

**Arkansas
Department of
Transportation**



**Public Involvement
Handbook**

Public Involvement Section- Environmental Division

2020

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Table of Contents

	<u>PAGE</u>
Introduction.....	3
Public Involvement Program Process/Overview.....	4-5
Public Involvement Meetings.....	6-7
Appendix (A) Examples Pages 22-50	
Community Impact Assessment Checklist	
General Information Sheet	
RADAR Example	
Pre-Meeting Fact Sheet	
Public Hearing.....	8-12
Appendix (B) Examples Pages 52-73	
Location Public Hearing	
Design Public Hearing	
Location and Design Public Hearing	
Opportunity for Public Hearing	
Notice of Public Hearing	
Conducting Public Hearing	
Documentation of Public Hearing Activities	
Synopsis/Disposition	
Virtual Public Involvement Meetings.....	13
Appendix (C) Examples, Pages 75-105	
Notification Procedures for Virtual Public Meetings	
Accessing ARDOT’s Virtual Public Involvement Meetings	
How to Join a WebEx meeting using your Desktop	
How to Join a Webex meeting using your Mobile	
How to Join a Webex meeting using your Phone Only	
Virtual Public Involvement Meeting Notification Examples	
Neighborhood Noise Meetings.....	14-16
Appendix (D) Examples, Pages 107-115	
Noise Wall Barrier Neighborhood Meeting Procedures	
Noise Wall Barrier Neighborhood Meeting Document Examples	
Noise Barrier Wall Comment Form	
Comment form with Noise Wall examples	
Neighborhood Meeting Address Checklist	
Request to Comment Letter #1	
Request to Comment Letter #2	
Noise Barrier Wall Handout Example	
Section 4(f) and Public Involvement	17
Appendix (E) Examples, Pages 117	
De minimu Display Ad Example	
Legal Requirements.....	18-20
Appendix (F) Examples, Pages 117-124	
Legal Requirement Examples	

Introduction

The Arkansas Department of Transportation (ARDOT) places high value on public involvement throughout project development. In keeping with this goal and pursuant to 23 U.S.C. 128, 40 CFR parts 1500-1506; Executive Order 12898; Americans with Disabilities Act (ADA) of 1990/Section 504 of the Rehabilitation Act of 1973 and Title VI of the Civil Rights Act of 1964, ARDOT has developed procedures to carry out a public involvement meeting/public hearing program. The difference between public involvement meetings and public hearings is that hearings have additional requirements regarding notices, comment gathering, and responding to comments.

This handbook is intended to provide guidance for developing and implementing effective public meeting activities that meet or exceed federal and state requirements to involve the public in transportation decision-making. **The contents of this handbook are subject to revision.**

Public Involvement Program Process /Overview

The Public Involvement Section is responsible for coordinating all public involvement efforts relating to the National Environmental Policy Act (NEPA). These responsibilities include preparing public meeting/hearing handouts (comment forms, flyers, etc.). In addition, the Public Involvement section is also responsible for evaluating the social impacts, economic impacts, and Title VI/Environmental Justice (EJ) impacts for inclusion in the NEPA documents.

A public involvement program must be appropriate to the size of the community and the type, size, and complexity of the project. It should discuss how and when the methods will be used to present and obtain information and ensure consideration of public opinion in the decision making process. The goals of the public involvement program are to:

- Identify project issues and problems;
- Ensure broad community representation in project development;
- Make programs sensitive to local community values;
- Encourage public education on project issues;
- Improve and support public decision making in the project;
- Generate alternatives and develop acceptable solutions;
- Resolve controversies;
- Avoid project delays due to public controversies; and
- Develop public acceptance and support for the project.

All public hearing activities follow procedures approved by the Federal Highway Administration (FHWA) in accordance with 23 CFR 771.111.

Transportation improvements, especially the construction of large-scale facilities, influence the overall economic and social development of a community; therefore, the public should be involved in developing these improvements. Local citizens should have the opportunity to participate fully in making decisions that affect their individual lifestyles and shape their collective future. Through an effective public involvement program, the ARDOT is able to:

- Seek information and meaningful comments from the public and assess their reaction to proposed transportation improvements;
- Provide the public with access to decision makers; and
- Assimilate public views and preferences into decision making and document their consideration.

A variety of outreach methods can be used to inform the public about opportunities for their involvement in project development or to inform them of the ARDOT's actions, operations, or activities. It is important to consider the community when selecting the type of media. Certain techniques can reach a broad audience in urban and suburban areas, but other techniques may be more effective in rural areas. The following announcement techniques may be used:

- **Direct Mail:** Direct mailing or door-to-door distribution of flyers is one way to get the public's attention. Mailing lists may be developed by the ARDOT, provided by local government or planning agencies, or purchased from commercial mail houses. An "interested parties" mailing list may be developed, which would include people who have attended public meetings or contacted the ARDOT, along with local government officials and other agency representatives who would be expected to have a stake in the project.
- **Posters:** Posters are visible to large numbers of people for long periods of time and can be used (in tandem with flyers) to increase awareness of upcoming events. Posters announcing public involvement activities should be posted in public places such as banks, stores, municipal buildings, post offices, public libraries, and other venues visited by the public. Posters should be fairly large and easily readable, with as little text as possible, and should highlight the following essential items in large, bold, type:
 - The official project name;
 - The date, time and location of the event;
 - Notice of access to people with disabilities; and
 - A phone number to contact for additional information.
- **Newspaper Advertisements:** there are two types of newspaper advertisements: display advertisements and legal notices. Display advertisements combine text and graphics to convey information about large-scale public involvement activities like general public meetings and public hearings. Legal notices are one-column text-only ads, printed in the legal section of a newspaper.
- **Public Service Announcement:** Radio advertisements broadcast in the form of public service announcements can be used to reach a targeted audience whose attention may not be captured by the printed media.
- **Social Media:**
Twitter and ARDOT's website

* During emergency situations as defined by the President and/or Governor, and it is determined that an in-person meeting should be limited out of concerns for public health, the Arkansas Department of Transportation (ARDOT) will conduct meetings virtually. ARDOT will make every effort to provide meaningful public participation and engagement while promoting safe and prudent practices in a manner that meets all federal and state requirements.

Public Involvement Meetings

Public involvement meetings in an open forum format will be used 1) on projects that have the potential for significant social, economic, and environmental (SEE) or other impacts, or; 2) on projects where substantial interest is expressed by the public. Public involvement meetings will be held as early in the preliminary engineering stage as feasible, and will utilize local, well-known locations such as schools, churches, city halls, or other available locations.

Public involvement meetings do not have regulatory requirements for notifying the public, but to encourage citizen's participation, notification letters indicating the general nature of the proposed work will be sent to local governmental officials, the regional or metropolitan planning organization, and minority churches. The time, location, and nature of the public involvement meeting will be described in a news release to local print and broadcast media, and flyers will also be distributed in the project vicinity.

Special effort will be made to involve culturally diverse, elderly, and low-income stakeholders early in the planning process and during the project development phase. The public involvement meetings afford the public an opportunity for early involvement and to participate in the decision making process on highway projects, and they also allow ARDOT to establish local contacts, educate the public, and gather specific information relative to the project and its study area. Provision will be made for submitting written statements on a comment form. The final date for receiving statements or exhibits will be a minimum of 15 days after the public involvement meeting. A synopsis of public comments and other information will be prepared following the end of the comment period.

At this stage of project development, ARDOT may not know which level of environmental documentation is appropriate. It is possible that projects could be elevated to a higher level of environmental documentation as a result of data gathered at the public involvement meetings, and/or from public and agency comments.

Public involvement meeting responsibilities for ARDOT personnel are:

Environmental Division determines the location, schedule, and local contact person; identifies Title VI and Environmental Justice concerns in the project area; develops project specific questionnaires for recording public responses and acquiring information about SEE issues and problems; and prepares a synopsis of comments received.

**Public Involvement Meeting
Appendix (A)
Examples Page 22-50**

Public Hearings

Public hearings are held to fulfill the requirements 23 CFR 771.111 and to present information contained in a project's environmental (NEPA) documentation prepared as an Environmental Assessment (EA), Environmental Impact Statement (EIS), or Categorical Exclusion (CE).

A location public hearing and a design public hearing will be held or an opportunity afforded for those hearings with respect to each Federal-aid highway project that requires processing of an EA or an EIS. Public hearings may be held or offered for Tier 3 Categorical Exclusions if there are valid interests that will be served by having a hearing

Additional hearing opportunities will be provided when there has been (1) a significant change in the proposal; (2) a substantial unanticipated development in the area affected; (3) an unusually long lapse of time since the last hearing; or (4) the identification of significant social, economic, and environmental effects not mentioned at previous hearings.

Public hearings have specific public notification requirements. Written notice that the NEPA document and/or design is available for public review is required at least 30 days prior to location and/or design public hearings. All information and displays to be used at the hearing shall be available for public viewing at that time. A legal notice will be placed in the local newspapers(s) announcing the beginning of a 45-day public comment period for oral or written comments from all interested citizens. The legal notice will state when and where the public may review the project information, will include a description of the project, and the location and time of the public hearing(s).

**Title VI requirements if necessary:*

- *Flyers are distributed to local businesses and communities affected by the project. (Spanish flyers if applicable. Review the makeup of the community and latest census information).*
- *Spanish speaking interpreter present at meeting if necessary (ARDOT does not provide interpreter for meetings held by other entities).*
- *Letters to minority churches for all public meetings will be distributed one week prior to the scheduled meeting (consultants need to develop minority churches listing).*
- *A paid public service announcement ran on local minority radio stations, both Spanish & urban as appropriate.*
- *Title VI Compliance Memo.*

Location Public Hearings

Location Public Hearings are held to receive public comment that will assist in identifying a Preferred Alternative. The Preferred Alternative may be a route location, a typical section, or other facility options. When projects are documented by an EA, location public hearings are held after the EA is approved by the FHWA for public dissemination. An EIS level project requires a location public hearing to be held after a Draft EIS is completed, approved by FHWA, and made available to the public.

Design Public Hearings

Design Public Hearings are held after preliminary plans are complete to a stage that all right of way limits (including easements), and major design features are delineated on the plans within the parameters of the information known to date.

Location and Design Public Hearings

A combined location and design public hearing may be held; or the opportunity for such a hearing afforded, for other Federal-aid projects when it is determined that this type of public hearing is in the public interest. A combined Location and Design Public Hearing may be held for a project that 1) is typically not controversial with the public, 2) has a greater level of information available 3) is determined not to have feasible alternative solutions for the general location, type of facility necessary and transportation mode. Alternative design features are generally presented at this type of hearing. Preliminary project plans are at the same stage of completion as for a Design Public Hearing.

Opportunity for Public Hearings

The requirements for a public hearing may be satisfied by publishing a notice of opportunity for a public hearing. The procedure for requesting a public hearing will be explained in the legal notice. The deadline for submission of a hearing request may not be less than 30 days after the date of publication of the notice. Upon receipt of any request, ARDOT may attempt to resolve the issues informally. Otherwise, ARDOT will promptly set a time and place of the public hearing, and give due notice.

Requests for a public hearing will be granted unless ARDOT, in consultation with FHWA, determines that the issues raised are not significant or there are no valid interests to be served by having a hearing. ARDOT will make such a determination in writing, and communicate the reasons to all requesting parties. Comments received as form letters or petitions may be acknowledged as a group to the person or organization responsible for the form letter or position.

Conducting Public Hearings

1. Public hearings will be held at a place and time generally convenient for persons affected by the proposed project. Public hearings will be in an open forum format, which enables individuals to submit formal testimony on an individual basis.
2. A “Welcome to the Public Hearing” packet will be distributed at the hearing, which will contain general project information such as right-of-way acquisition and relocation assistance program procedures, and environmental impact documentation.
3. Handouts provided at public hearings, at a minimum, will include location maps and comment forms.
4. At public hearings, provision will be made for submitting written statements and other exhibits in place of, or in addition to, oral statements. The procedure for submitting statements will be described in the notice for the public hearing and at the public hearing. The final date for receiving statements or exhibits will be a minimum of 15 days after the public hearing.
5. At each location public hearing, pertinent information about location alternatives studied by ARDOT will be available. At each design public hearing, pertinent information about the proposed design will be available, but at a minimum, a design layout of the proposed project with estimated right of way limits designated on the plans shall be provided.
6. ARDOT staff will be present at the public hearings in order to respond to comments and questions.
7. ARDOT staff will be available to explain the relocation assistance, appraisal, and negotiation procedures.
8. ARDOT staff will be available to explain the project’s purpose, need, and consistency with the goals and objectives of any urban or regional plans as appropriate.
9. ARDOT staff will be available to explain the social, economic, environmental, and other impacts of the project as appropriate.
10. At each public hearing, ARDOT staff will announce or otherwise explain that, at any time after the hearing and before the location or design approval related to that hearing, all information developed in support of the proposed location or design will be available upon request for public inspection and copying.
11. The state-federal relationship of the Federal-aid Highway Program will be described within the “Welcome to the Public Hearing” packet, legal notice documentation or statements of other means.

Documentation of Public Hearing Activities

A public hearing report will be submitted to the FHWA Division Administrator within a reasonable period after the public hearing. The following should be included

- A written transcript of the oral statements recorded, combined with the written comments received at each public hearing.
- A certification that a required hearing or hearing opportunity was offered.
- Copies of, reference to, or photographs of each statement or exhibit filed in connection with a public hearing.
- Final NEPA document.
- A summary analysis of views and/or comments received concerning the project, with an adequate response to hearing comments.

Synopsis/Disposition

A synopsis is prepared once the comment period for Public Involvement Meetings and Location Public Hearings have ended. The synopsis provides a general summary of citizens comments received at the meetings/hearings. It also contains a summary of other pertinent information related to the meeting, including date, time, place held, and the methods used to make the public aware of the meeting opportunity, and the information/displays available to the public.

A disposition of public comments is prepared once the comment period for a public hearing has ended. All comments received are addressed with an adequate response, and the disposition is included in the public hearing report.

Public Hearing Meeting

Appendix (B)

Examples Pages 52-73

What is Virtual Public Involvement (VPI)?

VPI is the use of digital technology to engage individuals or to visualize projects and plans. Digital meetings are real-time communications using interactive audio and video, messaging platforms and application sharing that take place over the Internet. Virtual meetings allow sharing of a broad variety of information in real time with all participants.

ARDOT's Virtual Public Involvement (VPI) Process Overview

Virtual public meetings are innovative methods of encouraging public participation, establishing a common vision for transportation, ensure the concerns and needs of the public are understood and considered during the transportation decision making process. The goal of ARDOT's VPI plan is to improve the digital communication between the Department and Citizens of Arkansas by implementing and maintaining an interactive platform, employ virtual PI tools and resources to increase public awareness and reach a broader audience while providing project transparency and accountability

Virtual Public Involvement

Appendix (C)

Examples Pages 75-103

Neighborhood Noise Meetings

Highway traffic noise and construction noise have the potential to cause environmental impacts. ARDOT is required to evaluate whether the predicted noise levels could result in highway traffic noise impacts as part of the general environmental review process. If noise impacts are identified for federal-aid projects, the consideration of reasonable and feasible noise abatement measures is required. If noise impacts are identified and noise abatement may be feasible, a Draft Noise Study Report containing the technical components of the noise study and an initial analysis of noise abatement options is prepared. The noise study methods, data supporting the conclusions, and results are documented and used to inform the public, local officials, and noise specialists. Only those abatement measures that are preliminarily determined reasonable and feasible are carried forward for public input. The Final Noise Study Report incorporates the input received during the public involvement process.

Neighborhood/Noise Meetings

Appendix (D)

Examples Pages 105-113

NOISE WALL BARRIER NEIGHBORHOOD MEETING PROCEDURES

The Public Involvement section is notified to initiate a Neighborhood Meeting:

- 1) The team member assigned to the job will first review the project by conducting a Community Impact Assessment:
 - a. Reviewing the project consists of driving through the proposed Noise Wall Barrier area to view/assess the impacted residents.
 - b. Field observations include identifying whether the proposed Noise Wall Barrier area has Limited English Proficiency (LEP) populations.
- 2) The neighborhood meeting will be held at a local church, community center or a citizen's home (pending approval) near the immediate project area.
 - ❖ All meeting location sites must be ADA compliant.
- 3) When the Neighborhood meeting is scheduled:
 - a. Contact by telephone the appropriate Project Manager and District Engineers.
 - b. The Division Head or Project manager will notify appropriate Consultant Firm of scheduled meeting.
 - c. Interpreters will be utilized when it has been determined to be reasonable and prudent (Limited English Proficiency (LEP) populations).
 - ❖ Neighborhood meetings do not require contacting local public officials nor do they require radio public service announcements or newspaper display ads.
- 4) The PIP will provide the general information sheet to the Section Administrative Assistant. She will update and distribute the Radar. The Radar List provides upcoming meeting information, jobs with meeting dates pending and project status meeting (pre-meeting) schedules.
- 5) The assigned Public Involvement Staff will update the Meetings Checklist.
- 6) Generate and distribute flyers via mail and/or door to door to the benefited and impacted businesses, residents and property owners in the project area one week prior to the meeting.
 - a. The mailing lists are provided by Consultant Firms or Public Involvement Community outreach fieldwork.
- 7) The Project Status Meeting (Pre-meeting) is conducted one week prior to the Neighborhood meeting.
 - a. The organization of the Neighborhood meeting is discussed during the Pre-meeting. A brief example of the Presentation is provided; any Noise wall design plans, informational packet, handout and comment form are provided at this meeting and reviewed by staff for any possible issues or concerns that may come about at the meeting.

- b. This meeting allows concurrency among staff members with any information that will be made available to citizens.

- 8) Printed copies of the comment form and sign-in sheet will be prepared once all changes have been approved. A Neighborhood meeting address checklist of benefited and impacted addresses will be developed as a sign off sheet.
 - a. This checklist allows staff to view which residents attended the meeting, and which residents will receive a Request to Comment Letter #1.
- 9) At the Neighborhood Meeting:
 - a. Attendees will receive a comment form and handout (if applicable).
 - b. A brief presentation will start the meeting.
 - c. Citizens will be allowed the opportunity to ask questions and express their concerns regarding the proposed noise wall barrier.
- 10) Impacted businesses, residents and property owners that did not attend the meeting will be mailed a Request to Comment Letter #1(see attached) requesting their opinion on the current project.
- 11) If the comment form has not been returned by the end of the 15 day comment period by citizens that attended the meeting, as well as, citizens that were mailed a Request to Comment Letter #1, a Request to Comment Letter #2 (see attached) will be mailed to the citizens in which the affected resident, business, or property owner will have an additional 15 days to comment.
- 12) At the end of the comment period the Section Administrative Assistant compiles copies of all comment forms received, sign-in sheets, a blank comment form, and the public involvement efforts. This will be provided to the appropriate staff for review and response.
- 13) Summation
 - a. A Synopsis is generated for the Neighborhood meeting.
- 14) Results are mailed to the citizens

Section 4(f) and Public Involvement

Federally funded transportation projects that involve the use of Section 4(f) property (publicly owned public park, recreation area, or designated wildlife and waterfowl refuge land or significant historic property) must undergo a formal evaluation and approval process that can be long and complex. Although Section 4(f) does not require public involvement, public opinion can be important to the officials with jurisdiction and may influence their concurrence during the NEPA process. Information on the proposed use of the Section 4(f) property shall be communicated at the public meeting(s) or hearing(s). If no meeting is conducted, documents will be made available for public review that contains an assessment of potential impacts. Notification will be placed in the local newspaper.

Among the basic types of properties protected by Section 4(f) are historic sites. Historic sites include a range of resources such as historic buildings, historic transportation facilities, archeological sites, traditional cultural places, historic districts, and historic trails. In order to qualify for protection under Section 4(f), a historic site must meet the following criteria:

- It must be of national, state or local significance.
- It must be on or eligible for listing on the National Register of Historic Places (NRHP).

Unlike the other Section 4(f) property categories—parks, recreation areas, and refuges—historic sites do not require public ownership in order to qualify for protection under Section 4(f).

For historic properties, a *de minimis* impact is one that results in a Section 106 determination of "no adverse effect" or "no historic properties affected." A *de minimis* impact determination requires agency coordination with the officials having jurisdiction over the Section 4(f) property and opportunities for public involvement.

A determination of *de minimis* impact on a historic site may be made when all three of the following criteria are satisfied:

1. The process required by Section 106 of the National Historic Preservation Act (NHPA) results in the determination of "no adverse effect" or "no historic properties affected" with the concurrence of the State Historic Preservation Officer (SHPO), and/or Advisory Council on Historic Preservation (ACHP), if the ACHP is participating in the Section 106 consultation;
2. The SHPO, and/or ACHP, is informed of U.S. DOT's intent to make a *de minimis* impact determination based on their written concurrence in the Section 106 determination; and
3. U.S. DOT has considered the views of any consulting parties participating in the Section 106 consultation.

Section 4 (f) De minimus Display Ad Appendix (E) Example Page 115

Legal Requirements

The goal of ARDOT's Public Involvement Program is to ensure early and continuous public notification about, and participation in, major actions and decisions by the Commission. The ARDOT is guided by the Federal Title VI and environmental justice mandates, therefore meetings must be planned with the involvement and for the benefit of all citizens. In seeking public comments and review, ARDOT makes a concerted effort to reach all segments of the population, including people from minority and low-income communities, and organizations representing these and other protected classes. ARDOT utilizes a broad range of public information and participation opportunities, including dissemination of proposals and alternatives, a process for written comments, public meetings after effective notice, settings for open discussion, information services, and consideration of and response to public comments.

Title VI of the 1964 Civil Rights Act

Title VI of the Civil Rights Act states that "no person in the United States, shall, on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Public Involvement serves as the primary forum where transit providers, local agencies, and the public work together to develop local transportation plans and programs that address community needs. To meet the requirements of Title VI, the Department must:

- Enhance its analytical capabilities to ensure that the Long-Range Plan and the Transportation Improvement Program (TIP) comply with Title VI;
- Identify residential, employment, and transportation patterns of low-income and minority populations so that their needs may be identified and addressed, and the benefits and burdens of transportation can be fairly distributed; and
- Evaluate and, where necessary, improve the public involvement process to eliminate barriers and engage minority, disabled, elderly, and low-income populations in regional decision-making.

Environmental Justice

The federal government defines environmental justice as, "the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies." Fair treatment means that no group of people, including a racial, ethnic, or socioeconomic group, should bear a disproportionate share of the negative environmental consequences resulting from industrial, municipal, and commercial operations or the execution of federal, state, local, and tribal programs and policies.

Title VI Compliance Plan

To be in compliance with Environmental Justice, the ARDOT established a framework for Public Involvement efforts not only to ensure compliance with Title VI, but also other environmental justice and nondiscrimination mandates.

The following is a list of general Title VI responsibilities that are applicable to Title VI regulations. The Title VI Compliance Manager is responsible for ensuring that these elements of the plan are appropriately implemented and maintained; Title VI Liaisons are responsible for implementing and maintaining these elements in their assigned Program Areas, as appropriate.

1. **Data Collection:** Statistical data on race, color, national origin, language spoken, and sex of participants in, and beneficiaries of, federally funded programs is to be gathered and maintained by each Title VI Liaison for his or her program area. The data gathering process is reviewed regularly to ensure sufficiency of the data in meeting the requirements of the Title VI program.
2. **Annual Report & Update:** An Annual Report and Update is to be submitted by the end of October of each year, to the Bureau of Equal Opportunity. The Title VI Compliance Manager is responsible for preparing the document. The document is to include a report on the previous year's Title VI-related activities and efforts, including accomplishments, number of minorities who participated in public involvement meetings, and program changes, and an update on Title VI-related goals and objectives for the upcoming year.
3. **Annual Review of Title VI Program:** Each year, while preparing for the Annual Report and Update, the Title VI Compliance Manager will review the Department's Title VI Program to assure compliance with the law. In addition, they will review Commission operational guidelines

and publications, including those for contractors, to ensure that Title VI language and provisions are incorporated, as appropriate.

4. **Complaints:** Any individual may exercise his or her right to file a complaint with ARDOT, or have a legal representative file a claim on his / her behalf, if that person believes that she or he or any other program beneficiaries have been subjected to unequal treatment or discrimination on the grounds of race, color, national origin, income, sex, or disability in any program administered by ARDOT and / or its sub-recipients, consultants or contractors.

Title VI of the Civil Rights Act and the Executive Order on Environmental Justice (#12898) do not provide specific guidance to evaluate EJ issues within a region's transportation planning process. Therefore, Public Involvement personnel ensures that EJ issues are investigated and evaluated in transportation decision-making.

Personnel utilizes U.S. Census data, a snapshot of the region is created, mapping the locations of identified EJ populations. The current lists of populations identified by Public Involvement's methodology are:

- non-Hispanic minority;
- Hispanic;
- Limited English Proficiency (LEP);
- persons with a physical disability;
- elderly over 65 years of age;
- carless households;
- female head of household with child; and
- households in poverty.

Legal Documents

Appendix (F)

Examples Pages 118-122

Public Involvement Meeting
Appendix (A)
Examples Page 22-50

Community Impact Assessment Checklist

Project Information:

Job Number _____ Brief

Project description:

Purpose:

What is the purpose of the project? *Circle all that apply*

Reduce congestion

Improve safety

Economic development

Improve bicycle/pedestrian safety Change

to current design standards

Other: _____

Community Facilities:

Are there any of the following facilities within 1 / 4 mile of the proposed project?

Circle all that apply

School

Park

Hospital

Fire station

Community/Rec center Church

Bank

Bus stop

Police station

Public Housing/low income

Grocery

Library

Laundromat

Senior Center

Community Pool

Other cultural resource (town gathering spot, historic building/monument)

Does the project area have internet access for VPI? Yes No Don't Know

Access:

Will the project alter access to any of the facilities described above?

For vehicles

Yes

No

Don't Know

(like driveway changes/restrictions, introduction of median, create severed road/cul-de-sac)

For pedestrian(s)/cyclists/other non-auto

Yes

No

Don't Know

(like jersey barrier, channeling to crossing, create severed road/ cul-de-sac)

If yes for either question, please describe:

Will the project impact driveways/parking lots?

Yes

No

Don't Know

Are there currently Bike lanes/paths? Yes No N/A
 Proposed as a part of the project Yes No Don't Know

Does the project include widening the road? Yes No N/A

Will the project include a median to provide a Crossing island refuge? Yes No Don't Know

How will the speed limit be changed Increase Proposed speed limit ____ mph
 Decrease Stay the same

Describe other project features that may improve or decrease pedestrian/bicycle safety in the area.

(e.g. crosswalks, pedestrian signals, separation of road and sidewalk, driveway restrictions)

Visual Impacts

Are there large/mature trees located close to the existing road? Yes No Don't Know

Will the project maintain or remove existing plantings? Maintain Remove

Is there development (houses, business) close to the existing road? Yes No

Will the project include a median? Yes No

What is terrain like? Flat Hills

Does the project include any roads designated as scenic byways? Yes No

Other

Are there dense residential clusters that many need noise analysis? Yes No

Will the project cross over or closely parallel a rail line? Yes No

Notes:

Public Involvement Planning Checklist

Part 1 – Strategy Meeting

Part 2 – Task to organize and prepare for the event

Part 3 – Rehearsal/Dry-run meeting (if needed)

Project _____ PID _____ Level _____

Type of Meeting – (circle) Public Involvement Public Hearing

Strategy Meeting: (establish the what, when, where, why and how)

Define the purpose of the PI event-

Determine meeting/hearing format –

Establish the event agenda –

Establish the date and time of the event –

Identify the anticipated location of the event –

Estimate the anticipated attendance –

Determine publicity method(s) and schedule -

News release (which publications, tv/radio) Paid advertisements (s) (dates and media)

Newsletter – distribution _____

Letter/notice to residents (mailed or door-to-door) _____ date _____

Public Involvement Tracking Form

Event:

Date:

Conducted by:

Attendees (# and type)

Summary of public comments/concerns/interest that need to be addressed.

Information learned by me:

To whom will I carry these ideas/this information forward?

When?

How?

Follow-up with the public:

Who will?

With whom?

For what?

When?

Feedback to the public (what did we do with their input?)

Who will?

With whom?

How?

When?

Process advice:

- A) What worked well?
- B) What would I change the next time?
- C) How can I share this learning with others?

EXAMPLE

General Information

Job Number: 012007

FAP Number:

Job Name: Randall Wobbe Lane- Hwy. 264 (Springdale) (Hwy. 265)

County: Washington& Benton

Writer: Terry Tucker

Type of Meeting:

- Public Involvement Session
- Location Public Hearing
- Design Public Hearing
- Location & Design Public Hearing
- Other

Meeting Date: Thursday, April 7, 2016

Meeting Time: 4:00 to 7:00 p.m.

Meeting Location: Bayyari Elementary School
2199 Scottsdale Avenue
Springdale, AR 72764

Contact Person: Dr. Martha Walker
Principal
(479) 750-8760
Note: Reminder call 4/4/16 – KS

Public Officials Meeting: Thursday, April 7, 2016 at 1:00 p.m.

Contact Person: Donna (479) 751- 7125

Northwest Arkansas Regional Planning Commission 1311 Clayton Street, Springdale, AR

Contacts:

- ✓ Assessments, Tucker 2082 (2/9/16 emailed KS) Roadway, Tammy, 2527 (2/9/16 emailed KS) District Engineer D9
- ✓ Steve Lawrence, 870-743-2100
- ✓ District Engineer D4 Chad Adams, 479-484-5306 (Left message with Pam 2/9/16-KS) Benton County Judge, Bob
- ✓ Clinard, 479-271-1098 (Left message with Rosemary 2/10/16-KS)
- ✓ Washington County Judge, Marilyn Edwards, 479-444-1700 (Left message with Betty 2/10/16-KS)
- ✓ Springdale Mayor, Doug Sprouse, 479-750-8114(Left message with Megan 2/10/16-KS)
- ✓ Bethel Heights Mayor, Cynthia Black, 479-751-7481(Left voicemail 2/10/16-KS)

RADAR Example

ARKANSAS DEPARTMENT OF TRANSPORTATION

INTEROFFICE MEMORANDUM

August 02, 2017

TO: Scott E. Bennett, Director
Lorie H. Tudor, Deputy Director and Chief Operating Officer
Emanuel Banks, Deputy Director and Chief Engineer
Randy Ort, Assistant Chief – Administration
Michael Fugett, Assistant Chief Engineer- Design
Tony Sullivan, Assistant Chief Engineer- Operations
Kevin Thornton, Assistant Chief Engineer- Planning
Rick Ellis, Bridge Division Head
Jared Wiley, Programs Management Division Head
Trinity D. Smith, Roadway Design Division Head
Danny Straessle, Public Information Officer
Perry Johnston, Right of Way Division Head
David Hall, Surveys Division Head
Brad McCaleb, System Information and Research Division Head
Jessie Jones, Transportation Planning and Policy Division Head
District Engineers
Program Managers
Environmental & Planning Personnel
Federal Highway Administration

FROM: John Fleming, Environmental Division Head

SUBJECT: Upcoming Public Meetings

The following information is provided to help all Districts and Divisions stay current on upcoming public meetings. This information will be sent to you periodically for your review.

New entries or changes are highlighted in yellow.

If you see a reason to alter any of the projected dates, please notify me as soon as possible. Also, if there is a job you are working on that is not listed, please let me know.

The Project Status/Planning Meeting Notices included in this listing will be the only notification of these meetings (no individual meeting notifications). Please forward this information to the appropriate staff in your Divisions.

Environmental Division
Public Meeting Schedule
May 04, 2017

Scheduled Meetings

Job Number	Job Name	Meeting Type	Meeting Date/Time*	Meeting Location	Logistics Meeting	Logistics Meeting Location
090392 and 090393	Pleasant Grove Road to Pauline Whitaker Pkwy (28th Place) Impvts.	Public Involvement by Consultant	Thursday 05/11/17	First Baptist Church Rogers, 3364 W. Pleasant Grove Rd. in Rogers	N/A	
040621	Mulberry River Str & Apprs (Hwy. 23)	Public Involvement	Tuesday 05/23/17	Cass Job Corp Center (Conference Room), 21424 North Hwy. 23 in Ozark	Wednesday 05/17/17 10:00 am	Design Build Conference Room in Environmental Division
CA0604	Main St. – Vandenberg Blvd. (Widening) (Hwy. 67)	Public Officials	Thursday 05/25/17 3:00 pm -	Jacksonville Community Center (Banquet Hall), #5 Municipal Drive in Jacksonville	N/A	
CA0604	Main St. – Vandenberg Blvd. (Widening) (Hwy. 67)	Location Public Hearing	Thursday 05/25/17	Jacksonville Community Center (Banquet Hall), #5 Municipal Drive in #5 Municipal Drive	Thursday 05/11/17 1:30 pm	Garver CAP Office 4701 Northshore Drive North Little Rock

**Note: All meetings are scheduled from 4:00 p.m. to 7:00 p.m., unless otherwise noted.*

Public Meeting Pending List

May 04, 2017

Job Number	Job Name	Meeting Type	Tentative Date
020475	Hwy. 83 Spur-Hwy. 278 Connector (Monticello) (S)	Public Involvement	July
100657	I-555 - Hwy. 49 (Commerce Dr. Extension) (Jonesboro) (S)	Public Involvement	
BB0410	Hwy. 62 Intchg. Impvts. (I-49)	Public Involvement	
CA0602	I-530 - Hwy. 67 (Widening & Reconst.) (I-30 & I-40)	Public Involvement	

EXAMPLE

Pre-Meeting Fact Sheet

ARDOT Job: 012007 - Randall Wobbe Lane – Hwy. 264 (Springdale) (Hwy. 265)

Public Officials Meeting:

Thursday, April 7, 2016 at 1:00 p.m.
Northwest Arkansas Regional Planning Commission
1311 Clayton Street in Springdale, AR

Public Involvement Meeting:

Thursday, April 7, 2016
Bayyari Elementary School (Cafeteria)
2199 Scottsdale Avenue in Springdale, AR

Purpose & Need of this Project: *Per the EA signed in 2008*

The traffic need is based on high traffic volumes on Highway 265. The major objective of the project is to provide additional capacity to serve projected traffic needs in the region. Population and industrial growth have heightened the need for improving traffic flow through the project area.

Project's history, if any? *Per the staff minutes a PI was held 12/8/05*

May 10, 2007 - Location Public Hearing

November 6, 2008 - Location and Design Public Hearing

Make-up of Community:

Rural Urban Business Residential Industrial Agricultural

Income Level: Low Moderate Above

Race of the Community: *Mixed (White, Hispanic, Pacific Islander, Asian, African American)*

Project Scope: *5 lanes with curb and gutter with bike lanes*

How many alignments: *1 alignment*

Length of the project? *2.06 miles*

ROW/Utilities:

Number of relocatees:

Does this job have any bridge replacements?

Design Speed:

Average Daily Traffic:

Project Funding – Federal/State:

Preliminary Project Schedule: *SCHEDULED DATE: 2020*

Begin Construction Date: Project

Completion Date:

Next Meeting:

Notification Procedures for Public Meetings

The Public Involvement section is notified to initiate a Public Involvement Meeting or Public Hearing:

1. The team member assigned to the job will first review the project by conducting a Community Impact Assessment:
 - a. Reviewing the project consists of driving through the proposed project route to view/assess the project area, as well as, surrounding areas. Data is also gathered from the Census Bureau.
 - b. Field observations will also assist in identifying areas that might have Limited English Proficiency (LEP) populations.
 - c. By doing this, we can ensure that Executive Order 12898 and Title VI of the Civil Rights Act of 1964 is being properly followed.
2. This assessment entails gaining local contacts, researching possible meeting locations and developing an overall “feel” for the community.
3. Once the PI meeting is scheduled:
 - a. Contact by telephone the appropriate Project Manager, District Engineer, Division, and city officials (Mayor and County Judge) by providing the meeting date, time, and location site.
 - b. Public official meetings are scheduled per request.
 - c. All meeting location sites must be ADA compliant.
4. Provide the general information sheet to the section administrative assistant, who will also update and distribute the RADAR, which provides upcoming meeting information, jobs with meeting dates pending and project status meeting schedules.
5. Update the Meetings Checklist.
6. The PI Section Administrative Assistant will then begin to generate the Public Officials letters and Minority Minister’s letters for the project area.
 - a. Note: Minority Ministers letters are project-by-project basis determination.
7. Generate the Flyer, Display advertisement and the Radio PSA.

8. Display advertisements should be advertised in local and Hispanic newspapers (if available) twice, two weeks prior and again one week prior to the meeting/hearing.
9. Federal guidelines require a Legal Advertisement to be placed in the local newspaper 30 days prior to a Public Hearing for citizens to review.
 - a. The Environmental Document (EA, EIS or CE) should be available at the District office, identified in the Legal Ad, 30 days prior to the Hearing for citizen review.
10. Mail Public Officials letters and Minority Minister's letters (if applicable) one week prior to the meeting.
11. Distribute flyers to businesses and property owners in the project area one week prior to the meeting.
 - a. A mailing list is developed from prior meetings, Right of Way Parcel Survey, and Public Involvement community outreach.
 - b. Door to Door Distribution of Flyers.
12. The Project Status Meeting (Pre-meeting) is conducted one week prior to the said meeting/hearing.
 - a. Design plans, as well as, the Comment form are provided at this meeting and reviewed by staff for any possible issues or concerns that may come about at the meeting.
 - b. This meeting allows concurrency among staff members with any information that will be made available to citizens. The information typically includes the number of residential and business impacts/relocatees, project history, preliminary project schedule, planning study, etc.)
13. Printed copies of the comment forms or hearing packets, sign-in sheets, 11"x17" versions of displays will be prepared once all changes have been approved.
14. At the end of the 15-day comment period, the Section Administrative Assistant provides copies of all comment forms received, sign-in sheets, a blank comment form, handout map, and the public involvement efforts.
 - a. For hearings, a public hearing packet is developed. The packet will include copies of all comment forms received, oral comments, petitions, sign-in sheets, news articles (if any), a blank comment form, handout map, all photos from the hearing, proof of payment for the Legal Advertisement and Department memos regarding the hearing.
15. Summation
 - a. A Synopsis is generated for the Public Involvement meetings and Location Public Hearings.
 - b. A Deposition is provided for the Design Public Hearings and for the combined Location and Design Public Hearings.

Note: As stated above, further outreach to minority communities are performed based on the needs of the community. Interpreters will be utilized when it has been determined to be reasonable and prudent.

Public Involvement Outreach Plan

Date:
Wednesday
April 1, 2020



Location:
Public Meeting

061457 Public Involvement Outreach Plan

TACTIC	Date Sent/ Scheduled	Note
First Initial Phone call	- Wednesday, April 1, 2020	- Mayor - County Judge - ARDOT District Engineer
Direct Mail		
Elected Officials	- Monday, April 27, 2020	- Mayor - County Judge - State Representatives/ State Senators
Minority Ministers	- Monday, April 27, 2020	- Minority Church names
Local Residents/ Interested Citizens	- Tues. April 21, 2020 - Tues. April 28, 2020	- Flyer 1 - Friendly Reminder
Print Ads		
Display Ad- The Leader Display Ad- Spanish News	- Monday, April 20, 2020	- Ads will run on Saturday, April 25, 2020 and Saturday, May 2, 2020 (30 days prior)
PSAs		
KDQN 1390 AM (English) KDQN 1390 AM (Spanish)	- Monday, April 20, 2020	- Thursday, April 30, 2020 through Tuesday, May 5, 2020
Social Media/Website		
Twitter ARDOT Website	- Wednesday, April 3, 2020	- Once the Radar is distributed, the Public Information office will place the meeting notice on the ARDOT Twitter page and website.
Free Advertisements		
Community Calendar Free Radio Ads	- Wednesday, April 3, 2020	- Send this information as soon as possible so that it can be published as soon as possible.

Display Ad Insertion Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ARDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

August 12, 2019

Times Record
Retail- Display Advertising
P.O. Box 1359
Fort Smith, AR 72902
Email: jlovett@swtimes.com

Re: ARDOT Job No. 040713

Greetings:

Please publish the enclosed "**Notice of Public Meeting**" on the following dates:

Sunday, August 18, 2019

Sunday, August 25, 2019

Send one copy of the proof of publication with invoice for payment to:

Arkansas Department of Transportation
Attention: Environmental Division / Triecia Taylor
PO # 17-037
P. O. Box 2261
Little Rock, Arkansas 72203
Phone: 501-569-2563
Fax: 501-569-2009

Sincerely,

Ruby Jordan-Johnson
Section Head - Public Involvement
Environmental Division

Enclosure

Display Ad

OPEN HOUSE NOTICE OF PUBLIC MEETING



WHAT: Public Involvement Meeting to discuss the proposed widening of Hwy. 45 between Hwy. 71 and Hwy. 255 in Sebastian County.

WHEN: Tuesday, August 27, 2019
4:00 p.m. to 7:00 p.m.

WHERE: Grace Community Church
(Activity Center)
4001 Brooken Hill Drive
Fort Smith, AR

Sponsor: Arkansas Department of Transportation (ARDOT)

Special communication or accommodation needs under the Americans with Disabilities Act (ADA) may contact Ruby Jordan-Johnson at 501-569-2379 or email environmentalpublicmeetings@ardot.gov. The hearing or speech impaired, may contact the Arkansas Relay System at (Voice/TTY 711). Requests should be made at least 4 days prior to the public meeting.

NOTICE OF NONDISCRIMINATION: The Arkansas Department of Transportation complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, the Department does not discriminate on the basis of race, sex, color, age, national origin, religion (not applicable as a protected group under the Federal Motor Carrier Safety Administration Title VI Program), disability, Limited English Proficiency (LEP), or low-income status in the admission, access to and treatment in the Department's programs and activities, as well as the Department's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the Department's nondiscrimination policies may be directed to Joanna P. McFadden Section Head - EEO/DBE (ADA/504/Title VI Coordinator), P. O. Box 2261, Little Rock, AR 72203-2261, (501) 569-2298, (Voice/TTY 711), or the following email address: joanna.mcfadden@ardot.gov

Free language assistance for Limited English Proficient individuals is available upon request.

This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.

Job No. 040713

Spanish PSA Insertion Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ArDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

Agosto 12, 2019

EZ Spanish Media
La Zeta 95.7 FM
2323 D S. Old Missouri Rd.
Springdale, AR 72764
ezspanishmedia@gmail.com

Saludos,

Con cortesía, su asistencia es requerida en la publicación de una “Reunión de Participación Pública” a realizarse en Harrison. Dicha reunión tiene el propósito de discutir la proposición de mejoras a realizarse en la intersección ubicada entre la carretera 65 Highway y el 43 Rock Springs Road, en el Condado de Boone. Hemos identificado La Zeta 95.7FM, como la estación capacitada para lograr cumplir nuestra necesidad de anunciarnos.

Adjuntamos a continuación, el Anuncio de Servicio Público (PSA), con la información general acerca de la programación de la “Reunión de participación Pública”. Dicho evento se llevará a cabo el Jueves, Junio de 27 del 2019, a partir de las 4:00 hasta las 7:00 de la tarde.

Estamos solicitando que dos (2) anuncios PSA de 60 segundos sean pasados diariamente durante su “hora pico local”, desde el Lunes 24 de Junio hasta el Jueves 27 de Junio del 2019.

Por favor, envíenos la factura de pago a:

Arkansas Department of Transportation
Atención: Enviro mental División/ Triecia Taylor
Job No. 090438
PO # 17-218
P.O. Box 2261
Little Rock, Arkansas 72203-2261
Tel: (501)-569-2563

Atentamente,

Edgar Ariza
Hispanic Community Specialist
Environmental Division

Enclosure

Spanish PSA Notice

Notificacion de Reunión Pública

(60 Segundos)

El **Departamento de Transporte de Arkansas** llevará a cabo una **“Reunión de Participación Pública”** en **Harrison**, para presentar y discutir la propuesta de las mejoras a realizarse en la carretera 65 y el 43 Rock Springs Road, **en Harrison**.

Dicho evento se llevará a cabo el Jueves, 27 de Junio del 2019, a partir de las 4:00, hasta las 7:00 de la tarde, en Salón: “Fellowship Hall”, de la iglesia **Northvale Baptist Church**, ubicada en el 310 North Adams St. en **Harrison**.

Esta será una reunión **“de Puertas Abiertas”**, y sin presentaciones formales.

Se invita al público a visitar en cualquier momento, dentro de las horas programadas, y así observar las exposiciones, ver los planos, hacer preguntas y ofrecer sus comentarios.

...Recuerde: Jueves 27 de Junio, de 4:00 a 7:00 de la Tarde, en la iglesia Northvale Baptist Church, en Harrison.

Este ha sido un mensaje de (sponsor - patrocinador) y el **Departamento de transporte de Arkansas**.

English PSA Insertion Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ARDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

August 16, 2019

Cumulus Media
The Vibe 102.7 KBBQ
3811 Rogers Ave, Ste. D
Fort Smith, AR 72903
curtis.feimster@cumulus.com

Dear Mr. Feimster,

Your assistance is requested in publicizing a Public Involvement meeting that will be held in Fort Smith to discuss the proposed widening of Highway 45, between Highway 71 and Highway 255 in Sebastian County. We have identified The Vibe 102.7 as the station capable of addressing our announcement needs.

Enclosed please find a public service announcement with general information about the scheduled Public Involvement meeting that will be held on Tuesday, August 27, 2019 from 4:00 p.m. to 7:00 p.m.

We request that two 60 second PSAs run daily from Saturday, August 24, 2019 thru Tuesday, August 27, 2019.

Send invoice for payment to:

Arkansas Department of Transportation
Attention: Environmental Division / Triecia Taylor
Job No. 040713
PO # 17-039
P. O. Box 2261
Little Rock, Arkansas 72203-2261
Phone: 501-569-2563
Fax: 501-569-2009

Sincerely,

Ruby Jordan-Johnson
Section Head - Public Involvement
Environmental Division

Enclosure

English PSA Notice

Public Meeting Notice

(60 Seconds)

The Arkansas Department of Transportation (ARDOT) will conduct a public involvement meeting in Fort Smith to discuss the proposed widening of Highway 45 between Highway 71 and Highway 255 in Sebastian County.

The meeting will be held on Tuesday, August 27, 2019 from 4:00 p.m. to 7:00 p.m. at the Grace Community Church (Activity Center) located at 4001 Brooken Hill Drive in Fort Smith.

This will be an “open house” meeting with no formal presentations. The public is invited to visit anytime during the scheduled hours to view exhibits, ask questions, and offer comments.

This has been a message from The Vibe 102.7 and the Arkansas Department of Transportation.

###

Minority Minister Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ARDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

August 13, 2019

«Title» «First_Name» «Last_Name»
«Church»
«Address»
«City», «State» «Zipcode»

SUBJECT: Notice of Public Involvement Meeting
AHTD Job No. 040713
Hwy. 71 – Hwy. 255 (Ft. Smith) (Hwy. 45)
Sebastian County

Dear «Title» «Last_Name»:

For your consideration as an announcement to your congregation(s), we are conducting a Public Involvement Meeting to present and discuss the proposed widening of Hwy. 45 between Hwy. 71 and Hwy. 255 in Sebastian County. The meeting will be held on Tuesday, August 27, 2019 from 4:00 p.m. – 7:00 p.m. at the Grace Community Church (Activity Center), 4001 Brooken Hill Drive in Fort Smith.

This “open house” meeting is for interested citizens to view displays, ask questions, and offer comments about the proposed project.

We feel this information will be of interest to the members of your congregation(s) that may be affected by the project and that your announcement will increase interest in highway construction in general.

If you have any questions, please contact me at (501) 569-2379.

Thank you for giving this request your consideration.

Sincerely,

Ruby Jordan-Johnson
Section Head- Public Involvement
Environmental Division

Public Officials Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ARDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

August 13, 2019

«Prefix» «First_Name__Middle» «Last_Name»
«Organization»
«Address»
«City_State_Zip_»

SUBJECT: Notice of Public Officials Meeting and Public Involvement Meeting
ARDOT Job No. 040713
Hwy. 71 – Hwy. 255 (Ft. Smith) (Hwy. 45)
Sebastian County

Dear «Title» «Last_Name»:

The Arkansas Department of Transportation will hold a **Public Officials Meeting** in Fort Smith to present and discuss the proposed widening of Hwy. 45 between Hwy. 71 and Hwy. 255 in Sebastian County. The Public Officials meeting will be held on Tuesday, August 27, 2019 at 1:00 p.m. at the Grace Community Church (Activity Center), 4001 Brooken Hill Drive in Fort Smith. You are invited and encouraged to attend this meeting and offer your views concerning the proposed project.

After the Public Officials Meeting, a **Public Involvement Meeting** will be held on Tuesday, August 27, 2019 from 4:00 p.m. – 7:00 p.m. at the same location. This “open house” meeting is for interested citizens to view displays, ask questions, and offer comments about the proposed project. Any publicity you might give the Public Involvement Meeting will be appreciated.

If you have any questions, please contact me at (501) 569-2379.

Sincerely,

Ruby Jordan-Johnson
Section Head- Public Involvement
Environmental Division

Public Officials Combination Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ARDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

August 13, 2019

«Prefix» «First_Name__Middle» «Last_Name»
«Organization»
«Address»
«City_State_Zip_»

SUBJECT: Notice of Public Officials Meeting and Public Involvement Meeting
ARDOT Job No. 040713
Hwy. 71 – Hwy. 255 (Ft. Smith) (Hwy. 45)
Sebastian County

Dear «Title» «Last_Name»:

The Arkansas Department of Transportation will hold a **Public Officials Meeting** in Fort Smith to present and discuss the proposed widening of Hwy. 45 between Hwy. 71 and Hwy. 255 in Sebastian County. The Public Officials meeting will be held on Tuesday, August 27, 2019 at 1:00 p.m. at the Grace Community Church (Activity Center), 4001 Brooken Hill Drive in Fort Smith. You are invited and encouraged to attend this meeting and offer your views concerning the proposed project.

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If you have any questions, please contact me at (501) 569-2379.

Sincerely,

Ruby Jordan-Johnson
Section Head- Public Involvement
Environmental Division

English Flyer First Run



PUBLIC INVOLVEMENT MEETING NOTICE

WHAT: Public Involvement Meeting to discuss the proposed widening of Hwy. 45 between Hwy. 71 and Hwy. 255 in Sebastian County.

WHEN: Tuesday, August 27, 2019
4:00 p.m. to 7:00 p.m.

WHERE: Grace Community Church
(Activity Center)
4001 Brooken Hill Drive
Fort Smith, AR

.....

The Arkansas Department of Transportation (ARDOT) will conduct a public involvement meeting to discuss the proposed widening of Highway 45 between Highway 71 and Highway 255 in Sebastian County.

This will be an "open house" meeting with no formal presentations. The public is invited to visit anytime during the scheduled hours to view exhibits, ask questions, and offer comments.

Anyone needing project information or special accommodations under the Americans with Disabilities Act (ADA) is encouraged to write to Ruby Jordan-Johnson, P.O. Box 2261, Little Rock, AR 72203-2261, call (501)569-2379, fax (501)569-2009 or email environmentalpimeetings@ardot.gov. Hearing or speech impaired, please contact the Arkansas Relay System at (Voice/TTY 711). Requests should be made at least four days prior to the public meeting.

NOTICE OF NONDISCRIMINATION: The Arkansas Department of Transportation (Department) complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, the Department does not discriminate on the basis of race, sex, color, age, national origin, religion (not applicable as a protected group under the Federal Motor Carrier Safety Administration Title VI Program), disability, Limited English Proficiency (LEP), or low-income status in the admission, access to and treatment in the Department's programs and activities, as well as the Department's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the Department's nondiscrimination policies may be directed to Joanna P. McFadden Section Head - EEO/DBE (ADA/504/Title VI Coordinator), P. O. Box 2261, Little Rock, AR 72203, (501)569- 2298, (Voice/TTY 711), or the following email address: joanna.mcfadden@ardot.gov

Free language assistance for Limited English Proficient individuals is available upon request.

This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.

English Flyer Second Run



A Friendly Reminder

PUBLIC INVOLVEMENT MEETING NOTICE

WHAT: Public Involvement Meeting to discuss the proposed widening of Hwy. 45 between Hwy. 71 and Hwy. 255 in Sebastian County.

WHEN: Tuesday, August 27, 2019
4:00 p.m. to 7:00 p.m.

WHERE: Grace Community Church
(Activity Center)
4001 Brooken Hill Drive
Fort Smith, AR

.....

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Free language assistance for Limited English Proficient individuals is available upon request.

This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.

Job No. 040713

Spanish Flyer



Estas Invitado!

Aviso de “Reunión de Participación Pública”

ASUNTO: Reunión de Participación Pública para presentar y discutir la propuesta de ampliación de la Autopista Hwy. 45, entre las Autopistas 71 y la 255, en el Condado de Sebastian.

CUANDO: Martes, 27 de Agosto de 2019
4:00 p.m. a 7:00 p.m.

DONDE: Iglesia Grace Community Church
(Activity Center)
4001 Brooken Hill Drive
Fort Smith, AR 72908

El Departamento de Transporte de Arkansas (ARDOT) llevará a cabo una **Reunión de Participación Pública** para discutir la propuesta de ampliación de la Autopista Hwy. 45, entre las Autopistas 71 y la 255, en el Condado de Sebastian.

Esta será una reunión de foro abierto sin presentación oficial. El público está invitado a visitar en cualquier momento durante las horas programadas para ver los planos, las exposiciones, hacer preguntas y ofrecer comentarios.

Cualquier persona que necesite información sobre el proyecto o arreglos especiales bajo la Ley de Americanos con Discapacidades (ADA) pueden ponerse en contacto con **Ruby Jordan-Johnson**, P.O. Box 2261, Little Rock, AR 72203-2261, Lllamar **(501)569-2379**, fax (501)569-2009 o por correo electrónico escribiendo a: environmentalpimeetings@ardot.gov.

Si tienen necesidades de comunicación especial, por favor póngase en contacto con el Sistema de Retransmisión de Arkansas al (Voz/TTY 711). Las solicitudes deben ser hechas cuatro días antes de la reunión pública.

AVISO DE NO DISCRIMINACION: El Departamento de Transporte de Arkansas (Departamento) cumple con todas las provisiones de derechos civiles de las leyes federales y autoridades relacionadas que prohíben la discriminación en los programas y actividades que reciben ayuda federal financiera. Por lo tanto, el Departamento no discrimina bajo las bases de raza, sexo, color, edad, origen nacional, religión (no aplica como grupos protegidos bajo el Motor Carrier Safety Administration Title VI Program), discapacidad, Limitación del Idioma Ingles (LEP), o de bajos ingresos en la admisión, el acceso a y el tratamiento en los programas y actividades del Departamento al igual que las prácticas de contratación y empleo del Departamento. Quejas de supuesta discriminación y preguntas sobre las pólizas de no discriminación del Departamento pueden ser dirigidas a Joanna P. McFadden Section Head - EEO/DBE (ADA/504/ Coordinador del Título VI), P. O. Box 2261, Little Rock, AR 72203, (501)569- 2298, (Voz/TTY 711), o al siguiente correo electrónico: joanna.mcfadden@ardot.gov.

Ayuda gratis para para personas con limitación del idioma Ingles. Puede comunicarse con Edgar Ariza al 501 569 2904

Este aviso está disponible del ADA/504/Coordinador del Título VI en letra grande, grabación de audio y en Braille.

Numero de Trabajo de ARDOT: 040713

PUBLIC MEETING REGISTER

Date: March 30, 2017

Meeting Location: Christ the King Church (Family Life Center)
 Job Name: Pleasant Ridge Rd. – Pleasant Valley Dr. (L.R.) (Hwy. 10)

Job No: 061331

PLEASE PRINT Name	Street or P.O. Box	City, Zip	Representing: Organization or “Self”	How did you hear about this meeting? (Radio, Newspaper, Flyer, etc.)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				

ARKANSAS DEPARTMENT OF TRANSPORTATION (ARDOT)

Citizen Comment Form

**ARDOT JOB NUMBER 040713
HWY. 71 - HWY. 255 (FT. SMITH) (HWY. 45)
SEBASTIAN COUNTY**

**LOCATION:
GRACE COMMUNITY CHURCH (ACTIVITY CENTER)
4001 BROOKEN HILL DRIVE
FORT SMITH, AR 72908
4:00 – 7:00 P.M.
AUGUST 27, 2019**

Make your comments on this form and leave it with ARDOT personnel at the meeting or mail it by 4:30 p.m. on **Wednesday, September 11, 2019** to: Arkansas Department of Transportation, Environmental Division, P.O. Box 2261, Little Rock, AR, 72203-2261. Email: environmentalpimeetings@ardot.gov.

Yes No

 Do you feel there is a need to widen Highway 45 between Hwy. 71 and Hwy. 255 in Sebastian County? Comment (optional)_____

Do you feel that the proposed project will have any impacts (Beneficial or Adverse) on your property and/or community (economic, environmental, social, etc.)? Please explain.

 Do you have a suggestion that would make this proposed project better serve the needs of the community? _____

 Does your home or property offer any limitations to the project, such as septic systems, that the Department needs to consider in its design?_____

(Continue on Back)

Yes No

 Do you know of any historical sites, family cemeteries, or archaeological sites in the project area? Please note and discuss with staff. _____

 Do you know of any environmental constraints, such as endangered species, hazardous waste sites, existing or former landfills, or parks and public lands in the vicinity of the project? Please note and discuss with ARDOT staff.

It is often necessary for the ARDOT to contact property owners along potential routes. If you are a property owner along or adjacent to the route under consideration, please provide information below. Thank you.

Name: _____ (Please Print)

Address: _____ Phone: (____) _____ -- _____

E-mail: _____

Please make additional comments here. _____

For additional information, please visit our website at www.ardot.gov



Public Hearing Notification

Appendix (B)

Examples Pages 52-73

Public Hearing Outreach Plan

Date:
Wednesday
April 1, 2020



Location:
Public Meeting

061457 Public Hearing Outreach Plan



TACTIC	Date Sent/ Scheduled	Note
First Initial Phone call	- Monday, March 30, 2020	- Mayor - County Judge - ARDOT District Engineer
Legal Print Ad		
Legal Ad- The Leader	- Tuesday, March 31, 2020	- Legal Ad will run on Saturday, April 4, 2020 (30 days prior)
Environmental Assessment		
Approved Environmental Assessment	- Tuesday, March 31, 2020	- EA will be placed at the District 6 Office and the ARDOT website for public review. A sign in sheet and comment forms will be provided.
Direct Mail		
Elected Officials	- Monday, April 27, 2020	- Mayor - County Judge - State Representatives/ State Senators
Minority Ministers	- Monday, April 27, 2020	- Minority Church names
Local Residents/ Interested Citizens	- Tues. April 21, 2020 - Tues. April 28, 2020	- Flyer 1 - Friendly Reminder
Print Ads		
Display Ad- The Leader Display Ad- Spanish News	- Monday, April 20, 2020	- Ads will run on Saturday, April 25, 2020 and Saturday, May 2, 2020
PSAs		
KDQN 1390 AM (English) KDQN 1390 AM (Spanish)	- Monday, April 20, 2020	- Thursday, April 30, 2020 through Tuesday, May 5, 2020
Social Media/Website		
Twitter ARDOT Website	- Wednesday, April 3, 2020	- Once the Radar is distributed, the Public Information office will place the meeting notice on the ARDOT Twitter page and website.
Free Advertisements		
Community Calendar Free Radio Ads	- Wednesday, April 3, 2020	- Send this information as soon as possible so that it can be published as soon as possible.

Legal Ad Insertion Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ARDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

March 14, 2016

Arkansas Democrat-Gazette
Legal Advertising
121 E. Capitol Ave.
Little Rock, AR 72201
Email: legalads@arkansasonline.com
Attn: Pam Dycus

Re: ARDOT Job Nos. 009784 and BR5102

Greetings:

Please publish the enclosed "**Notice of Public Hearing**" on the following date:

Sunday, March 20, 2016

Send one copy of the proof of publication with invoice for payment to:

Arkansas Department of Transportation
Attention: Environmental Division/Caitlin Brown
PO# 17-164
P.O. Box 2261
Little Rock, Arkansas 72203
Phone: 501-569-2281
Fax: 501-569-2089

Sincerely,
Ruby Jordan-Johnson
Section Head- Public Involvement
Environmental Division

Enclosure

LEGAL AD

NOTICE OF DESIGN PUBLIC HEARING

Job No. 009784 & BR5102

Buffalo River Br. & Apprs. (Pruitt) and Mill Creek Str. & Apprs. Newton County

The Arkansas Department of Transportation (ARDOT), in cooperation with the Federal Highway Administration, the U.S. Department of the Interior – National Park Service, and the U.S. Army Corps of Engineers, will conduct an open forum Location and Design Public Hearing to discuss the proposed locations and designs for two adjacent projects. The Location and Design Public Hearing will be held on Thursday, April 21, 2016, from 4:00 p.m. to 7:00 p.m., at The Newton County Center, located at 100 E. Clark St. in Jasper.

One of the proposed projects will be located on Highway 7 at Pruitt and one will be located on County Road 213. The Highway 7 project involves replacing the existing bridge over the Buffalo National River and straightening the roadway approaches. The County Road 213 project involves replacing the existing low water crossing over Mill Creek, improving the roadway grade, and straightening the roadway approaches. Both of the projects involve new locations and are within the Buffalo National River boundaries.

The open forum format allows concerned citizens the opportunity to meet with representatives of ARDOT, view the proposed locations and designs, and ask questions concerning the proposed projects. Information on the environmental documentation will be available at the hearing.

A copy of the Environmental Assessment and the proposed design plans are available for public inspection at the ARDOT's District 9 Office, located at 4590 Hwy. 65 South in Harrison or by contacting the Environmental Division at (501) 569-2281. The comment form will be available at the above locations and on the ARDOT website (www.ardot.gov) following the public hearing.

Persons wishing to submit written statements or other exhibits may submit them to the Environmental Division, ARDOT, P.O. Box 2261, Little Rock, Arkansas 72203. Such submissions must be received no later than 4:30 p.m. on Friday, May 6, 2016.

Anyone needing project information or special accommodations under the *Americans with Disabilities Act* (ADA) is encouraged to write to Ruby Jordan-Johnson, P.O. Box 2261, Little Rock, AR 72203, call (501) 569-2379, fax (501) 569-2009 or email environmentalpimeetings@ardot.gov. Hearing or speech impaired persons may contact the Arkansas Relay System at (Voice/TTY 711). Requests should be made at least four (4) days prior to the public hearing.

NOTICE OF NONDISCRIMINATION: The Arkansas Department of Transportation (ARDOT) complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, the Department does not discriminate on the basis of race, sex, color, age, national origin, religion (not applicable as a protected group under the Federal Motor Carrier Safety Administration Title VI Program), disability, Limited English Proficiency (LEP), or low-income status in the admission, access to and treatment in the Department's programs and activities, as well as the Department's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the Department's nondiscrimination policies may be directed to Joanna P. McFadden Section Head - EEO/DBE (ADA/504/Title VI Coordinator), P. O. Box 2261, Little Rock, AR 72203, (501) 569- 2298, (Voice/TTY 711), or the following email address: joanna.mcfadden@ardot.gov

Free language assistance for Limited English Proficient individuals is available upon request.

This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.

Display Ad Insertion Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ARDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

April 4, 2016

Newton County Times
Retail – Display Advertising
P.O. Box 453
Jasper, AR 72641-0453
Email: alicew@newtoncountytimes.com
Attn: Alice

Re: ARDOT Job Nos. 009784 and BR5102

Greetings:

Please publish the enclosed "Notice of Public Meeting" on the following dates:

Wednesday, April 13, 2016
Wednesday, April 20, 2016

Send one copy of the proof of publication with invoice for payment to:

Arkansas Department of Transportation
Attention: Environmental Division / Caitlin Brown
PO# 17-163
P.O. Box 2261
Little Rock, Arkansas 72203
Phone: 501-569-2281
Fax: 501-569-2089

Sincerely,

Ruby Jordan-Johnson
Section Head- Public Involvement
Environmental Division

Enclosure

Display Ad

OPEN HOUSE NOTICE OF PUBLIC HEARING



WHAT: Location and Design Public Hearing to discuss the proposed Highway 7 Buffalo River Bridge replacement and County Road 213 Mill Creek low water crossing in Newton County.

WHEN: Thursday, April 21, 2016
4:00 p.m. to 7:00 p.m.

WHERE: The Newton County Center
100 E. Clark St.
Jasper, AR

Sponsor: Arkansas State Highway and Transportation Department (ARDOT)

Persons with special communication or accommodation needs under the Americans with Disabilities Act (ADA) may contact Ruby Jordan-Johnson at 501-569-2379 or email environmentalpi meetings@ardot.gov. The hearing or speech impaired may contact the Arkansas Relay System at (Voice/TTY 711). Requests should be made at least 4 days prior to the public meeting.

NOTICE OF NONDISCRIMINATION: The Arkansas State Highway and Transportation Department complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, the Department does not discriminate on the basis of race, sex, color, age, national origin, religion or disability, in the admission, access to and treatment in the Department's programs and activities, as well as the Department's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the Department's nondiscrimination policies may be directed to Joanna P. McFadden Section Head- EEO/DBE (ADA/504/Title VI Coordinator), P. O. Box 2261, Little Rock, AR 72203-2261, (501) 569-2298, (Voice/TTY 711), or the following email address:
Joanna.Mcfadden@ardot.com

This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.

ARDOT Job No. 009784 and BR5102

Spanish PSA Insertion Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ArDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

March 14, 2013

KTUV La Pantera 1440
8211 Geyer Springs Rd., Suite P6
Little Rock, AR 72209-4909
[Email: sotelomaryll@yahoo.com](mailto:sotelomaryll@yahoo.com)
Attn: Mary Sotelo

Dear Ms. Sotelo,

Your assistance is requested in publicizing a Design Public Hearing that will be held in North Little Rock for the purpose of discussing the proposed design of the Highway 70 Arkansas River Bridge (Broadway Bridge) between Little Rock and North Little Rock. In compliance with Title VI regulations, it is important that we reach as many minority listeners as possible. We have identified La Pantera 1440 as the station capable of addressing our announcement needs.

Enclosed please find a paid service announcement with general information about the scheduled Design Public Hearing that will be held on Thursday, March 28, 2013 from 4:00 p.m. to 7:00p.m. We request that two 60 second PSA run Monday, March 25, 2013 thru Thursday, March 28, 2013.

Send invoice for payment to:

Arkansas Department of Transportation
Attention: Environmental Division/Caitlin Brown
Job No. 061275
PO# 17-167
P.O. Box 2261
Little Rock, Arkansas 72203-2261
Phone: 501-569-2281

If you have any questions regarding the written announcement or need additional information, please contact Ruby Jordan at 501-569-2379.

Sincerely,
Ruby Jordan- Johnson
Section Head- Public Involvement
Environmental Division

Enclosure

Spanish PSA Notice

Aviso de Audiencia Publica

(60 segundos)

El Departamento de Transportación de Arkansas (ARDOT) llevara acabo una audiencia pública en North Little Rock para presentar y discutir las mejoras sobre el puente Broadway que cruza el río de Arkansas sobre la carretera num. 70, entre las ciudades de North Little Rock y Little Rock.

La audiencia publica se llevara acabo el Jueves, 28 de Marzo del 2013, entre las 4:00 p.m. hasta las 7:00 p.m. en el cuarto de entrenamiento de la Asociación de Transito del estado de Arkansas (Arkansas Transit Association) ubicado en, 620 West Broadway Street en North Little Rock, Arkansas.

Esta será una reunión de foro abierto sin presentación oficial. El público está invitado a visitar en cualquier momento durante las horas programadas para ver las exposiciones, hacer preguntas y ofrecer comentarios.

Este ha sido un mensaje de La Pantera 1440 AM y El Departamento de Transportación de Arkansas.

###

English PSA Insertion Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ArDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

March 14, 2013

Last Bastion Station Trust-KOKY
700 Wellington Hills Road
Little Rock, AR 72211-2026
Attn: Monica Robinson
Email: monica.robinson@cumulus.com

Dear Ms. Robinson,

Your assistance is requested in publicizing a Design Public Hearing that will be held in North Little Rock for the purpose of discussing the proposed design of the Highway 70 Arkansas River Bridge (Broadway Bridge). In compliance with Title VI regulations, it is important that we reach as many minority listeners as possible. We have identified KOKY 102.1 as the station capable of addressing our announcement needs.

Enclosed please find a paid service announcement with general information about the scheduled Design Public Hearing that will be held on Thursday, March 28, 2013 from 4:00p.m. to 7:00p.m. We request that two 60 second PSA run Monday, March 25, 2013 thru Thursday, March 28, 2013.

Send invoice for payment to:

Arkansas Department of Transportation
Attention: Environmental Division/Caitlin Brown
Job No. 061275

PO #17-165

P.O. Box 2261
Little Rock, Arkansas 72203-2261
Phone: 501-569-2281

If you have any questions regarding the written announcement or need additional information, please contact Ruby Jordan at 501-569-2379.

Sincerely,
Ruby Jordan- Johnson
Section Head- Public Involvement
Environmental Division

Enclosure

English PSA Notice

Public Hearing Notice

(60 Seconds)

The Arkansas Department of Transportation (ARDOT) will conduct a Design Public Hearing in North Little Rock to present and discuss the proposed design of the Highway 70 (Broadway Bridge) over the Arkansas River between Little Rock and North Little Rock.

The hearing will be held on Thursday, March 28, 2013 from 4:00 p.m. to 7:00p.m. at the Arkansas Transit Association (Training Room), 620 West Broadway Street in North Little Rock, Arkansas.

This hearing will be "open house" with no formal presentations. The public is invited to visit anytime during the scheduled hours to view exhibits, ask questions, and offer comments.

This has been a message from 102.1 KOKY and the Arkansas Department of Transportation.

###

Public Officials Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ArDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

April 7, 2016

«TITLE» «Fname» «Lname»
«ARK» «OFFICE»
«ADDRESS1»
«CITY», «STATE» «POSTALCODE»

SUBJECT: Notice of Location and Design Public Hearing
ARDOT Job Nos. 009784 and BR5102
Buffalo River Br. & Apprs. (Pruitt) (S) and Mill Creek Str. & Apprs. (S)
Newton County

Dear «OFFICE» «Lname»:

The Arkansas Department of Transportation will hold a Location and Design Public Hearing for the subject projects on Thursday, April 21, 2016 from 4:00 p.m. – 7:00 p.m. The meeting will be held at the Newton County Center, 100 E. Clark Street in Jasper.

This “open house” hearing is for interested citizens to view displays, ask questions, and offer comments about the proposed projects.

You are invited and encouraged to attend this hearing and offer your views concerning the projects. Any publicity you might give this hearing will be appreciated.

Sincerely,

Ruby Jordan-Johnson
Section Head - Public Involvement
Environmental Division

Minority Minister Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ArDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

April 7, 2016

«Title» «First_Name» «Last_Name»
«Church»
«Address»
«City», «State» «Zip code»

SUBJECT: Notice of Location and Design Public Hearing
ARDOT Job Nos. 009784 and BR5102
Buffalo River Br. & Apprs. (Pruitt) (S) and Mill Creek Str. & Apprs. (S)
Newton County

Dear «Title» «Last Name»:

For your consideration as an announcement to your congregation(s), we are conducting a Design Public Hearing scheduled for the subject project on Thursday, April 7, 2016 from 4:00 p.m.-7:00p.m. The hearing will be held at the Newton County Center, 100 East Clark Street in Jasper.

This "open house" hearing is for interested citizens to view displays, ask questions, and offer comments about this proposed project.

We feel this information will be of interest to the members of your congregation(s) that may be affected by this project and that your announcement will increase interest in highway construction in general.

Thank you for giving this request your consideration.

Sincerely,

Ruby Jordan-Johnson
Section Head- Public Involvement
Environmental Division

English Flyer

PUBLIC HEARING NOTICE



WHAT: Location and Design Public Hearing to discuss the proposed Highway 7 Buffalo River Bridge replacement and County Road 213 Mill Creek low water crossing in Newton County.

WHEN: Thursday, April 21, 2016
4:00p.m. to 7:00p.m.

WHERE: The Newton County Center
100 East Clark Street
Jasper, AR

The Arkansas Department of Transportation (ARDOT) will conduct a Location and Design Public Hearing to present and discuss the proposed Highway 7 Buffalo River Bridge replacement and County Road 213 Mill Creek low water crossing in Newton County.

This will be an “open house” meeting with no formal presentations. The public is invited to visit anytime during the scheduled hours to view exhibits, ask questions, and offer comments.

Anyone needing project information or special accommodations under the Americans with Disabilities Act (ADA) is encouraged to write to Ruby Jordan-Johnson, P.O. Box 2261, Little Rock, AR 72203-2261, call (501) 569-2379, fax (501) 569-2009 or email environmentalpi meetings@ardot.gov. Hearing or speech impaired, please contact the Arkansas Relay System at (Voice/TTY 711). Requests should be made at least four days prior to the public meeting.

NOTICE OF NONDISCRIMINATION: The Arkansas Department of Transportation (ARDOT) complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, the Department does not discriminate on the basis of race, sex, color, age, national origin, religion (not applicable as a protected group under the Federal Motor Carrier Safety Administration Title VI Program), disability, Limited English Proficiency (LEP), or low-income status in the admission, access to and treatment in the Department's programs and activities, as well as the Department's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the Department's nondiscrimination policies may be directed to Joanna P. McFadden Section Head - EEO/DBE (ADA/504/Title VI Coordinator), P. O. Box 2261, Little Rock, AR 72203, (501)569- 2298, (Voice/TTY 711), or the following email address: joanna.mcfadden@ardot.gov. Free language assistance for Limited English Proficient individuals is available upon request. **This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.**

Spanish Flyer

Anuncio de Audiencia Publica



SOBRE: Una Audiencia Pública para presentar y discutir el diseño propuesto para el puente Broadway que cruza el río de Arkansas sobre la Carretera 70 entre Little Rock y North Little Rock.

CUANDO: El Jueves, 28 de Marzo el 2013 De las 4:00p.m. hasta las 7:00p.m.

DONDE: La Asociación de Transito del Estado de Arkansas (ATA)
(cuarto de entrenamiento)
620 West Broadway Street
North Little Rock, AR

El Departamento de Transportación de Arkansas (ARDOT) Convocara una audiencia pública para presentar y discutir el diseño propuesto para el puente Broadway que cruza el río de Arkansas entre Little Rock y North Little Rock.

La audiencia pública será de foro abierto y el público podrá entrar y salir voluntariamente. Todas las personas interesadas en participar están cordialmente invitadas a atender la audiencia pública y hablar con los representantes del proyecto y someter sus opiniones.

Cualquier persona que necesita más información o requiere asistencia especial bajo las leyes de americanos con discapacidades (ADA), puede comunicarse con Rubí Jordan-Johnson, P.O. Box 2261, Little Rock, AR 72203, núm. de teléfono (501)569-2379, núm. de fax (501)569-2009 o correo electrónico al environmentalpimeetings@ardot.gov. Para gente sorda muda pueden utilizar el Arkansas Relay System al (Voice/TTY 711). Se pide de favor que nos avise de menos cuatro días antes de la audiencia si requiere asistencia especial.

Aviso de Indiscriminación: Aviso de Indiscriminación: Aviso de Indiscriminación: El Ministerio de Carreteras y Transporte del Estado de Arkansas (ARDOT) cumple con las provisiones de leyes federales sobre los derechos civiles y regulaciones pertinentes que prohíbe la discriminación dentro programas o actividades que reciben asistencia financiera del gobierno federal. Por lo tanto, El Ministerio de Carreteras y Transporte del Estado de Arkansas no discrimina a basis racial, sexo, color, edad, origen nacional, religión, (no aplicable como un grupo protegido bajo el Programa de la Administración Federal de Seguridad de Autotransporte Titulo VI), discapacidad, Dominio Limitado del Inglés (LEP), estado de bajo ingreso en la admisión y acceso a y la administración de sus programas o actividades como también en la contratación de personal o practicas del empleo. Para información sobre el programa de indiscriminación o para dar quejas sobre supuesto discriminación puede comunicarse con Joanna P. McFadden Section Head -EEO/DBE (ADA/504/TitleVI Coordinator), P.O. Box 2261, Little Rock, AR 72203, tel. 501-569-2298, (Voice/TTY 711) o por correo electrónico: Joanna.Mcfadden@ardot.gov.

Asistencia gratis para personas con Dominio Limitado del Ingles está disponible bajo petición.

Este aviso esta disponible (por el coordinador de los programas ADA/504/Title VI) en texto grande, audio casete, en

Braille. ARDOT Num. de trabajo: 061275

Welcome to the Location & Design Public Hearing for:



Buffalo River Bridge & Mill Creek Crossing Replacements

ARDOT JOBS 009784 & BR5102

April 21, 2016

How do I become involved?

- Register your attendance at the registration table.
- Gather information, view displays and ask questions.
- Oral statements can be taken at the recording area.
- Written statements may be submitted at the hearing by using the attached comment form or by mail or email it to the ARDOT Environmental Division by 4:30 p.m., Monday, June 6, 2016.

COMMENT PERIOD EXTENDED

- Your attendance and participation are greatly appreciated!!!

For more information, please call 501-569-2281
or email environmentalpimeetings@ardot.gov

ARDOT Environmental Division

P.O. Box 2261

Little Rock, AR 72203-2261



U.S. Department of Transportation
Federal Highway
Administration

The Arkansas Department of
Transportation



Location & Design Public Hearing Information

What is the purpose of this hearing?

This packet has been prepared to provide general information about the project and its potential impacts. Information has been included pertaining to the proposed design, environmental impacts and right-of-way. Additional information on each of these topics is available at the hearing or by contacting the Arkansas Department of Transportation (ARDOT).

One of the primary objectives of this hearing is to provide a medium of free and open discussion which hopefully will result in the resolution of any problems or controversial issues. In order to accomplish this goal, we must have your cooperation and participation.

The Department hopes to make you familiar with the proposed design and give you an opportunity to express your opinions. In order to meet these goals, public participation is needed to identify, discuss, and resolve any problems or controversial issues. ARDOT personnel are also available to answer questions and explain the projects and their impacts.

What are the Buffalo River/Mill Creek projects?

The Buffalo River Bridge project (ARDOT Job 009784) would replace the existing State Highway 7 bridge over the Buffalo River. Replacing the bridge, which is commonly known as the Pruitt Bridge, would require realigning the existing roadway on both sides of the Buffalo River to accommodate the new bridge location and to improve safety. Starting 0.3 mile south of the Buffalo River and ending 0.3 mile north of the Buffalo River, the total length of the project would be 0.6 mile.

The Mill Creek Crossing project (ARDOT Job BR5102) would replace the existing Newton County Road 213 low water crossing over Mill Creek with either a bridge or a box culvert. Starting 0.2 mile east of Mill Creek and ending at the intersection of Newton County Road 213 and Highway 7, the total length of the project would be 0.3 mile.

What would the project accomplish?



The Pruitt Bridge is over 80 years old, and has exceeded its 50-year design lifespan by over 30 years. The bridge has deteriorated and maintenance/repair can no longer indefinitely sustain its components. The narrow Pruitt Bridge was also not designed to handle current traffic volume or the size and weight of modern motor vehicles, including commercial

trucks. The proposed Buffalo

River Bridge project would provide a wider structure that meets current design and safety standards. Replacing the existing Mill Creek low water crossing with a new structure would prevent traffic obstruction on County Road 213 during flood events. It would also enhance safety by improving roadway curvature and grade.

What are the Alternatives?

No Action Alternatives

Mill Creek Crossing

Under the Mill Creek Crossing No Build Alternative, the Mill Creek low water crossing and County Road 213 would be left as they exist; a new structure would not be built and the roadway approaches would not be improved. Only minor repair or routine maintenance would be performed. The No Build Alternative would not alleviate flooding of the low water crossing nor improve the substandard roadway approaches.

Buffalo River Bridge

Under the Buffalo River Bridge No Build Alternative, the Pruitt Bridge and roadway approaches would be left as they exist; a new bridge would not be constructed and roadway approach improvements would not be undertaken. Only routine maintenance would be performed.

Mill Creek Crossing Alternatives

Mill Creek Crossing Bridge Alternative

The Bridge Alternative would involve constructing a new bridge 250 feet in length and 250 feet downstream of the low water crossing.

Mill Creek Crossing Box Culvert Alternative

The Box Culvert Alternative would involve constructing a box culvert approximately 60 feet in length and 120 feet upstream of the low water structure. The box culvert would be comprised of five bottomless openings, each 12 feet high and 10 feet wide, with a headwall and wing walls on both ends.

Mill Creek Crossing Impact Alternative Comparison

Alternatives	Project Length (Feet)	New Easement (Acres)	Est. Cost (million)
Bridge Alt.	900	2.5	1.9
Box Culvert Alt.	1,700	3.3	1.8

Buffalo River Bridge Alternatives

East Alternative

The East Alternative would involve constructing a new bridge 670 feet in length and 49.3 feet in width, 160 feet east (downstream) of the Pruitt Bridge. The width would include a 5-foot wide pedestrian walkway, pedestrian safety barrier and railing, and bridge railing.

West Alternative I- Option A

West Alternative I would involve constructing a new bridge 772 feet in length and 49.3 feet in width, 200 feet west (upstream) of the Pruitt Bridge. The width would include a 5-foot wide pedestrian walkway, pedestrian safety barrier and railing, and bridge railing. A new roadway segment would be constructed as a connector providing vehicle access to the Pruitt Day Use Area.

4

West Alternative I-Option B

West Alternative I – Option B is substantially the same as West Alternative I – Option A but includes a retaining wall to prevent the removal of the Contact Center.

West Alternative II-Option A

West Alternative II – Option A is similar to the West Alternative I – Options A and B but eliminates the need for the connector road to the Pruitt Day Use Area and results in retention of the Contact Center and Storage Building.

West Alternative II-Option B

West Alternative II – Option B is identical to West Alternative II expect the retaining wall would not be used and only the Storage Building would be retained.

Buffalo River Bridge Impact Alternative Comparison

Alternatives	Bridge Length (Feet)	New Easement (Acres)	Estimated Cost (million)	Impacted Structures
East Alt.	670 Ft.	11.6	7.9	Storage Bldg.
West Alt. I Option A	772 Ft.	10.3	9.4	Contact Center & Storage Bldg.
West Alt. I Option B	772 Ft.	10.3	9.3	Storage Bldg.
West Alt. II Option A	772 Ft.	10.3	9.8	None
West Alt. II Option B	772 Ft.	10.3	9.4	Contact Center

What happens after this hearing?

After a review of comments received from citizens, public officials, and public agencies, the next step in the environmental process will be to respond to comments received from this hearing and finalize the project design.

Once the design is finalized, a Finding of No Significant Impact document will be prepared and signed by the Federal Highway Administration. This will identify the selected alternatives and conclude the requirements of the National Environmental Policy Act.

ARKANSAS DEPARTMENT OF TRANSPORTATION

Open Forum Location & Design Public Hearing – ARDOT Job Nos.

**009784 - Buffalo River Br. & Apprs. (Pruitt) (Hwy. 7) &
BR5102 - Mill Creek Str. & Apprs. (S)
Newton County**

April 21, 2016

Please Print

Date: _____

Name: _____

Address: _____

Street Address

City, State, Zip

Which Mill Creek Crossing Alternative would you prefer?

- No Action
- Box Culvert
- Bridge Alternative

Which Buffalo River Bridge Alternative would you prefer?

- No Action
- East Alternative
- West Alternative I – Option A
- West Alternative I – Option B
- West Alternative II – Option A
- West Alternative II – Option B

• REMEMBER •

Your comments must be in writing or recorded on tape to be considered part of the official record of this public hearing.

(Continued on back)

EXAMPLE
NOTICE OF OFFERING A PUBLIC HEARING
ON HIGHWAY IMPROVEMENTS

Hwy. 110 – Clinton (Widening) (S)
ARDOT Job CA0801
Van Buren County

The Arkansas Department of Transportation (ARDOT) is planning improvements to Highway 65 from within the City of Clinton north to its intersection with Highway 110 in Van Buren County. The proposed improvements to Highway 65 include widening the highway to four 12-foot travel lanes with an 11-foot painted median and minor intersection realignments.

Plans showing location and design features of the anticipated work and information relative to environmental studies are available for public inspection at the Arkansas Highway and Transportation Department's Maintenance Office, 465 Highway 95 West, Clinton, Arkansas. The office is open weekdays from 7:00 a.m. until 3:30 p.m.

Any interested citizen, in the vicinity of this proposed project, may request that a public hearing be held regarding this project and its economic and environmental effects by submitting a written request to the Arkansas Highway and Transportation Department, District 8 Engineer, P.O. Box 70, Russellville, AR 72811-0070. Requests must be received on or before **Wednesday, January 25, 2017 at 4:30 p.m.**

In the event requests are received, a notice of the date, time, and place of the public hearing will be published and advertised in the local media.

**Virtual Public Involvement Meeting
Notification
Appendix (C)
Examples Pages 75-105**

Notification Procedures for Virtual Public Meetings

The Public Involvement section is notified to initiate a Public Involvement Meeting or Public Hearing. A determination is made whether to conduct an online meeting or in-person meeting.

1. Determine type of meeting:
 - a. What is the purpose of the meeting? Who will likely participate? Does the project area have sufficient access to internet service? How many people will likely participate? Will participants join virtually or via telephone?
2. The assigned team member will conduct a Community Impact Assessment and determines that a virtual meeting is warranted:
 - a. Reviewing the project consists of driving through the proposed project route to view/assess the project area, as well as, surrounding areas. Data is also gathered from the Census Bureau.
 - b. Field observations will also assist in identifying areas that might have Limited English Proficiency (LEP) populations.
 - c. Executive Order 12898 and Title VI of the Civil Rights Act of 1964 is being properly followed.
3. Consult the local public officials, such as, the Mayor and County Judge to confirm that a VPI meeting will be conducted.
4. During the community assessment, determine whether the project area has sufficient access to internet service. In rural areas of Arkansas, internet service is of poor quality. This can be ascertained from the Chamber of Commerce and by speaking with local citizens.
5. Virtual Public Involvement Meeting Preparation: VPI's will be conducted in either a Phase I or Phase II VPI option.
 - d. Phase I consists of both an audio and visual. The Public Involvement staff will create a brief recorded presentation regarding the basic aspects of the proposed project. The proposed project documents will be made available on ARDOT's website for the public to access, view and complete a comment form via a posted link before the end of the specified comment period.
 - e. Phase II – consists of an interactive “LIVE” VPI. Citizens will connect with ARDOT's staff utilizing WebEx Meetings at a specific meeting date & time.
6. Establish an agenda which clearly sets out the topics to be covered, the desired outcome and expectations for attendee input for each agenda item, the amount of time assigned for each item, and who is responsible for presenting.
7. Meeting times – Phase I VPI's will have a 15-day viewing period for citizens. Phase II meeting days and times will be scheduled and a five-day viewing period will be provided prior to meeting date; Also, the project information will be posted on the ARDOT website. After the meeting, the website will remain available for 15 days for review of material and comment submission.

8. Once the VPI meeting is scheduled:
 - f. Contact by telephone the appropriate Project Manager, District Engineer, Division, and City Officials (Mayor and County Judge) by providing the meeting date, time, and website information.
 - g. Public official meetings are scheduled per request.
9. Provide the general information sheet to the section administrative assistant, who will also update and distribute the RADAR, which provides upcoming meeting information, jobs with meeting dates pending and project status meeting schedules.
10. Update the Meetings Checklist.
11. The PI Section Administrative Assistant will then begin to generate the Public Officials letters and Minority Minister's letters for the project area.
 - h. Note: Minority Ministers letters are project-by-project basis determination.
12. Generate the VPI Flyer, Display advertisement and the Radio PSA.
 - i. Note: As stated above, if available, additional outreach will be performed for VPI meetings. Utilizing social media, ARDOT website announcements, community calendars, local television news announcements, etc.
13. Project location maps, online comment form, and preferably the project design (meeting materials) should be made available on the website before the first display ad is advertised in the newspaper.
14. Display advertisements will be published in English and Hispanic newspapers (if available) twice, two weeks prior and one week prior to the meeting/hearing date.
15. A Legal Advertisement to be placed in the local newspaper 30 days prior to a Public Hearing.
 - j. The Environmental Document (EA, EIS or CE) should be available at the District office and online, identified in the Legal Ad, 30 days prior to the Hearing for citizen review.
16. Mail Public Officials letters and Minority Minister's letters (if applicable) one week prior to the meeting.
17. Distribute flyers to businesses and property owners in the project area one week prior to the meeting.
 - k. The contacts are gathered from prior meetings, Right of Way Parcel Survey, GIS and Public Involvement community outreach.
18. The Project Status Meeting (Pre-meeting) is conducted two–three weeks prior to the scheduled meeting or hearing.
 - l. Design plans, as well as, the Comment form are provided at this meeting and reviewed by

staff for any possible issues or concerns that may come about at the meeting.

- m. This meeting allows concurrency among staff members with any information that will be made available to citizens. The information typically includes the number of residential and business impacts/relocates, project history, preliminary project schedule, planning study, etc.
- n. For Phase II meetings, a dry run of the VPI will take place 3-5 days before the meeting to ensure that all staff members have a clear understanding of the agenda and their role. This will also ensure that all equipment is working and everyone has access.

19. Digital copies of the comment forms or hearing packets, project displays will be uploaded to the project site once all changes have been approved.

20. At the end of the 15-day comment period, the Section Administrative Assistant provides copies of all comment forms received, VPI meeting attendees list, a blank comment form, handout map, and the public involvement efforts.

- o. For hearings, a public hearing packet is developed. The packet will include copies of all comment forms received, oral comments, petitions, sign-in sheets, news articles (if any), a blank comment form, handout map, all photos from the hearing, proof of payment for the Legal Advertisement and Department memos regarding the hearing.

21. Summation

- p. A Synopsis is generated for the Public Involvement meetings and Location Public Hearings.
- q. A Deposition of comments document will be provided for the Design Public Hearings and for combined Location and Design Public Hearings.

Accessing ARDOT's Virtual Public Involvement Meetings

Accessing Phase I VPI

During the initial VPI, the presentation will be listen only. There are several ways to access the VPI project page.

- 1) Using your browser, visit the ARDOT website at www.ardot.gov
- 2) Scroll down to find Upcoming Meetings. Select the meeting job name/job number.
- 3) Staff will also provide the public with the link to the project page if requested via email.

Accessing Phase II VPI

- 1) The public can also access the meeting during the posted meeting times from the provided link __.
- 2) To join the Meeting by phone: Dial (____) ____-____ (This phone number will be provided once a meeting has been scheduled in WebEx). The number will only be active during the posted meeting times. The public will follow the prompts and enter the participant code.

Alternative modes of accessing a virtual meeting:

- 1) Connect via Twitter @myARDOT.
- 2) Access <https://vimeo.com/myardot> to view the presentation.
- 3) Contact a Public Involvement staff to receive an emailed link at 501-569-2281

The WebEx meeting can be accessed by using Smart Android and IOS devices, tablets, laptops, desktop computers, or third party devices for video conferencing.

The Public will have an opportunity to participate during the Phase II Virtual Public Meeting?

- 1) To request to speak during the Q&A VPI, you must virtually 'Raise Your Hand' by selecting the hand tool. (Under Review)
- 2) Once you have expressed your concerns, you will then be directed to - a staff member that is most equipped to answer - your question. For example, the Roadway Design Division will answer questions related to the project's design.
- 3) As in a – traditional public meeting, each person may comment, however, the session moderator will go down the list of attendees and respond to questions.

By default, everyone's microphone will be muted during the Q&A.

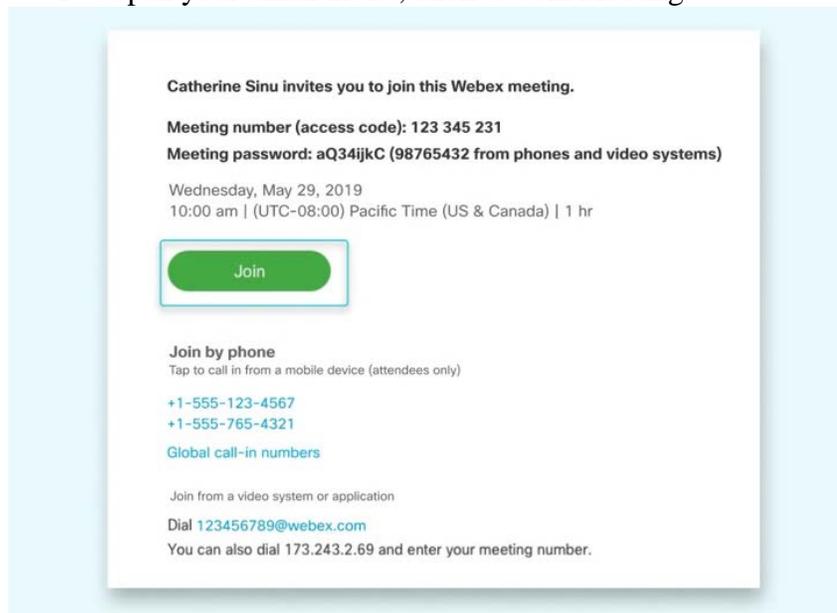
You may join or leave the meeting at any time

How to Join a WebEx Meeting using your Desktop

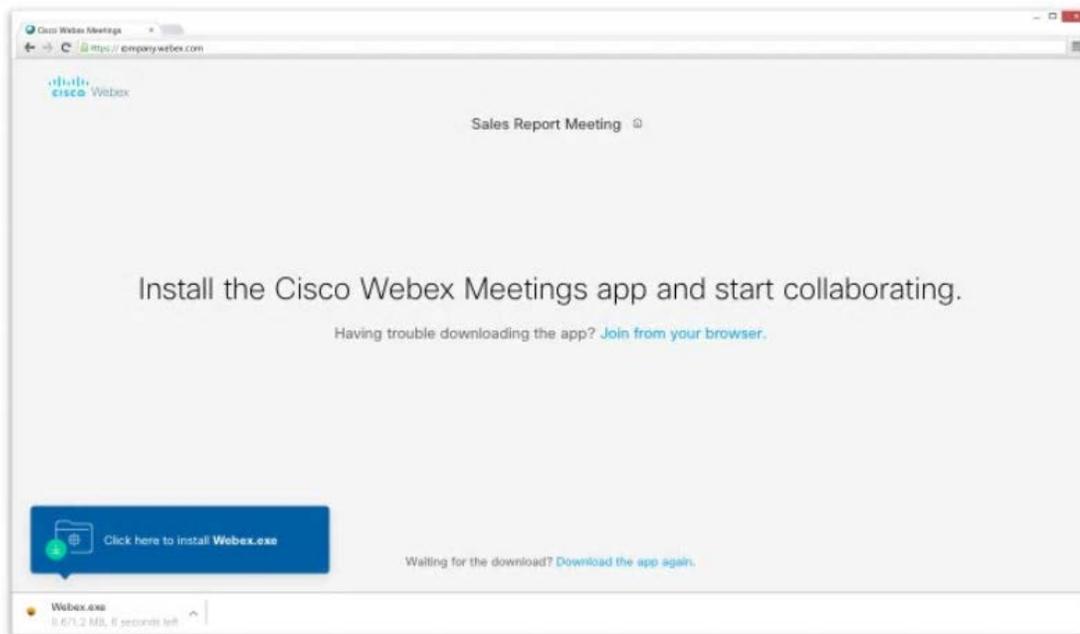
Use the WebEx desktop app to join your meeting from your Windows or Mac computer.

You'll be able to connect using computer audio and video, switch layouts between grid and active speaker views, chat, and share content.

1. Open your email invite, click to Join Meeting.

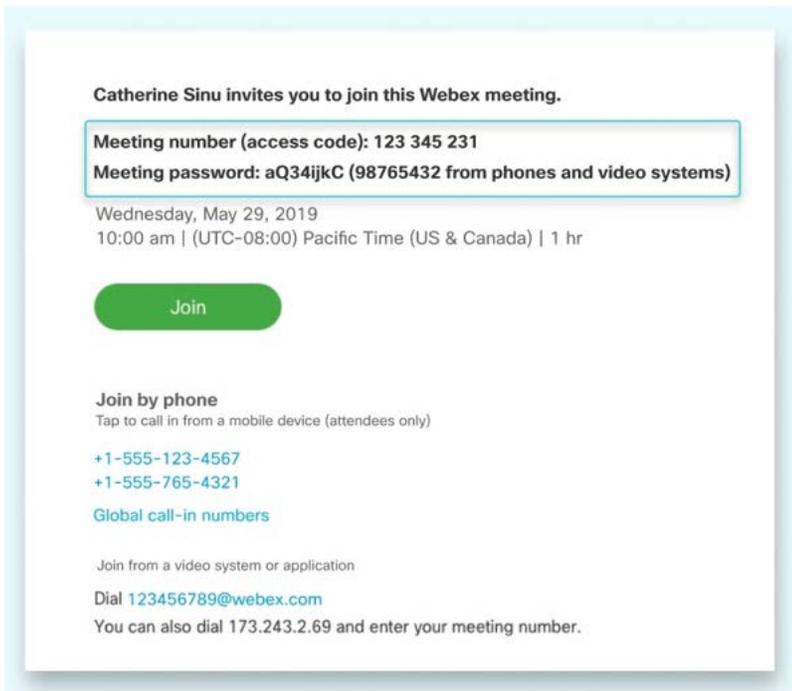


- 2) If this is the first time you're joining a WebEx meeting, WebEx automatically downloads the app. Click the installer file to install the app. You can also download the WebEx Meetings app manually.



- 3) Enter name and email address and click Next.

4) If you're asked for a meeting password, enter the meeting password - it's in your email invitation - and click **Next**.



5) Next, you choose how you want to hear.



- Use computer for audio (default)—Use your computer with a headset or speakers.
- Call in—If you prefer to use your phone for audio, dial in when the meeting starts. A list of the global call-in numbers is available in your meeting invite. Choose this option if your Internet connection is slow.
- Call me—Enter a phone number and WebEx calls you. Depending on your WebEx plan, you may or may not see this option.

- Don't connect audio—Use this option when you need to join a meeting and share content, and don't need audio. For example, you're in a conference room with your team, or someone already connected to the meeting from a video device.

6) By default, your microphone and camera are turned off. The video and microphone buttons are both red.

- To join with your video on, click Start video
- To join with your microphone on, click Unmute
- To connect to a compatible video device, click Use video system.

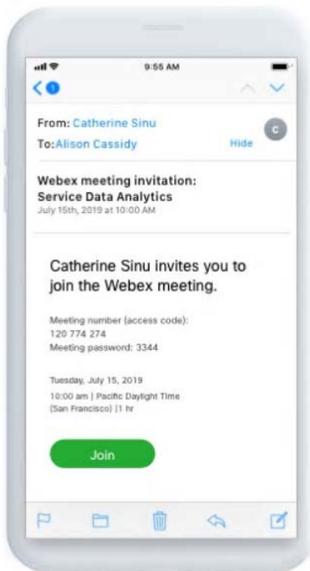
7) Click Join Meeting.

How to Join a WebEx Meeting using your Mobile

If you're on the go, you can join your meeting from your Apple or Android phone, tablet or Apple watch using WebEx mobile app.

You'll be able to use video, chat with other participants, and share content.

- 1) Tap **Join** in your email invitation when it's time to join the meeting.



- 2) Tap Download to install the Cisco WebEx Meetings app and join the video conference. To join the meeting by phone only, tap the number on your screen.
- 3) Tap Open after the app is installed and accept the Terms of Service and Privacy Statement.
- 4) Tap Join Meeting, enter the meeting number—it's in the email invitation—and tap Join.
- 5) Enter the meeting password—it's in the email invitation—and tap OK.

When the WebEx Meetings app opens, your video preview lets you see how you'll look to others before you join the meeting.

- 6) Change your audio and video settings before joining your meeting.
 - Use Internet for audio (default)—Use your phone with a headset or speakers.
 - Call in—If you prefer to use your phone for audio, dial in when the meeting starts. A list of the global call-in numbers is available in your meeting invite. Choose this option if your Internet connection is slow.
 - Call me—Enter a phone number and WebEx calls you. Depending on your WebEx plan, you may or may not see this option.

- Don't connect audio—Use this option when you need to join a meeting and share content, and don't need audio. For example, you're in a conference room with your team, or someone already

7) Click Connect to a device to join the meeting from a compatible video device.

8) Tap Join.

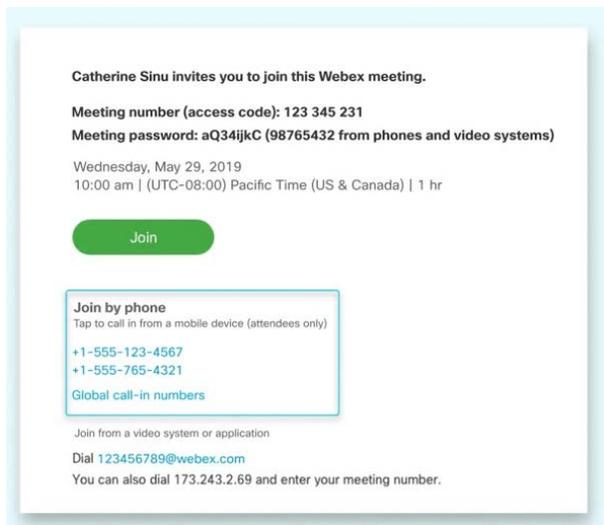


How to Join a WebEx Meeting using your Phone Only

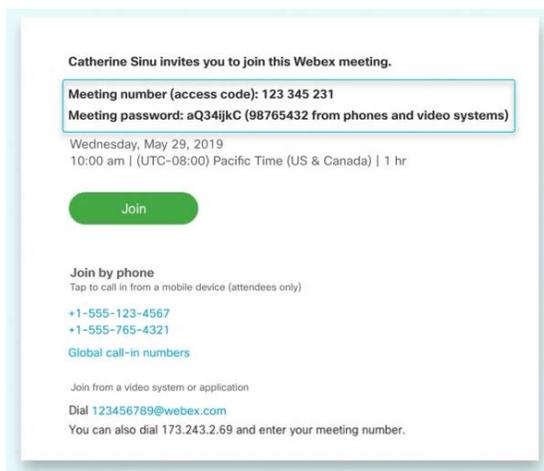
If you're experiencing bandwidth issues, this is the way to go.

When you dial into a meeting, you can hear everyone in the meeting, but won't be able to see anyone or what they share during the meeting.

- 1) Open your meeting invitation and call one of the numbers under Join by phone. Depending on the host's meeting plan, your email invite provides a list of call-in numbers,



- 2) Enter your meeting number and password - it's in your invite.



- 3) Once you join the meeting, you'll be able hear everyone in the meeting but won't be able to see anything that's being shared.

Virtual Public Involvement Meeting

Outreach Plan

Date:
Wednesday
April 1, 2020



Location:
Virtual Public Meeting

061457 Virtual Public Involvement Outreach Plan



TACTIC	Date Sent/ Scheduled	Note
First Initial Phone call	- Wednesday, April 1, 2020	- Mayor - County Judge - ARDOT District Engineer
Direct Mail		
Elected Officials	- Monday, April 27, 2020	- Mayor - County Judge - State Representatives/ State Senators
Minority Ministers	- Monday, April 27, 2020	- Minority Church names
Local Residents/ Interested Citizens	- Tues. April 21, 2020 - Tues. April 28, 2020	- Flyer 1 - Friendly Reminder
Print Ads		
Display Ad- The Leader Display Ad- Spanish News	- Monday, April 20, 2020	- Ads will run on Saturday, April 25, 2020 and Saturday, May 2, 2020 (30 days prior)
PSAs		
KDQN 1390 AM (English) KDQN 1390 AM (Spanish)	- Monday, April 20, 2020	- Thursday, April 30, 2020 through Tuesday, May 5, 2020
Social Media/Website		
Twitter ARDOT Website	- Wednesday, April 3, 2020	- Once the Radar is distributed, the Public Information office will place the meeting notice on the ARDOT Twitter page and website.
Free Advertisements		
Community Calendar Free Radio Ads	- Wednesday, April 3, 2020	- Send this information as soon as possible so that it can be published as soon as possible.

Virtual Public Hearing Meeting

Outreach Plan



Date:
Wednesday
April 1, 2020

Location:
Virtual Public Meeting

061457 Virtual Public Hearing Outreach Plan



TACTIC	Date Sent/ Scheduled	Note
First Initial Phone call	- Monday, March 30, 2020	- Mayor - County Judge - ARDOT District Engineer
Legal Print Ad		
Legal Ad- The Leader	- Tuesday, March 31, 2020	- Legal Ad will run on Saturday, April 4, 2020 (30 days prior)
Environmental Assessment		
Approved Environmental Assessment	- Tuesday, March 31, 2020	- EA will be placed at the District 6 Office and the ARDOT website for public review. A sign in sheet and comment forms will be provided.
Direct Mail		
Elected Officials	- Monday, April 27, 2020	- Mayor - County Judge - State Representatives/ State Senators
Minority Ministers	- Monday, April 27, 2020	- Minority Church names
Local Residents/ Interested Citizens	- Tues. April 21, 2020 - Tues. April 28, 2020	- Flyer 1 - Friendly Reminder
Print Ads		
Display Ad- The Leader Display Ad- Spanish News	- Monday, April 20, 2020	- Ads will run on Saturday, April 25, 2020 and Saturday, May 2, 2020 (30 days prior)
PSAs		
KDQN 1390 AM (English) KDQN 1390 AM (Spanish)	- Monday, April 20, 2020	- Thursday, April 30, 2020 through Tuesday, May 5, 2020
Social Media/Website		
Twitter ARDOT Website	- Wednesday, April 3, 2020	- Once the Radar is distributed, the Public Information office will place the meeting notice on the ARDOT Twitter page and website.
Free Advertisements		
Community Calendar Free Radio Ads	- Wednesday, April 3, 2020	- Send this information as soon as possible so that it can be published as soon as possible.

Display Ad Insertion Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ARDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

September 10, 2020

Times Record
Retail- Display Advertising
P.O. Box 1359
Fort Smith, AR 72902
Email: bstarr@localiq.com

Re: ARDOT Job No. 040723

Greetings:

Please publish the enclosed **“Notice of Online Public Meeting”** on the following dates:

Sunday, September 20, 2020
Sunday, September 27, 2020

Send one copy of the proof of publication with invoice for payment to:

Arkansas Department of Transportation
Attention: Environmental Division / Ruby Jordan-Johnson
PO # 17-051
P. O. Box 2261
Little Rock, Arkansas 72203
Phone: 501-569-2563
Fax: 501-569-2009

Sincerely,

Ruby Jordan-Johnson
Section Head - Public Involvement
Environmental Division

Enclosure

Display Ad

ONLINE VIRTUAL PUBLIC MEETING NOTICE



WHAT: “Live” WebEx Virtual Public Involvement Meeting to discuss the proposed highway improvements on Hwy. 71B (Towson Ave.) between Hwy. 271 to Hwy. 64 in Fort Smith, Sebastian County.

WHEN: Tuesday, September 29, 2020 from 5:30 to 7:00 p.m. Citizens will have an opportunity to ask questions and make comments.

WHERE: Link to Virtual Meeting www.ardot.gov

The viewing of project information will be available from September 24, 2020 thru October 13, 2020. Comments will be accepted until 4:30 p.m. on Tuesday, October 13, 2020.

Sponsor: Arkansas Department of Transportation (ARDOT)

Due to the COVID-19 restrictions, we are unable to conduct a public involvement meeting in the traditional sense. We are offering an online opportunity for the public to review project information for the above stated proposed project. The pre-recorded presentation video will be available for viewing and commenting (no in person meeting).

Special communication or accommodation needs under the Americans with Disabilities Act (ADA) may contact Ruby Jordan-Johnson at 501-569-2379 or email environmentalpublicmeetings@ardot.gov. The hearing or speech impaired, may contact the Arkansas Relay System at (Voice/TTY 711). Requests should be made at least 4 days prior to the public meeting.

NOTICE OF NONDISCRIMINATION: The Arkansas Department of Transportation complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, the Department does not discriminate on the basis of race, sex, color, age, national origin, religion (not applicable as a protected group under the Federal Motor Carrier Safety Administration Title VI Program), disability, Limited English Proficiency (LEP), or low-income status in the admission, access to and treatment in the Department's programs and activities, as well as the Department's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the Department's nondiscrimination policies may be directed to Joanna P. McFadden Section Head - EEO/DBE (ADA/504/Title VI Coordinator), P. O. Box 2281, Little Rock, AR 72203-2281, (501) 569-2298, (Voice/TTY 711), or the following email address: joanna.mcfadden@ardot.gov

Free language assistance for Limited English Proficient individuals is available upon request.

This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.

Job No. 040723

Spanish Display Ad Insertion Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

AR DOT.gov | I Drive Arkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

April 20, 2020

The Leader
Retail- Display Advertising
404 Graham Road
Jacksonville, AR 72076
Email: johnhenderson@arkansasleader.com

Referencia: ARDOT Job No. 061457

Un Cordial saludo:

Muy cordialmente nos permitimos solicitarles la publicacion de el Anuncio: **“Notice of Online Public Meeting” (Anuncio de Reunion Publica Virtual)** durante las siguientes fechas:

Sabado Abril 25, 2020

Sabado Mayo 2, 2020

Sirvanse por favor, enviar una copia de la publicacion junto a la respectiva factura a:

Arkansas Department of Transportation
Attention: Environmental Division / Ruby Jordan
PO # 17-154
P. O. Box 2261
Little Rock, Arkansas 72203
Phone: 501-569-2563
Fax: 501-569-2009

Sinceramente,

Ruby Jordan-Johnson
Section Head - Public Involvement
Environmental Division

Enclosure

Spanish Display Ad

Aviso de Reunión con Participación Pública VIRTUAL



ASUNTO: Mejorar y modernizar los semáforos de la Autopista Hwy. 319 RR y de la Carretera Hwy. 367 en la ciudad de Ward en el Condado de Lonoke.

CUANDO: Martes 5 de Mayo a Miercoles 20 de Mayo, 2020.

Debido a las restricciones por el COVID-19 no podemos llevar a cabo Reuniones De Envolvimiento Publico "en persona". Estamos ofreciendo la oportunidad ahora En Línea (on line) para que el público revise la información del Proyecto mencionado. El video pre-grabado estará disponible para ser visto y así hacer comentarios (no en Junta en Persona).

Link de Junta Virtual:

Para entrar en la Participación Pública WebEx, haga click en Virtual Web Link www.ardot.gov El día y la hora indicado

Patrocinador: El Departamento de Transporte de Arkansas (ARDOT)

Cualquier persona que necesite información sobre el proyecto o arreglos especiales bajo la Ley de Americanos con Discapacidades (ADA) pueden ponerse en contacto con Ruby Jordan-Johnson, P.O. Box 2261, Little Rock, AR 72203-2261, Llamar (501)569-2379, fax (501)569-2009 o por correo electrónico environmentalpimeetings@ardot.gov.

Si tienen necesidades de comunicación especial, por favor póngase en contacto con el Sistema de Retransmisión de Arkansas al (Voz/TTY 711). Las solicitudes deben ser hechas cuatro días antes de la reunión pública.

AVISO DE NO DISCRIMINACION: El Departamento de Transporte de Arkansas (Departamento) cumple con todas las provisiones de derechos civiles de las leyes federales y autoridades relacionadas que prohíben la discriminación en los programas y actividades que reciben ayuda federal financiera. Por lo tanto, el Departamento no discrimina bajo las bases de raza, sexo, color, edad, origen nacional, religión (no aplica como grupos protegidos bajo el Motor Carrier Safety Administration Title VI Program), discapacidad, Limitación del Idioma Ingles (LEP), o de bajos ingresos en la admisión, el acceso a y el tratamiento en los programas y actividades del Departamento al igual que las prácticas de contratación y empleo del Departamento. Quejas de supuesta discriminación y preguntas sobre las pólizas de no discriminación del Departamento pueden ser dirigidas a Joanna P. McFadden Section Head - EEO/DBE (ADA/504/ Coordinador del Título VI), P. O. Box 2261, Little Rock, AR 72203, (501)569- 2298, (Voz/TTY 711), o al siguiente correo electrónico: joanna.mcfadden@ardot.gov
Ayuda gratis para para personas con limitación del idioma Ingles.

Este aviso está disponible del ADA/504/Coordinador del Título VI en letra grande, grabación de audio y en Braille.
Número de Trabajo de ARDOT: 061457

Legal Ad Insertion Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ARDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

July 27, 2020

Advance Monticellonian
Classified - Legal Advertising
P.O. Box 486
Monticello, AR 71655
Email: advertising@monticellonews.net

Re: ARDOT Job No. 020678

Greetings:

Please publish the enclosed **“Notice of Online Public Hearing”** on the following date:

Wednesday, August 5, 2020

Send one copy of the proof of publication with invoice for payment to:

Arkansas Department of Transportation
Attention: Environmental Division / Ruby Jordan-Johnson
PO #
P. O. Box 2261
Little Rock, Arkansas 72203
Phone: 501-569-2563
Fax: 501-569-2009

Sincerely,

Ruby Jordan-Johnson
Section Head - Public Involvement
Environmental Division

Enclosure

Legal Ad

NOTICE OF ONLINE VIRTUAL DESIGN PUBLIC HEARING

Job No. 020678
Hwy. 278 – Hwy. 65 (Future I-69)
Drew and Desha Counties

The Arkansas Department of Transportation (ARDOT), in cooperation with the Federal Highway Administration (FHWA), and U.S. Corp of Engineers (USACE) will conduct an online virtual Design Public Hearing to present and discuss the proposed design plans for constructing 17 miles of new roadway from Hwy. 278 to Hwy. 65. in Drew and Desha Counties. Information about the project will be available and comments will be accepted between September 6, 2020 through October 21, 2020. Comments will be accepted no later than 4:30 pm on Wednesday, October 21, 2020. The live component of the hearing will be held on Tuesday, October 6, 2020 from 5:30 p.m. to 6:30 p.m. In order to access the hearing, visit: www.ardot.gov.

The proposed project would provide two 12-foot wide travel lanes with 10-foot wide outside and 8-foot wide inside shoulders on new location. A partial interchange and overpass at Hwy. 65 and at-grade intersections would be provided at Hwy. 278, Hwy. 293, and Hwy. 277. As a segment of the future I-69 corridor, sufficient right of way would be acquired to allow for future widening to a four-lane divided highway.

The following contact information can be used for access to the proposed design plans, the Final Environmental Impact Statement, and a summary of environmental impacts and to provide online and written comments:

- Website: www.ardot.gov
- Email: environmentalpi meetings@ardot.gov
- Mail: Environmental Division, P.O. Box 2261, Little Rock, AR 72203-2261

Anyone needing project information or special accommodations under the *Americans with Disabilities Act* (ADA) is encouraged to write to Ruby Jordan-Johnson, P.O. Box 2261, Little Rock, AR 72203-2261, call (501) 569-2379, fax (501) 569-2009 or email info@arkansashighways.com. Hearing or speech impaired persons may contact the Arkansas Relay System at (Voice/TTY 711). Requests should be made at least four (4) days prior to the public hearing.

NOTICE OF NONDISCRIMINATION: The Arkansas Department of Transportation (Department) complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, the Department does not discriminate on the basis of race, sex, color, age, national origin, religion (not applicable as a protected group under the Federal Motor Carrier Safety Administration Title VI Program), disability, Limited English Proficiency (LEP), or low-income status in the admission, access to and treatment in the Department's programs and activities, as well as the Department's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the Department's nondiscrimination policies may be directed to Joanna P. McFadden Section Head – EEO/DBE (ADA/504/Title VI Coordinator), P. O. Box 2261, Little Rock, AR 72203, (501)569-2298, (Voice/TTY 711), or the following email address: joanna.mcfadden@ardot.gov

Free language assistance for Limited English Proficient individuals is available upon request.

This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.

Note: Due to the COVID-19 restrictions, we are unable to conduct a design public hearing in the traditional sense. We are offering an online opportunity for the public to comment and review project information for the proposed project.

Spanish PSA Insertion Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ArDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

009

April 20, 2020

Bunyard Broadcasting, Inc.
921 West Collin Raye Drive
De Queen, AR 71832
Email: numberonecountry@yahoo.com
Att: Patty Sharp

Estimada Sra. Patty Sharp,

Su asistencia es requerida en la publicacion de un anuncio para una "Reunion de Participacion Publica en Linea" que se realizara para discutir los planes para modernizer los Semaforos de la Autopista Hwy. 357 en Ward, AR.

La informacion a cerca de la reunion estara disponible a partir del Martes 5 de Mayo, 2020. El sitio de Internet estara vigente y activa, y los comentarios se recibiran hasta las 4:30 pm del dia Miercoles 20 de Mayo, 2020. En cumplimiento con las regulaciones de Title VI, es de vital importancia que nosotros alcancemos tantos oyentes minoritarios como nos sea possible. Hemos identificado KDQN 1390 AM como una estacion radial en capacidad de alcanzar la sintonia de nuestras necesidades.

Incluimos adjuntamente el anuncio con la informacion general acerca de la junta Virtual de Envolvimiento Publico, la cual estara disponible a partir del Martes 5 de Mayo, 2020. Estamos solicitando que se pasen diariamente dos (2) PSA's de 60 segundos desde el Jueves 30 de Abril hasta el Martes 5 de Mayo, 2020.

Por favor enviar la factura correspondiente a:

Arkansas Department of Transportation
Attention: Environmental Division/Ruby Jordan-Johnson
Job No. 061457
PO # 17-020
P. O. Box 2261
Little Rock, Arkansas 72203-2261
Phone: 501-569-256

Si tiene alguna pregunta respecto al anuncio escrito, o si necesitan alguna informacion adicional, por favor comuniquense con: Ruby Johnson at (501) 569-2379.

Sinceramente,

Edgar Ariza, Hispanic Community Specialist
Environmental Division

Enclosure

Spanish PSA Notice

Aviso de Reunión de Participación Publica

PSA Spanish

(60 segundos) (60 seconds)

El Departamento de Transporte de Arkansas, (ARDOT), tendrá una **“Reunión VIRTUAL de Participación Pública”** por Internet, para discutir el cambio del semáforo en el paso del tren en la Autopista Hwy. 319, y modernizar semáforos en la Carretera Hwy. 367, en Ward, Arkansas.

Debido a las restricciones por el COVID-19, no podemos llevar a cabo Reuniones de Envolvimiento Público **en persona**.

Ofreceremos la oportunidad de que el público revise la información de este Proyecto, **en Línea** por Internet, la cual estará disponible desde el Martes, 5 de mayo hasta el Miércoles 20 de Mayo del 2020.

Para acceder la reunión Pública en Línea, visite el sitio: www.ardot.gov, y allí,

haga click en: **On Line Public Meeting Website**. Una vez allí podrá ver el video de la presentación en español, y tendrá acceso a materiales acerca del proyecto.

Mensaje de **KDQN 92.1 FM** y El Departamento de Transporte de Arkansas.

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English PSA Insertion Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ArDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

April 20, 2020

Bunyard Broadcasting, Inc.
921 West Collin Raye Drive
De Queen, AR 71832
Email: numberonecountry@yahoo.com
Attn: Patty Sharp

Dear Ms. Patty Sharp,

Your assistance is requested in publicizing an online Public Involvement meeting that will be held to discuss plans to upgrade RR Signals on Hwy. 319 and traffic signal upgrades on Hwy. 367 in Ward, AR. The meeting information will be available on Tuesday, May 5, 2020. The site will be maintained and comments received until 4:30 p.m. Wednesday, May 20, 2020. In compliance with Title VI regulations, it is important that we reach as many minority listeners as possible. We have identified KDQN 1390 AM as the station capable of addressing our announcement needs.

Enclosed please find a public service announcement with general information about the scheduled online Public Involvement meeting that will be available on Tuesday, May 5, 2020. We request that two 60 second PSAs run daily from Thursday, April 30, 2020 through Tuesday, May 5, 2020.

Send invoice for payment to:

Arkansas Department of Transportation
Attention: Environmental Division/Ruby Jordan-Johnson
Job No. 061457
PO # 17-020
P. O. Box 2261
Little Rock, Arkansas 72203-2261
Phone: 501-569-2563

If you have questions regarding the written announcement or need additional information, please contact Ruby Johnson at (501) 569-2379.

Sincerely,

Ruby Jordan-Johnson
Public Involvement Specialist
Environmental Division

Enclosure

English PSA Notice

Public Meeting Notice

(60 Seconds)

The Arkansas Department of Transportation (ARDOT) will conduct an online public involvement meeting to discuss plans to upgrade railroad signals on Hwy. 319 and traffic signal upgrades on Hwy. 367 in Ward, AR.

Due to the COVID-19 restrictions, we are unable to conduct a public involvement meeting in the traditional sense. We are offering an online opportunity for the public to review project information.

The online meeting information will be available on Tuesday, May 5, 2020 through Wednesday, May 20, 2020. In order to access the online public meeting, visit www.ardot.gov. Once there, you will find a link to the online public meeting website where you may view a pre-recorded presentation video and project materials can be accessed.

This has been a message from KDQN 92.1 FM and the Arkansas Department of Transportation

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Minority Minister Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ARDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

April 27, 2020

«Title» «First_Name» «Last_Name»

«Church»

«Address»

«City», «State» «Zipcode»

SUBJECT: Notice of Virtual Public Involvement Meeting
ARDOT Job No. 061457
Hwy. 319 RR Sig. Upgrade & Traffic Sig. (Ward) (S)
Lonoke County

Dear «Title» «Last_Name»:

For your consideration as an announcement to your congregation(s), we will conduct an online public involvement meeting to discuss plans to upgrade RR Signals on Hwy. 319 and traffic signal upgrades on Hwy. 367 in Ward, AR. The meeting information will be available on Tuesday, May 5, 2019. The site will be maintained and comments received until 4:30 p.m. Wednesday, May 20, 2020.

Due to the COVID-19 restrictions, we are unable to conduct a public involvement meeting in the traditional sense. We are offering an online opportunity for the public to review project information for the above stated proposed project. The pre-recorded presentation video will be available for viewing and commenting (no in-person meeting). In order to access the online public meeting, visit www.ardot.gov website. It will take you to the online public meeting website where project materials can be accessed.

This online meeting is for interested citizens to view displays, ask questions, and offer comments about the proposed project. We feel this information will be of interest to the members of your congregation(s) that may be affected by the project and that your announcement will increase interest in highway construction in general. Thank you for giving this request your consideration. If you have any questions, please contact me at (501) 569-2379.

Sincerely,
Ruby Jordan-Johnson
Section Head- Public Involvement
Environmental Division

Public Officials Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ARDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

April 27, 2020

«Prefix» «First_Name__Middle» «Last_Name»
«Organization»
«Address»
«City_State_Zip_»

SUBJECT: Notice of Virtual Public Involvement Meeting
ARDOT Job No. 061457
Hwy. 319 RR Sig. Upgrade & Traffic Sig. (Ward) (S)
Lonoke County

Dear «Title» «Last_Name»:

The Arkansas Department of Transportation will conduct an online public involvement meeting to discuss plans to upgrade RR Signals on Hwy. 319 and traffic signal upgrades on Hwy. 367 in Ward, AR. The meeting information will be available on Tuesday, May 5, 2020. The site will be maintained and comments received until 4:30 p.m. Wednesday, May 20, 2020.

Due to the COVID-19 restrictions, we are unable to conduct a public involvement meeting in the traditional sense. We are offering an online opportunity for the public to review project information for the above stated proposed project. The pre-recorded presentation video will be available for viewing and commenting (no in-person meeting). In order to access the online public meeting, visit www.ardot.gov website. It will take you to the online public meeting website where project materials can be accessed.

This online meeting is for interested citizens to view displays, ask questions, and offer comments about the proposed project. You are invited and encouraged to visit the online meeting and offer your views concerning the project. Any publicity you might give this meeting will be appreciated.

If you have any questions, please contact me at (501) 569-2379.

Sincerely,

Ruby Jordan Johnson
Section Head- Public Involvement
Environmental Division

Public Officials Combination Letter



ARKANSAS DEPARTMENT OF TRANSPORTATION

ARDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

ENVIRONMENTAL DIVISION

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 | Phone: 501.569.2281 | Fax: 501.569.2009

DATE

«Prefix» «First_Name__Middle» «Last_Name»
«Organization»
«Address»
«City_State_Zip_»

SUBJECT: Notice of “Live” Virtual Design Public Hearing
ARDOT Job No. 020678
Hwy. 278 – Hwy. 65 (I-69)
Drew and Desha Counties

Dear «Title» «Last_Name»:

The Arkansas Department of Transportation will conduct a “Live” online virtual Design Public Hearing on Tuesday, October 6, 2020 from 5:30 to 6:30 p.m. to discuss the construction of a new roadway (Interstate 69) extending from Highway 278 to Highway 65 in Drew and Desha Counties. The viewing of project information will be available on the Department’s website from September 6 through October 21, 2020 and comments will be accepted until 4:30 p.m. Wednesday, October 21, 2020.

Due to the COVID-19 restrictions, we are unable to conduct a public hearing in the traditional sense. We are offering an online opportunity for the public to review project information for the above stated proposed project. The pre-recorded presentation video will be available for viewing and commenting (no in-person meeting). In order to access the online public hearing, visit www.ardot.gov website. It will take you to the online public hearing website where project materials can be accessed.

This online hearing is for interested citizens to view displays, and provide written comments about the proposed project. You are invited and encouraged to visit the online hearing and offer your comments concerning the project. Any publicity you might give this meeting will be appreciated.

If you have any questions, please email me at ruby.jordan-johnson@ardot.gov.

Sincerely,

Ruby Jordan-Johnson
Section Head- Public Involvement
Environmental Division

English Flyer



You're invited!

WEBEX "LIVE" VIRTUAL DESIGN PUBLIC HEARING

WHAT: "Live" Virtual Design Public Hearing to discuss the construction of a new roadway (Interstate 69) extending from Highway 278 to Highway 65 in Drew and Desha Counties.

WHEN: Tuesday, October 6, 2020 from 5:30 to 6:30p.m. Citizens will have an opportunity to ask questions and make comments.

Purpose

The Arkansas Department of Transportation (ARDOT) will conduct a live WebEx virtual Design Public Hearing to discuss the construction of a new roadway (Interstate 69) extending from Highway 278 to Highway 65 in Drew and Desha Counties. Project staff will give a brief presentation regarding the project. The public is invited to listen, view meeting materials and participate by asking questions and making comments with the appropriate ARDOT staff. The online website will be available for viewing from September 6 through October 21, 2020. Comments will be accepted until 4:30 p.m. on Wednesday, October 21, 2020.

[Link To Virtual Meeting:](#)

In order to access the virtual public meeting, click on the link above. It will take you to the virtual public meeting website. This website will provide project materials and handouts that would have been shown at the in-person meetings. A separate link will provide a Spanish version of the presentation. There will also be an option to send online comment forms to ARDOT's staff, or you can print the form and mail it to, P.O. Box 2261, Little Rock, AR 72203-2261. If you do not have internet access, please contact Karla Sims at 501-569-2000 to ask questions about the project and how to access project information or email at karla.sims@ardot.gov.

This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.

ARDOT Job No. 020678

Virtual Web Link:

Click Here: www.ardot.gov

Tuesday, October 6, 2020

5:30 p.m. to 6:30 p.m.

Special Accommodations: Anyone needing project information or special accommodations under the Americans with Disabilities Act (ADA) is encouraged to write to Ruby Jordan-Johnson, P.O. Box 2261, Little Rock, AR 72203-2261, call (501)569-2379, fax (501)569-2009 or email environmental@ardot.gov. Hearing or speech impaired, please contact the Arkansas Relay System at (Voice/TTY 711). Requests should be made at least four days prior to the public meeting.

NOTICE OF NONDISCRIMINATION: The Arkansas Department of Transportation complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, the Department does not discriminate on the basis of race, sex, color, age, national origin, religion (not applicable as a protected group under the Federal Motor Carrier Safety Administration Title VI Program), disability, Limited English Proficiency (LEP), or low-income status in the admission, access to and treatment in the Department's programs and activities, as well as the Department's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the Department's nondiscrimination policies may be directed to Joanna P. McFadden Section Head - EEO/DBE (ADA/504/Title VI Coordinator), P. O. Box 2261, Little Rock, AR 72203, (501)569-2298, (Voice/TTY 711), or the following email address: joanna.mcfadden@ardot.gov

Free language assistance for Limited English Proficient individuals is available upon request.

Spanish Flyer



Estas Invitado!

REUNION WEBEX DE AUDIENCIA PUBLICA VIRTUAL "En Vivo"

ASUNTO: Audiencia pública de diseño virtual "en vivo" para discutir la construcción de una nueva carretera (Interestatal 69) extendiéndose desde la Autopista Hwy. 278 hasta la Autopista Hwy. 65 en los Condados los De Drew y Desha.

CUANDO: Martes, 6 de Octubre 2020 de 5:30 pm a 6:30 pm.
Los Ciudadanos tendrán la oportunidad de formular preguntas y hacer comentarios.

PROPOSITO:

The Arkansas Department of Transportation (ARDOT) will conduct a live WebEx virtual Location and Design Public Hearing to review the proposed plans to widen Highway 51 from Highway 67 to 26th Street in Arkadelphia, Clark County.

El personal del Proyecto hará una breve presentacion acerca del Proyecto. El publico esta invitado a escuchar, revisar materiales del proyecto, y participar formulando preguntas y hacienda comentarios con el personal apropiado de ARDOT.

El sitio Web en linea esta disponible para visitar desde Octubre 6 hasta el 21 de Octubre, 2020. Los comentarios se aceptarán hasta las 4:30 pm del Miércoles 21 de Octubre, 2020.

[Link a la Reunion Virtual: \(haga click\)](#)

Para tener acceso a la Reunion Virtual, por favor haga Click en el Link arriba mencionado, y este le llevara al Website de la Reunion Virtual. Este web le proveera material informativo de lo que se muestra en dicha reunion si esta fuese una Junta en persona.

Un Link separado le proveera una version en Espanol de la presentacion. Tambien tendra la opcion de enviar o someter su Formulario de Comentarios, al personal de ARDOT, o si desea, imprima dicho formulario y envíelo por correo a: P.O. Box 2261, Little Rock, AR 72203-2261.

Si Usted no tiene acceso al Internet, por favor comuníquese con Edgar Ariza llamando Al (501) 569-2000 y haga sus preguntas a cerca del Proyecto y de como tener acceso a informacion del mismo a edgar.ariza@ardot.gov

ArDOT Job No. 020678

Link de Junta Virtual:

Haga click: www.ardot.gov

Martes , Octubre 6, 2020

5:30 p.m. to 6:30 p.m.

Para entrar a la Reunion Publica Web Ex, haga click en virtu al web link el dia y la hora indicados.

Cualquier persona que necesite información sobre el proyecto o arreglos especiales bajo la Ley de Americanos con Discapacidades (ADA) pueden ponerse en contacto con Ruby Jordan-Johnson, P.O. Box 2261, Little Rock, AR 72203-2261, Llamar (501)569-2379, fax (501)569-2009 o por correo electrónico escribiendo a: environmen-talplmmeetings@ardot.gov.

Si tiene necesidades de comunicación especial, por favor póngase en contacto con el Sistema de Retransmisión de Arkansas al (Voz/TTY 711). Las solicitudes deben ser hechas cuatro días antes de la reunión pública.

AVISO DE NO DISCRIMINACION: El Departamento de Transporte de Arkansas cumple con todas las provisiones de derechos civiles de las leyes federales y autoridades relacionadas que prohíben la discriminación en los programas y actividades que reciben ayuda federal financiera. Por lo tanto, el Departamento no discrimina bajo las bases de raza, sexo, color, edad, origen nacional, religión (no aplica como grupos protegidos bajo el Motor Carrier Safety Administration Title VI Program), discapacidad, Limitación del Idioma Ingles (LEP), o de bajos ingresos en la admisión, el acceso a y el tratamiento en los programas y actividades del Departamento al igual que las prácticas de contratación y empleo del Departamento. Quejas de supuesta discriminación y preguntas sobre las pólizas de no discriminación del Departamento pueden ser dirigidas a Joanna P. McFadden Section Head - EEO/DBE (ADA/504/ Coordinador del Título VI), P. O. Box 2261, Little Rock, AR 72203, (501)569-2298, (Voz/TTY 711), o al siguiente correo electrónico: joanna.mcfadden@ardot.gov.

Ayuda gratis para para personas con limitación del idioma Inglés. Puede comunicarse con Edgar Ariza al 501 569 2904

**ARKANSAS DEPARTMENT OF TRANSPORTATION (ARDOT)
CITIZEN COMMENT FORM**

**ARDOT JOB NUMBER 040723
Hwy. 71B (Towson Ave.) from Hwy. 271 to Hwy. 64
(Fort Smith)
SEBASTIAN COUNTY**

**LOCATION:
ONLINE "LIVE" WEBEX VIRTUAL PUBLIC INVOLVEMENT MEETING
SEPTEMBER 29, 2020 @ 5:30 P.M.**

Make your comments on this form and mail it by 4:30 p.m. on **Tuesday, October 13, 2020** to: Arkansas Department of Transportation, Environmental Division, P.O. Box 2261, Little Rock, AR, 72203-2261. Email: environmentalpimeetings@ardot.gov.

Yes No
 Do you feel there is a need for the proposed highway improvements on Hwy. 71B (Towson Ave.) from Hwy. 271 to Hwy. 64 in Fort Smith, Sebastian County? Comment (optional) _____

Do you feel that the proposed project will have any impacts (Beneficial or Adverse) on your property and/or community (economic, environmental, social, etc.)? Please explain. _____

 Do you have a suggestion that would make this proposed project better serve the needs of the community? _____

 Does your home or property offer any limitations to the project, such as septic systems, that the Department needs to consider in its design?

(Continue on Back)

<p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p>	<p>Do you know of any historical sites, family cemeteries, or archaeological sites in the project area? Please note and discuss with staff. _____</p> <p>_____</p> <p>_____</p>
<p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p>Do you know of any environmental constraints, such as endangered species, hazardous waste sites, existing or former landfills, or parks and public lands in the vicinity of the project? Please note and discuss with ARDOT staff. _____</p> <p>_____</p> <p>_____</p>

It is often necessary for the ARDOT to contact property owners along potential routes. If you are a property owner along or adjacent to the route under consideration, please provide information below. Thank you.

Name: _____ (Please Print)

Address: _____ Phone: (____) _____ -- _____

E-mail: _____

Please make additional comments here. _____

For additional information, please visit our website at www.ardot.gov



DEPARTAMENTO DE TRANSPORTE DE ARKANSAS (ARDOT)

Formulario de Comentarios de Ciudadanos

**NUMERO DE TRABAJO DE ARDOT 061457
Hwy. 319 RR sig. Upgrade & Traffic Sig. (Ward) (S)
Hwys. 319 & 367**

CONDADO DE LONOKE

LUGAR:

REUNION DE ENVOLVIMIENTO PUBLICO VIRTUAL “EN LINEA”

MAYO 5, 2020 HASTA MAYO 20, 2020

Presente sus comentarios en este formulario y entréguelo al personal de ARDOT presente en la reunión o envíelo por correo antes de las 4:30 p.m. del Miercoles, 20 de Mayo del 2020 a: Arkansas Department of Transportation, Environmental Division, P.O. Box 2261, Little Rock, AR, 72203-2261. Correo electrónico: environmentalpimeetings@ardot.gov.

Sí No

- ¿Piensa usted que existe la necesidad de la propuesta de mejorar y modernizar el semáforo de la Autopista Hwy. 319 RR, asi como reemplazar y modernizar tambien el semaforo (luz de trafico) de la Autopista Hwy 367 en la ciudad de Ward en el Condado de Lonoke? Comentario: (opcional)

- ¿Sabe usted si existen sitios históricos, cementerios familiares, o sitios arqueológicos en el área del proyecto? Por favor escríbalo y discútalos con los empleados de ARDOT _____

- ¿Sabe usted si existen restricciones ambientales, tales como especies de animales en peligro de extinción, sitios de desechos peligrosos, basureros antiguos o existentes, parques y terrenos públicos cercanos al proyecto? Por favor escríbalo y discútalos con los empleados de ARDOT. _____

- ¿Su casa o propiedad presenta alguna limitación al proyecto, tales como pozos sépticos, los cuales el Departamento necesite considerar en el diseño?

(Continúe al dorso)

Si No

 ¿Tiene alguna sugerencia que pueda ayudar a que la propuesta de este proyecto pueda suplir mejor las necesidades de la comunidad? _____

¿Cree que el proyecto que se esta proponiendo tendrá algún impacto (Beneficioso o Desfavorable) sobre su propiedad y/o la comunidad (económico, ambiental, social, etc.)? Por favor explique: _____

A veces es necesario que ARDOT se comunique con los dueños de las propiedades que se encuentran a lo largo de la ruta del posible proyecto. Si usted es dueño de una propiedad que esté ubicada a lo largo o junto a la ruta considerada para el proyecto, favor provea su información en la parte de abajo. Gracias.

Nombre: _____ (*letra Imprenta por favor*)

Dirección: _____ Tel.: (_____) _____--_____

Correo electrónico: _____

Por favor escriba sus comentarios adicionales. _____

Para mayor información, visite nuestra página web: www.ardot.gov.



También puede llamar a **Edgar Ariza, al 501 569 2904**

Neighborhood Noise Meeting
Appendix (D)
Examples Pages 107-113

Neighborhood Meeting Outreach Plan



Date:
Sunday
November 17, 2019

Location:
Josephine ~~Barney~~
Community Center
13700 Cantrell Rd
Little Rock, AR 72223

061382 Neighborhood Meeting Outreach Plan



TACTIC	Date Sent/ Scheduled	Note
Community Meeting Requested and Scheduled	- Friday, November 1, 2020	- Mayor - County Judge - ARDOT District Engineer
Direct Mail		
Impacted Residents/property owners ONLY	- Tues. November 5, 2019 - Tues. November 12, 2019	- Flyer 1 - Friendly Reminder



**NOISE BARRIER WALL COMMENT FORM
ARKANSAS DEPARTMENT OF TRANSPORTATION (ARDOT)
CITIZEN COMMENT FORM**

ARDOT NEIGHBORHOOD MEETING

**ARDOT JOB NUMBER 080388 – HWY. 65 – EAST (WIDENING)
Traffic Noise Study
Faulkner County**

**LOCATION:
GREATER PLEASANT BRANCH MISSIONARY BAPTIST CHURCH
J.R. RAYNOR EDUCATION COMPLEX
601 SPRUCE STREET
CONWAY, ARKANSAS
6:00 P.M.
THURSDAY, JULY 25, 2013**

Make your comments on this form and leave it with ARDOT personnel at the meeting or mail it within 15 days to: Arkansas Department of Transportation, Environmental Division, Post Office Box 2261, Little Rock, Arkansas 72203-2261.

Email: environmentalpimeeting@ardot.gov

Yes No

 Are you in favor of the proposed noise barrier which would reduce the amount of noise received from Interstate 40 in accordance with ARDOT and FHWA guidelines?

Comments and/or suggestions regarding the noise impacts associated with the recent improvements to Interstate 40 in your neighborhood. _____

(Continue on Back)

In reference to this survey, it is necessary for the ARDOT to conduct a complete household count as verification of your answer. If you are a property owner along or adjacent to the route under consideration, please provide information below. If you are a tenant please provide your address and the property owner's name and address Thank you.

Name: _____ (Please Print)

Address: _____ Phone: (____) ____ - _____

E-mail: _____

Name: _____ (Please Print)

Address: _____ Phone: (____) ____ - _____

E-mail: _____

For additional information, please visit our website at www.ardot.gov

Neighborhood Meeting Address Checklist

**ARKANSAS STATE HIGHWAY AND TRANSPORTATION DEPARTMENT (AHTD)
CITIZEN COMMENT FORM**

AHTD NEIGHBORHOOD MEETING ADDRESS CHECKLIST

**AHTD JOB NUMBER 080388 – Hwy. 65 – EAST (Widening)
Noise Barrier Wall
Faulkner County**

LOCATION:

**GREATER PLEASANT BRANCH MISSIONARY BAPTIST CHURCH
J.R. RAYNOR EDUCATION COMPLEX
601 SPRUCE STREET
CONWAY, ARKANSAS
6:00 P.M.
THURSDAY, JULY 25, 2013**

- | | |
|--|---|
| <input type="checkbox"/> 100 Gamble Road _____ | <input type="checkbox"/> 401 Durham Street _____ |
| <input type="checkbox"/> 1301 N. Museum Road _____ | <input type="checkbox"/> 403 Durham Street _____ |
| <input type="checkbox"/> 1300 Guernsey Drive _____ | <input type="checkbox"/> 405 Durham Street _____ |
| <input type="checkbox"/> 1302 Guernsey Drive _____ | <input type="checkbox"/> 406 Durham Street _____ |
| <input type="checkbox"/> 1303 Guernsey Drive _____ | <input type="checkbox"/> 407 Durham Street _____ |
| <input type="checkbox"/> 1304 Guernsey Drive _____ | <input type="checkbox"/> 408 Durham Street _____ |
| <input type="checkbox"/> 1306 Guernsey Drive _____ | <input type="checkbox"/> 409 Durham Street _____ |
| <input type="checkbox"/> 6800 Pinnacle Valley Road _____ | <input type="checkbox"/> 410 Durham Street _____ |
| <input type="checkbox"/> 1632 Greenwood Circle _____ | <input type="checkbox"/> 411 Durham Street _____ |
| <input type="checkbox"/> P.O. Box 94665 _____ | <input type="checkbox"/> 412 Durham Street _____ |
| <input type="checkbox"/> 1202 Gum Street _____ | <input type="checkbox"/> 413 Durham Street _____ |
| <input type="checkbox"/> 1203 Gum Street _____ | <input type="checkbox"/> 414 Durham Street _____ |
| <input type="checkbox"/> 1205 Gum Street _____ | <input type="checkbox"/> 415 Durham Street _____ |
| <input type="checkbox"/> 1207 Gum Street _____ | <input type="checkbox"/> 416 Durham Street _____ |
| <input type="checkbox"/> 1209 Gum Street _____ | <input type="checkbox"/> 418 Durham Street _____ |
| <input type="checkbox"/> 17 Sycamore Drive _____ | <input type="checkbox"/> 418 Shannon Circle _____ |
| <input type="checkbox"/> 228 Hwy 286 East _____ | <input type="checkbox"/> 416 Shannon Circle _____ |
| <input type="checkbox"/> P.O. Box 1990 _____ | <input type="checkbox"/> 414 Shannon Circle _____ |
| <input type="checkbox"/> 2925 St. Charles Dr. _____ | <input type="checkbox"/> 412 Shannon Circle _____ |
| <input type="checkbox"/> 2926 St. Charles Dr. _____ | <input type="checkbox"/> 410 Shannon Circle _____ |
| <input type="checkbox"/> P.O. Box 300702 _____ | <input type="checkbox"/> 408 Shannon Circle _____ |
| <input type="checkbox"/> P.O. Box 300703 _____ | <input type="checkbox"/> 415 Shannon Circle _____ |
| <input type="checkbox"/> P.O. Box 2707 _____ | <input type="checkbox"/> 413 Shannon Circle _____ |
| <input type="checkbox"/> 48 Hwy 25 _____ | <input type="checkbox"/> 411 Shannon Circle _____ |
| <input type="checkbox"/> 4828 Loop Central Drive _____ | <input type="checkbox"/> 409 Shannon Circle _____ |
| <input type="checkbox"/> 60 Acklin Gap Road _____ | <input type="checkbox"/> 407 Shannon Circle _____ |
| <input type="checkbox"/> 1670 Appalachian Trail _____ | <input type="checkbox"/> 405 Shannon Circle _____ |
| <input type="checkbox"/> 73 25th Avenue _____ | <input type="checkbox"/> 401 Shannon Circle _____ |
| <input type="checkbox"/> 2906 Celia Drive _____ | <input type="checkbox"/> 399 Shannon Circle _____ |

- P.O. Box 214 _____
- 200 Angus Street _____
- 199 Angus Street _____
- 204 Angus Street _____
- 302 Angus Street _____
- 314 Angus Street _____
- 300 Hereford Street _____
- 303 Hereford Street _____
- 315A Hereford Street _____
- 315B Hereford Street _____
- 320 Hereford Street _____
- 321 Hereford Street _____
- 323 Hereford Street _____
- 324 Hereford Street _____
- 326 Hereford Street _____
- 327 Hereford Street _____
- 400 Hereford Street _____
- 402 Hereford Street _____
- 404 Hereford Street _____
- 406 Hereford Street _____
- 412 Hereford Street _____

- 397 Shannon Circle _____
- 395 Shannon Circle _____
- 393 Shannon Circle _____

REQUEST TO COMMENT LETTER #1

ARKANSAS DEPARTMENT OF TRANSPORTATION

Lorie H. Tudor, P.E.
Director
Telephone (501) 569-2000
Voice/TTY 711



P.O. Box 2261
Little Rock, Arkansas 72203-2261
Telefax (501) 569-2400
www.ardot.gov

August 23, 2019

Resident
Address
Conway, AR 72032

Dear Resident:

The Arkansas Department of Transportation is proposing to construct a noise barrier wall to help protect your neighborhood from the traffic noise associated with the improvements along Interstate 40. The Department conducted a Neighborhood Meeting on July 25, 2013 to provide information on the proposed noise barrier wall in the Shannon Circle, Durham, Hereford, Guernsey, Angus and Gum Street areas.

We are requesting that if you would like to cast a vote for the proposed noise barrier wall, please return this letter designating a yes or no vote by Tuesday, September 6, 2013. (A prepaid envelope is provided for your convenience). A Neighborhood Meeting showing the noise barrier wall details will be conducted before any construction is started.

- Yes - I want the noise barrier wall constructed.
- No - I do not want the noise barrier wall constructed.

If you need any additional information or have any questions, please contact me or Karla Sims at (501) 569-2281.

Sincerely,

Division Head
Environmental Division

REQUEST TO COMMENT LETTER #2

August 23, 2019

ARKANSAS DEPARTMENT OF TRANSPORTATION

Lorie H. Tudor, P.E.
Director
Telephone (501) 569-2000
Voice/TTY 711



P.O. Box 2261
Little Rock, Arkansas 72203-2261
Telefax (501) 569-2400
www.ardot.gov

Resident
Address
Conway, AR 72032

Dear Resident:

The Arkansas Department of Transportation is proposing to construct a noise barrier wall to help protect your neighborhood from the traffic noise associated with the improvements along Interstate 40. The Department conducted a Neighborhood Meeting on July 25, 2013 to provide information on the proposed noise barrier wall in the Shannon Circle, Durham, Hereford, Guernsey, Angus and Gum Street areas. We now want your neighborhood to assist in the selection of a color and pattern to be used and fill out the survey below by selecting one color and one pattern.

To date we have not received a vote from your address. Therefore, we are requesting that if you want to cast a vote, please return this letter designating a color and pattern for the noise barrier by August 1, 2013. (A prepaid envelope is provided for your convenience).

- Yes - I want the noise barrier wall constructed.

- No - I do not want the noise barrier wall constructed.

We are conducting a complete household count of the affected residents to help verify the survey results. If you are a resident of the neighborhood, please provide the information below. Thank you.

(Please Print)

Name: _____

Address: _____ Phone: (____) ____-_____

E-mail: _____

Signature: _____

Comments and/or suggestions regarding the aesthetic finish on the noise walls. _____

If you need any additional information or have any questions, please contact me at (501) 569-2281.

Sincerely,

Division Head
Environmental Division

Noise Barrier Wall Example

Examples of Noise Barrier Walls

*Examples are for Information Purposes Only



Local Example of a Noise Barrier Wall
 Located at the Corner of the Intersection of
 Stone Road Drive and Lakes Road and Crestview
 Way along Stone Road Drive
 -Crestview, Arkansas



Local Example of a Noise Barrier Wall
 Located at the Corner of the Intersection of
 Stone Road Drive and Lakes Road and Crestview
 Way along Stone Road Drive
 -Crestview, Arkansas



Local Example of a Noise Barrier Wall
 Located North Lake Road
 View from the Highway Side



Local Example of a Noise Barrier Wall
 Located North Lake Road
 View from the Crossroad Side



Random Examples of Noise Barrier Walls from Other Sites

Section 4(f) and Public Involvement
Appendix (E)
Examples Page 117

De minimus Display Ad Example

PUBLIC REVIEW AND COMMENT IS INVITED ON IMPACTS TO PALARM CREEK PARK,

FAULKNER AND PULASKI COUNTIES, AR

The Arkansas Department of Transportation (ARDOT) has studied how the proposed replacement of the Palarm Creek bridge crossing on Highway 365 could affect Palarm Creek Park. The park is owned by the U.S. Army Corps of Engineers and leased by the City of Mayflower.

A document is available for your review that provides an assessment of potential impacts to the recreational values of Palarm Creek Park. Protective actions that will be used to minimize these impacts are included. Interested citizens are encouraged to visit the Mayflower Public Library at 6 Ashmore St. in Mayflower or the Maumelle Public Library at 10 Lake Pointe Dr. in Maumelle, where the document can be viewed during normal business hours. The document is also available at www.ardot.gov or by contacting the email address below.

Any comments you wish to make on this proposal should be received by Tuesday, April 30, 2019 and may be sent via e-mail to:

EnvironmentalClearance@ardot.gov

Written comments may be sent to:

ARDOT

Environmental Division, Attn: Assessments Section,

P. O. Box 2261, Little Rock, AR 72203

For further information please call the ARDOT
Environmental Division at (501) 569-2281.

Legal Requirement
Appendix (F)
Examples Pages 119-124

ARKANSAS DEPARTMENT OF TRANSPORTATION
LITTLE ROCK, ARKANSAS

September 11, 2017

ADMINISTRATIVE ORDER NO. 2017-04 (Supersedes Administrative Order No. 2015-04)

TO: DIVISION HEADS AND DISTRICT ENGINEERS

SUBJECT: EEO POLICY STATEMENT AND AFFIRMATIVE ACTION COMMITMENT

The Arkansas Department of Transportation executed a Certificate of Assurance with regard to our Equal Employment Opportunity (EEO) Program and is therefore legally obligated to ensure equal employment opportunities for all persons regardless of race, color, religion, sex, national origin, age, disability, or genetic information as a fundamental agency policy. According to the Equal Employment Opportunity Commission, discrimination against an individual because of gender identity, including transgender status, or because of sexual orientation is discrimination because of sex in violation of Title VII.

The Department's internal employment practices are an integral part of the agency's total commitment and support of its Equal Employment Opportunity Program.

For effective administration and implementation of the EEO Program, there must be involvement, commitment and support from executives, managers and supervisors. You are advised that responsibility for positive implementation of the Affirmative Action Plan will be expected of and shared by all management and supervisory personnel. You are further advised that you will be held accountable for your actions in this area and you will be evaluated in carrying out these responsibilities.

The major responsibility must be recognition and removal of any barriers to equal employment opportunity, identification of problem areas and of persons unfairly excluded or held back, and action enabling them to compete for jobs on an equal basis.

This type of commitment not only benefits those who have been denied equal employment opportunity, but will also greatly benefit the organization by attaining maximum utilization of the great reservoir of untapped human resources and skills, especially among women, minorities and the disabled.



Scott E. Bennett, P.E.
Director

c: Highway Commission



ARKANSAS DEPARTMENT OF TRANSPORTATION

ArDOT.gov | IDriveArkansas.com | Scott E. Bennett, P.E., Director

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261

Phone: 501.569.2000 | Voice/TTY 711 | Fax: 501.569.2400

COMPLAINT PROCEDURES
IN ACCORDANCE WITH
THE CIVIL RIGHTS ACT OF 1964 AS AMENDED BY THE EEO ACT OF 1972
THE AGE DISCRIMINATION IN EMPLOYMENT ACT OF 1967
THE FEDERAL-AID HIGHWAY ACT OF 1968 AS AMENDED
THE REHABILITATION ACT OF 1973 AND
THE AMERICANS WITH DISABILITIES ACT OF 1990
THE GENETIC INFORMATION NONDISCRIMINATION ACT OF 2008

It is the policy of the Arkansas Department of Transportation to ensure equal employment opportunities for all persons regardless of race, color, religion, sex, national origin, age, disability or genetic information. According to the Equal Employment Opportunity Commission, discrimination against an individual because of gender identity, including transgender status, or because of sexual orientation is discrimination because of sex in violation of Title VII. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training.

Information of an alleged act of discrimination because of race, color, religion, sex, national origin, age or disability should be forwarded to: Internal EEO Coordinator Stephanie Martin, 10324 Interstate 30, Room 103, Central Office Building, Little Rock, AR 72203; (501) 569-4941 (Voice TTY 711); or the following email address: stephanie.martin@ardot.gov.

The initial report should contain a summary of conditions relating to the alleged act or complaint, the name, address and location of the complainant and the name of the discriminating official.

Upon completion of a thorough review of all complaints of alleged discrimination, the complainant will be informed of the Department's decision in the matter by letter. If the claim is rejected, the complainant will be advised of the right to appeal and the avenues available for the submission of such an appeal.

Arkansas Department of Transportation

NOTICE OF NONDISCRIMINATION

The Arkansas Department of Transportation (Department) complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, the Department does not discriminate on the basis of race, sex, color, age, national origin, religion (not applicable as a protected group under the Federal Motor Carrier Safety Administration Title VI Program), disability, Limited English Proficiency (LEP), or low-income status in the admission, access to and treatment in the Department's programs and activities, as well as the Department's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the Department's nondiscrimination policies may be directed to Joanna P. McFadden Section Head - EEO/DBE (ADA/504/Title VI Coordinator), P. O. Box 2261, Little Rock, AR 72203, (501) 569-2298, (Voice/TTY 711), or the following email address: joanna.mcfadden@ardot.gov

Free language assistance for Limited English Proficient individuals is available upon request.

This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.

ADA/504 Requirements

Methods of Notification of Nondiscrimination Requirements

In accordance with Section 504 regulations 49 CFR § 27.15(a), the STA may opt to post the Notice of Nondiscrimination in local newspapers and magazines in the area it serves. However, the Section 504 regulation at 49 CFR § 27.15(b) states that STAs must include the Notice of Nondiscrimination in any bulletins, announcements, handbooks, pamphlets, brochures, recruitment materials application forms, or any other publication that are made available to its program participants, applicants, or employees. As noted above and in the Section 504 regulation STAs may meet this requirement either by including appropriate inserts in existing materials and publications, or by revising and reprinting the materials and publications. According to *The Title II Action Guide* (Adaptive Environments, Inc.) and the *Compliance with the Americans with Disabilities Act: A Self-Evaluation Guide for Public Elementary and Secondary Schools* (United States Department of Education – Office for Civil Rights). The following is a list of methods of providing this notice:

The public at large: newspaper legal notice, flyers posted at all facilities, radio and/or captioned television announcements, and accessible websites. The US Department of Justice provides Website Accessibility Guidelines, and resources for website accessibility at: www.usdoj.gov/crt/ada/websites2.htm. Those guidelines are discussed in the Auxiliary Aids section of the Desk Reference.

Prospective Employees: insert in job applications, newspaper ads, posted advertisements, posted vacancy notices.

Current Employees: accessible intranet sites, new employee orientation documents, regular mailings to employees, posting at work sites, postings in lounges, faculty rooms, and dining areas, personnel manual, and training documents.

Contractors and Vendors: Nondiscrimination notifications should be included in all contracts, purchase order forms, and agreements.

With respect to STAs the notice should appear in addition to the above, in publications such as STA issued road maps, environmental assessments, environmental impact statements, affirmative action plans, brochures that explain program services and benefits such as public involvement, right-of-way, planning and construction. The notice should be displayed prominently in public areas such as the lobbies of STA buildings, at highway rest areas, at public meetings or public information centers set up for public involvement activities connected to highway projects (the Notice of Nondiscrimination can be announced by the hearing officer). The notice should also be posted on the STAs website. While not specifically required by the ADA or Section 504 regulation, it would be beneficial to embed the ADA/504 Coordinator's e-mail address in the Notice of Nondiscrimination to facilitate communication between STA program participants and the ADA/504 Coordinator.

Sample Notice of Nondiscrimination

The Title II Action Guide, developed by Adaptive Environments, Inc. and the Compliance with the Americans with Disabilities Act: A Self-Evaluation Guide for Public Elementary and Secondary Schools (United States Department of Education – Office for Civil Rights) has developed this sample Notice of Nondiscrimination:

[NAME OF ORGANIZATION] does not discriminate on the basis of disability in admission to its programs, services, or activities, in access to them, in treatment of individuals with disabilities, or in any aspect of their operations. The [organization] also does not discriminate on the basis of disability in its hiring or employment practices.

This notice is provided as required by Title II of the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973. Questions, complaints, or requests for additional information regarding the ADA and Section 504 may be forwarded to the designated ADA and Section 504 compliance coordinator:

1. *Name and Title:*
2. *Phone Number (Voice/TDD):*
3. *Office Address:*
4. *Days/Hours Available:*

ADA/504 Requirements Con't

This notice is available from the ADA and Section 504 compliance coordinator in large print, on audio tape, and in Braille. (If additional alternative formats are available, such as computer bulletin boards, organizations may state that this notice is available in the additional alternative formats.)

Besides providing general notifications, it is important to notify interested persons and stakeholders involved with implementing key STA processes to ensure nondiscrimination as it applies to the specific services, programs, or activities of the public entity. This requires first identifying the program and business areas where the organization interacts with applicants, participants, and beneficiaries.

For example, a STA employs job applicants, maintains rest areas, solicits participants for public meetings, and notifies the public about right-of-way acquisitions and bidding opportunities for highway construction projects. Therefore, it is important to provide notifications as they apply to each service: recruitment, rest area information, newspaper advertisements, the acquisition process and publications. Specifically, a public meeting notification would also include information on how to obtain the written materials in alternative formats or other reasonable accommodations required for participation in that particular meeting.

Self-Evaluation

The Title II ADA regulation at 28 CFR § 35.105 and Section 504 regulation at 49 CFR § 27.11(c)(2)(i)(ii) provide that all recipients and public entities, regardless of size, must conduct a self-evaluation. The self-evaluation is a comprehensive review of the public entity's current policies, services, communications and practices, and its effect upon persons with disabilities. The Title II ADA regulation at 28 CFR § 35.105 provides that a public entity must evaluate its current services, policies, and practices, and the effects of implementation that do not or may not meet the requirements of the ADA and, to the extent the modification of any such services, policies, and practices is required, the public entity shall proceed to make the necessary modifications. Since the scope of the review includes not only formal written policies and procedures but also actual operating practices, it is important to involve not only administrators and senior managers but also program staff and participants. The entity must analyze the impact on persons with disabilities, recognizing that adverse effects are often inadvertent.

The Title II self-evaluation should have been completed by January 26, 1993 [28 C.F.R. § 35.105(a)], although recipients of federal financial assistance have been responsible for compliance with Title II since January 26, 1992. Therefore, if discriminatory policies or practices are identified during the review process, they should be modified immediately. The Section 504 regulation at 49 CFR § 27.11(c)(2)(i)(ii) provides that recipients were to have completed the self-evaluation within 180 of the effective date of 49 CFR 27.

Both regulations require that recipients provide an opportunity for interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the self-evaluation by submitting comments [28 CFR § 35.105(b)]. Recipients must maintain the self-evaluation on file and make it available for public inspection for at least three years from the date the self-evaluation was completed [28 CFR § 35.105(c) and 49 CFR § 27.11(c)(3)]. It is the responsibility of the ADA/504 Coordinator to maintain required information in a form that will facilitate a prompt response to requests. Records kept must identify individuals who participated directly or indirectly in the review, the areas examined, whatever problems were discovered, and the corrections made as a result of the self-evaluation process [28 CFR § 35.105(c)].

Under Title II ADA at 28 CFR §35.105(d), if the STA has conducted a self-evaluation as required by Section 504, prior to the promulgation of the Title II ADA regulations in 1992, the STA is required to review only those programs established since the Section 504 self-evaluation was conducted, and new or modified policies or practices that were not included in an earlier self-evaluation. This differs from the Section 504 regulation at 49 CFR § 27.11(c) (2)(v), that requires recipients to establish a system for periodically reviewing and updating the self-evaluation. However, because most Section 504 self-evaluations were done years ago, many agencies reexamined all of their policies and programs with the enactment of the ADA. Programs and functions may have changed, and actions that were supposed to have been taken to comply with Section 504 may not have been fully implemented or may no longer be effective. (A glaring example of such an area of change is the entire realm of computers, now a significant part of nearly every aspect of services and programs.)

ARKANSAS DEPARTMENT OF TRANSPORTATION

LITTLE ROCK, ARKANSAS

MEMORANDUM

October 8, 2019

RECEIVED
ARDOT

OCT 08 2019

ENVIRONMENTAL
DIVISION

TO: John Fleming, Division Head of Environmental

SUBJECT: Title VI Program

In order to determine if ARDOT is continuing to be in compliance with the provisions of Title VI of the Civil Rights Act of 1964, the following information should be prepared by the Environmental Division and submitted to the EEO/DBE Section by October 31, 2019. The information submitted should be for the period of October 1, 2018 through September 30, 2019.

- Were there any Title VI complaints received? If yes, what was the basis of the complaint?
- Name and Job Number of each public meeting held during the reporting period.
- Was consideration for the location of the meeting given to accessibility for persons with disabilities and was accessibility requested? If yes, provide information on the requested accessibility and how was it provided?
- The approximate number of minority attendees at each public meeting.
- List of documents that were translated to Spanish, if any.
- Special meetings held with community leaders, churches, schools, government officials, and neighborhood organizations concerning the public meetings or projects, if any. Provide information concerning the date(s) of the meeting(s), individuals attending, and items discussed.
- Public meetings advertised in minority newspapers and radio stations, if any. Provide the name of the newspaper(s) and radio station(s).
- Flyers indicating the date, time and location of the public meeting(s) distributed directly to affected property owners, if any. Provide a copy of the flyer for each meeting.
- Name of a Spanish-speaking individual available at each meeting, if any.
- List of community centers utilized in minority communities, if any.

Should you have questions or require assistance, feel free to contact me at extension 2298.



Joanna P. McFadden
EEO/DBE Section Head

c: Director
Assistant Chief Engineer-Planning