull	CT-6	\$94,000.00
061891	Kerr Station Road + Regional Greenway	Cabot	Crafton Tull	CT-7	\$300,000.00
080667	Hwy 285 Roundabout	Wooster	Garver	GR-1	\$363,000.00
080647	Salem Road Reconstruction	Conway	Garver	GR - 2	\$40,000.00
080576	Hwy 64 Traffic ops	Conway	Garver	GR-3	\$10,000.00
061811	Trail over I-30	Bryant	Garver	GR-4	\$90,000.00
061815	Crystal Hill Road	North Little Rock	Garver	GR-5	\$150,000.00
061814	Arkansas River Trail Dillards	Little Rock	Garver	GR-6	\$230,000.00
061812	Hilldale Midland - E Lombard Trail	Bryant	Garver	GR-7	\$350,000.00
061836	SWT connector Hill Farm-Sardis	Bryant	Garver	GR-8	\$204,000.00
080723	Hwy 65 Ped overpass	Greenbrier	Garver	GR-9	\$535,000.00
New Projects -					\$1,500,000.00

*Funding is 80% Federal and 20% Local

Energy and Environment Innovation for the Natural State 2026

CPRG-EPA Grant-Passthrough Funds

Green Networks	Sponsor	Federal Funds	
Watershed Conservation Restoration Center-WCRC	NWA	\$	1,500,000.00
Illinois River Watershed Partnership-IRWP	NWA	\$	1,000,000.00
Northwest Arkansas Land Trust-NWALT	NWA	\$	300,000.00
City of Rogers	NWA	\$	1,500,000.00
City of Springdale	NWA	\$	1,000,000.00
City of Fayetteville	NWA	\$	621,000.00
City of Fort Smith	NWA	\$	2,600,000.00
NWARPC-E-Bike Program	NWA	\$	2,000,000.00
NWARPC-Administration of above projects	NWA	\$	135,000.00
Centrak Arkansas Green Network Projects	Various	\$	14,000,000.00
TOTAL		\$	24,656,000.00

Workforce Development

Central Arkansas	AAEF	\$	500,000.00
City of Fort Smith (COFS) -Energy Ambassador	COFS	\$	150,000.00
City of Fort Smith	AAEF	\$	250,000.00
NWA-WCRC/IRWP/AAEF	NWA	\$	300,000.00
TOTAL		\$	1,200,000.00

Transportation Efficiency

Central Arkansas	EV Fleet	\$	400,000.00
Central Arkansas	EV Charging Station	\$	500,000.00
COFS	EV Charging Station	\$	3,250,000.00
Central Arkansas	Streetlights	\$	3,000,000.00
TOTAL		\$	7,150,000.00

Building Efficiency

Central Arkansas	LIT	\$	7,750,000.00
Central Arkansas	CPACE	\$	2,000,000.00
Central Arkansas	ESPC	\$	1,500,000.00
City of Fort Smith	Solar	\$	2,100,000.00
TOTAL		\$	13,350,000.00

GRAND TOTAL		\$	46,356,000.00
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*100% CPRG Funding - Passthrough

2026 METROPLAN BOARD MEETINGS/EVENTS

January 28 Metroplan Board meeting 10:00 am (Small Cities at 9:00 am)

No February meeting

March 25 Metroplan Board meeting 10:00 am (Small Cities at 9:00 am)

April 22 (if needed)

May 6-7—Central Arkansas Summit (tentative)

May 27 Metroplan Board meeting 10:00 am (Small Cities at 9:00 am)

June 7-10—National Association of Regional Councils (NARC) Annual Conference

June 24 Metroplan Board meeting 10:00 am (Small Cities at 9:00 am)

July 22 Metroplan Board meeting 10:00 am (Small Cities at 9:00 am)

August 27 Metroplan Board meeting 10:00 am (Small Cities at 9:00 am)

September 14-17— Association of Metropolitan Planning Organizations (AMPO) Annual Conference

September 23 Metroplan Board meeting 10:00 am (Small Cities at 9:00 am)

No October meeting

November 18 Metroplan Board meeting 10:00 am (Small Cities at 9:00 am)

December 16 Metroplan Board meeting 10:00 am (Small Cities at 9:00 am)

ITEM 4. SMALL CITIES COUNCIL AND TECHNICAL COORDINATING COMMITTEE BYLAWS

SUMMARY

Metroplan bylaws include two permanent advisory committees, a Technical Coordinating Committee and Small Cities Council. These committees advise and make recommendations to the full board.

Metroplan's Small Cities Council was established in 2018 but lacks formal bylaws. This council is comprised of mayors of member jurisdictions with populations under 10,000. The council provides an opportunity for these members to focus on issues that most affect them through focuses assistance, collaboration and knowledge sharing, capacity building, and advisory role to the full Metroplan board. They meet prior to Metroplan Board meetings.

Metroplan's Technical Coordinating committee was incorporated into the Regional Planning Advisory Committee in 2018. This Regional Planning Advisory Committee was then dissolved with the completion of the regional Long-Range Metroplan Transportation Plan. The MPO's Technical committee, comprised of technical staff from members, serves a vital role to the MPO by serving as a resource and reviewer for staff and the Metroplan Board. The committee also helps implement common practices across the region.

These bylaws were presented in November and are scheduled for adoption in December.

ACTION NEEDED: Motion to approve resolutions 25-22 and 25-23



RESOLUTION 25-22
ADOPTING THE METROPLAN SMALL CITIES COUNCIL BY-LAWS

WHEREAS, Metroplan is the officially designated Metropolitan Planning Organization (MPO) for the Little Rock-North Little Rock-Conway metropolitan area; and

WHEREAS, the MPO is charged with the responsibility of developing and updating the long-range transportation plan cooperatively with the State and transit operators for the Central Arkansas Regional Transportation Study (CARTS) and developing and administering the CARTS Transportation Improvement Program (TIP) for the local governments, Rock Region METRO, and the Arkansas Department of Transportation (ArDOT); and

WHEREAS, The Small Cities Council at Metroplan was initially formed at Metroplan in November 2018 and has effectively served communities under 10,000 in Central Arkansas; and

WHEREAS, The Small Cities Council is officially recognized in the Metroplan Bylaws as a subcommittee of the Metroplan Board (Adopted March 2025);

NOW, THEREFORE, BE IT RESOLVED, that the Metroplan Board of Directors does hereby adopt the attached Metroplan Small Cities Bylaws.

Duly recorded this 17th day of December 2025.

Judge Matt Brumley, Secretary/Treasurer

Judge Allen Dodson, President

**BY-LAWS OF THE METROPLAN SMALL CITIES COUNCIL,
A STANDING COMMITTEE OF THE METROPLAN BOARD OF DIRECTORS**

ARTICLE 1. Name

The name of this committee of small cities in Central Arkansas shall be the Metroplan Small Cities Council.

ARTICLE 2. Purpose

The Small Cities Council serves as a standing committee of the Metroplan Board of Directors, dedicated to supporting the unique needs of smaller cities through:

- (a) *Focused Assistance*: Providing technical support, planning guidance, and resources tailored to the transportation and development challenges of smaller cities;
- (b) *Collaboration and Knowledge Sharing*: Creating a forum where smaller cities can share experiences, exchange best practices, and learn from one another to strengthen governance and planning efforts;
- (c) *Capacity Building*: Empowering smaller communities to build local expertise, advocate for their needs, and effectively plan for sustainable growth; and
- (d) *Advisory Role*: Making recommendations to the full Metroplan Board.

ARTICLE 3. Membership

Any city or community under 10,000 population, including second-class cities and incorporated towns, within the Little Rock-North Little Rock-Conway Metropolitan Statistical Area ("Central Arkansas") may participate in the Small Cities Council. Voting committee membership is open to any mayor (or their designated representative) of a Central Arkansas small city/town. Membership to the Metroplan Board of Directors is not required. There is no fee for participation on the Small Cities Council.

Other Metroplan Board members may attend Small Cities Council meetings as non-voting participants.

ARTICLE 4. Committee Structure

Section 1. Meetings

The committee shall be known as the Small Cities Council.

Section 2. Term of Office

A representative shall serve during the term of office to which he or she has been elected or appointed.

Section 3. Meetings

The Small Cities Council shall meet at least once quarterly, with monthly meetings as required. Small Cities Council meetings will typically occur one hour before a full meeting of the Metroplan Board of Directors.

The Chair may call special meetings upon written notice to the full membership. The notice must specify the time, place, and purpose of the special meeting.

Section 4. Voting

The Small Cities Council does not set Metroplan policy but may vote on formal recommendations to the Metroplan Board of Directors. Each member shall have one vote. A majority of those present and voting shall prevail on an issue. Members may appoint a designee for the purpose of casting a vote on their behalf.

Section 5. Officers

- (a) The officers of the Small Cities Council will be a Chair and a Vice Chair. The occupants of these offices should represent jurisdictions located in different counties.
- (b) A Chair and a Vice Chair of the Council shall be nominated at the meeting after the biennial General Election. Nominees will be approved by the Metroplan Board of Directors at its December meeting for two-year terms.
- (c) The Chair shall lead the Small Cities Council with the Vice Chair leading the Council in the absence of the Chair. The Vice Chair should be elected with the intention of succeeding the Chair as the position becomes vacant.
- (d) The Chair shall collaborate with Metroplan Staff to set meeting agendas.

ARTICLE 5. Date of Effectiveness

These by-laws shall become effective upon the adoption of them by a majority of the board members.

ARTICLE 6. Parliamentary Procedure

Robert's Rules of Order, Revised, shall be the authority on all questions of parliamentary procedure not covered by these by-laws.

ARTICLE 7. Amendments

These by-laws may be amended by a vote of a majority of the entire Board of Directors, or by weighted vote, at any meeting of the Board provided at least two weeks written notification of the proposed changes has been distributed to the Board.

ATTEST: [Date], 2025

Secretary _____
Judge Matt Brumley

President _____
Judge Allen Dodson



RESOLUTION 25-23

ADOPTING THE METROPLAN TECHNICAL COORDINATING COMMITTEE BY-LAWS

WHEREAS, Metroplan is the officially designated Metropolitan Planning Organization (MPO) for the Little Rock-North Little Rock-Conway metropolitan area; and

WHEREAS, the MPO is charged with the responsibility of developing and updating the long-range transportation plan cooperatively with the State and transit operators for the Central Arkansas Regional Transportation Study (CARTS) and developing and administering the CARTS Transportation Improvement Program (TIP) for the local governments, Rock Region METRO, and the Arkansas Department of Transportation (ArDOT); and

WHEREAS, Metroplan benefits from the involvements of member's technical staff in the development and review of technical studies; and

WHEREAS, The Technical Coordinating Committee is officially recognized in the Metroplan bylaws as a committee advising the Metroplan Board (Adopted March 2025);

NOW, THEREFORE, BE IT RESOLVED, that the Metroplan Board of Directors does hereby adopt the attached Metroplan Technical Coordinating Committee Bylaws.

Duly recorded this 17th day of December 2025.

Judge Matt Brumley, Secretary/Treasurer

Judge Allen Dodson, President

BY-LAWS OF THE METROPLAN TECHNICAL COORDINATING COMMITTEE, AN ADVISORY COMMITTEE TO THE METROPLAN BOARD OF DIRECTORS

The TCC, in general, shall have membership, duties and responsibilities, and leadership as follows:

ARTICLE 1. Name

The name of this committee shall be the Technical Coordinating Committee (TCC).

ARTICLE 2. DUTIES OF THE TCC

- A. The primary duty of this body is to recommend action to the Board for:
 - 1. all products of the Unified Planning Work Program (UPWP),
 - 2. revisions to the metropolitan long-range transportation plan (MTP),
 - 3. the Transportation Improvement Program (TIP),
 - 4. and other CARTS planning studies.
- B. Conduct all business delegated to it by the Board.
- C. By majority vote, recommend subject matter experts or citizen advisory committees to the board as needed. These committees would operate for a limited time, with narrow scopes of work.
- D. The TCC shall review and advise the board on all recommendations and findings from subject matter experts and citizen advisory committees.

ARTICLE 3. Membership

A. Eligibility and Selection

- 1. TCC committee appointees must be employees of either a local jurisdiction, the Arkansas Department of Transportation (ARDOT), a transit agency, or other transportation/transportation-adjacent agencies outlined in Section I-B-2 of these bylaws.
- 2. All employees of the abovementioned agencies are eligible to serve; however, membership preference will be given to individuals with technical expertise including engineers, planners, public works or street department employees, or employees in active transportation, traffic management, or freight movement.
- 3. Each County shall convene a caucus of Metroplan Board Members to appoint representatives to serve on the TCC.

B. Composition

- 1. Voting membership on the TCC shall be composed of eight (8) appointees from Pulaski County, three (3) appointees from each Faulkner and Saline Counties, two (2) appointees from Lonoke County, one (1) appointee from a transit agency, and the MPO Coordinator at ARDOT, which are signatory to the CARTS Agreement of Understanding, for a total of 18 voting members.
- 2. Non-voting membership on the TCC shall be composed of representatives of the US Department of Transportation (USDOT), ARDOT Transit Division, AR Pollution Control and Ecology Department (APCED), AR Energy Office, Little

Rock Air Force Base (LRAFB), Bill and Hillary Clinton National Airport, Port of Little Rock, class 1 railroads and the CARTS Study Director.

3. Written notification of appointment to the TCC from each governmental jurisdiction, transit agency, class 1 railroad, LRAFB, APCED, AR Energy Office, LIT, Port of Little Rock and ArDOT must be provided to the CARTS Study Director to be seated.
4. One designated proxy per appointee is permissible, but must be confirmed by name in an email to the CARTS Study Director.

C. Voting Privileges:

1. Each voting TCC member shall exercise the one-person-one-vote rule in all matters before the Committee.
2. Proxy votes are allowed.
3. A majority of all eligible voting members shall constitute a quorum.
4. Although proposed changes to these bylaws may be initiated by the TCC, a two-thirds affirmative vote of the Metroplan Board is required to officially amend these bylaws, so long as the Board receives official notice of the proposed amendment before its meeting.

D. Terms:

1. Term duration of appointees shall be determined by each appointing entity.

ARTICLE 4. Chair of the Technical Coordinating Committee

- A. The CARTS Study Director shall act as TCC Chair.
 1. Shall perform the duties usually assigned to that office, such as presiding over all Committee meetings.
 2. Shall coordinate with the Vice-Chair to appoint subject matter experts and citizen advisory committees and their chairs.
 3. Shall receive, with the Vice-Chair, the findings of subject matter experts and citizen advisory committees. They shall decide whether to bring the report before the TCC or refer it to a subcommittee for additional consideration.
- B. Vice-Chair of the Technical Coordinating Committee
 1. ARDOT's MPO Coordinator shall act as the TCC Vice-Chair.
 2. Shall consult with the CARTS Study Director on appointments of subject matter experts and citizen advisory committees and their chairs.
 3. Shall receive, with the CARTS Study Director, the findings of standing and ad hoc committees. They shall decide whether to bring the report before the Committee or refer it to the subcommittee for additional consideration.

ARTICLE 5. Meetings

- A. The CARTS Study Director shall call for TCC meetings when there are sufficient business items to warrant a meeting. Meetings will normally be held on the second Wednesday of the month.
 1. The TCC shall meet quarterly with the ability to conduct additional meetings as needed.

2. Because some items are time-sensitive and non-controversial, the CARTS Study Director may take staff recommendations directly to the Metroplan Board without a TCC recommendation. In such cases, the CARTS Study Director will notify the TCC prior to presenting and comments on the recommendations will be made available to the Board.
- B. Notice of all meetings or non-meetings shall be posted on the Metroplan website and communicated by e-mail at least five (5) working days in advance and shall include the date, time and place of the meeting, preliminary agenda, minutes of the previous meeting and copies of proposed resolutions and reports.
- C. All meetings shall be open to the public.

ARTICLE 6. Date of Effectiveness

These by-laws shall become effective upon the adoption of them by a majority of the board members.

ARTICLE 7. Parliamentary Procedure

Robert's Rules of Order, Revised, shall be the authority on all questions of parliamentary procedure not covered by these by-laws.

ARTICLE 8. Amendments

These by-laws may be amended by a vote of a majority of the entire Board of Directors, or by weighted vote, at any meeting of the Board provided at least two weeks written notification of the proposed changes has been distributed to the Board.

ITEM 5. AGENCY REPORTS

A. Metroplan Executive Director's Report

B. Arkansas Department of Transportation

C. Rock Region METRO

D. Little Rock Port Authority

E. Bill & Hillary Clinton National Airport

F. Federal Highway Administration

I. Arkansas Department of Economic Development

H. Central Arkansas Planning and Development District

ITEM 6. CPRG

A. Energy and Environment for the Natural State Implementation Grant

The following CPRG activities were completed in November and December.

Green Networks

- Released trail, land restoration, and tree planting funding and provided outreach and technical assistance to prospective applicants
- Received 90% design plans from all Green Networks Trail funding recipients
- Made final revisions to contract with consultant for E-Bike Rebate program for NWA, City of Fort Smith, and Central Arkansas
- Staff attended the Rose Creek Trail public engagement meeting
- Staff visited project sites

Transportation Efficiency

- City of Little Rock purchased 20 EV fleet vehicles
- Central Arkansas Library System (CALS) has installed EV charging stations in 6 locations
- Staff developed Quality Assurance training for project sponsors

Building Efficiency

- Staff conducted site visit to Little Rock National Airport's geothermal wellfield. Over 30 of the planned 700+ wells have been dug
- Brittany hosted 4th ESPC cohort meeting, which covered the procurement process. This cohort's last session is scheduled for Dec. 18th.
- Staff conducted streetlight existing conditions assessments across the region

B. Green Networks Call for Projects

On November 19th Metroplan issued calls for projects for three Green Networks measures: multi-use trails, land restoration, and tree planting. Applications are due January 9th and can be found at <https://metroplan.org/call-for-green-networks-projects/>.

ACTION NEEDED: Information Only

C. Energy Savings Performance Contracting (ESPC) Stipend

The City of Ward has completed an Investment Grade Audit (IGA) for proposed building efficiency improvements to several of its public buildings, including its Municipal Complex. The improvements include new HVAC and heat pump units, building controls, and conversion to LED interior lighting, with a cost totaling \$468,072. The City has been awarded \$200,000 in EECBG (Energy Efficiency and Conservation Block Grant) funding to fund a portion of the project and has applied to Metroplan for a CPRG ESPC stipend of \$233,498 to enable project implementation.

The energy and cost savings outlined in the IGA are currently being verified by a third-party engineer. The resolution below approves the \$233,498 Metroplan award pending the engineer's verification.

ACTION NEEDED: Motion to approve Resolution 25-24 – Pending receipt of third-party verification



RESOLUTION 25-24
ENERGY AND ENVIRONMENT INNOVATION FOR THE NATURAL STATE
CLIMATE POLLUTION REDUCTION GRANT
ENERGY SAVINGS PERFORMANCE CONTRACTING STIPEND

WHEREAS, Metroplan is the lead agency for the Energy and Environment Innovation for the Natural State Implementation Grant through the EPA's Climate Pollution Reduction Grant (CPRG) Program; and

WHEREAS, this grant includes \$3,500,000 for stipends to Central Arkansas municipalities, counties, and other public institutions to implement cost-saving building efficiency improvements; and

WHEREAS, Metroplan received applications from members interested in Energy Savings Performance Contracting in June 2025 and formed a 6-month ESPC training cohort; and

WHEREAS, the City of Ward participated in the cohort and has completed its Investment Grade Audit reflecting substantial energy savings as part of the improvements; and

WHEREAS, Metroplan's stipend will be used to fund the Investment Grade Audit, HVAC building controls, and conversion of interior lighting to LED; and

WHEREAS, the Energy Efficiency and Conservation Block Grant and city funds will be used for new HVAC and heat pump units;

NOW, THEREFORE, BE IT RESOLVED that the Metroplan Board of Directors allocates funding of \$233,498 as a stipend to be used as part of the Ward Energy Savings Performance Contracting project.

Duly recorded this 17th day of December 2025.

Judge Matt Brumley, Secretary/Treasurer

Judge Allen Dodson, President

ITEM 6. SMART STREETS PLAN

SUMMARY

The Smart Streets Plan is a joint effort from ArDOT and Metroplan. Staff has met regularly with the project team to confirm desired content and an outline for the plan. The project team is currently coordinating on a meeting with a focus group of key stakeholders for January 27th. This will be a visioning workshop and input session for key staff of our cities and transportation partners.

ACTION NEEDED: Information Only

ITEM 7. CALL FOR PROJECTS

SUMMARY

On November 19th Metroplan issued the following call for projects:

- 2026 STBG and 2026 TAP – Additional Funding
- 2027 TAP Funding

Applications are due January 9th and can be found at [Metroplan Funding Opportunities - Metroplan](#)

ACTION NEEDED: Information Only