



**NORTHEAST ARKANSAS  
REGIONAL TRANSPORTATION  
PLANNING COMMISSION**

**April 18, 2019**

**RE: Active Transportation Committee Meeting of April 25, 2019**

Dear Committee Members:

The agenda for the upcoming meeting of the N.A.R.T.P.C. Active Transportation Committee is attached. The meeting will be held **at 4:00 p.m., on Thursday, April 25<sup>th</sup>, 2019 in the Third Floor Conference Room of the Jonesboro Municipal Center (300 S. Church Street).**

The main purpose of this meeting is to review/discuss the implementation status of immediate, short-term action items outlined in the Regional Active Transportation Plan. As always, all stakeholders to the regional transportation planning process are welcome to attend this meeting.

Please call the MPO staff office at (870) 933-4623 if you have questions or comments.

Sincerely,

Cecelie Cochran, M.P.A.  
MPO Planner



**NORTHEAST ARKANSAS  
REGIONAL TRANSPORTATION  
PLANNING COMMISSION**

**N.A.R.T.P.C. ACTIVE TRANSPORTATION COMMITTEE MEETING AGENDA  
Jonesboro Municipal Center, 300 S. Church Street, Jonesboro, Arkansas  
April 25, 2019, 4:00 p.m.**

*Members of the audience will be provided an opportunity to speak at the conclusion of the meeting, or as otherwise specified by the Chairperson of the Active Transportation Committee. It is requested that presentations be limited to three minutes, and that members of the audience identify themselves and state their point as briefly as possible when addressing the Committee.*

*Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the Metropolitan Planning Organization office (Tel # (870) 933-4623) 48 hours in advance of the meeting so that appropriate arrangements can be made.*

- 1. Committee Chair to call Meeting to Order**
- 2. Welcome and Introductions**
- 3. Approval of Minutes 1.24.18**
- 4. Staff Updates**
  - a. New MPO staff-Alan Pillow (MPO Planner I)
- 5. Old Business**
  - a. ATP Action Items Update
    - I. Active Inventory/GIS Mapping Project (Annie Camp EAST Students)
    - II. STIC/STEP Study
    - III. CAC Promotional Video Project
- 6. New Business**
  - a. MPO 101 Presentations/Webinar Discussions
  - b. MPO Newsletter (Volume II, Issue II)
  - c. Metropolitan Transportation Plan (MTP)
    - I. Public Engagement
- 7. Project Updates**
- 8. Public Comments**
- 9. Adjournment**

**Contact Lists (Emails, Faxes, and Postal Mail Addresses):** Please update your information and give us the addresses of those you would like to be on the MPO mailing list.

Active Transportation Committee (ATC) Meeting Minutes

Date January 24, 2019

Location Conference Room  
NEA United Way  
407 Union Street  
Jonesboro, AR 72401

Time 4:00 p.m.

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Opening Chairman Bill Smith called the Active Transportation Committee (ATC) meeting to order at 4:06 p.m. on January 24, 2019 in Conference Room of the NEA United Way.

Roll Call Those in attendance are listed below.

Active Transportation Committee Members (ATC)

|                          |  |
|--------------------------|--|
| Bill Smith, <i>Chair</i> | Northeast Arkansas Bicycle Coalition (NEABC) |
| Lindsey Wingo            | Downtown Jonesboro Association               |
| Beverly Parker           | Walking/Cycling Advocate                     |

Staff

|                 |               |
|-----------------|---------------|
| Cecelie Cochran | MPO Planner I |
|-----------------|---------------|

Others

|               |                    |
|---------------|--------------------|
| Harold Carter | Jonesboro Resident |
|---------------|--------------------|

**Welcome and Introductions**

Those in attendance introduced themselves.

**Approval of Minutes**

Lindsey Wingo made a motion to approve the minutes from the Active Transportation Committee meeting on October 25, 2018; the motion was seconded by Beverly Parker. The minutes were unanimously approved.

**Staff Updates**

Administrative Changes

Cecelie informed the committee that Erica Tait has resigned from the position of MPO Director for the N.A.R.T.P.C. as she and her family relocated to Indiana at the end of last month. Cecelie explained that, as a result, the position of MPO Director was posted to the public last month, and the Jonesboro Human Resources Department concluded collection of resumes/applications for the position on Tuesday, January 22, 2019. Cecelie announced that the Policy Committee will be holding an emergency meeting on next Tuesday, January 29, 2019, at 10:00 a.m. to review/select potential candidates for the position. She stated that the emergency meeting will take place in the first floor conference room of the Jonesboro Municipal Center (300 S. Church Street), and all members of the public are welcome to attend. Cecelie notified members that the Policy Committee may spend majority of the meeting in closed, executive session so that members can review/discuss candidate applications, which may contain private/confidential information.

**New Business**

2019 Committee Meeting Dates/Calendar

Cecelie provided the committee with draft copies of the 2019 MPO Committee Meeting Calendar, which contains the dates, times and locations of all upcoming meetings for the N.A.R.T.P.C. committees. She asked members to review the ATC meeting schedule, and notify her as soon as possible of any substantial conflicts.

#### 2019 Chair/Vice-Chair

Cecelie provided the committee with copies of a list of official members of the ATC, and notified members that it is time for the annual election of Chair and Vice-Chair of the committee. Beverly Parker made the motion that Bill Smith be re-elected as Chair of the ATC for 2019; the motion was seconded by Lindsey Wingo. The motion was approved unanimously. Beverly Parker made the motion that Lindsey Wingo be elected as Vice-Chair of the ATC for 2019; the motion was seconded by Bill Smith. The motion was approved unanimously.

#### 2019 Title VI Demographic Survey

Cecelie distributed copies of the 2019 Title VI Demographic Survey. She explained to the committee that the surveys are strictly voluntary, and that Title VI information is collected from MPO committee members annually. Cecelie added that the information will be aggregated to maintain members' privacy prior to submission to ARDOT.

#### ATP Action Items Update

##### *I. Active Inventory/Mapping Project*

Cecelie reminded members that the MPO previously agreed to rate existing MPO plans, including the Active Transportation Plan (ATP), in order to allow for public tracking/monitoring of staff progress with implementation. She provided the committee with copies of the current ratings of the ATP goals, and explained that the individual objectives for each of the assigned plan goals were scored according to current status (not started, in process or completed) and then tallied together to produce an overall rating for each particular goal. Cecelie pointed out that Goal 3 of the ATP (*Encourage implementation and enforcement of policies that support a regional active transportation system.*) was behind in progress. She explained that much of the actions involving enforcement and development of laws and ordinances that would advance Goal 3 is the ultimate responsibility of the local jurisdictions. Cecelie stated that, although the MPO has produced and presented much of the guiding material needed for the listed objectives, the MPO does not have the authority to require the local jurisdictions to implement the given recommendations. Beverly inquired if the local jurisdictions were aware of the meaning of Complete Streets. Cecelie and Bill Smith both affirmed that the local bodies are aware of the meaning of Complete Streets. Cecelie stated that the elected officials currently serve on the MPO Policy Committee, and that the MPO has had numerous discussions with the committee regarding the meaning and benefits of Complete Streets. Bill Smith added that the Jonesboro City Council has previously rejected a recommendation for the Jonesboro Master Street Plan to include something similar to Complete Streets. Cecelie informed the committee that the MPO did present the road safety check sheet, the active infrastructure checklist, and the active transportation advocacy resolution to the joint MPO Technical Advisory and Policy Committee on last month, and asked members for feedback regarding feasibility and potential application to the local jurisdictions. In addition, she stated that she did develop a Safety Action Plan, which provided an assessment of existing regional crash data, including bicycle/pedestrian data, as well as recommendations for potential improvement. Bill Smith suggested that the plan monitor for the ATP be updated to show that the MPO has at least made the necessary recommendations to the local jurisdictions regarding the inclusion of active transportation in local enforcement and planning efforts. Beverly Parker insisted that the MPO increase efforts to boost public interest and awareness of the MPO planning process. Bill Smith recommended that MPO staff contact editors of the Jonesboro Sun as well as local television stations regarding potential features. Beverly Parker and Lindsey Wingo offered assistance in helping spread the word regarding the MPO and the importance of active transportation.

Cecelie informed members that EAST students from Annie Camp Junior High School are almost finished with mapping the response data received from the Bikeability and Walkability Inventory Checklists using Geospatial Information System (GIS). She stated that the students are in the process of finalizing display options for the given locations within the map. Cecelie notified the committee that, once the project is complete, she is hoping to have the

EAST students come and present the inventory project to the committee. She said that she will keep members updated on the presentation date of the project in the coming weeks.

## *II. Transit Development Plan*

Cecelie announced to members that the Transit Development Plan has been finalized, and that the consultants (Alliance Transportation Group) did present the plan to Jonesboro City Council on December 18, 2018. She explained that the plan contains an in-depth analysis of JET's current transit condition, and that much of the public feedback received from the public input process was incorporated into the plan recommendations such as increased frequency and hours of service. Cecelie stated that the plan also gave cost estimates for each recommendation, including costs of additional staff and buses, should additional funding become available to JET. Cecelie added that the plan is accessible to the public via the JET website. Beverly Parker and Harold Carter inquired about the role of the MPO regarding JET and implementation of the plan. Cecelie explained that, although the MPO did partner with JET to fund the study for the Transit Development Plan, the MPO can only support JET in its efforts for improvement. Bill Smith stated that it is up to the city of Jonesboro to implement the recommendations put forth in the Transit Development Plan. Lindsey Wingo asked if the MPO was involved in the development of the Jonesboro Bicycle/Pedestrian Plan (One Jonesboro). Cecelie responded by stating that the MPO did offer input as a stakeholder, and submitted all MPO plans and maps related to active infrastructure recommendations to the consulting body and plan oversight committee. She stated that, while some of the data provided by the MPO was included in the plan, the final decisions regarding the contents and recommendations for Jonesboro Bicycle/Pedestrian Plan was at the authority of the city of Jonesboro and the consultants.

## *III. STIC/STEP Study*

Cecelie announced that all agreements and Scopes of Work for the Safe Transportation for Every Pedestrian (STEP) study have been finalized with ARDOT and the consultant (Garver Engineering), and that the Jonesboro Engineering Department is now in the process of developing design plans for the temporary crossing installation at Johnson Avenue and State Street. Cecelie informed members that the Notice to Proceed has already been issued to Garver Engineering, and as a result, she will be asking the Policy Committee for approval at next week's emergency meeting to release MPO funding to ARDOT so that the study can begin. Cecelie added that once funding for the study has been issued, she will collaborate with Garver Engineering regarding scheduling a public kick-off meeting. She notified the committee that she will be seeking members' assistance with promoting and distributing marketing materials for the STEP study within the next few months. Cecelie added that the MPO will also be scheduling publicized site visits to the temporary crossing demonstration on Johnson Avenue at the suggestion of Bill Smith in order to help boost public awareness of the study throughout its tenure. Bill Smith also recommended including radio advertisements with KLEK and KASU as well.

## *IV. CAC Promotional Video Project*

Cecelie informed the committee that, at the suggestion of the MPO Citizen Advisory Committee (CAC), she has contacted Sandra Taylor (EAST Facilitator) of Nettleton School District for possible student assistance with developing a community safety video to help with promotion and awareness of active transportation in the region. She stated that she is currently awaiting a response for a meeting date to discuss development details. She stated that she will keep members updated regarding possible participation/features in the coming weeks. Bill Smith made the suggestion to have known city leaders be featured in the safety video to help with public appeal.

## **Project Updates**

There were no further project updates at this time.

## **Public Comments**

There were no public comments at this time.

## **Adjournment**

Beverly Parker made a motion to adjourn the meeting; the motion was seconded by Lindsey Wingo. The meeting adjourned at 5:01 p.m.