

MEETING NOTES

To:	James Arbuckle	Attendees:	Russell Bragg, OK Foods Reese Brewer, Frontier MPO Jeff Dingman, City of Fort Smith Carl Geffken, City of Fort Smith Bill Hanna, Hanna Oil Tim McGuire, Bell Point Beverages Stan Snodgrass, City of Fort Smith JD Allen, Alliance James Arbuckle, Halff Sally Horsey, Halff Brian Vines, Halff
From:	Brian Vines		
Subject:	Fort Smith Downtown Traffic and Truck Study Kickoff Meeting		
Meeting Date:	December 17, 2018		
Location:	Riverfront Amphitheater		
Minutes Date:	December 19, 2018		
AVO No.:	033964.001		

Item	Description	Action
1.	James Arbuckle started the kickoff meeting by going over the agenda. The Agenda had seven points: <ol style="list-style-type: none"> 1. Introductions 2. Role of Working Group (Steering Committee) 3. Overview of Project 4. Study Goals and Objectives 5. Project Tasks and Timeline 6. Data Collection 7. Project Issues 	
2.	Introductions – James introduced the project team: James Arbuckle – Project Manager; JD Allen – Public Outreach, Data Collection and Needs Assessment Task Lead; Brian Vines – Traffic Engineering Task Lead, Sally Horsey – Public Outreach and Urban Planning and Steve Miller – Alternatives Development (not in attendance). Steering Committee introductions followed. They included <ul style="list-style-type: none"> • Russell Bragg, OK Foods • Reese Brewer, Frontier MPO • Jeff Dingman, City of Fort Smith • Carl Geffken, City of Fort Smith • Bill Hanna, Hanna Oil • Tim McGuire, Bell Point Beverages • Stan Snodgrass, City of Fort Smith 	
3.	Role of Working Group Discussion <ul style="list-style-type: none"> • The Study Team Needs Input <ul style="list-style-type: none"> ○ Provide background information ○ Identify issues ○ Offer feasible alternatives ○ We need your knowledge and experience at the table • Report will be written as study goes 	

- Comments will need to be sent through Stan and Reese
- Participate in public meetings
- Potentially have public send comments through website
- Need to operate under realistic expectations given limitations
 - Study will look at the reality – there are trucks and a downtown
 - Limited study area
 - Keeping costs down
 - Will need gate counts
 - No silver bullet solution
 - Build consensus
 - Everyone is invested – looking for best solution
 - **No preconceived ideas**

The Working Group was asked for their thoughts on the expectations, goals and objectives of the project. Below are excerpts of that conversation.

Carl – Mentioned that they are looking for a fresh look / out of the box ideas. Win/win for both groups

Russell – Has studied this problem since 2001 (James requested a copy of the study). The 2001 study focused on 5th Street. Promote safety. Russell's trucking company is single largest user in downtown (200 truckloads a week including grain, eggs, chickens)

Carl – Propelling downtown forward. City's goals

- Short Term Solutions
- Medium Term Solutions
- Long Term Solutions

One-way vs. Two-way streets. "Spur"

Tim – tries to keep deliveries off Garrison. There are sharp turns on Second Street. Doesn't want to get blocked out – his business is located on either side of Garrison just west of the railroad tracks and Belle Point Place. Will be moving locations eventually.

JD – will need to know delivery times. Will collect NPMRDS. Travel Demand model has a freight component. Need all available data.

Jeff – Remove state highway designations? Need alternatives for the 26,000 ADT. Now all traffic is funneled to the bridge.

Bill – is a downtown business owner, representing the CBID. An important element is "Interpretation of Data" – what does it mean? While he has been in downtown, there has been at least two trucks overturn – one on a car.

- Options ahead of us
- Downtown develop commercially
- Need to look at economic development stand point
- Last mile delivery
- Safety- trucks have had accidents/ turned over

Tim – we don't need to keep "kicking the can down the road"

Reese – Noted her background in Freight Planning that she will bring to bear on this project.

Russell – Economic Feasibility is a serious concern. He has looked at “going around downtown” \$850,000 to go around (smallest business). \$1.6 million

- “How to Move for Free”
 - Commercially Feasible
 - FedEx
 - GPS routing – routes trucks through the downtown area.
 - What is the percentage of trucks originating locally? Most destinations are to Fort Chaffee or Hwy 71.
 - Clayton Expressway
 - Baldor
 - A “balanced solution”
4. Overview of Project – James – Designated truck routes (see PowerPoint Slide)
- Need insight into rail
 - Arkansas/Missouri Railroad and Fort Smith Railroad– 7 to 8 time a day
 - Kansas City Southern Railroad
 - Downtown circulation
 - Will look at the concepts from the propelling downtown forward study – will test the concepts
5. Study Goals and Objectives – James (see PowerPoint Slides)
- “A balanced solution” – from propelling downtown forward study
 - Preserve downtown’s character
6. Project Tasks and Timeline (see PowerPoint Slides)
7. Data Collection/Development (see PowerPoint Slides)
- Previous Studies
 - Bike/Ped Plan
 - Transit
 - Zoning
 - Propelling Downtown Forward
 - 2040 Comprehensive Plan Update
 - Map Opportunities/Constraints
- Needs Assessment (see PowerPoint Slides)
- Traffic Modeling/Analysis
 - Traffic Operations Analysis
 - Survey/Interviews
 - Public Involvement Meeting – February
 - Electronic Survey to trucking industry
 - Results
 - Interviews
 - Outreach - Rank and Evaluate
 - Develop and Analyze alternatives
 - Goals – 3 Feasibility Scenarios
 - Will endeavor to identify “Pass Through” traffic (disruptors)
 - Staged Improvement Outcomes – E.G. Widening street, access management, ultimate fix – “Pie in the Sky”
8. Project Schedule
- Additional Counts will be need soon

- ArDOT providing some additional counts – mid January
- Environmentally screen alternatives
- Technical memos
- JD asked about the status of the MTP – update in 2019 due 2021
 - TIP – update is generally around May to ArDOT
- 8 months schedule

Russell – Rubber duck studies – used rubber ducks to show trucks can't make turns in downtown (video/map) – Halff is interested in this info.

9. Project Issues

JD – “don't cut off life blood, but provide growth”

Team has experience – JD – NAFTA, Freight

10. Questions

- Rogers/Hwy 22 – Mark on Map
- Mark the display board (see board)
- Kelley Highway Extension – 2021
- No planned large developments in study area
- Historic district – MAP/GIS
- Corps of Engineers Easement – Flowage Easements

This concludes the Meeting Minutes. Our goal is to provide a complete and accurate summary of the proceedings of the subject meeting in these minutes. If you feel that any of the items listed above are not correct, or that any information is missing or incomplete, please contact Halff Associates so that the matter can be resolved, and a correction issued if necessary.