

MVP for Transportation MPO Policy Board Meeting

Representatives:

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



Microsoft Teams meeting

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

(844) 594-6237 (toll-free)

Phone Conference ID: 376 921 063#

Agenda

Wednesday, March 19th, 2025

1:30-3:00pm

Meeting Location

Musk Ox Farm

12850 E Archie Road, Palmer Alaska 99645

Hayloft / Classroom

1. Meeting called to order
2. Consent Agenda (**Action Item**)
 - a. Approval of the March 19th, 2025, Agenda
 - b. Approval of the February 26th, 2025, Minutes
3. Committee/Working Group Reports (Including the Chair's Report)
 - i. Staff Report
 - Schedule of Topics
4. Voices of the Visitors (Non-Action Items)
5. Action Items
 - a. Statewide Transportation Plan Amendment #2 MVP comments and questions review with Alaska DOT&PF staff and approve submittal of formal comments on MVP's suballocations.
6. Old Business
 - a. MSB Pass through Grant Agreement Update
 - b. Metropolitan Transportation Plan Contract Update
 - c. MSB Transit Program Update - Letter from the MSB to Alaska DOT&PF requesting an additional 90-day funding extension.
7. New Business
8. Other Issues
9. Informational Items
 - a. Transit Roundtable April 9th at noon via [Teams](#)
 - b. Statewide MPO Quarterly meeting and Peer Exchange Review March 3rd and 4th.
 - c. Staffing update

MVP for Transportation MPO Policy Board Meeting

- d. Index of Authorities Governing National Highway System Facilities in the Metropolitan Planning Area – Letter Alaska DOT&PF to FAST Planning.
- e. Response to January 22, 2025, Letter Regarding Anchorage Municipal Area Transportation Solutions (AMATS) Boundary and Operating Agreement Revision – Letter Alaska DOT&PF to AMATS

10. Policy Board Comments

11. Adjournment

Next Scheduled MPO Policy Board Meeting – **April 22nd**, from 1:30pm-3:00 p.m. to be held at the Musk Ox Farm and via Microsoft TEAMS.

MatSu Valley Planning (MVP) for Transportation
Metropolitan Planning Organization

MVP For Transportation Policy Board

Action Items

March 19th 2025

Action: Motion to approve the March 19th Consent Agenda.

The consent agenda includes:

- Agenda for the March 19th Meeting
- Minutes from the February 26th Meeting

MOTION:

Yes

No

Abstain

Action: Motion Recommend the Policy Board to submit comments to Alaska DOT&PF STIP Teams on the State Transportation Improvement Program Amendment #2

MOTION:

Yes

No

Abstain

Staff Summary: MVP staff have reviewed the STIP Amendment #2, including the narrative, allocation tables, and fiscal constraint tables. After a thorough review, we have eight questions. MVP staff requested the STIP Team attend the March 11th Technical Committee meeting to address these concerns, but as of March 10th, no one from the team has responded to the request. These questions were presented to the Technical Committee on March 12th, and ADOT Planning staff tried to answer some of the questions during the TC meeting. The Technical Committee voted to recommend that the Policy Board submit MVP's questions/comments to Alaska DOT&PF during the STIP Amendment #2 comment period.

**See the STIP comments Memo for the detailed questions.*

MVP for Transportation MPO Policy Board Meeting

Representatives:

Bob Charles – Knik Tribe (**Secretary**)
Edna DeVries, Mayor - MSB
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Brian Winnestaffer - Chickaloon Native Village
Mike Brown - MSB
Sean Holland - DOT&PF (**Treasurer**)
Steve Carrington, Mayor – City of Palmer (**Vice Chair**)



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Phone Conference ID: 589 044 473#

Minutes

Wednesday, February 26th, 2025

1:30-3:00pm

Meeting Location

Musk Ox Farm

12850 E Archie Road, Palmer Alaska 99645

Hayloft / Classroom

1. Meeting called to order at 1:30pm

Members Present

Clint Adler, Alaska DOT&PF (in for Sean Holland)
Edna DeVries, MSB
Alex Strawn, MSB (in for Mike Brown)
Glenda Ledford, City of Wasilla
Bob Charles, Knik Tribe
Steve Carrington, City of Palmer

Members Absent

Sean Holland, Alaska DOT&PF
Brian Winnestaffer, Chickaloon Native Village
Mike Brown, MSB

Visitors Present

Kim Sollien, MVP Executive Director
Elise Blocker, RESPEC
Donna Gardino, Gardino Consulting Services
Megan Flory, RESPEC
Rebecca Skjothaug, MSB
Adam Bradway, Alaska DOT&PF
Bianca Zibrat, MSB
Ben White, Alaska DOT&PF

MVP for Transportation MPO Policy Board Meeting

2. Consent Agenda (Action Item)

- a. **Approval of the February 26th, 2025, Agenda**
- b. **Approval of the January 22nd, 2025, Minutes**

*Motion to approve the February 26, 2025, agenda (**Strawn**), seconded. No objections. Passed.
Motion to approve the January 22, 2025, minutes (**Adler**), seconded. No objections. Passed.*

3. Committee/Working Group Reports (Including the Chair's Report)

i. Staff Report

- **Schedule of Topics**

Kim Sollien provided a staff report. STIP Amendment #2 was released for public comment on the 14th and MVP staff have been reviewing it. Sollien hopes to provide a full overview next month with questions and concerns. If the Policy Board would like, MVP could write a memo to send to Alaska DOT&PF during the public comment period.

Sollien attended the first roundtable for Mat-Su area transit providers. Only one provider attended, but there were representatives from the Mat-Su Borough, Alaska DOT&PF, and MVP and the attendees had a good conversation.

MVP is working with the IT contractor to shift from the FAST Planning system to MVP's own system. Sollien plans to start using her new email next week.

Sollien opened a bank account and will purchase QuickBooks next week and begin implementing the fiscal policy.

Sollien will begin interviews next week for the Office/Communications Manager position. Sollien has not received any applications for the Transportation Planner position. There is a deficit of long-range planners, especially transportation planners, in Alaska. After the Office/Communications Manager is hired, MVP may pay to advertise the Transportation Planner position across Alaska and nationally or may reach out to consultants that MVP is not currently working with to see if MVP could contract with one of them to assist during the initiation of the MTP.

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

None.

5. Action Items

None.

6. Old Business

- a. **Metropolitan Transportation Plan Contract Update**

Adam Bradway provided an update. Negotiations were completed and Alaska DOT&PF Contracting is working on finalizing the agreement. Bradway anticipates kicking off the MTP by next month's Policy Board meeting.

MVP for Transportation MPO Policy Board Meeting

7. New Business

a. STIP (Statewide Transportation Improvement Plan) Amendment #2 Update

<https://dot.alaska.gov/stwdplng/cip/stip/>

Kim Sollien provided an update. STIP Amendment #2 was released on February 14 for public comment through March 20. MVP was not directly notified at the time of release. Staff are reviewing the funding allocations and will provide a list of questions for the Policy Board to consider at the next meeting. Sollien has requested that someone from the Alaska DOT&PF STIP Team provide a presentation at the next MVP Policy Board meeting to answer MVP's questions before MVP submits a formal comment. A summary of changes between STIP Amendment #1 and STIP Amendment #2 was not provided by Alaska DOT&PF, so MVP is comparing the versions to identify changes.

Donna Gardino noted that at the MVP Peer Exchange, the other MPOs did not significantly change their STIPs between the public review draft and the submitted draft. She asked if this would be the case for Alaska's STIP Amendment #2, since STIP Amendment #1 changed significantly between the public review draft and the submitted draft. Adam Bradway said the intention is to not have significant changes during the public comment period and Alaska DOT&PF was working with FHWA immediately prior to the release to address most of the major issues that FHWA may have with the draft. It is possible that public comments will result in changes, but Alaska DOT&PF is trying to minimize the changes.

8. Executive Session

a. MSB Grant Agreement Draft Review and Discussion

*Motion to enter into Executive Session to review and discuss the draft Mat-Su Borough Grant Agreement (**Strawn**), seconded. None opposed. Passed.*

9. Other Issues

a. Transit Update from MSB Planning

Rebecca Skjothaug and Bianca Zibrat from the MSB presented a transit update. The presentation was first given to the MSB Assembly on January 3rd and showed cost projections based on current transit ridership and service as well as reductions of 17%, 33%, and 50%. MSB plans to release an RFP in March for a transit service provider, with services beginning in July.

Kim Sollien asked how MSB was designing the RFP, since the amount of funding available is still unknown. Skjothaug explained that the respondents will provide a high rate and a low rate so MSB will have options for when the funding is determined. Sollien asked when the final Assembly budget hearing will be held. Skjothaug said it is planned for May 20 at the earliest.

Bob Charles asked if MSB has established criteria for selection of successful bidders. Skjothaug said that the MSB Planning team is working with Dustin Silva, Assistant Purchasing Officer at the MSB, but she is unsure of who will be on the panel for selecting criteria. There are regulations for what the criteria need to be, such as ADA compliance.

Sollien noted that transit is an important part of the transportation network, and many people rely on it. The on-demand provider has indicated that the demand is higher than what can be provided with the current funding available.

MVP for Transportation MPO Policy Board Meeting

b. **March Meeting Reschedule**

Motion to reschedule the next Policy Board meeting to March 19, 2025, from 1:30pm to 3:00pm (Charles), seconded. None opposed. Passed.

Kim Sollien explained that the public comment period for STIP Amendment #2 closes on March 20th. In the interest of MVP providing comments to Alaska DOT&PF within that timeframe, Sollien suggested moving the next Policy Board meeting from March 26 to March 19.

Glenda Ledford noted that she would be out of the state on that day.

10. Informational Items

a. **Peer Exchange Overview and Action Items Review**

Kim Sollien provided a summary of the January 2025 MPO Peer Exchange. The other MPOs that attended did not have the same struggles that the Alaska MPOs had. Other state DOTs have their own long-range plans that help mitigate surprises. The meeting resulted in a list of action items, included on page 18 of the packet. MVP will be meeting with Alaska DOT&PF and the other Alaska MPOs at the quarterly MPO meeting next week to review progress on the action items. Sollien noted her appreciation for FHWA's attendance at the Peer Exchange and for their reaffirmation that MPOs have planning authority within their planning boundaries.

b. **MPO Quarterly Meeting and Peer Exchange Follow-up March 3rd and 4th in Fairbanks, Alaska**

Kim Sollien will be attending the next MPO Quarterly Meeting.

c. **Anchorage Daily News Article – Alaska contractors warn of 'alarming' outlook for 2025 road construction season**

Kim Sollien included this article in the packet as an informational item for Policy Board members to be aware of the concerns that other entities in Alaska have regarding the impact of the STIP amendment process.

d. **Commissioner's Office Letter to FAST Planning – Index of Authorities Governing National Highway System Facilities in the Metropolitan Planning Area**

Kim Sollien included this letter in the packet as an informational item for the Policy Board to be aware of the disagreement between DOT&PF and FAST Planning regarding the role and authority of MPOs within their planning boundaries. Donna Gardino assisted in summarizing the contents of the letter. Alaska DOT&PF maintains that the state has the authority to add projects to the MPO TIP if the project is on NHS routes within MPO boundaries while FAST Planning and AMATS Policy Boards are maintaining that the state does not have this authority and any projects within an MPO boundary must go through the processes of that MPO. Alaska DOT&PF has stated that they will not recommend that the governor approve the updated FAST Planning MPA boundary map until FAST Planning agrees with Alaska DOT&PF about each entity's authority.

Steve Carrington asked whether each MPO has its own operating agreement with the state or if it is combined. Gardino explained that the operating agreements are separate, but they

MVP for Transportation MPO Policy Board Meeting

are fashioned after each other. MVP's operating agreement with Alaska DOT&PF is based on FAST Planning's operating agreement. Gardino also noted that some of the citations in the letter to FAST Planning apply only to Transportation Management Areas and are therefore not applicable to MVP or FAST Planning.

e. **Indirect Cost Rate DRAFT approval**

Kim Sollien provided an update. Sollien explained that MVP will submit staff hours for reimbursement (direct cost) as well as an additional percentage to pay for overhead expenses (indirect cost). MVP requires Alaska DOT&PF approval to use the federal Safe Harbor Rate. Final approval was received after the Policy Board packet was released last week.

f. **Senate Transportation Committee Meeting Presentation February 27th @1:30pm.**

Kim Sollien and the other Alaska MPO Executive Directors will be presenting to the Senate Transportation Committee. Sollien will be presenting an overview of the history of MPOs, their purpose, MVP's development, and MVP's involvement in the STIP process. FAST Planning and AMATS will also be presenting on their involvement in the STIP process. Sollien shared her presentation with the MVP Policy Board.

11. Policy Board Comments

No comments.

12. Adjournment

*Motion to adjourn (**Strawn**), seconded. Meeting adjourned at 2:39pm.*

Next Scheduled MPO Policy Board Meeting – **March 19th**, from 1:30pm-3:00 p.m. to be held at the Musk Ox Farm and via Microsoft TEAMS.



Staff Report February 2025

FFY25/26 UPWP Tasks

TASK 100 A UPWP

Task 100 B Metropolitan Transportation Plan

- Met with Adam Bradway to discuss the MTP contract cost proposal that RESPEC updated to meet our cost expectations

TIP Scoring Criteria

Complete Streets Policy

Task 100 C TransCad Modeling

TASK 100 D Household Travel Survey

- Met with Adam Bradway to talk about the scope of work and RFP for the Household travel survey

TASK 100 E Transportation Improvement Program

TASK 100 F Update and Implementation of the Public Participation Plan and Title VI Plan

TASK 100 G Support Services

Budget Management

Meetings

- Met with the Project Team weekly to prep for the TC and PB meetings and develop packet materials
- Met with FAST, AMATS and ADOT MPO coordinators to discuss action items from the Peer Exchange and talk about the March Quarterly meeting in Fairbanks
- Met with Deb Stockbrook, Internal Revenue Chief, and Tracie Paladijczuk with ADOT&PF to go over MVP's organizational formation history so they could draft the letter allowing us to use the Federal IDCR.
- Met with ADOT&PF to go over their new Functional Classification matrix. MVP does not have an ArcGIS account yet, so ADOT&PF will need to be more hands-on with reviewing the list of roads that are proposing to be reclassified.
- Met with Alex Strawn to discuss MPO rules and regulations and funding categories
- Attended the ADOT&PF Tribal Transportation Monthly meeting



Staff Report February 2025

- Attended FAST Plannings Policy Board meeting to listen to the discussion about the Commissioners letter asserting ADOT's authority and the need to update the Operating Agreement
- Hosted the First Transit Roundtable for Providers, MSB, and ADOT&PF staff

Staffing

- Advertised staff positions with Foraker Group
- Sent Jackson Fox, the MVP Director hire letter and asked to discuss my transition timeline.
- Requested FAST Policy Board consider extending our fiscal sponsorship for an additional month. Our agreement ends in April, and we may need until May to get everything transitioned.
- Scheduled an interview for the Office and Communications Manager
- Drafted interview questions for the office/communications manager

Office Management

- Set up a billing account with Tech Wise to begin the IT transfer and file migration
- ADOT&PF approved Indirect Cost Rate
- the IT transfer has begun
- Set up website security program cloudflare
- Worked with a health insurance broker to initiate quotes for health benefits.
- Opened a bank account with MVFCU
- After waiting nearly three months for a quote on insurance from a broker called Integra Insurance Brokers in Wasilla, they are working on a quote for us.
- Met with FAST planning to discuss my transition from a FAST employee to an MVP employee
- Met with MVFCU to get a new debit card reissued the one they gave us did not work
- Met with Foraker to determine which version of QuickBooks Online we should buy

Correspondence

Nonprofit Filings and reports

Organizational Documents

Agency Relationships

- Organized notes/action steps from the Peer Exchange to present to the TC and PB
- Developed a powerpoint for the Senate Transportation Committee about STIP coordination

Contract Management



Staff Report February 2025

- Met with Mike Schecter of Ashburn and Mason to go over his comments on the MSB grant agreement.

Requests from the Policy Board and Technical Committee directed to staff

- Bob Charles requested that MVP register for a System for Awards Management (SAM) number. Staff reviewed the application and all the documents required to apply/register but have not applied.

Strategic Planning

Short-Range and Tactical Planning

Long-Range Planning

Funding / Budget

- Reviewing the STIP Amendment #2 to understand what changes were made, if MVP's Program of Projects was utilized to program MVP's allocation and started to draft a memo to review with the policy board.

Training

TASK 200 A MSB Public Transit Planning Support

- Hosted Transit Roundtable
- Met with MSB Planners to discuss the need for an additional 90 extension for the Transit Program development and to brainstorm options. I suggested the MSB could offer VT a grant to cover service for 90 days while MSB staff work on the program and contractor selection, assuming the Assembly approves a funding match.
- Shared MVP's approved program of projects to use in their FTA grant application for 5307 funding.

TASK 200 B Transit Development Plan

TASK 300 A MVP Sign Management Plan

TASK 300 B MVP Advanced Project Definition

TASK 300 C MVP Streetlight and Intersection Management Plan

TASK 300 D Pavement Asset Management Plan



Staff Report February 2025



Staff Report March 2025

FFY25/26 UPWP Tasks

TASK 100 A UPWP

Task 100 B Metropolitan Transportation Plan

- Reviewed the Alaska DOT&PF performance targets policy and MOU

TIP Scoring Criteria

Complete Streets Policy

Task 100 C TransCad Modeling

TASK 100 D Household Travel Survey

TASK 100 E Transportation Improvement Program

TASK 100 F Update and Implementation of the Public Participation Plan and Title VI Plan

TASK 100 G Support Services

Budget Management

Meetings

- Met with the Project Team weekly to prep for the TC and PB meetings and develop packet materials
- Met with FAST, AMATS and ADOT MPO coordinators in Fairbanks to discuss action items from the Peer Exchange and talk about the March Quarterly meeting in Fairbanks.
- Met with Alex Strawn to discuss MPO rules and regulations and funding categories
- Attended AMATS Technical Advisory Committee meeting to listen to the discussion about the Alaska DOT& PF Commissioner's letter asserting ADOT's authority and the need to update the Operating Agreement and Metropolitan Planning Area Boundary

Staffing

- Interviewed candidates for the Office and Communications Manager
- Finalized payroll paperwork set up, taxes, workers comp insurance and unemployment insurance

Office Management

- Set up a billing account with Tech Wise to begin the IT transfer and file migration



Staff Report March 2025

- Worked with a health insurance broker to initiate quotes for health benefits.
- Met with Foraker to determine which version of QuickBooks Online we should buy
- Got a new debit card for our bank account the first one did not work
- Met with the Payroll company to map out our first run of payroll

Correspondence

Nonprofit Filings and reports

Organizational Documents

Agency Relationships

Contract Management

- After legal review staff drafted a memo for the MSB to address our comments, questions and suggested edits

Requests from the Policy Board and Technical Committee directed to staff

- Bob Charles requested that MVP register for a System for Awards Management (SAM) number. Staff reviewed the application and all the documents required to apply/register but have not applied.
- Staff have not registered for a SAM's number

Strategic Planning

Short-Range and Tactical Planning

Long-Range Planning

Funding / Budget

- Reviewing the STIP Amendment #2 to understand what changes were made, if MVP's Program of Projects was utilized to program MVP's allocation and started to draft a memo to review with the policy board.
- Drafted questions from MVP about our funding allocations and questions about MVP's funding is displayed in the STIP
- Sent the STIP team an email requesting that Alaska DOT&PF staff attend the technical committee to review our questions.
- Drafted a formal memo from the MVP policy board to the STIP Team outlining MVP's questions

Training



Staff Report March 2025

TASK 200 A MSB Public Transit Planning Support

- MSB Planning requested a letter of support for their transit funding application with FTA. Staff will work on this letter for the Policy Board meeting on March 19th.
- Hosted the Transit Roundtable on March 12th

TASK 200 B Transit Development Plan

TASK 300 A MVP Sign Management Plan

TASK 300 B MVP Advanced Project Definition

TASK 300 C MVP Streetlight and Intersection Management Plan

TASK 300 D Pavement Asset Management Plan

MVP MPO Meeting Schedule Topics

May 2024

- Articles of Incorporation Restated PB approved and signed
- STIP Program of Projects Work Session
- Ready to receive Federal Operation Funding – Spring 2024
- Recommend the updated Title VI plan for Public Comment
- Approve Metropolitan Transportation Plan scope of work
- Elect TC officers

June 2024

- TC Recommend and PB Approval of MVP program of projects STIP amendment for funding in FF24 and FFY25
- Review and Approve 3C's comments memo
- Review and Approve Proxy Voting change to the bylaws
- Recommend FY25 & FY26 UPWP for 30-day public comment June 19 to July 19
- Review and Adopt PM program policy for the P&P

July 2024

- 2nd Review Fiscal Policy
- 2nd Review social media Policy
- Review Bylaw changes
 - Proxy voting
 - Open Meetings Act
- Draft SS-4 to IRS for EIN
 - Conflict of interest
 - Officers & election minutes
 - Whistleblower Policy
- AOI resubmission
- STIP Amendment Update
- Program of Projects Update move everything to FFY2025
- Update the FFY25/26 UPWP
- Review FY 25 & 26 PL award letter, make necessary amendments to the budget

August 2024

- ADOT request match Funds from MSB for the MTP and PL funding
- Review and Adopt Fiscal Policy
- Review and Adopt Social Media Policy
- Review and Approve Updated Bylaws
- Review and Adopt Whistleblower Policy
- Review and Adopt Conflict of interest Certification form

MVP TC & PB meeting topics
schedule November 2024

- Review and Approve Title VI plan
- Review and Approve FFY 25 and 26 UPWP, send to DOT to forward to FHWA for approval
- Review and Approve Fiscal Policy

September 2024

- Review and Adopt Annual Budget
- Review Match requirements
- Secure Foraker CPA for Accounting support
- Research Health Plans
- Research payroll services
- Research liability insurance
- Update website with approved MVP organizational documents

October 2024

- MSB CAMP presentation Julie Spackman
- Finalize scope for Metropolitan Transportation Plan
- Call ADOT about the status of the MVP improvement program Scope, Schedule, and Budget Plus for project state and ask for match and maintenance agreements (create a presentation of the projects)
- Review and Submit SS-4 to IRS for EIN and submit with
 - Three-year annual budget
 - Officers' information and elections memo
 - Conflict of Interest policy
- IRS Letter received-

November 2024

- Review and Approve Personnel and Administrative Policies
- Send scope of work, schedule and estimate request to ADOT for Pavement, Streetlight, Intersection and Sign management plans
- Share Membership fee Invoice with TC and PB Members
- Complete descriptions for MVP staff positions Office and Communicaitons Manager, Transportation Planning Manager, Transit Planning Manager and GIS/Data Analyst (contractor)
- Attend ADOT Federal Funding Overview Work Session
- Draft and Submit final report for the FFY 2024 UPWP
- Update Proxy Voting Policy in the Bylaws
- Review and Approve Personnel Policies
- Review and Approve Records Retention, Public Records Request and Website Policy

December 2024

- Submit Final FFY24 UPWP Annual Report
- Hire Executive Director

MVP TC & PB meeting topics
schedule November 2024

- Secure Accounting Consultant
-
- Join TechSoup for discount computer software Quickbooks and Adobe Pro
- Finalize TC and PB meeting Calendar
- Rent Meeting Space for the next 6 months
- Send Invoices to PB members for Membership Fees

January 2025

- Hire Executive Director
- Secure Legal Support
- Secure IT support
- FFY25-26 UPWP Q1 report Submitted
- Transportation Alternatives Program manual presentation
- Policy Board adopts Corporate Resolution to open a bank account

February 2025

- Report management for the UPWP, Title VI, Staff, Finance, Minutes, Public Notices
- Review and Approve Grant agreement comments between MVP and the MSB for Alaska DOT&PF's membership fees and other MVP startup costs
- STIP amendment #2 review
- Check in with ADOT Civil Rights Office to discuss title VI training and reporting
- Secure Letter from ADOT&PF on the Indirect Cost Rate Agreement
- Open Bank account with \$1
- Advertise for Office / Communications Manager and Transportation Planner Positions

March 2025

- Secure Payroll, workers comp, and employee benefit management services
- Secure Insurances
 - Directors
 - General Liability
 - Commercial Auto
 - Personal Property for office equipment
- Apply for State and City Business Licenses
- Begin Update to the Public Participation Plan & Title VI related to MTP development
- Secure MTP consultant
- Review, approve and submit STIP Amendment #2 comments
- Submit questions/edits to MSB on the Grant Agreement contract for the legislative contract
- Hire Office/Communications Manager
- Initiate Financial Protocols with CPA and build out the QuickBooks chart of accounts and get billing and reimbursement protocols established.

April 2025

- CRP plan review the was developed outside of consultation with the MPOs/ MVP priorities
- CMAQ funding review
- TIP Funding Policy to Technical Committee and Policy Board
- Grandfather agreements with ADOT&PF
- Review and Approve the ADOT performance-based approaches criteria to incorporate into our planning as required in 23 CFR 450.306(d). ADOT&PF will provide the MOU to MVP about the targets that we can accept or choose to adopt our own.
- Review Recommend the Public Participation Plan Update for Public Comment 45-day
- Begin MTP, Household Survey, and Travel Model
- Draft scope of services for the Audit and 990 filing

May 2025

June 2025

July 2025

August 2025

- Title VI annual compliance report

September 2025

October 2025

November 2025

December 2025

- Travel Demand Model

January 2026

- Performance measures

July 2026

- MTP and Complete Streets Completion

October 2026

- TIP Completion

December 2026

- New MPOs should have a formally adopted MTP and TIP by **December 29, 2026**

MVP TC & PB meeting topics
schedule November 2024

Date: March 19, 2025

To: STIP Team c/o Deputy Commissioner Keith
Alaska Department of Transportation & Public Facilities
P.O. Box 112500
3132 Channel Drive
Juneau, Ak 99811-2500

Subject: STIP Amendment #2 Draft released on February 14th – MVP Policy Board Questions and Comments

MVP staff reviewed the STIP Amendment #2, including the narrative, allocation tables, fiscal constraint tables, and the Dashboard. After a thorough review, questions about MVP's suballocations were identified. MVP staff requested the STIP Team attend the March 11th Technical Committee meeting to answer our questions, but as of March 10th, no one from the STIP Team responded to the request. These questions were presented to the MVP Technical Committee on March 12th. The Technical Committee recommended that the Policy Board submit MVP's question to Alaska DOT&PF during the STIP Amendment #2 comment period.

Questions Regarding Amendment #2:

1. **Suballocation Accounting:**

Based on MVP's review of the suballocations for Surface Transportation Block Grant (STBG), Carbon Reduction Program (CRP), and Transportation Alternatives Program (TAP) for FFY24 and FFY25 it is hard to tell if MVP's funding is being utilized the way the policy board approved. Please provide MVP with a list of projects that MVP's 50-200 funding is allocated to by fiscal year.

**See Program of Projects for MVP's preferred allocations.*

2. **Carryover Funds:**

In MVP's Program of Projects, MVP requested that all FFY24 funding be carried over to FFY25. However, the narrative does not show any of MVP's STBG, CRP, and TAP funds being carried over to FFY25. Could the STIP Team provide an explanation for this discrepancy?

STIP Amemdment 2				
2.14.2025				
STBG	Narrative		Carryover	Fiscal Constraint Demonstration
FFY24	\$7,208,849		zero	\$7,663,659 Different amounts
FFY25	\$7,425,115			\$2,758,354 Different amounts
FFY26	\$7,647,868			\$0 What happened to FY26 funding
FFY27	\$7,877,304			\$7,877,304

CRP	Narrative		Carryover	Fiscal Constraint
FFY24	\$775,163		zero	\$775,163
FFY25	\$798,418			\$798,418
FFY26	\$822,371			\$822,371
FFY27	\$847,042			\$847,042

TAP	Narrative		Carryover	Fiscal Constraint
FFY24	\$426,760		zero	\$251,819 why are FY24 and 25 funding amounts different
FFY25	\$439,563			\$426,760
FFY26	\$452,750			\$452,750
FFY27	\$466,332			\$466,332

3. Community-Driven Projects:

The fiscal constraint tables list ten projects with a STIP ID 34393, titled “Community-Driven Projects: MVP MPO.” Can the STIP Team provide a definition of a community-driven project? There is a definition in the narrative but it does not seem to match how these projects are listed in the Amendment.

Example: From the Fiscal Constraint Tables

Transportation Alternatives Program (TAP) Population 50-200K MVP		34393: Community-Driven Projects: MVP MPO \$466,332
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4. 5307 Urban Transit Funding:

The fiscal constraint table shows in FFY25 5307, \$460,000 of Urban Transit funding is being allocated to the Alaska Railroad within MVP’s boundary. We would like to know where these funds originate and if a split letter between MVP, FAST, and the Alaska Railroad has been completed.

Amendment #2 ARRC 5307		
ARRC 5307	Narrative	Fiscal Constraint
FFY24	\$14,904,485	\$0
FFY25	\$15,351,620	\$460,000
FFY26	\$15,812,169	\$0
FFY27	\$16,286,534	\$0

5. **Planned Obligations for FFY26:**

The fiscal constraint tables for MVP's STBG funding show no planned obligations in FFY26. We are concerned about how MVP can continue to collaborate with the STIP Team on our Program of Projects for FFY26 if no funding is indicated. We are requesting an explanation of why none of MVP's FFY2026 STBG funds are being shown in the fiscal constraint tables.

It would also be beneficial to hear from the STIP Team why the funds in FFY24 and FFY25 are different amounts in the narrative than in the fiscal constraint table. If the fiscal constraint is showing what is being spent, then the narrative should be a higher amount, not a lesser amount, correct? Please explain?

STIP Amemdment 2				
2.14.2025				
STBG	Narrative	Carryover	Fiscal Constraint	Demonstration
FFY24	\$7,208,849	zero	\$7,663,659	Different amounts
FFY25	\$7,425,115		\$2,758,354	Different amounts
FFY26	\$7,647,868		\$0	What happened to FY26 funding
FFY27	\$7,877,304		\$7,877,304	

6. **Metro Planning Funds:**

MVP's FFY24, FY26, and FY27 Metro Planning funds are listed as zero, while AMATS and FAST allocations are shown in each year of the STIP. Could the STIP Team explain the reasoning behind this difference in how MVP's funds are being displayed?

Amendment #2				
Metropolitan Planning Program				
	Narrative		Fiscal Constraint table	
FFY24	\$433,598		\$0	FAST only in FY24
FFY25	\$446,606		\$1,522,238	AMATS, FAST and MVP in FY25
FFY26	\$460,004		\$0	AMATS and FAST only in FY26
FFY27	\$473,804		\$0	AMATS and FAST in FY27

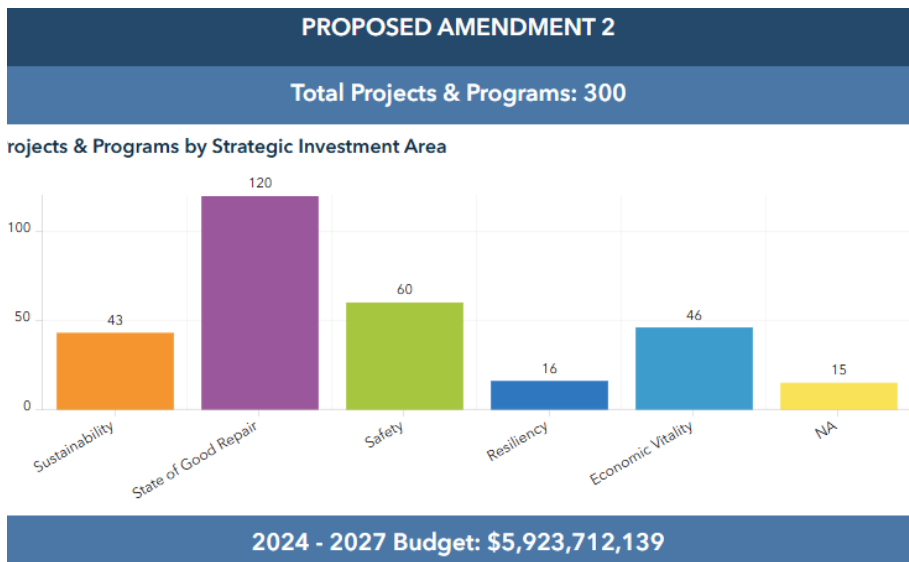
7. **Total STIP Budget**

Between Amendment #1 and Amendment #2, the STIP budget increased from \$5.5 billion to \$5.9

billion. Does the increase mean that new projects were added? The MVP project team reviewed the comparison tables between Amendments #1 and #2, but no new projects are listed. MVP would like a list of these projects.

8. Dashboard listed N/A projects

In the Dashboard section of STIP Amendment #2 there is a chart that lists projects under strategic investment areas. The column at the end of the chart labeled N/A. There are 15 projects are listed under the N/A heading, but it is not a searchable field. MVP would like to see a list of these projects. Additionally, in Amendment #1 the N/A section shows 32 projects. What happened to all of these projects? Were they removed or reclassified?



The MVP Policy Board, Technical Committee, and staff look forward to the STIP Team's clarification of our questions.

Sincerely,

Kim Sollien
Executive Director



MatSu Valley Planning *for* Transportation Metropolitan Planning Organization

Date: July 16, 2024
To: MVP Policy Board
RE: Program of Projects

Attached is MVP's Program of Projects that was developed in consultation with the State of Alaska Department of Transportation and Public Facilities' MVP Transportation Planner and with advisement of the Technical Committee on July 9, 2024.

The following are the assumptions that were made during the development of the Program of Projects:

1. Due to the delay in the STIP Amendment approval, MVP will not be able to obligate its sub-allocations for FFY24 and expects these sub-allocations to be transferred to FFY25.
2. The MVP sub-allocations are as follows:
3. Surface Transportation Block Grant Program (STBG)
 - a. FFY24 \$7,208,849 Carryover from FFY24 to FFY25: \$7,208,849
 - FFY25 \$7,425,115
4. Transportation Alternative Program (TAP)
 - a. FFY24 \$426,760 Carryover from FFY24 to FFY25: \$426,760
 - b. FFY25 \$439,563
5. Carbon Reduction Program (CRP)
 - a. FFY 24 \$775,163: Transferred to STBG and carried over to FFY25
 - b. FFY25 \$798,418: Transferred to STBG and carried over to FFY25
6. Congestion Mitigation Air Quality Program (CMAQ)
 - a. FFY24 \$727,800: Transferred to STBG and carried over to FFY25
 - b. FFY25 \$749,364: Transferred to STBG and carried over to FFY25
7. To expedite the obligation of the FFY 25 – 27 MVP Improvement Program, the State will pay the non-federal share for the design phase only.
8. The State will fund the non-federal share of the Advance Project Definition project.
9. MVP plans to carryover\$ 2,798,070 to FFY26 or modify this program under a future STIP amendment.
10. Transit funding breakdown between Valley Transit and ARRC is currently unknown; awaiting split letter from the state.
- 11.** Commitment to fund additional phases of any of the capital projects is solely dependent on the development of the TIP and the priorities established by the Policy Board. **Nothing in this program commits the Policy Board to future funding on the projects included herein in FFY26 or FFY27.**

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**MVP for Transportation
Program of Projects Draft Approved 07.16.2024**

NID	IRIS	Project Description	Fund Code	Phase	FFY24	FFY25	FFY26	FFY27	Beyond
34531		MVP Advance Project Definition	STBG	Planning		\$ 181,940.00			
		This project will provide funding for the development of SSEs for projects nominated to the MVP for the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP). SSEs are completed by the Alaska DOT&PF staff at the request of MVP.	SM			\$ 18,060.00			
		Project Total			\$ -	\$ 200,000.00	\$ -	\$ -	\$ -
34251		Inner and Outer Springer Loop Separated Path (TAP Award 2023)	TAP	Design		\$ 187,744.00			
		This project will construct a paved non-motorized pathway adjacent to one side of Inner Spring Road and Outer Springer Road extending from the Glenn Highway to Cope Industrial Way for a length of 6,000 feet. This project was selected in the 2023 DOT&PF Transportation Alternatives Program solicitation.	3PF			\$ 18,636.10			
			3PF	Right-of-Way					
			3PF	Utilities					
			3PF	Construction					
			3PF						
		Project Total		\$ -	\$ 206,380.10	\$ -	\$ -	\$ -	
34342		Bogard Road Safety and Capacity Improvements (Parent) (CTP Award 2023)	STBG	Design		\$ 2,274,250.00			
		This project will upgrade Bogard Road between Truck Road and Gumman Circle to an arterial highway standard to address safety and capacity issues. The project will construct pathway and will provide safety and capacity improvements which may include: roundabouts, raised median, widened shoulders, turn lanes, addressing access management issues, improving intersections, as necessary, providing an improved clear zone, drainage, and signage. This project was selected in the 2023 DOT&PF Community Transportation Program (CTP) solicitation. Two separately awarded 2023 CTP projects and two separately awarded HSIP projects are being combined into a parent/child grouping to better coordinate design and construction. The full project length is Bogard Road from Trunk Road to Grumman Circle.	SM			\$ 225,750.00			
			3PF	Right-of-Way					
			3PF	Utilities					
			3PF	Construction					
		Project Total		\$ -	\$ 2,500,000.00	\$ -	\$ -	\$ -	

**MVP for Transportation
Program of Projects Draft Approved 07.16.2024**

NID	IRIS	Project Description	Fund Code	Phase	FFY24	FFY25	FFY26	FFY27	Beyond	
34532		FFY25 - 27 MVP Improvement Program <small>Perform gravel or asphalt surface maintenance and preservation activities on roads, sidewalks, and pathways. Work may also include new or upgraded illumination, signing, striping, storm drains, and intersection improvements including nonmotorized crossings, as well as ADA upgrades to sidewalks and curb ramps. State pays the design match and local governments pay construction match, per agreement.</small>	STBG	Design		\$ 909,700.00				
			SM			\$ 90,300.00				
			SM	Construction						
			STBG							
			3PF							
Project Total					\$ -	\$ 1,000,000.00	\$ -	\$ -		
6234		Palmer-Fishhook Separated Pathway: Trunk Road to Edgertonb Parks Road (TAP Award) <small>Construct a pedestrian/bike pathway along Palmer-Fishhook Road from Trunk Road to Edgerton Parks Road. This project was selected in the 2023 DOT&PF Transportation Alternatives Program solicitation.</small>	STBG	Design		\$ -				
			3PF			\$ 312,970.00				
			TAP			\$ 595,438.00				
			STBG	Right-of-Way						
			3PF							
			STBG	Utilities						
			3PF							
			STBG	Construction						
3PF										
Project Total					\$ -	\$ 908,408.00	\$ -	\$ -		
34243		Seldon Road Reconstruction: Wasilla-Fishhook Road to Snowgoose Drive (Parent) (CTP Award 2023) <small>This project will upgrade Seldon Road, between Wasilla-Fishhook and Lucille Street, to an arterial highway with a separate pathway to address geometry, safety and capacity issues. This project was selected in the 2023 DOT&PF Community Transportation Program solicitation. Two separately awarded 2023 CTP projects are being combined into a parent/child grouping to better coordinate design and construction (34243 and 34242).</small>	STBG	Design		\$ 2,871,000.00				
			3PF			\$ 319,000.00				
			STBG	Utilities						
			SM							
			STBG	Construction						
SM										
Project Total					\$ -	\$ 3,190,000.00	\$ -	\$ -	\$ -	
34595		MVP Pavement Management Plan <small>The plan would include automated collection of pavement condition (smoothness, rutting, and cracking) on within the MPA using Road Surface Profiling (RSP) equipment consisting of distance measuring instruments, accelerometers and a Laser Crack Measurement System (LCMS) to provide high definition 3D profiles and 2D images of the road surface. Data collected will be documented in GIS format and in a written report that will prioritize improvement projects.</small>	STBG	Planning		\$ 181,940.00				
			3PF			\$ 18,060.00				
						\$ 200,000.00	\$ -	\$ -	\$ -	
34404		MVP Planning Office <small>Funding for the MVP Planning Office which supports delivery of the MVP's Unified Planning Work Program.</small>	STBG	Planning		\$ 181,940.00				
			3PF			\$ 18,060.00				
			Project Total					\$ 200,000.00	\$ -	\$ -

**MVP for Transportation
Program of Projects Draft Approved 07.16.2024**

NID	IRIS	Project Description	Fund Code	Phase	FFY24	FFY25	FFY26	FFY27	Beyond
34654		MVP Sign Management Plan Devise and implement a system to assess all traffic signs within the Metropolitan Area Boundary on a regular basis and ensure they are maintained and replaced as needed to improve visibility and increase road safety. Use the sign assessment to track sign data and to maintain a minimum retroreflectivity level of all signs to increase their visibility at night.	STBG	Planning		\$ 363,900.00			
			3PF			\$ 36,100.00			
Project Total					\$ -	\$ 400,000.00	\$ -	\$ -	
34655		MVP Streetlight Intersection Management Plan Conduct an inventory of all the streetlights within the Metropolitan Planning Area boundary and develop a plan for converting the lights to LED. Examine each intersection to determine any additional lighting system work as required for electrical code compliance and proper operation of the LED fixtures. Additional work may include replacement of frayed wiring, grounding of light pole bases, repair of electrical connections, troubleshooting of lighting or load center circuitry and other repairs.	STBG	Planning		\$ 363,900.00			
			3PF			\$ 36,100.00			
Project Total					\$ -	\$ 400,000.00	\$ -	\$ -	
34302	CFHWY00622	Wasilla-Fishhook Road E Seldon to Tex-Al Drive The proposed project will reclaim the existing pavement structure in place, overlay with new pavement, and apply pavement markings to the roadway. Guardrail, roadway shoulder repairs, drainage improvements, sign replacements, and grubbing will be included as necessary. The project is working to extend the service life of Wasilla Fishhook Road, reduce ongoing maintenance costs, and adjust ditch grading and culverts such that the roadway will have proper drainage.	STBG	Construction		\$ 7,641,480.00			
			SM			\$ 758,520.00			
Project Total					\$ -	\$ 8,400,000.00	\$ -	\$ -	\$ -

**MVP for Transportation
Program of Projects Draft Approved 07.16.2024**

NID	IRIS	Project Description	Fund Code	Phase	FFY24	FFY25	FFY26	FFY27	Beyond
Funding (Revenue) Summary									
		Surface Transportation Program Block Grant Program (includes CRP and CMAQ Flex)	STBG		\$ 8,711,812.00	\$ 17,684,979.00	\$ -	\$ -	
		Transportation Alternative Program	TAP		\$ 426,760.00	\$ 866,323.00	\$ -	\$ -	
		Total Carryover	Subtotal		\$ 9,138,572.00	\$ 18,551,302.00	\$ -	\$ -	
					\$ (9,138,572.00)				
		<i>CRP funds transferred to STBG, \$775,163 and \$1,573,581; transferred FFY24 to FFY25. CMAQ Flex funds transferred to STBG, \$727,800 and \$749,634; FFY 24 transferred FFY25. STBG funds \$7,208,849 and \$7,425,115 in FFY 24 and 25</i>					\$ -	\$ -	
				<i>Match Total</i>	\$ -	\$ -	\$ -	\$ -	
				Available Funding (Revenue) Total	\$ -	\$ 18,551,302.00	\$ -	\$ -	
Projected Obligations Summary									
		Fund Code Description	Fund Code		2024	2025	2026	2027	
Federal Summary									
		Surface Transportation Program Block Grant Program (includes CRP and CMAQ Flex)	STBG		\$ -	\$ 14,970,050.00	\$ -	\$ -	
		Transportation Alternative Program	TAP		\$ -	\$ 783,182.00	\$ -	\$ -	
					\$ -	\$ -	\$ -	\$ -	
				<i>Federal Subtotal</i>	\$ -	\$ 15,753,232.00	\$ -	\$ -	
Federal Match Summary									
		State Match	SM		\$ -	\$ 1,092,630.00	\$ -	\$ -	
		Local Government Match (currently all MSB)	3PF		\$ -	\$ 758,926.10	\$ -	\$ -	
				<i>Match Subtotal</i>	\$ -	\$ 1,851,556.10	\$ -	\$ -	
				Grand Total	\$ -	\$ 17,604,788.10	\$ -	\$ -	

**MVP for Transportation
Program of Projects Draft Approved 07.16.2024**

NID	IRIS	Project Description	Fund Code	Phase	FFY24	FFY25	FFY26	FFY27	Beyond
FTA Projects within MSB MPO Planning Boundary									
Need ID	Project Description		Fund Code	Fund Type	FFY24	FFY25	FFY26	FFY27	Beyond
	Urbanized Area Formula Grant - Valley Transit		FTA	5307	\$ 1,845,938.00	\$ 1,282,162.00			
	Transit operating assistance		Match		\$ 1,845,938.00	\$ 1,282,162.00			
	Project Total				\$ 3,691,876.00	\$ 2,564,324.00	\$ -	\$ -	
	Urbanized Area Formula - ARRC		FTA	5307	\$ -	\$ -	\$ -	\$ -	
	State of Good Repair rehabilitation and replacement activities		Match	ARRC	\$ -	\$ -	\$ -	\$ -	
	Project Total				\$ -	\$ -	\$ -	\$ -	
	Enhanced Mobility for Seniors & Individuals with Disabilities		FTA	5310	\$ 128,944.99	\$ 54,136.00			
			Match		\$ 128,944.99	\$ 54,136.00			
	Project Total				\$ 257,889.99	\$ 108,272.00	\$ -	\$ -	
	State of Good Repair		FTA	5337	\$ 1,325,232.00	\$ 245,589.00			
	Provides capital assistance for maintenance, replacement and rehabilitation projects of high-intensity fixed guideway and motorbus systems to help transit agencies maintain assets in a state of good repair. Eligible for Transit Asset Management Plans.		Match		\$ 1,325,232.00	\$ 245,589.00			
	Project Total				\$ 2,650,464.00	\$ 491,178.00	\$ -	\$ -	
	Bus and Bus Facilities		FTA	5339	\$ 70,423.73	\$ 40,502.00			
	Provides funding to states and transit agencies through a statutory formula to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities.		Match		\$ 70,423.73	\$ 40,502.00			
	Project Total				\$ 140,847.46	\$ 81,004.00	\$ -	\$ -	



MATANUSKA-SUSITNA BOROUGH

Office of the Borough Manager

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-8689 • Fax (907) 861-8669

Mike.Brown@matsugov.us

February 20, 2025

Via Email: ryan.anderson@alaska.gov

Mr. Ryan Anderson, P.E.
Alaska Department of Transportation & Public Facilities

Re: Request for 90-Day Extension of Federal Transit Administration 5311 Funding

Dear Commissioner Anderson:

On behalf of the Matanuska-Susitna Borough, I am writing to formally request a 90-day extension for the Federal Transit Administration 5311 funding allocated to our local transit program because of our newly formed Metropolitan Planning Organization (MPO).

Due to the tight timeline for the grant application process and the budget adoption by our Assembly as well as the distribution of contractual funds to a potential new service provider, we must request an extension of funding through September 30, 2025. The current funding for operations is set to conclude on June 30, 2025, and the extension will ensure the continued provision of transit services within the Mat-Su Borough urbanized area.

This extension to September 30, 2025 will also provide the transition period for the potential contracted service provider to implement the required steps for a seamless continuation of transit operations.

Our current projected timeline is the following:

- February 21, 2025: Grant application process initiated
- March 11, 2025: Advertise RFP
- April 7, 2025: Grant application finalized and submitted to FTA
- April 15, 2025: RFP advertisement closes
- April 30, 2025: Finalize selection process from RFP
- May 20, 2025: Earliest anticipated FTA approval of the grant application
- June 16, 2025: Earliest anticipated estimated date for the grant agreement after revision by the Borough and the FTA legal department.
- June 17, 2025: Introduce legislation to the Assembly to accept and appropriate the funding and scope of work
- July 15, 2025: Assembly public hearing to adopt legislation

Providing Outstanding Borough Services to the Matanuska-Susitna Community

Due to this extremely tight timeframe and the potential for a contractor to relocate from the lower 48, we respectfully request your consideration and approval of this extension to September 30, 2025.

Thank you for your consideration.

Sincerely,

Michael Brown
Borough Manager

cc: Eric Taylor, Transit Program Manager, Alaska Department of Transportation
Adam Moser, Program Development Chief, Alaska Department of Transportation
Susan Fletcher, FTA Region 10 Regional Administrator
Edna DeVries, Mayor, Mat-Su Borough
Todd Smoldon, Director, Mat-Su Office of Governor Dunleavy
Kim Sollien, Executive Director, MVP for Transportation



THE STATE
of ALASKA
GOVERNOR MIKE DUNLEAVY

Department of Transportation and Public Facilities

OFFICE OF THE COMMISSIONER
Katherine Keith, Deputy Commissioner

PO Box 112500
Juneau, Alaska 99811-2500
Main: 907.465.3900
dot.alaska.gov

February 11, 2025

Jerry Cleworth
Policy Board Chair, FAST Planning
100 Cushman Street, Suite 105
Fairbanks, AK 99701

RE: Index of Authorities Governing National Highway System Facilities in the Metropolitan Planning Area

Dear Chair Cleworth:

Pursuant to your request at the December 18, 2024, FAST Planning Policy Board meeting, we are providing the attached summary of legal authorities governing National Highway System (NHS) facilities within the Metropolitan Planning Area (MPA). This index includes controlling state and federal requirements and is intended to serve as a readily accessible reference to facilitate discussions among the Policy Board, the Technical Committee, and the public. The index is expandable, so please advise if any additional topics related to Metropolitan Planning Organization (MPO)-State coordination should be included.

The legal authorities governing the inclusion of NHS projects in planning documents, as well as the selection or rejection of NHS projects within the MPA, are the primary focus of this summary. From the State's perspective, a key source of friction and delay in the planning process is the MPO's assertion of authority over the inclusion of NHS projects in planning documents. NHS projects are per se regionally significant under federal law and, as such, must be incorporated into the MPO's Transportation Improvement Program (TIP) and the Statewide Transportation Improvement Program (STIP) in accordance with governing federal regulations. While both the State and the MPO have a duty to cooperate in the development of the TIP and STIP, federal law mandates that this cooperation be directed toward ensuring the inclusion of the State's selected NHS projects in these planning documents, rather than their exclusion.

Additionally, federal regulations do not limit the definition of "regionally significant" projects to NHS facilities. As such, MPO projects may also benefit from this classification. The governing regulations further establish that the State selects all NHS projects for inclusion in the TIP and STIP in coordination with the MPO. The State has consistently considered the MPO responsible for the selection of non-NHS projects for inclusion in the TIP and, subsequently, the STIP, in coordination with the State. However, under 23 U.S.C. § 134(k)(5) and 23 C.F.R. § 450.332(b), federal law directs that, in metropolitan areas with populations under 200,000, the State, in cooperation with the MPO, shall select highway projects.

Under 23 C.F.R. § 450.104, an MPO serving an urbanized area with a population of 200,000 or more is designated as a Transportation Management Area (TMA) and is subject to additional federal planning and programming requirements. AMATS qualifies as a TMA, whereas FAST, with a population under 50,000, remains a non-TMA MPO. Historically, the State has not distinguished between AMATS as a TMA and FAST as a smaller MPO in terms of project selection authority for NHS projects.

"Keep Alaska Moving through service and infrastructure."

Given the challenges that have recently emerged in project selection and planning, the Policy Board may find it beneficial to explore opportunities to enhance regulatory clarity, project efficiency, and technical support. Federal law allows flexibility in how State-MPO coordination is structured, and there may be ways to refine this process to ensure greater alignment with state and federal requirements while continuing to support regional transportation priorities. A more clearly defined role for DOT&PF in technical planning and programming could help streamline coordination and improve long-term planning outcomes. If the Policy Board sees value in strengthening technical programming partnerships, DOT&PF remains committed to providing expertise and support in a way that best serves the region's needs while respecting the autonomy of the Policy Board.

The MPO's assertion of authority to include or exclude projects from the TIP within the MPA has disrupted what was previously a cooperative highway planning process and is impeding the State's project delivery. To restore clarity regarding decision-making authority over NHS routes within the MPA, the State requires an update to the operating agreement. Federal regulations mandate such an update when there is a substantial change in decision-making authority or responsibility. The State considers the MPO's continuing assertion of authority over NHS routes within the MPA to constitute a "substantial change," necessitating a process to establish and document the procedures governing these newly claimed authorities.

The attached index also summarizes legal processes under state and federal law that permit member municipalities to assume responsibility for portions of the NHS or specific components of project development, delivery, or maintenance. DOT&PF can collaborate with the MPO and member municipalities to transfer such authorities and obligations or to relinquish, modify, or review NHS routes within the MPA. The Alaska Department of Transportation and Public Facilities (DOT&PF) can collaborate with the MPO and member municipalities to transfer such authorities and obligations or to relinquish, modify, or review NHS routes within the MPA. However, any such changes must be mutually agreed upon and formally documented to delineate responsibilities for specific transportation facilities and the corresponding planning processes.

FAST Planning's proposed MPA boundary expansion includes a portion of the Richardson Highway, and the FAST Planning Executive Director continues to claim authority to include or exclude any highway project within the MPA. Until the MPO and its members establish a common understanding of planning responsibilities for the NHS and complete the transfer of any NHS authorities in alignment with that understanding, DOT&PF cannot recommend the Governor's approval of an expanded MPA that includes additional NHS miles. We acknowledge that the Technical Committee, on December 4, 2024, voted to recommend that the Policy Committee table indefinitely the proposed revisions to the operating agreement. However, a substantial change in decision-making authority or responsibility necessitates documentation in an updated operating agreement. Any proposal to indefinitely defer discussion of the MPO's newly asserted authorities or to disregard procedural requirements arising from those assertions is non-cooperative and contradicts applicable statutory and regulatory requirements. To ensure compliance, the State and all public transportation providers must cooperatively determine their mutual responsibilities in administering the metropolitan transportation planning process.

We look forward to continuing to work with you to enhance communication and cooperation among all entities engaged in delivering this critical surface transportation planning process.

Sincerely,


Katherine Keith, PMP, PMI-ACP
Northern Region Director (Acting)
Deputy Commissioner

Incl.: Index of Authorities.pdf

Cc: AMATS Policy Committee, Chair, Sean Holland, sean.holland@alaska.gov, MVP Policy Board Chair, Mayor Glenda Ledford, gledford@ci.wasilla.ak.us, DOT&PF MPO Coordinators: Randi Bailey, randi.bailey@alaska.gov, Adam Bradway, adam.bradway@alaska.gov, James Starzec, james.starzec@alaska.gov

INDEX OF AUTHORITIES REGARDING NHS FACILITIES WITHIN MPAs

Under State law, the State of Alaska is mandated to maintain full responsibility and authority over the State highway system. The State of Alaska, through DOT&PF, is similarly obligated to plan, construct, and maintain the network of highways linking the cities and communities in the various regions of the State. The highway system linking the various regions of State of Alaska has been designated as part of the National Highway System.

1. State must construct and maintain state highway system – [AS 19.10.030](#)
2. DOT&PF obligated to plan construct and maintain the regional NHS – [AS 19.05.125](#)
3. Alaska’s regional routes have been designated part of NHS – [23 USC 103\(b\)](#) and [Maps](#)

State and Federal laws and regulations mandate a collaborative approach to transportation planning within metropolitan areas. However, these laws and regulations do not grant a Metropolitan Planning Organization power or authority to veto or “de-select” the State’s selected NHS projects that are located within a municipal planning area; nor do these laws and regulations grant the State the power to veto or “de-select” the MPO’s non-NHS projects located within the municipal planning area.

4. MPO selects non-NHS projects in the MPA – [23 USC 134\(k\)\(5\)\(A\)](#)
5. State selects NHS projects in the MPA – [23 USC 134\(k\)\(5\)\(B\)](#)
6. TIP shall contain “All regionally significant projects” – [23 CFR 450.326\(f\)](#)
7. STIP shall contain “All regionally significant projects” – [23 CFR 450.218\(h\)](#)
8. The State’s NHS projects are “regionally significant projects” – [23 CFR 450.104](#)

Re-designation of a MPO, including updates to its operating agreement, is required when there is a substantial change in decision-making authority or responsibility. The MPO’s assertion of selection or “de-selection” authority over NHS projects located in the MPA is a substantial change in decision-making authority. The extent of the MPO’s new change in decision-making authority or responsibility over NHS projects or routes, and the procedures to implement any new authority and responsibility must be documented in writing.

9. Operating agreement must be amended with substantial change in decision-making authority – [23 CFR 450.310\(j\)](#)
10. Periodic review of operating agreement required – [23 CFR 450.314\(b\)](#)
11. Division of responsibility over NHS projects located in the MPA must be in writing – [23 CFR 450.314\(a\)](#)

State law authorizes DOT&PF to delegate planning authority over NHS projects located in the MPA, and Federal law even authorizes the State to propose modifications of the NHS, although both actions must be done by cooperative agreement between the MPO and the State.

12. Municipality may request planning authority for NHS corridors within the MPA– [AS 19.20.015](#)
13. State can delegate NHS planning authority to municipality – [AS 19.15.030](#).
14. State can propose any modification to the NHS, in cooperation with local and regional officials. [23 USC 103\(b\)\(3\)](#).

The MPO’s metropolitan transportation plan, from which it selects its projects for inclusion into the TIP, is required to include “major roadways” and smaller transportation facilities to function as an integrated metropolitan transportation system. State and Federal laws and regulations do not contemplate NHS projects, and similar corridor projects that connect rural and urban areas, as the type of transportation facilities for which the MPOs have primary decision making responsibilities.

15. MPO’s MTP identifies facilities that function as an integrated metro system that serves regional transportation functions. [23 USC 134\(i\)\(2\)\(A\)](#):
16. MPO’s MTP shall include facilities that function as an integrated metro system that serves regional transportation functions. [23 CFR 450.324\(f\)](#):
17. Municipality shall ensure proper integration of State highway connections in municipal highway plan – [AS 19.20.080](#)

1. [AS 19.10.030](#). The department is responsible for the construction and maintenance of the state highway system. [\(Return\)](#)
-

2. [AS 19.05.125](#). The purpose of AS 19.05 - AS 19.25 is to establish a highway **department capable of carrying out a highway planning, construction, and maintenance program that will provide** a common defense to the United States and the state, **a network of highways linking together cities and communities throughout the state** (thereby contributing to the development of commerce and industry in the state, and aiding the extraction and utilization of its resources), and otherwise improve the economic and general welfare of the people of the state. [\(Return\)](#)
-

3. [23 USC 103\(b\)](#) National Highway System.--(1) Description.--The National Highway System consists of the highway routes and connections to transportation facilities that shall-(A) serve major population centers, international border crossings, ports, airports, public transportation facilities, and other intermodal transportation facilities and other major travel destinations; (B) meet national defense requirements; and (C) serve interstate and interregional travel and commerce.[\(Return\)](#)
-

4. [23 USC 134\(k\)\(5\)](#) "Selection of Projects. (A) In general.--**All Federally funded projects** carried out within the boundaries of a metropolitan planning area serving a transportation management area under this title (**excluding projects carried out on the National Highway System**) or under chapter 53 of title 49 **shall be selected for implementation from the approved TIP by the metropolitan planning organization** designated for the area in consultation with the State and any affected public transportation operator." [\(Return\)](#)
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53). For public information and conformity purposes, the TIP shall include all regionally significant projects proposed to be funded with Federal funds other than those administered by the FHWA or the FTA, as well as all regionally significant projects to be funded with non- Federal funds.” [\(Return\)](#)

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- (i) meets the criteria established for the National Highway System under this title after the date of enactment of the MAP–21; and
- (ii) (I) enhances the national transportation characteristics of the National Highway System; or
- (II) in the case of the withdrawal of a road, is reasonable and appropriate.

(B) Cooperation.—(i) In general.— In proposing a modification under this paragraph, a State shall cooperate with local and regional officials. (ii) Urbanized areas.— In an urbanized area, the local officials shall act through the metropolitan planning organization designated for the area under section 134. [\(Return\)](#)

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16. [23 CFR 450.324\(f\)](#): “**The metropolitan transportation plan shall, at a minimum, include:** ... (2) Existing and proposed **transportation facilities** (including major roadways, public transportation facilities, intercity bus facilities, multimodal and intermodal facilities, nonmotorized transportation facilities (e.g., pedestrian walkways and bicycle facilities), and intermodal connectors) **that should function as an integrated metropolitan transportation system**, giving emphasis to those facilities that serve important national and regional transportation functions over the period of the transportation plan.” [\(Return\)](#)

17. [AS 19.20.080](#). A municipality of over 5,000 population, according to the latest available census, together with the department, shall develop and adopt a master highway plan, which **shall insure the proper location and integration of the Alaska highway connections in the municipality**. In selecting and designating the master highway plan, they shall take into account the important principal streets that connect residential areas with business areas and the streets that carry important rural traffic into and across the municipality, in order to ensure a system of highways upon which traffic can be controlled and protected in a manner to provide safe and efficient movement of traffic in the municipality. [\(Return\)](#)

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February 25, 2025

Sean Holland, P.E.
Chair, AMATS Policy Committee
4111 Aviation Drive
Anchorage, AK 99519

Delivered via e-mail.

Subject: Response to January 22, 2025, Letter Regarding Anchorage Municipal Area Transportation Solutions (AMATS) Boundary and Operating Agreement Revision

Dear Chair Holland,

On January 22, 2025 Executive Director Jongenelen requested written explanations and clarifications from the Governor and myself regarding the Department of Transportation and Public Facilities (DOT&PF) and the Department of Law's concerns about the AMATS Operating Agreement and boundary changes. We hope the following explanations and clarification satisfy the request of the Policy Committee.

Legal Authorities Governing National Highway System Facilities in the MPA

The attached summary of legal authorities governing National Highway System (NHS) facilities within the Metropolitan Planning Area (MPA) includes controlling state and federal requirements. This document is intended to serve as a readily accessible reference for discussions among the Policy Committee, Technical Committee, and the public. The index is expandable, so please advise if additional topics related to Metropolitan Planning Organization (MPO)-State coordination should be included.

The legal authorities governing the inclusion of NHS projects in planning documents, as well as the selection or rejection of NHS projects within the MPA, are the primary focus of this summary. From the State's perspective, a key source of friction and delay in the planning process is AMATS's assertion of authority to select NHS projects for inclusion in or exclusion from planning documents. This assertion of authority over the selection of the State's NHS projects was in clearest display on November 21, 2024 when the AMATS Policy Committee voted to remove the Safer Seward Highway Project from AMATS's MTP, for the expressly stated purpose of removing the project from the Transportation Improvement Program (TIP) in Amendment 2. As explained in detail below, the selection of the State's NHS projects for inclusion in the TIP and the Statewide Transportation Improvement Program (STIP) is a State authority and not an MPO authority.

The State's NHS projects are per se regionally significant by definition in federal regulations, as the State's NHS projects serve regional transportation needs such as access to and from the area outside the region. 23 CFR 450.104. Regionally significant projects *shall* be incorporated into the MPO's TIP and STIP in accordance with governing federal regulations. 23 CFR 450.326(f) and 23 CFR 450.218(h), respectively. Thus, the AMATS Policy Committee November 21, 2024 vote to remove the State's regionally significant NHS project was contrary to the duties imposed on that committee by federal regulations.

While both the State and the MPO have a duty to cooperate in the development of the TIP and STIP, federal law mandates that this cooperation be directed toward ensuring the inclusion of the State's selected NHS projects in these planning documents, rather than their exclusion. For your situational awareness, federal regulations do not limit the definition of "regionally significant" projects to NHS facilities. As such, MPO projects such as principal arterial highways may also benefit from this classification.

Transportation Management Area (TMA) MPOs, such as AMATS, may select any federally funded project within the MPA *except* projects on the NHS. 23 USC 134(k)(5)(A). NHS projects within the MPA shall be selected for implementation by the State from the approved TIP. 23 USC 134(k)(5)(A). The State and AMATS each have a duty to cooperate in the development of the TIP through a continuing and comprehensive planning process. 23 USC 134(k)(2). The MPO's selection of all projects excluding NHS projects is done in cooperation with the State and, conversely, the State's selection of NHS projects within the MPA is done in cooperation with the MPO. Contrary to statements previously made by AMATS staff, the MPO does not have the authority to select or "deselect" NHS projects from the TIP.

Operating Agreement Updates

AMATS's assertion of authority to include or exclude from the TIP NHS projects located within the MPA has disrupted what was previously a cooperative highway planning process and is impeding the State's project delivery. To restore clarity regarding decision-making authority over NHS routes within the MPA, the State requires an update to the operating agreement to clarify and come to a common understanding of legal authorities and procedures for coordinated development of planning documents. Federal regulations mandate such an update when there is a substantial change in decision-making authority or responsibility. 23 CFR 450.310(j)(2). The State considers AMATS's continuing assertion of authority over NHS routes within the MPA to constitute a "substantial change," necessitating a process to establish and document the procedures governing these newly claimed authorities.

State and federal laws allow the Municipality of Anchorage to assume all or part of the authorities and responsibilities for the NHS routes located within the MPA. The attached index of authorities provides references to the laws and legal standards for the Municipality to assume responsibility for portions of the NHS or specific components of project development, delivery, or maintenance. DOT&PF can collaborate with the MPO and the Municipality to transfer such authorities and obligations or to relinquish, modify, or review NHS routes within the MPA. However, any such changes must be mutually agreed upon and formally documented to delineate responsibilities for specific transportation facilities and the corresponding planning processes.

Given recent challenges in project selection and planning, the Policy Committee may benefit from exploring ways to enhance regulatory clarity, project efficiency, and technical support. Federal law provides flexibility in structuring State-MPO coordination, allowing opportunities to refine processes for better alignment with state and federal requirements while maintaining regional transportation priorities. Clearly defining DOT&PF's role in technical planning and programming could improve coordination and long-term planning outcomes. If the Policy Committee sees value in strengthening technical partnerships, DOT&PF remains committed to offering expertise and support in a way that serves regional needs while respecting the Committee's autonomy.

Concerns Regarding AMATS's Boundary Expansion Proposal

Your January 22, 2025, letter specifically requested clarification on why AMATS's boundary expansion is linked to DOT&PF's request to revisit the operating agreement. The primary reason is that AMATS's proposed expansion includes areas that do not meet federal criteria for MPA expansion.

AMATS's proposal seeks to expand the boundary southward to include an additional mile of the Seward Highway and approximately 1.5 square miles of Chugach State Park. However, 23 CFR 450.312(a)(1) authorizes MPA expansion beyond the existing urbanized area in those areas "expected to become urbanized within a 20-year forecast period." Neither the Seward Highway nor Chugach State Park can reasonably be expected to urbanize within any forecast period. Similarly, AMATS's proposal includes adding 6.25 miles of the Glenn Highway, including the entire Eagle River Loop Road interchange—areas that also do not meet federal urbanization criteria. These segments of the highway system are NHS properties, exclusively managed and operated by DOT&PF.

Since the need to update the operating agreement arises from AMATS's assertion of decision-making authority over NHS facilities, DOT&PF cannot make a recommendation to the Governor on AMATS's proposed boundary expansion until there is a clear, shared understanding of jurisdiction over these facilities.

We also observed that many other areas in AMATS's boundary expansion proposal share common characteristics:

- They are located outside the designated urban area (with a few small exceptions).
- They include properties that cannot be urbanized in the future.
- They are managed and operated by non-municipal agencies (except for the Port of Alaska properties).

The largest portion of the expansion proposal covers Chugach State Park, followed by additional expansions over DOT&PF's NHS properties. The Department of Natural Resources (DNR) and its Division of Parks and Outdoor Recreation reported no prior knowledge of AMATS's expansion proposal. This is concerning, as the expansion would impact all access routes to Chugach State Park from the Anchorage Bowl.

Before DOT&PF can make a recommendation on AMATS's proposal, we require additional information on:

1. AMATS's coordination efforts with DNR.

2. Whether AMATS plans to include DNR representation on its committees (23 CFR 450.310(d)(1)(iii)).
3. DNR's stance on the proposed expansion.

Similarly, the proposal does not clarify coordination efforts with the Alaska Railroad Corporation and the Port of Alaska regarding the inclusion of their facilities in the MPA expansion. Further details on these discussions are also necessary before proceeding.

As part of this review, we also developed a GIS dataset documenting the AMATS boundary as it existed in 2010, the 2014 update, and the proposed 2024 boundary expansion. However, we found no documentation confirming the Governor's approval of the 2014 update. Therefore, we assume the current request for approval will also encompass the 2014 update to ensure compliance with federal and state laws and regulations.

The GIS boundary datasets are available at the following link:

<https://experience.arcgis.com/experience/0cfd6c2623b0426cbe83f9c48a020335/>

Next Steps

To move forward, we recommend a joint effort between AMATS and DOT&PF to:

1. Update the Operating Agreement to clarify legal authorities and ensure compliance.
2. Reevaluate AMATS's proposed boundary expansion in coordination with relevant agencies and with consideration of appropriate authorities.

As the Chair of the AMATS Policy Committee, I'm asking you to lead this effort and prioritize its timely completion. As we work towards the December 29, 2026 MPA expansion deadline, we look forward to continued collaboration to improve communication and coordination in this critical transportation planning process.

Sincerely,



Ryan Anderson, P.E.

Attachments: As Stated

CC Aaron Jongenelen, Executive Director, AMATS
James Starzek, AMATS Transportation Planner / Coordinator
Graham Downey, Policy Committee Member
Jason Olds, Policy Committee Member
Mark Littlefield, Policy Committee Member
Daniel Volland, Policy Committee Member
Meg Zaletel, Policy Committee Member

INDEX OF AUTHORITIES REGARDING NHS FACILITIES WITHIN MPAs

Under State law, the State of Alaska is mandated to maintain full responsibility and authority over the State highway system. The State of Alaska, through DOT&PF, is similarly obligated to plan, construct, and maintain the network of highways linking the cities and communities in the various regions of the State. The highway system linking the various regions of State of Alaska has been designated as part of the National Highway System.

1. State must construct and maintain state highway system – [AS 19.10.030](#)
2. DOT&PF obligated to plan construct and maintain the regional NHS – [AS 19.05.125](#)
3. Alaska’s regional routes have been designated part of NHS – [23 USC 103\(b\)](#) and [Maps](#)

State and Federal laws and regulations mandate a collaborative approach to transportation planning within metropolitan areas. However, these laws and regulations do not grant a Metropolitan Planning Organization power or authority to veto or “de-select” the State’s selected NHS projects that are located within a municipal planning area; nor do these laws and regulations grant the State the power to veto or “de-select” the MPO’s non-NHS projects located within the municipal planning area.

4. MPO selects non-NHS projects in the MPA – [23 USC 134\(k\)\(5\)\(A\)](#)
5. State selects NHS projects in the MPA – [23 USC 134\(k\)\(5\)\(B\)](#)
6. TIP shall contain “All regionally significant projects” – [23 CFR 450.326\(f\)](#)
7. STIP shall contain “All regionally significant projects” – [23 CFR 450.218\(h\)](#)
8. The State’s NHS projects are “regionally significant projects” – [23 CFR 450.104](#)

Re-designation of a MPO, including updates to its operating agreement, is required when there is a substantial change in decision-making authority or responsibility. The MPO’s assertion of selection or “de-selection” authority over NHS projects located in the MPA is a substantial change in decision-making authority. The extent of the MPO’s new change in decision-making authority or responsibility over NHS projects or routes, and the procedures to implement any new authority and responsibility must be documented in writing.

9. Operating agreement must be amended with substantial change in decision-making authority – [23 CFR 450.310\(j\)](#)
10. Periodic review of operating agreement required – [23 CFR 450.314\(b\)](#)
11. Division of responsibility over NHS projects located in the MPA must be in writing – [23 CFR 450.314\(a\)](#)

State law authorizes DOT&PF to delegate planning authority over NHS projects located in the MPA, and Federal law even authorizes the State to propose modifications of the NHS, although both actions must be done by cooperative agreement between the MPO and the State.

12. Municipality may request planning authority for NHS corridors within the MPA— [AS 19.20.015](#)
13. State can delegate NHS planning authority to municipality— [AS 19.15.030](#).
14. State can propose any modification to the NHS, in cooperation with local and regional officials. [23 USC 103\(b\)\(3\)](#).

The MPO’s metropolitan transportation plan, from which it selects its projects for inclusion into the TIP, is required to include “major roadways” and smaller transportation facilities to function as an integrated metropolitan transportation system. State and Federal laws and regulations do not contemplate NHS projects, and similar corridor projects that connect rural and urban areas, as the type of transportation facilities for which the MPOs have primary decision making responsibilities.

15. MPO’s MTP identifies facilities that function as an integrated metro system that serves regional transportation functions. [23 USC 134\(j\)\(2\)\(A\)](#):
16. MPO’s MTP shall include facilities that function as an integrated metro system that serves regional transportation functions. [23 CFR 450.324\(f\)](#):
17. Municipality shall ensure proper integration of State highway connections in municipal highway plan — [AS 19.20.080](#)

1. [AS 19.10.030](#). The department is responsible for the construction and maintenance of the state highway system. [\(Return\)](#)
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2. [AS 19.05.125](#). The purpose of AS 19.05 - AS 19.25 is to establish a highway **department capable of carrying out a highway planning, construction, and maintenance program that will provide** a common defense to the United States and the state, **a network of highways linking together cities and communities throughout the state** (thereby contributing to the development of commerce and industry in the state, and aiding the extraction and utilization of its resources), and otherwise improve the economic and general welfare of the people of the state. [\(Return\)](#)
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3. [23 USC 103\(b\)](#) National Highway System.-(1) Description.-The National Highway System consists of the highway routes and connections to transportation facilities that shall-(A) serve major population centers, international border crossings, ports, airports, public transportation facilities, and other intermodal transportation facilities and other major travel destinations; (B) meet national defense requirements; and (C) serve interstate and interregional travel and commerce. [\(Return\)](#)
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