

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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(844) 594-6237 (toll-free)

Phone Conference ID: 447 328 062#

Agenda

Wednesday, May 28th, 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. Roll Call
3. Consent Agenda (**Action Item**) *Recommended motion to approve the consent agenda*
 - a. Approval of the May 28th, 2025, Agenda
 - b. Approval of the April 22nd, 2025, Minutes
4. Committee/Working Group Reports (Including the Chair's Report)
 - i. Staff Report
 - Schedule of Topics
5. Voices of the Visitors (Non-Action Items)
6. Action Items
 - a. MVP Highway Safety Improvement Program (HSIP) Project Nominations (**Action Item**) *Recommended motion to approve the MVP Highway Safety Improvement Program (HSIP) Project Nominations*
7. Old Business
 - a. Scope, Schedule, and Estimate for MVP Improvement Program: Alaska DOT&PF
 - b. Program of Projects Update - Pavement Management Plan: Adam Bradway, Alaska DOT&PF
 - c. Statewide Transportation Improvement Program (STIP) Amendment #2 Update
8. New Business
 - a. Metropolitan Transportation Plan Presentation: RESPEC, LLC

MVP for Transportation MPO Policy Board Meeting

9. Other Issues

10. Informational Items

- a. Notice of Funding Opportunity (NOFO) for SS4A Competitive Grant: Tom Adams, MSB
<https://www.transportation.gov/grants/SS4A>
- b. Transit Update
- c. MPO Quarterly Meeting, June 3rd, 2025, Anchorage
- d. Supporting Walking, Biking, and Safe Routes to School in Alaska, Workshop on June 4th (full day) and 5th (half day)

11. Policy Board Comments

12. Adjournment

Next Scheduled MPO Policy Board Meeting – **June 25th**, from 1:30pm-3:00 p.m. to be held via Microsoft TEAMS.



MatSu Valley Planning (MVP) for Transportation Metropolitan Planning Organization

MVP For Transportation Policy Board

Action Items

May 28, 2025

Action: Motion to approve the May 28, 2025, Consent Agenda.

The consent agenda includes:

- Agenda for the May 28th Meeting
- Minutes from April 22nd Meeting

MOTION:

Yes

No

Abstain

Action: Motion to Approve the MVP Highway Safety Improvement Program (HSIP) Project Nominations.

MOTION:

Yes

No

Abstain

On May 5, a few members of the Technical Committee met with Alaska DOT&PF Highway Safety Improvement Program (HSIP) staff—Mary McRae and Anna Bosin, the Central Region Traffic & Safety Engineer—to review the HSIP program’s goals, strategic focus areas, safety targets, and the data used to select projects and allocate program funding. At that meeting, the HSIP team requested that MVP develop and submit a project list for the FFY2026 HSIP program by June 15th

Due to the timing of the packet deadline, the full Technical Committee was unable to vote on priority HSIP projects. Instead, a subcommittee—comprising Alex Strawn, Erich Schaal, Chris Bentz, Ben White, Crystal Smith, and Jamie Taylor (sitting in for Tom Adams)—met on May 19 to review the high-risk corridors identified by ADOT&PF, as well as projects from the MSB’s SS4A plan and those submitted by the Mat-Su School District.

The subcommittee selected eleven projects for the Policy Board to review and consider nominating for HSIP funding in Federal Fiscal Year (FFY) 2026. If all eleven projects are submitted, the HSIP program staff will review and score each project and may select one or more for this round of funding. It is expected that nominating projects to the HSIP program will become an annual activity for MVP.

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Phone Conference ID: 376 921 063#

Agenda

Tuesday, April 22nd, 2025

1:30-3:00pm

Meeting Location

Musk Ox Farm

12850 E Archie Road, Palmer Alaska 99645

Hayloft / Classroom

1. Meeting called to order

The meeting was called to order at 1:32pm

Members Present

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

Members Absent

Sean Holland, Alaska DOT&PF

Visitors Present

Adam Bradway, Alaska DOT&PF
Ben White, Alaska DOT&PF
Elise Blocker, RESPEC
Kim Sollien, MVP Executive Director
Megan Flory, RESPEC

2. Consent Agenda (Action Item)

- a. **Approval of the April 22nd, 2025, Agenda**
- b. **Approval of the March 19th, 2025, Minutes**

*Motion to approve the consent agenda (**White**), seconded. No edits. Approved unanimously.*

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

- i. **Staff Report**

MVP for Transportation MPO Policy Board Meeting

- **Schedule of Topics**

Kim Sollien provided a staff report. MVP has spent the last four weeks having weekly meetings, setting up payroll and benefits services, interviewing staff, and checking references. MVP is in the process of setting up QuickBooks, IT services, and separating from FAST Planning. Kim has a new email with MVP MPO kim.sollien@mvpmpo.com. Fast email will remain active for now but it's forwarding emails. The first payroll will run on May 5th. MVP plans to have a financial report next month.

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

None

5. Action Items

a. Performance Planning Target Setting Procedures and Memorandum of Understanding (MOU) <https://measures-akdot.hub.arcgis.com/> (ACTION)

Kim Sollien and Adam Bradway provided a summary report. The UPWP was complete for this current year and the next using performance-based planning. MVP may develop their own performance-based measures and target setting.

Adam Bradway: Alaska DOT&PF and the MPOs are required to set performance targets by FHWA. Typically, the MPOs adopt the Alaska DOT&PF's Performance Measures because they are connected to the National Highway System (NHS).

Adam Bradway: There are two documents to sign. The procedures document says we are going to work together. The MOU essentially says the same thing that we will work together. It essentially adds MVP to the agreement and that Alaska DOT&PF will fulfill their end. The action would be to authorize Kim to sign off on both of these documents.

*Motion to approve Performance Planning Target Setting Procedures and Memorandum of Understanding (**Brown**), seconded. No edits or objections. Passed unanimously.*

b. MSB Grant Agreement (ACTION)

Kim Sollien provided a summary. We had an executive session last meeting regarding the grant and pass-through agreement with MSB. MVP submitted the MSB comments reviewed by MVP's attorney and MSB conducted a review of the comments. All of MVP's comments and concerns were documented, corrected, and/or addressed. There was a flag raised about timeline, MVP might not be able to spend all the funding within the timeline of the grant, the borough added a provision to adjust timeline and release 50% of funds. Other questions included the different insurance requirements. We reached out to our insurance broker and are waiting for the final quote from providers.

*Motion to approve the MSB Grant Agreement (**White**), seconded. No edits or objections. Passed unanimously.*

c. MVP Asset Management Plans Update and request to amend the FFY24 and FFY25 Program of Projects to add \$100,000 to the Pavement Management Plan from FFY25 carryover funding: Adam Bradway, Alaska DOT&PF (ACTION)

Adam Bradway provided a staff report. In the Program of Projects there are three asset management plans, the streetlight management plan, sign inventory management plan, and the pavement plan. In the interest of moving those projects forward, public works directors, along with Mike Brown and Adam

MVP for Transportation MPO Policy Board Meeting

Bradway met to determine a fair match percentage. The pavement management plan assesses the conditions of paved roads. Initially we only put 200k into the STIP. MSB has gotten quotes since then, the estimates are closer to 300k. We could either do 200k worth and have to do it again or increase the funding and do it all at once. The decision would be to add more funding to the Pavement Management Plan.

Motion to approve the MVP Asset Management Plans Update and request to amend the FFY24 and FFY25 Program of Projects to add \$100,000 to the Pavement Management Plan, (DeVries), seconded. Objection or edits. Passed unanimously.

6. Old Business

a. Alaska DOT&PF Continuous, Comprehensive, and Cooperative (3C) Policy

Kim Sollien provided a summary update. Requirement from FHWA required Alaska DOT&PF to make changes to the STIP process for better communication with MPOs. Kim Sollien and Donna Gardino reviewed the policy with the Technical Committee and made a few more comments. Those comments are available to the Policy Board to review.

Ben White: We appreciate the comments and time we've received to address them. This is intended to be a living document. We will review the document and make changes as needed during the MVP quarterly meetings or at least annually. We hope to finalize this by the end of the year and then annually make changes. We are looking into adding amendment process additions and sending out a revised version by the end of May. By June 3rd, I hope to have given the draft to the Executive Director and bring it to the Technical Committee and Policy Board for review. We should be able to finalize any changes by December.

Kim Sollien: Should we wait for additional comments?

Ben White: We are looking for as many comments as possible, so we are further along by June for the revised version.

Kim Sollien: I ask all of you to provide comment to be by the end of the next week.

7. New Business

None

8. Other Issues

None

9. Informational Items

a. MSB Transit Program Development Update

Kim Sollien provided a staff report. The MSB budget and budget hearings are in the works. The first hearing is tonight. There is \$1.8 million dollars on the table from FTA, but it needs a 50% match. The MSB was soliciting RFPs for a contractor to run transit services. MSB planners are working with the FTA to finalize grant application for the 5307 urban area transit funds. Alaska DOT&PF granted the MSB an extension through the end of September for transit funding. Mike Brown and Kim Sollien, along with MSB planners met with the railroad regarding the split letter, historically a portion of 5307 funding is split with MPOs. The ARRC is looking for about 460K of the 5307 funding. There is a possibility that the MSB don't use the entire 1.8 million and maybe the railroad could utilize more of the FFY24 award.

MVP for Transportation MPO Policy Board Meeting

During the transit roundtable we identified that there needs to be a resolution prioritizing projects in the MSB Coordinated Plan so that providers can access 5310 funding. Kim will be working with borough planners to work on the resolution.

b. MTP Update

The project has started. MVP met with the contractor for a kick-off meeting. The project team will present next month to the Technical Committee and Policy Board. The project started later than anticipated, the schedule has been adjusted, and will still end at the scheduled time.

c. STIP Amendment #2 Comments sent to Alaska DOT&PF STIP Team and Commissioners

Kim Sollien provided a staff report. During the last meeting, we drafted comments and had questions. They were submitted through the STIP portal and have not heard back yet.

Ben White: The STIP team is working through the comments. We are working with AMATS and FAST and their amendments. We hoped to get the amendment to FHWA last week but it looks like it will be this week or possibly next week. Once it gets to FHWA and FTA they have 30 days to review. As of last week, several staff members at FHWA took the buyout. The Alaskan Division of FHWA, which usually has 16 to 17 staff members, is down to 5 or 6. Right-of-Way folks are having to send things to Washington DC. I am not sure who will be assisting with the review of STIP.

d. House Transportation Committee Meeting: April 3rd 1-3pm and April 15th 1-3

https://www.akleg.gov/basis/Committee/Details/34?code=HTRA#tab2_7

We were invited to present. We provided an overview of MVP's organizational development and now we have developed our Metropolitan Planning Area boundary. We described the difference between MVP and other MPOs highlighting that MVPs project are in the STIP because MVP does not have an MTP or TIP yet. It was a good session. The follow-up request is for April 15 because other MPOs did not have an opportunity to present but April 15th was cancelled.

i. Boundary Development Process/Organizational Development April 3rd

ii. Follow-up Questions April 15th Policy Board Comments

10. Executive Session

a. Staffing Update

b. Contractual Support Services Update

The Policy Board entered Executive Session (DeVries), seconded.

10. Policy Board Comments

Ben White: This is a reminder of construction season. Use both lanes merge when you have to. We are looking forward to the Tribal Coordination meeting.

Brian Winnestaffer: When culverts become wider than 12 foot the weigh station doesn't like it.

11. Adjournment

The meeting was adjourned at 2:36pm.

MVP for Transportation MPO Policy Board Meeting

Next Scheduled MPO Policy Board Meeting – **May 28th**, from 1:30pm-3:00 p.m. to be held at the Musk Ox Farm and via Microsoft TEAMS.



Staff Report April 2025

FFY25/26 UPWP Tasks

TASK 100 A UPWP

- Drafted and submitted the 2nd quarter UPWP narrative and financial report for Alaska DOT&PF

Task 100 B Metropolitan Transportation Plan

- Attended MTP kick-off meeting with RESPEC and Alaska DOT
- Met with the RESPEC MTP team to review the updated timeline and work plan for the plan

TIP Scoring Criteria

Complete Streets Policy

Task 100 C TransCad Modeling

- Met with RESPEC, RSG, and Adam Bradway to review the scope of work RSG will be doing for MVP's MTP and how the flow of information/projects will be fed into the model.

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

- Scheduled a meeting with the MTP public involvement team to discuss updating the PPP and supporting the development of MVP's Purpose and Vision statement.
- Met with the MTP public involvement team to talk through PPP update, timeline and MVP's purpose and vision statement needs
- Interviewed with Rindi White with Alaska Business Monthly about MVP and edits the draft for clarify and corrections

TASK 100 G Support Services

Budget Management

- Took a few QuickBooks online trainings to learn how to set up the chart of accounts
- Set up a work session with Foraker to build out our chart of accounts in QuickBooks
- Attended a kickoff meeting with Vensure to walk through the final steps for payroll and weekly meeting with Vensure to answer questions and trouble shoot issues.
- Still waiting on final quotes for Insurance and Benefits to program costs into the budget



Staff Report April 2025

- Began the financial transition away from FAST for Foraker for Accounting services and Tech Wise for IT services, for monthly billing

Meetings

- Met with the Insurance Broker to review general liability, directors, auto, and professional liability insurance quotes to ensure that MVP will have the appropriate coverage. Also reviewed the MSB grant agreement requirements for insurance coverage to make sure we meet them. Based on the insurance requirements for the MSB grant Agreement, we had to go back out to providers to request an updated quote that included GL. We are waiting for those to come in.
- Met with the Project Team to review the TC and PB agenda and develop materials for the packet
- Presented to the House Transportation Committee on MVP's development, our boundary development process and our communication challenges on the STIP.
- Joined an AMPO national briefing on recent policy changes at the federal level and the uncertainty that accompanies them. These sessions will have an open format for Q&A.
- Met with Slavic 401k provider and initiated paperwork
- Met with an E-Verify contractor to document employment eligibility for new hires
- Attended the MSB Department budget presentations virtually
- Met with the Health insurance broker to finalize plan options and draft enrollment paperwork. They have two plans for us. One plan is for one staff member and the other is for more than one. Depending on payroll and onboarding timing we might have to deploy both options the first month.
- Met with the Health Insurance Broker again. Benefits can begin June 1st.
- Met again with Vensure to discuss new employee onboarding and to revisit the first payroll timeline.
- Listened to the MSB Borough Budget Department Presentations
- Drafted a presentation about MVP and the MTP to share at the monthly DOT Tribal coordination meeting

Staffing

- 2nd Interviews with candidates for the Office and Communications Manager and Transportation Planner
- Called References for the Office Manager
- Called References for the Planning Manager
- Janet Hart, office manager started Monday April 28th. We had a three-hour onboarding session to draft her initial work plan.



Staff Report April 2025

Office Management

- Set up new email for MVP kim.sollien@mvpmpo.com
- Migrated MVP's files onto their own cloud server in SharePoint and separated from the FAST server
- Set up phone line for the ED separate from personal cell number.
- Reviewed Clockify an app to track staff hours
- Reviewed Divvy a credit card app that helps track employee credit cards that syncs with QuickBooks
- Met with Vensure Employment Services to import our Paid Time off accrual policy into their system
- Worked with Mat Valley Federal Credit Union to understand the wire transfer / reverse wire transfer process for our payroll payments.
- Met with Tech Wise Systems to discuss how best to manage MVP's SharePoint files, the FAST Planning and MVPMPPO email and calendar, and the timeline for disjoining from FAST Planning.
- Weekly meetings with Vensure, our Employment Services company, to make sure we are on point with all the certifications and documentation to run our first payroll.
- Work session with our Foraker CPA to build out the chart of accounts in QuickBooks

Correspondence

- Requested a meeting with Chris Bentz to discuss the MVP's program of projects Improvement Program, including an updated project list and Scope, Schedule, and Budgets for each project, and to see if he would present to the TC

Nonprofit Filings and Reports

Organizational Documents

Agency Relationships

- Reviewed the Draft 3c Policy and made additional comments for review with the TC and PB

Contract Management

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 Report April 2025

- Staff have not registered for a SAM's number

Strategic Planning

Short-Range and Tactical Planning

Long-Range Planning

Funding / Budget

Training

TASK 200 A MSB Public Transit Planning Support

- Hosted a Transit Roundtable meeting on April 9th, in the discussion, ADOT identified a key update to the MSB's Coordinated Plan. Specific Projects need to be identified, and the Assembly needs to pass a resolution prioritizing those projects. The current plan includes planning-level projects but not specific projects. Staff requested the ADOT 5310 grant agreement and a sample resolution to share with MSB planning to support their ability to update the plan.
- Drafted a Transit Program and funding letter of support to the MSB Assembly for the PB to review and approve. This letter will be sent in advance of budget deliberations.
- The Transit Funding Support Letter was not approved by the PB and was not sent to the Assembly.

TASK 200 B Transit Development Plan

TASK 300 Asset Management Plans

- Met with ADOT Engineering and Planning and MSB, Wasilla and Palmer Public Works staff to discuss Match and Maintenance Agreements to come up with a formula based on street miles. During this discussion, it was determined that the Pavement Asset Management Plan was underfunded and needed additional funds. Because MVP did not program all of the FFY24/25 funds in the Program Of Projects, there are funds available. We are requesting that the Policy Board add an additional \$100,000 to this project. Adam Bradway is working with the STIP team to see if we can get this change in Amendment #2

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 MAY 2025

FFY25/26 UPWP Tasks

TASK 100 A UPWP

Task 100 B Metropolitan Transportation Plan

- Met with the RESPEC MTP team to review the updated timeline and work plan for the presentation for the TC and PB
- Met with RESPEC and RSG to discuss Modeling and how the tool will be used to support the MTP
- Reviewed the MTP overview presentation and offered feedback to the RESPEC team.
- Met with Alaska DOT Active Transportation Coordinator to discuss the TAP program and to review the Draft Local Control Plan for MVP.

TIP Scoring Criteria

Complete Streets Policy

Task 100 C TransCad Modeling

TASK 100 D Household Travel Survey

TASK 100 E Transportation Improvement Program

- Scheduled a work session with the Program of Projects Improvement Program project sponsors to discuss Scope, Schedule, and Estimates for all the eligible projects and to prioritize the list for funding to present at the June TC and PB meetings for approval

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

- Began the website review to make sure that all of our historic and organizational documents and past meeting packets, and minutes are updated and available on the website.

TASK 100 G Support Services

Budget Management

- Ran MVP's first and second payroll successfully
- Reconciled the bank statements and QuickBooks for February, March and April.
- Continued weekly QuickBooks and account management training with the Foraker Accountant
- Met with Slavic and Vensure to update the MVP benefits package.



Staff Report MAY 2025

- Enrolled in 401k benefits for employees
- Finalized the Health Insurance Plan and submitted the member forms for each employee
- Submitted vendor application to the State of Alaska
- Submitted our first reimbursement invoice to Alaska DOT for the last two weeks of April
- Paid monthly invoices to Tech Wise, Frontiersman, Foraker, Ashburn & Mason.
- Working on a financial report for the June Board meeting.
- Worked on establishing a cash flow chart to support the Indirect Cost Rate formula and to help with budgeting

Meetings

- Met with Adam Bradway to discuss an MVP and MTP presentation for the Friends of the Commuter Rail group.
- Attended a follow-up session the House Transportation Committee and answered questions about MPO, federal regulations and communications with DOT on the STIP
- Met with Chris Bentz and Adam Bradway to discuss the program of projects, the improvement program scope, schedule, estimates, and the project list.
- Sent MVP TC members a doodle poll to convene a subcommittee and work on a project HSIP nomination list to present to the Policy Board for consideration.
- Scheduled a meeting with the TC for May 16th to select projects to nominate and recommend to the policy board as MVP's priorities. Project Nominations must be received by the DOT but June 15th.
- Sent the Improvement Program Subcommittee a doodle poll to convene a meeting to review all the Scope, schedule, and estimates for the projects submitted by the MSB and the cities, and to prioritize a list of projects for approval by the TC and PB. Scheduled the Meeting for May 29th.
- Met with the project team to review TC and PB agenda and develop the materials for the packet.
- **Presented to the [Alaska Commuter Rail Coalition – Year-round train service from the Matsu Valley to Anchorage](#)** about MVP and the MTP.
- Met with Alaska DOT&PF Active Transportation Planner to review the draft Local Control Plan for MVP. This plan will document how MVP manages the Transportation Alternatives Program once we have our MTP and TIP in place and we have determined our project criteria and a system for ranking.

Staffing

- Onboarded the new staff person and developed a work plan for the first 3 months



Staff Report MAY 2025

Office Management

- Met with the insurance broker to finalize the business insurance package for MVP and bind our package.
- Met with the Integra Insurance to bind for MVP's General Liability insurance, Directors and Officers Insurance, and personal Property Insurance, and prior to finalizing all the documents, the broker discovered an error of \$16,000 in the cost calculation. MVP's insurance will be \$20,000 with this firm. I paused the binding to explore other options.
- Though the MVP Policy Board requested that I seek out Mat-Su Vendors for our professional services, it might not be cost-effective. I called Hale and Associates to see if they could offer us the plan that FAST Planning uses for approximately \$6,000 per year. They don't want to cover us. We are too small.
- Called Combs Insurance in Palmer to see if they could find a more reasonable price for commercial insurance; they are working on a new quote package.
- Started developing a desk manual for organizational policies

Correspondence

Nonprofit Filings and Reports

- Filed the 990-N for FFY2023 covering 10.1.23-9.30.2024. Though we did not have any income to report during that period, the IRS nonprofit certification letter documented that our organization started in February 15, 2024. After October 1st we will work with an auditor to prepare our annual audit and our 990 for FFY 2024, beginning 10.1.2024-9.30.2025.

Organizational Documents

Agency Relationships

Contract Management

Requests from the Policy Board and Technical Committee directed to the staff

- Bob Charles requested that MVP register for a System for Awards Management (SAM) number.
- Staff are working on the application to get registered for a SAM's number

Strategic Planning

Short-Range and Tactical Planning



Staff Report MAY 2025

Long-Range Planning

Funding / Budget

- Until we have our commercial insurance in place, we cannot finalize the grant agreement and request payment of the Alaska DOT&PF's membership dues.

Training

- Met with ADOT Highway Safety Improvement Program staff, Members of the TC, MSB staff, and DOT&PF staff to review the HSIP program and discuss MVP nominating projects for this year of funding.

TASK 200 A MSB Public Transit Planning Support

- Drafted a summary of requirements for 5310 funding and outlined what the MSB needs to add to the coordinated plan to support agencies accessing the funding.
- Listened to the MSB budget deliberations on May 2nd 8th and 13th

TASK 200 B Transit Development Plan

TASK 300 Asset Management Plans

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

- Based on Policy Board Approval, \$100,000 was requested to be added to the Pavement Management Plan from MVP's unallocated funding.
- Adam Bradway requested the funding increase and we are waiting for confirmation.

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

- 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

- 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 MTP consultant
- Review, approve and submit STIP Amendment #2 comments
- Submit questions/edits to MSB on the Grant Agreement contract for the legislative contract
- Initiate Financial Protocols with CPA and build out the QuickBooks chart of accounts and get billing and reimbursement protocols established.

April 2025

- Hire Office/Communications Manager
- Hire Planner Manager
- Finalize employee benefits and run MVP's first Payroll
- Wire Transfer to Payroll provider
- Begin Update to the Public Participation Plan & Title VI related to MTP development

- 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 Match Agreements for MVP's Asset Management Plans
- Begin MTP, Household Survey, and Travel Model
- Transfer all MVP's billing from FAST to MVP
- Establish regular meetings with Foraker to supervise QuickBooks Journal Entries, Invoicing, billing and bank deposits

May 2025

- Secure Insurances (both business and health insurance had to go back out in April for quotes and binding)
 - Directors
 - General Liability
 - Commercial Auto
 - Personal Property for office equipment
 - Health Insurance
- Request funding from MSB for Alaska DOT&PF Membership Fee
- Apply for State and City Business Licenses
- Review and Recommend the Public Participation Plan Update for Public Comment 45-day
- Review and Nominate HSIP Projects
- Review and Prioritize MVP Improvement Program Projects
- Review and decide how the ED and Policy Board shall handle presentations and letters of support requests
- Discuss Local Control Plan for MVP TAP funding

June 2025

- Review and Approve MVP's Prioritized Improvement Program Projects
- CRP plan review: The Plan 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

July 2025

- Draft scope of services for the Audit and 990 filing

August 2025

- Title VI annual compliance report
- UPWP Budget Update and Public Comment Period

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**



MatSu Valley Planning *for* Transportation Metropolitan Planning Organization

The MVP for Transportation Policy Board nominates the following projects for the Alaska DOT&PF Highway Safety Improvement Program for FFY 2026. This project list was recommended for approval by a subcommittee of the MVP Technical Committee and was approved by the Policy Board on May 28th.

MVP Nominated HSIP Projects (not prioritized)

Blue Lupine Drive from Seward Meridian Parkway to Hyer Road- this section is heavily frost heaved, making it difficult for small vehicles to see vehicles in front of them, causing rear-end crashes. School buses are often rear-ended in this section.

Hyer Road Corridor- Sight Distance: The length of road visible to drivers is short and impacts a driver's ability to perceive or react in time to avoid a hazard. Curves and hills along Hyer Road make it hard to judge the oncoming vehicles' speed and distance. School buses are often rear-ended in this section.

Fireweed Road- Sight Distance and Frost Heaves: The length of road visible to drivers is short and impacts a driver's ability to perceive or react in time to avoid a hazard. Curves and hills and frost heaves along Fireweed Road make it hard to judge the oncoming vehicles' speed and distance. School buses are often rear-ended in this section.

France Road at the Palmer Wasilla Highway- The opening at France Road is narrow with guardrails on either side. This makes it difficult for buses or large vehicles to turn out onto the highway, utilizing both lanes on France road to make the turn, and often hitting the guardrail.

Seldon Road from Bogard-Seldon Roundabout to Wasilla Fishhook- the lack of turn lanes along the corridor is a problem, and the roundabout is undersized for the volume of traffic, causing angle crashes. Increased traffic from the Seward-Meridian Parkway extension will increase traffic and safety issues.

Church and Seldon Intersection- the intersection needs to be upgraded to improve driver awareness and slow drivers as they approach. Also, a new charter school is proposed for that intersection. This will cause additional safety and congestion issues if the intersection is not upgraded. Suggest increased lighting and a roundabout or flashing beacon. This project is in an approved safety action plan.

Clapp and Mack Drive Intersection- Driver speed, curve delineation, lack of lighting, and lack of signage make this intersection dangerous. This project is in an approved safety action plan.

Visit www.mvppmo.com

Policy Board Members

Bob Charles, Knik Tribe • Mayor Edna DeVries, MSB • Mayor Glenda Ledford, City of Wasilla • Brian Winnestaffer, Chickaloon Native Village • Mike Brown, MSB • Sean Holland, DOT&PF • Mayor Steve Carrington, City of Palmer 22



MatSu Valley Planning *for* Transportation Metropolitan Planning Organization

Parks Highway and Alpine Street Intersection- left-hand turns across three lanes of traffic. High crash area. Suggest adding a median to prevent left turns. This project is an approved safety action plan.

Parks Highway and Financial Drive intersection- left-hand turns across three lanes of traffic. High crash area. Suggest adding a median to prevent left turns. This project is in an approved safety action plan.

Access Management Plan for the Parks Highway, Church Road to Seward Meridian Parkway- In approved safety action plan.

Local Road Speed Management Plan- In approved safety action plan.

DRAFT

Visit www.mvpmmpo.com

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Alaska Department of Transportation & Public Facilities

Highway Safety Improvement Program

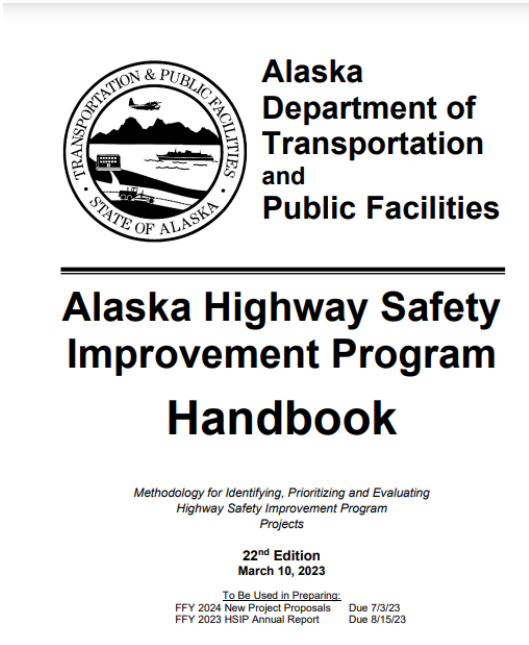
Mary McRae, P.E.
Roadway Safety Engineer
May 5, 2025



Highway Safety Improvement Program

Consists of three main components:

- 1. Strategic Highway Safety Plan (SHSP);
- 2. HSIP (program of highway safety improvement projects) and;
- 3. Railway-Highway Crossing Program



2023-2027 Strategic Highway Safety Plan

Based on the Safe Systems Approach;
Includes the Vulnerable Road User Safety Assessment

- *Death & Serious Injuries are unacceptable*
- *Humans make mistakes*
- *Humans are vulnerable*
- *Responsibility is shared*
- *Safety is proactive*
- *Redundancy is crucial*



SHSP: 4 Emphasis Areas



Implementing the SHSP

- Several Actions identified in Focus Area Strategies underway
 - Policy updates, including Complete Streets, Speed Limit, and Rumble Strip/Stripe policy
 - New project types like Variable Speed Limit, Road Diets
 - Emerging technologies to protect first responders
 - Increased outreach on behavioral side
 - CarFit
 - 9 law enforcement agencies participating in High Visibility Enforcement!



Vulnerable Road User Safety Assessment

APPENDIX E VULNERABLE ROAD USER SAFETY ASSESSMENT



Identified 16 high injury corridors

- 7 in AMATS area
- 3 in MVP area
- 2 in FAST Planning area

Identified 15 high injury intersections

- 8 in AMATS area
- 3 in MVP area
- 2 in FAST Planning area

Road Safety Audits will be conducted at all 31 identified high injury locations

Highway Safety Improvement Program

Mission: To construct highway improvements that maximize lives saved and serious injuries eliminated per dollar spent.

- Projects identified through the data driven process in the HSIP Handbook and nominated to Statewide for inclusion in the program
- This year:
 - Nominations due to Statewide on 0/1/24 (8/1 this year)
 - Funding plan (the actual program of projects) target date is 10/1/25



Local Contacts

Have a great
data driven
project idea?

AMATS and MVP:

Anna Bosin, P.E.

Central Region Traffic & Safety Engineer

907-269-0639

anna.bosin@alaska.gov

Is there a location
your MPO gets asked
about frequently you'd
like DOT&PF to
look in to?

DOT&PF Planning:

Adam Bradway

Central Region MPO Transportation Planner

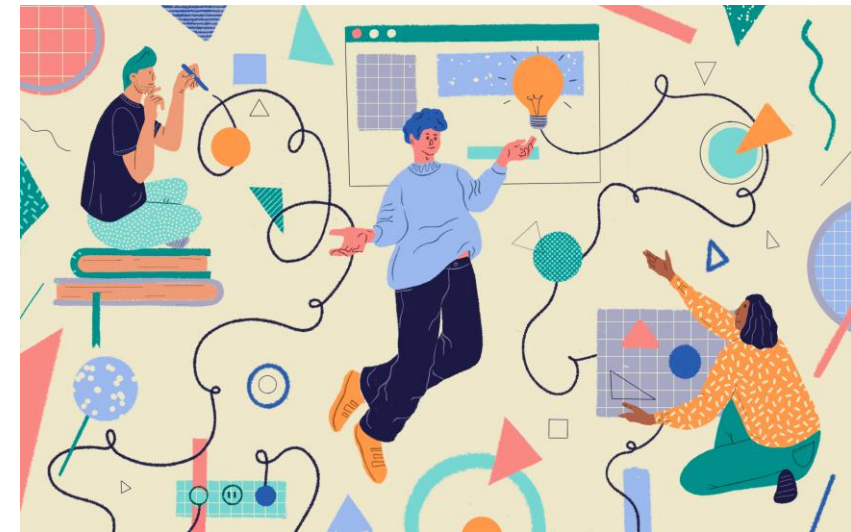
907-269-0513

Adam.bradway@alaska.gov

A new approach to data

It's time look at new data to supplement our traditional data source, the crash report.

- Where are near misses occurring?
- Is there repeated hard braking in an area where traffic control devices are obscured or pedestrians are routinely crossing?
- Where is the actual speed significantly higher than the posted speed?
- What roads or routes are being avoided by users because they lack facilities and/or feel unsafe to travel on?



PARTNERS SAFETY

ALASKA DOT & PF

- Partnership between the Alaska Highway Safety Office and the Alaska Highway Safety Improvement Program
- Seeking better ways to engage and new sources of data
- Safety Concern Reporter (QR Code)
- Will be hosting events in Wasilla or Palmer soon!



Questions?

Pam Golden, P.E.

State Traffic & Safety Engineer

907-451-2283

pamela.golden@alaska.gov

Mary McRae, P.E.

Roadway Safety Engineer

907-459-6963

mary.mcrae@alaska.gov





MVP HSIP Work Session

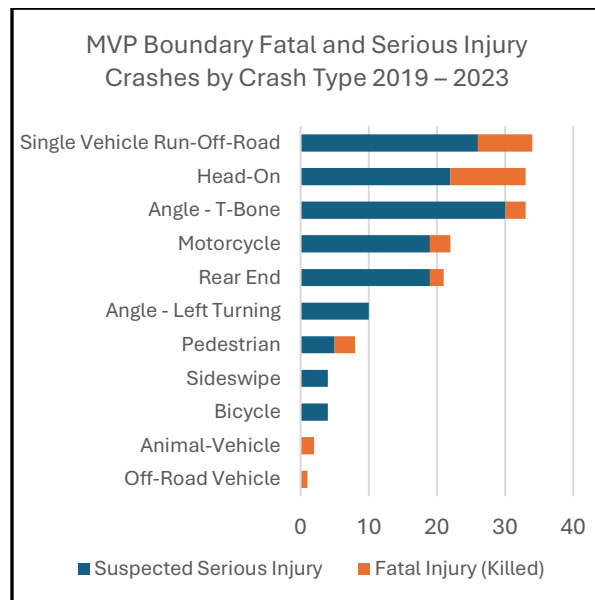
May 5, 2025

2019–2023 Fatal and Serious Injury (KSI) HSIP Crash Review

Crash Summary in MVP Boundaries

By Population:

- 11% –MVP percentage of Statewide Population
- 13% –MVP percentage of Statewide KSI Crashes
- **29% – MVP percentage of Statewide Angle – T-bone crashes**



Highest Frequency KSI Crash Types

- **Single Vehicle Run Off Road**
 - 20% of MVP KSI crashes
 - 26% of Statewide KSI crashes
- **Head-On**
 - 19% of MVP KSI crashes
 - 14% of Statewide KSI crashes
- **Angle – T-Bone**
 - 19% of MVP KSI crashes
 - 9% of Statewide KSI crashes

HSIP Projects in the Matsu Area

Completed:

- **Wider Lane Lines**
 - Targets Run Off Road Crashes
 - Old Glenn Hwy and KGB
- **Glenn Hwy Median Barrier**
 - Targets severe head-on crashes
- **Region-wide projects targeting Run-Off-Road Crashes**
 - Guardrail inventory and upgrade
 - Curve Warning Signs Evaluation and Upgrade

In Design:

- **Bogard Rd (3 Projects)**
 - Realignment of Engstrom Rd and Green Forest Dr and construction of single lane roundabout
 - Safety improvements from Trunk Rd to Engstrom Rd
 - Safety improvements from Greyling St to Grumman Cir
- **Vine Rd at Hollywood Rd Roundabout**

What next?

- **Parks Highway on the 2025 HSIP High Crash Screening list**
- **Systemically Target Angle Crashes:**
 - Speed Management evaluation
 - Access management, driveway consolidation
 - Raised median, RCUT / J-Turn
 - Protected-Only Left Turn Signal Modifications
- **Public Involvement, Outreach**
 - Coordination between MPO and state for project development, corridor selection
 - Facilitate communication with policy makers, local leadership
 - To be eligible for funding, HSIP projects in MPO boundaries must be in the TIP