

# MVP for Transportation Pre-MPO Steering Committee Meeting

## **MEMBERS**

Ben White, ADOT&PF  
Brad Hanson, City of Palmer  
Erich Schaal, City of Wasilla  
Brian Winnestaffer, Chickaloon Native Village  
Jim Beck, Health and Human Services  
Bob Charles, Knik Tribe  
Tom Adams, MSB  
Kim Sollien, MSB  
Brad Sworts, MSB  
Jillian Morrissey, MSB TAB  
Joshua Shaver, AK Pioneer Homes  
Brian Lindamood, ARRC  
Jennifer Busch, Valley Transit



## **NON-VOTING MEMBERS**

Adeyemi Alimi, ADEC  
Jackson Fox, FAST Planning  
Aaron Jongenelen, AMATS  
Josh Cross, TAB  
Vacant, City of Houston  
Vacant, LRSAAB  
Adam Bradway, ADOT&PF

## **Minutes**

Tuesday, July 11th, 2023  
2:00 - 3:30pm

### **1. Call to Order**

*Meeting called to order with quorum at 2:01pm*

### **2. Introduction of Pre-MPO Steering Committee Members and other Attendees**

#### **Members Present:**

Brad Hanson, City of Palmer  
Ben White, ADOT&PF  
Kim Sollien, MSB  
Jillian Morrissey, TAB  
Erich Schaal, City of Wasilla  
Brian Winnestaffer, Chickaloon Native Village  
Jim Beck, Health and Social Services  
Bob Charles, Knik Tribe  
Tom Adams, MSB

#### **Members Absent:**

Brad Sworts, MSB  
Josh Shaver, AK Pioneer Homes  
Brian Lindamood, ARRC  
Jennifer Busch, Valley Transit

#### **Visitors Present:**

Elise Blocker, RESPEC  
Donna Gardino, Gardino Consulting Services  
Maija DiSalvo, MSB

### **3. Approval of the July 11<sup>th</sup>, 2023 Agenda – (Action Item)**

*Motion to approve the July 11<sup>th</sup>, 2023 agenda (Winnestaffer), seconded. No edits. Approved unanimously.*

### **4. Approval of the June 13<sup>th</sup>, 2023 Minutes – (Action Item)**

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*Motion to approve the June 13<sup>th</sup>, 2023 minutes (Winnestaffer), seconded. No edits. Approved unanimously.*

## 5. **Committee/Working Group Reports (Including the Staff Report)** a. **Staff Report**

Two weeks ago, Kim Sollien met with the Chickaloon Village Council to review the operating agreement, bylaws, and their resolution of support. They unanimously passed their resolution of support to be involved in the MPO. There was a brief discussion about communication with the tribes and how that is supported now and would be in the future. Chickaloon Native Village supports the methods of communication that are being used now. A discussion will be held with the Knik Tribe after this meeting.

The Mat-Su Borough received the award letter for the \$1 million that will be used to support transportation, pay the state's dues, the creation of the non-profit corporation, get staff hired, and provide some of the match requirements. Kim Sollien has been working through the scope of work for the Grant Office to clarify how the money can be spent. It may be clarified by the next meeting and will be an informational item on the agenda. The legislation was submitted to the Mat-Su Borough Assembly for consideration for a letter of support, to approve the bylaws, the boundary, and the operating agreement, and to also authorize the manager as the signatory for other agreements. It will be on the agenda on July 18<sup>th</sup>. The Palmer City Council had another meeting for consideration of their involvement in the MPO. A resolution was not finalized and they are continuing the public hearing on July 25<sup>th</sup>. Once Palmer has made a decision, the pending documents will be finalized.

## 6. **Voices of the Visitors (Non-Action Items)**

None

## 7. **Old Business**

### a. **Policy Board Membership & Dues Structure discussion**

There is no action here until a determination is made on the organizational participants in the MPO. The dues structure cannot be finalized until that time. The Steering Committee voted on Proposal A for membership fees and annual dues. A draft agreement for the operations of the MPO will be discussed later on this agenda. It lists the amount of funding each organization will be contributing. The numbers are currently blank but they will be memorialized in the MOU for the Operations of the Office once participation is finalized.

#### 1. **MPO Development Timeline – updated**

It was anticipated that the Operating Agreement would be finalized in July. We hope to have the comments back from the state tomorrow. Once we receive the comments, we will create a redline version and send it out to the Steering Committee for review and to discuss with your policy leaders and lawyers. We intend to have the operating agreement, boundary approval, and bylaws ready for approval next month. Once we have an agreement, we can send the packet to the governor and then begin making the non-profit corporation official, including steps such as getting a business license and a bank account. The next Pre-MPO Policy Board meeting is anticipated to be in-person.

### b. **Boundary development update**

The Boundary Development Report is in the meeting packet.

Adam Bradway: The Urbanized Area that is indicated in the legend is not showing on the map.

Kim Sollien: Thank you. Good call.

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Bob Charles: Would it be appropriate to look into adding all of Schrock and the Seldon Extension area?

Kim Sollien: Those comments were made during the comment period, and it was decided to leave those areas out as they are not anticipated to become urbanized in the next ten years.

The table on page 40 explains the rationale for not including Schrock.

Adam Bradway: DOT has a project that will extend Seldon West. The project is still a few years out and the area has Mental Health Trust land.

Donna Gardino: Privately owned land was used in the boundary development. The boundary can be reevaluated in the next few years.

Kim Sollien: The GIS team is currently working on the edges of the boundary to make sure rights-of-way are not cut in half and once it is complete, the updated map will be made available. Comments on the boundary are due by July 21<sup>st</sup>.

### c. **MPO Funding update**

The state and MPOs in Alaska have agreed to provide roughly \$413,000 of planning funds to MVP MPO this upcoming fiscal year. It will be provided through statewide DOT and a memo will be provided to the FHWA explaining how that figure was determined. The amount of anticipated money will be formalized very soon and be for the planning work program for the next two years. There is another statewide MPO meeting scheduled, which occurs quarterly, next week. The capital funding for MVP is anticipated to be discussed.

A formal request for the Metropolitan Transportation Plan (MTP) will be sent to DOT this week. Once DOT responds with the funding amount, the UPWP will be amended to include that amount. A 30-day public comment period will be held sometime in August or September. Once the MTP is complete, it will include a list of short, mid, and long-term priorities. The eventual Technical Committee will develop criteria to prioritize capital projects. Part of the \$1,000,000 that was received will be used for the match toward the MTP and travel modeling.

The borough is currently distributing the funds for MVP, but it will be the Technical Committee and Policy Board who will determine how the money is spent. It will be an open and transparent process.

## 8. **New Business**

### a. **MOU for Operations of the MVP for Transportation Office**

Donna Gardino presented the MOU for Operations document in the packet.

Kim Sollien: The MSB does not currently have the expertise or the capacity to fulfill the needs outlined in the MOU. Advocating for a transportation planner would be beneficial.

The MOU provides a general list of the responsibilities of each organization participating in the MPO. Comments on the MOU are requested by the end of the month. This document should be shared with leaders as it outlines each organization's commitments.

Adam Bradway: On a year-to-year basis will some of this be outlined in more detail in the UPWP?

Donna Gardino: Yes, the UPWP is required to have a list of best practices and will include who is responsible for what. For example: who the contract manager will be.

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Kim Sollien: The staff commitments may evolve over time. Once we are formed, we may not have support. There is still a lot of work to do. There will be a lot, especially for MSB and DOT to be hands-on. It is a lot of work for one person.

Bob Charles: Once the MPO is formed, it's important to look at other MPOs and how they handled their hurdles. We may have to look to amend the MOU. Also, an edit needs to be made to the signature page. It should be Alfred Tellman.

Donna Gardino: Thank you.

Kim Sollien: Once the dues are determined, the MOU will be brought back formally.

### 9. Other Issues

There has not been a formal Pre-MPO Policy Board meeting (with quorum) since March. Please encourage your leadership representatives to attend the next meeting so official business can be conducted.

### 10. Informational Items

None

### 11. Steering Committee Comments

Ben White: DOT wants to see the MPO be successful and work collaboratively as a team.

### 12. Adjournment

*Motion to adjourn (Morrissey), seconded. The meeting adjourned at 2:55 pm.*

Next Scheduled Pre-MPO Steering Committee Meeting – **August 8th, 2023, from 2:00pm-3:30pm** to be held via Microsoft TEAMS Meeting