

MVP for Transportation MPO Policy Board Meeting

Representatives:

Bob Charles – Knik Tribe
Edna DeVries, Mayor - MSB
Glenda Ledford, Mayor – City of Wasilla
Brian Winnestaffer - Chickaloon Native Village
Mike Brown - MSB
Sean Holland - DOT&PF
Steve Carrington, Mayor – City of Palmer



Microsoft Teams meeting

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+1 605-937-6140 (U.S. Sioux Falls)

(844) 594-6237 (toll-free)

Phone Conference ID: 959 952 654#

Agenda

Tuesday, July 16th, 2024

2:00-3:30pm

Meeting Location

Musk Ox Farm

12850 E Archie Road, Palmer Alaska 99645

Hayloft / Classroom

A. Meeting called to order

Meeting called to order at 2:01 pm.

B. Introduction of Members and Attendees

Members present

Bob Charles, Knik Tribe
Edna DeVries, MSB
Erich Schaal, standing in for Glenda Ledford, City of Wasilla
Brian Winnestaffer, Chickaloon Native Village
Mike Brown, MSB
Sean Holland, Alaska DOT&PF
Steve Carrington, City of Palmer

Members absent

Glenda Ledford, City of Wasilla

Guests present

Kim Sollien, MVP for Transportation
Donna Gardino, Gardino Consulting Services
Elise Blocker, RESPEC
Megan Flory, RESPEC
Maija DiSalvo, MSB
Jackson Fox, FAST Planning
Adam Bradway, Alaska DOT&PF
Ben White, Alaska DOT&PF
Marie Heidemann, FHWA
Shannon McCarthy, Alaska DOT&PF
Brian Lindamood, ARRC
Julie Jenkins, FHWA
Alex Strawn, MSB
Sharon Johnson, Alaska State Legislature

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C. Approval of the July 16th, 2024, Agenda – (Action Item)

Motion to approve the July 16, 2024, agenda as presented (Charles), seconded. None opposed to the motion as amended.

Motion to amend the agenda to place all action items prior to the staff report (Charles), seconded. None opposed.

D. Approval of the June 18th, 2024, Minutes – (Action Item)

Motion to approve the June 18, 2024, minutes (Carrington), seconded. None opposed.

Action Items

G.1. MVP for Transportation Title VI Plan

Motion to move this action item to the August 20, 2024, meeting agenda (Winnestaffer), seconded. None opposed.

The public comment period will be extended by two weeks.

G.2.i. MVP STIP Amendment Comments

Motion to submit the letter to Alaska DOT&PF with technical edits (Charles), seconded. None opposed.

Ben White, Kim Sollien, and Donna Gardino provided a staff report. STIP Amendment 1 has been released for public comment. The deadline is August 5, 2024. MVP staff and consultants has reviewed the relevant portions of the STIP and drafted the comment letter included in the meeting packet.

Sean Holland asked about comments 9-12 and how things should be shown in the STIP. White responded that it would be one line in the STIP indicating MVP allocation. Holland asked about AC and ACC not being shown and how it impacts MVP. Gardino responded that the STIP does not demonstrate fiscal constraint, which means that Alaska DOT&PF may not have the funds indicated when ACC should occur. Gardino added that FFY24 funding is at risk because of the timeline for approval for STIP Amendment 1; obligations are typically sent to FHWA by August 15 but the public comment period does not end until August 5 of this year.

G.4. Program of Projects

Motion to approve the Program of Projects as presented (Winnestaffer), seconded. None opposed.

Donna Gardino presented a staff report on the revised Program of Projects. Due to the timeline for approval of the STIP Amendment 1, it is possible that MVP will be unable to obligate FFY24 funds. Additionally, the Program of Projects included in the public comment draft of STIP Amendment 1 was an unapproved draft, not the final approved version.

Brian Lindamood asked if there was an update on transit funding and how funds will be split. Maija DiSalvo said there was a meeting with MSB and ARRC to talk about options and look at ridership between the railroad and Valley Transit as well as road miles. MSB and ARRC are working on calculations, but they don't have actual numbers right now. Kim Sollien noted that the Commissioner has the discretion to make the determination, so MVP is working with MSB and ARRC to come up with a proposal for the Commissioner.

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H.2. Officer Elections (Chair, Vice Chair, Secretary, Treasurer)

Kim Sollien provided a staff report.

Edna DeVries called for nominations for Policy Board Chair. Erich Schaal nominated Glenda Ledford for Policy Board Chair. A call for additional nominations was made.

Steve Carrington moved to close nominations, seconded. None opposed.

Schaal moved to accept Glenda Ledford as Policy Board Chair, seconded. None opposed.

DeVries called for nominations for Policy Board Vice Chair. Brian Winnestaffer nominated Sean Holland to be Policy Board Vice Chair. Schaal nominated Steve Carrington.

Bob Charles moved to close nominations, seconded. None opposed.

Winnestaffer withdrew his nomination.

Charles moved to accept Steve Carrington as Policy Board Vice Chair, seconded. None opposed.

DeVries called for nominations for Policy Board Secretary. Brian Winnestaffer nominated Bob Charles for Policy Board Secretary.

None opposed to closing nominations.

None opposed to accepting Bob Charles as Policy Board Secretary.

DeVries called for nominations for Policy Board Treasurer. Brian Winnestaffer nominated Sean Holland for Policy Board treasurer.

None opposed to closing nominations.

None opposed to accepting Holland as Policy Board Treasurer.

E. Committee/Working Group Reports (Including the Staff Report)

1. Staff Report

Kim Sollien provided a staff report on the remaining items not covered through the action items.

F. Voices of the Visitors (Non-Action Items)

None.

G. Old Business

2. Statewide Transportation Improvement Plan (STIP) Update

ii. Alaska DOT&PF Comprehensive, Continuing, and Cooperative (3C)

Ben White provided a staff report. Alaska DOT&PF is still working on updating the 3C document and is incorporating comments from all three MPOs. The executive directors will have an opportunity to review the updated draft before it is brought to the MPOs in August.

Bob Charles asked if the updates to this document will require updates to the Operating Agreement. White said that should not be necessary.

3. Unified Planning Work Program (UPWP) Update

Kim Sollien provided a staff report. Two comments have been received. The public comment period is being extended by two weeks.

Brian Winnestaffer asked how this document is advertised for public review. Sollien said that there was a Alaska DOT&PF public notice, it is on the MVP

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website, it is included in the information for Technical Committee and Policy Board meetings, and there will be an ad in the Frontiersman.

5. **Social Media Policy**

Kim Sollien provided a staff report on the draft social media policy included in the packet. Sollien requested that the Policy Board take two weeks to review the draft policy and provide comments. The social media policy will be included on the August 20, 2024, Policy Board meeting agenda as an action item.

6. **Fiscal Policy**

Kim Sollien provided a staff report on the draft fiscal policy included in the packet. Sollien requested that the Policy Board take two weeks to review the draft policy and provide comments. Foraker is willing to review the draft fiscal policy. They charge \$150 an hour. The Policy Board would need to approve the expense for Foraker.

Sean Holland asked Sollien if she felt a review by Foraker was necessary. She said it was not necessary but she would feel better if it was reviewed by a CPA. No one objected to this.

H. **New Business**

1. **Bylaws Update**

Kim Sollien provided a staff report on the draft updated bylaws. The draft bylaws have been reviewed by a lawyer. The redline version in the packet shows the edits from MVP staff and consultants and the clean version is the updated draft from the lawyer.

3. **MVP Internal Documents**

Kim Sollien provided a staff report for each of the following draft documents, each of which is included in the packet.

- i. **Draft a Conflict-of-Interest Policy Certification Form**
- ii. **Draft Whistleblower Policy**
- iii. **Draft Travel Request and Reimbursement Policy**

I. **Other Issues**

None.

J. **Informational Items**

1. **Transit Update – presented by Maija DiSalvo, Mat-Su Borough**

Maija DiSalvo provided a transit update. Alaska DOT&PF agreed to extend Valley Transit's 5311 Rural Transit funding through the end of June 2025. The Health Foundation will have funds to cover the match requirement. Alaska DOT&PF informed DiSalvo that around \$300,000 is available in 5303 Urban Transit funding that FAST Planning and AMATS have not used or allocated that will expire and could be used by MVP. A 20% match would be required.

2. **Articles of Incorporation/Non-Profit Organization Paperwork Update**

Kim Sollien provided a staff update. Once the remaining policies are approved, the paperwork can be finalized.

3. **Safe Streets for All Comprehensive Safety Action Plan**

Kim Sollien provided a staff update. MSB has a grant to develop a Comprehensive Safety Action Plan and Sollien was invited to join the core

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working group. Joni Wilm will be attending the August 20, 2024, Policy Board meeting to present on this topic.

K. Policy Board Comments

Edna DeVries will have a proxy attend the August 20, 2024, Policy Board meeting.

L. Adjournment

Meeting adjourned at 3:20 pm.

Next Scheduled MPO Policy Board Meeting – **August 20th**, to be held via Microsoft TEAMS Meeting