

MVP for Transportation MPO Technical Committee Meeting

MEMBERS

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



NON-VOTING MEMBERS

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

Microsoft Teams meeting

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Conference ID: 510 060 812#

Agenda

Tuesday, January 9th, 2024
2:00 - 3:30pm

1. Call to Order
2. Introduction of MPO Technical Committee Members and other Attendees
3. Approval of the January 9th, 2024 Agenda – **(Action Item)**
4. Approval of the December 12th, 2023 Minutes – **(Action Item)**
5. Committee/Working Group Reports (Including the Staff Report)
 - a. Staff Report
6. Voices of the Visitors (Non-Action Items)
7. Old Business
8. New Business
 - a. Designation of Technical Committee Membership
 1. Application for membership – transit, trucking, and multimodal
 - b. Title VI Plan review
 - c. Meeting format discussion
 - d. Construction Contract Award Process – Funding the Low Bid
9. Other Issues
10. Informational Items
 - a. MOU for Operations of the MPO Office
 1. MVP for Transportation Membership fee and annual dues structure
 - b. Articles of Incorporation submittal
11. Technical Committee Comments
12. Adjournment

MVP for Transportation
Pre-MPO Steering Committee Meeting

Next Scheduled MPO Technical Committee Meeting – **February 13th, 2024, from 2:00pm-3:30pm**
to be held via Microsoft TEAMS Meeting

MVP for Transportation Pre-MPO Steering Committee Meeting

MEMBERS

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



NON-VOTING MEMBERS

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

Minutes

Tuesday, December 12th, 2023
2:00 - 3:30pm

1. Call to Order

The meeting was called to order with quorum at 2:04 pm.

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

Voting members in attendance:

Kim Sollien, MSB
Brad Hanson, City of Palmer (a proxy for Jude Bilafer)
Ben White, ADOT&PF
Kaylan Wade, Chickaloon Native Village (a proxy for Brian Winnestaffer)
Erich Schaal, City of Wasilla
Jennifer Busch, Valley Transit
Bob Charles, Knik Tribe
Brian Lindamood, ARRC
Jillian Morrissey, MSB TAB
Jim Beck, Health and Human Services

Members absent:

Jude Bilafer
Brian Winnestaffer
Tom Adams
Brad Sworts

Visitors present:

Donna Gardino, Gardino Consulting Services
Natalie Lyon, RESPEC
Elise Blocker, RESPEC
Clint Adler, ADOT&PF
John Linnell, ADOT&PF
Maija DiSalvo, MSB
Tor Anderzen, Pacific Air Forces
Adeyemi Alimi, ADEC
Josh Cross, MSB TAB/Kinney Engineering
Sean Holland, ADOT&PF
LeMarr Anderson, Commuter Rail Advocate

MVP for Transportation Pre-MPO Steering Committee Meeting

3. Approval of the December 12th, 2023 Agenda – (Action Item)

Motion to approve the December 12th, 2023 Agenda (Morrissey), seconded. No edits. Approved unanimously.

4. Approval of the October 10th, 2023 Minutes – (Action Item)

Motion to approve the October 10th, 2023 Minutes (Charles), seconded. No edits. Approved unanimously.

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

a. Staff Report

Interviews for the MPO Coordinator have been scheduled starting Monday, December 18th. A signing ceremony for the MPO Operating Agreement is being coordinated for the December 19th Pre-MPO Policy Board meeting. The Governor of Alaska may be in attendance. The meeting will be held at the Mat-Su School District building Board Room.

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

LeMarr Anderson is part of a coalition advocating for commuter rail from Anchorage to Mat-Su. Although commuter rail plans have lost support in the past due to lack of funding, there are still people keeping it alive. The national climate has changed and there is untapped value and funding in commuter rail. The railroad can support it on a seasonal basis and the commuter rail coalition will be looking to coordinate with MVP for Transportation once the MPO is officially formed.

7. Old Business

a. 2024 UPWP (Action Item)

Donna Gardino provided a summary overview of 2024 UPWP and the changes that have been made.

Motion to recommend approval of the 2024 UPWP (White), seconded. No edits. Passed unanimously.

b. Intergovernmental Operating Agreement and Memorandum of Understanding for Transportation Planning (Action Item)

Donna Gardino provided a summary overview of the Intergovernmental Operating Agreement and Memorandum of Understanding for Transportation Planning, comments, and changes that have been made.

Motion to recommend approval of the Intergovernmental Operating Agreement and Memorandum of Understanding for Transportation Planning (Schaal), seconded. No edits. Passed unanimously.

8. New Business

a. Title VI Plan review

Natalie Lyon provided a summary overview of the draft MVP for Transportation Title VI Plan. The draft plan will be provided to the Steering Committee for comment after this meeting. Comments are requested by December 29, 2023.

9. Other Issues

None

MVP for Transportation Pre-MPO Steering Committee Meeting

10. Informational Items

a. Transit Update

Maija DiSalvo and Jennifer Busch presented information about the MSB Transit Continuity Plan.

Adam Bradway: DOT&PF will need a final number to program funds into the STIP for transit service continuity.

Brian Lindamood: MVP and DOT&PF will need to consult with ARRC as well about transit funding in the Mat-Su urbanized area.

Kim Sollien: Maija will be presenting this to the MSB Assembly and will not be able to start the application for FTA funds until the amount needed is determined.

11. Steering Committee Comments

Jim Beck: Mat-Su Health Foundation is also working on the match issue for transit. Valley Transit and Sunshine Transit are growing and will need additional match funds. We are looking forward to being part of the conversation and supporting the community's efforts.

12. Adjournment

Motion to adjourn (White). The meeting adjourned at 3:20pm.

Next Scheduled Pre-MPO Steering Committee Meeting – **January 9th, 2023, from 2:00 pm-3:30pm**
to be held via Microsoft TEAMS Meeting

**Mat-Su Valley Planning for Transportation
Technical Committee
Approved Purpose and Tasks
09.21.2022**

Purpose

To assist the Policy Board in fulfilling its oversight responsibilities by acting as an advisory body for transportation issues that are primarily technical in nature.

Tasks

- Interact with the Metropolitan Planning Organization's (MPO's) professional staff on technical matters related to planning, analysis tasks and projects.
- Review all draft plans and policies and provide recommendations on plans, projects, federal regulations, and policy for the Policy Board's consideration that are in the best interest of the MPO
- Meet with their leadership representatives on the Policy Board on a regular basis to inform leaders about technical issues and provide answers to any questions they may have regarding matters before the Policy Board

- Conduct public meetings in accordance with Roberts Rules of Order and the Public Participation Plan
- Review, provide written feedback, and make recommendations to the Policy Board on the development and implementation of the:
 - Public Participation Plan
 - Title VI Implementation Plan
 - Unified Planning Work Program (UPWP)
 - Metropolitan Transportation Plan (MTP)
 - Transportation Improvement Program (TIP)
 - Policy and Procedures of the MPO
 - Interagency and Intergovernmental Agreements, as applicable
 - Other plans and policies
- Other tasks, as required.

Rules of Engagement

- Proxy voting will be allowed at the Staff Level of the Technical Committee, given written notice by the voting member prior to the meeting.



MatSu Valley Planning (MVP) for Transportation

Technical Committee Membership Application for a Seat

The purpose of the Technical Committee is to assist the Policy Board in fulfilling its oversight responsibilities by acting as an advisory body for transportation issues that are primarily technical in nature.

Name: _____

Address: _____

Phone: _____

Email: _____

Seat of Interest: Select one of the following:

- Trucking Industry Advocate** **Mobility Advocate** **Public Transit Provider**

1. Would you be able to attend a meeting on the second Tuesday of each month from 2:00 – 3:30 p.m.? Yes No

2. Would you be able to attend occasional other daytime meetings as required? Yes No Please elaborate. _____

3. What is your knowledge of the function of a Metropolitan Planning Organization? _____

4. Please let us know why you are interested in becoming a member of the MVP for Transportation Technical Committee and describe your education/experience in planning, engineering, or any other technical field and how it relates to transportation planning. You may attach a **letter of interest** to this application.

5. Please attach a copy of your **resume** to this application.

Thank you for your interest in becoming a member of MVP's Technical Committee!



MVP for Transportation

January 16, 2024

FHWA Alaska Division
Ms. Julie Jenkins
Financial Manager / Team Leader
P.O. Box 21648
Juneau, AK 99802-1648

Dear Ms. Jenkins:

Just before the holidays, Donna Gardino from Gardino Consulting Services, represented MVP for Transportation at an impromptu meeting with Deputy Commissioner Keith from Alaska DOT&PF. Deputy Commissioner Keith explained that the latest interpretation from FHWA is that if a STIP or TIP project goes out to bid for construction and additional funds are necessary to meet the low bid, a STIP or TIP amendment is required.

As Ms. Gardino was the Executive Director for the Fairbanks MPO for a decade ending in November 2017, she has notified MVP for Transportation that this will cause difficulty in obligating construction projects and may significantly impact construction schedules and contract awards. This issue is particularly acute due to the abbreviated construction season in Alaska. Other issues that result from this requirement are as follows:

- Contract awards may be significantly delayed as the amendment process typically takes 3 months, at a minimum, to perform the activities as outlined in the MPO's Public Participation Plan for TIP amendments.
- Contract awards may have to be cancelled and rebid which would result in awards being made later in the year or in winter for construction the next summer. This could result in increased bid costs again depending on the economic environment and the MPO would have to go through the amendment process again. This could result in a never-ending cycle with projects never getting to construction.
- The contracting community will have a difficult time planning resources for the construction season and may potentially have to lay off staff and cancel planned necessary procurements that have a long lead time. This could have cost impacts to Alaska DOT&PF and the MPO.
- The MPO would be unable to use its de-obligated balance of available funds which, in the past, were used, for the most part for just this purpose: to cover bids that came in higher than the Engineer's Estimate or to cover change orders during construction.

MVP for Transportation encourages FHWA to reevaluate this decision and work with the MPOs and Alaska DOT&PF to allow for the more efficient and practical bidding process that has been set by precedent. We would welcome an opportunity to sit down with you to discuss the regulations that are driving this change in a decades-old process. Thank you for your consideration.



MVP for Transportation

Sincerely,

Glenda Ledford
President, MVP for Transportation

CC: MVP Policy Board

MEMORANDUM OF UNDERSTANDING
FOR THE OPERATION OF THE
MATSU VALLEY PLANNING FOR TRANSPORTATION OFFICE

1. **PARTIES.** The parties to this Memorandum of Understanding (MOU) are the Alaska Department of Transportation & Public Facilities (DOT&PF), Matanuska-Susitna Borough (MSB), City of Wasilla, City of Palmer, Knik Tribe and Chickaloon Native Village.
2. **PURPOSE.** The purpose of this MOU is to outline the responsibilities of each of the parties for the operation of the Matsu Valley Planning for Transportation (MVP for Transportation) office as the Metropolitan Planning Organization (MPO) in the MSB.
3. **BACKGROUND.** The MVP for Transportation Pre-MPO Policy Board passed a motion on October 16, 2021, to be established as an independent, non-profit organization and seek funding from the State of Alaska, MSB, City of Wasilla, City of Palmer, Knik Tribe, and Chickaloon Native Village. This MOU formalizes the Pre-MPO Policy Board's action by outlining the responsibilities of each party to successfully operate the MVP for Transportation office, including payment of a one-time Membership Fee and Annual Dues to cover operating and other costs associated with the MVP for Transportation Office.
4. **INTENTION.** That MVP for Transportation will:
 - a. Maintain a continuing, cooperative and comprehensive transportation planning process as defined in Title 23 USC Section 134 that explicitly regards the current surface transportation act's planning factors and focus areas and results in plans and programs consistent with comprehensively planned development of the urbanized area.
 - b. Be the forum for cooperative decision-making by elected and appointed officials of general purpose local government and intermodal transportation providers. The MVP for Transportation Policy Board will have final authority in the matters of policy and plan adoption for the MPO.
 - c. Develop and update the 20-year multimodal Metropolitan Transportation Plan (MTP), to create a fiscally feasible transportation system that integrates thoroughfare development, public transportation, air facilities, port facilities, rail systems, intermodal facilities, bicycle and pedestrian facilities and transportation enhancements; and reflects consideration of the area's comprehensive land-use plan and overall social, economic, environmental, and energy conservation plans, goals and objectives.
 - d. Produce all documents and studies that are necessary to maintain a federally certified transportation planning process, including the MTP, the Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP) and the Public Participation Plan (PPP).
 - e. Develop other modal transportation plans.
 - f. Develop and operate within the Metropolitan Planning Area (MPA) boundary established

by the MVP Policy Board and the Governor of Alaska. The MPA boundary map is shown in Exhibit A.

- g. Participate on the Technical Committee: See the Technical Committee Approved Purpose and Tasks in Exhibit B.
- h. Participate on the Policy Board. See the Policy Board Approved Purpose and Tasks in Exhibit C.
- g. Be coordinated by an Executive Director. Additional staff resources may be hired under the direction of the MVP for Transportation Policy Board.

5. RESPONSIBILITIES.

A. State of Alaska

- i. **Membership Fee & Annual Dues.** Subject to a specific appropriation by the Legislature, the DOT&PF shall make payment of the one-time Membership Fee (\$280,970 starting in Federal Fiscal Year 2024) and Annual Dues (\$25,287 starting in Federal Fiscal Year 2025) to MVP for Transportation in accordance with the “Metropolitan Planning Organization (MPO) Membership Fee & Dues Structure” approved by the Policy Board on September 19, 2023.
- ii. **DOT&PF.** As outlined in the Unified Planning Work Program (UPWP), will provide the following services:
 - 1. **Project Planning & Programming.** Participate in the development and implementation of the short-range Transportation Improvement Program (TIP), long range Metropolitan Transportation Plan (MTP), Public Participation Plan (PPP), and UPWP in accordance with the requirements of 23 CFR 420, 23 CFR 450, and 23 USC 134.
 - 2. **UPWP Oversight and Reporting: Responsible for providing management oversight of the UPWP and compiling the annual report.**
 - 3. **Fiscal Planning.** Provide funding availability estimates for use in MTP and TIP development.
 - 4. **Project Development.** Develop scopes of work, schedules, and estimates for all MVP for Transportation projects for use in the MTP and TIP. Manage and monitor the design and construction of the projects as outlined in the current version of the Federal Highway Administration (FHWA) and DOT&PF’s Stewardship and Oversight Agreement.
 - 5. **Incorporation of the TIP:** Incorporate MVP for Transportation’s TIP into the Statewide Transportation Improvement Program (STIP).
 - 6. **Staff.** Provide staff support to MVP for Transportation for daily operations of the MPO as outlined in the UPWP.
 - 7. **Policy Board.** Participate as a member of the Policy Board.
 - 8. **Technical Committee:** Participate as a member of the Technical Committee.
 - 9. **Maps and Data.** Provide available maps, aerial photographs, charts, data, traffic counts, GIS data and records as necessary to maintain the MVP for Transportation planning process.
 - 10. **Contract Administration.** Prepare all procurement documents and negotiate and

administer contracts for professional services and contractor work on MVP for Transportation plans and projects as detailed in the Intergovernmental Operating Agreement and Memorandum of Understanding for Transportation Planning.

- 11. Match & Maintenance Agreements.** Prepare and execute Agreements (Match/Maintenance) as appropriate for MVP for Transportation projects.
- 12. State & Federal Compliance.** Review and analyze MVP for Transportation's planning activities for conformance to state and federal laws, regulations, and guidance.
- 13. Travel Demand Modeling.** Provide travel demand modeling on an as-available basis.
- 14. Performance Targets:** Provide a description of performance measures and targets used in assessing the transportation system that MVP for Transportation can consider adopting or modifying.
- 15. Office Budget, Financial Reporting, & Audits.** Participate in the development of the UPWP Annual Budget for MVP for Transportation and conduct a compliance audit of MVP for Transportation revenues and expenditures as required.
- 16. Reimbursements.** Provide reimbursement for monthly Expense Reports with necessary documentation from the MVP for Transportation office within 60 days of receipt.

B. MSB

- i. Membership Fee & Annual Dues.** Subject to a specific appropriation by the Assembly, the FNSB shall make payment of the one-time Membership Fee (\$163,480 starting in Federal Fiscal Year 2024) and Annual Dues (\$14,713 starting in Federal Fiscal Year 2025) to MVP for Transportation in accordance with the "MPO Membership Fee & Dues Structure" approved by the Policy Board on September 19, 2023.
- ii. Policy Board.** Participate as a member of the Policy Board.
- iii. Technical Committee.** Participate as a member of the Technical Committee.
- iv. Geographic Information System (GIS).** Provide MVP for Transportation with GIS services on an agreed upon basis for plans and projects, including mapping support.
- v. Land Use Planning.** Provide MVP for Transportation with existing, planned, and projected land use information on an as-needed basis for plans and projects.
- vi. Transportation Planning.** Provide MVP for Transportation with transportation planning expertise on projects and plans for the Metropolitan Planning Area (MPA).
- vii. Local Planning Authority.** Provide coordination of MVP for Transportation plans with the Comprehensive Plan, ensuring that transportation and land use planning are consistent.
- viii. Staff.** Provide staff support to MVP for Transportation for daily operations of the MPO as outlined in the UPWP.
- ix. Funding.** Pursue funding opportunities to support transportation planning, projects and services.
- x. Transit. T B D**
- xi. Project Planning & Programming.** Participate in the development of the short-range TIP, MTP, PPP, and UPWP.
- xii. Coordination:** Coordinate with MVP for Transportation on an as-needed basis for shared responsibilities with the TIP, MTP, and Performance Measures target

setting and reporting.

C. City of Wasilla

- i. Membership Fee & Annual Dues.** Subject to a specific appropriation by the Council, the City of Wasilla shall make payment of the one-time Membership Fee (\$45,490 starting in Federal Fiscal Year 2024) and Annual Dues (\$4,094 starting in Federal Fiscal Year 2025) to MVP for Transportation in accordance with the “MPO Membership Fee & Dues Structure” approved by the Policy Board on September 19, 2023.
- ii. Policy Board.** Participate as a member of the Policy Board.
- iii. Technical Committee.** Participate as a member of the Technical Committee.
- iv. Funding.** Pursue funding opportunities to support transportation planning, projects and services.
- v. Local Planning Authority.** Provide coordination of MVP for Transportation plans with the Comprehensive Plan, ensuring that transportation and land use planning are consistent.
- vi. Project Planning & Programming.** Participate in the development and implementation of the TIP, MTP, PPP, and UPWP.

D. City of Palmer

- i. Membership Fee & Annual Dues.** Subject to a specific appropriation by the Council, the City of Palmer shall make payment of the one-time Membership Fee (\$29,890 starting in Federal Fiscal Year 2024) and Annual Dues (\$2,690 starting in Federal Fiscal Year 2025) to MVP for Transportation in accordance with the “MPO Membership Fee & Dues Structure” approved by the Policy Board on September 19, 2023.
- ii. Policy Board.** Participate as a member of the Policy Board.
- iii. Technical Committee.** Participate as a member of the Technical Committee.
- iv. Funding.** Pursue funding opportunities to support transportation planning, projects and services.
- v. Local Planning Authority.** Provide coordination of MVP for Transportation plans with the Comprehensive Plan, ensuring that transportation and land use planning are consistent.
- vi. Project Planning & Programming.** Participate in the development and implementation of the TIP, MTP, PPP, and UPWP.

E. Knik Tribe

- i. Membership Fee & Annual Dues. Membership Fee & Annual Dues.** Subject to a specific appropriation by the Council, the Knik Tribe shall make payment of the one-time Membership Fee (\$26,720 starting in Federal Fiscal Year 2024) and Annual Dues (\$2,405 starting in Federal Fiscal Year 2025) to MVP for Transportation in accordance with the “MPO Membership Fee & Dues Structure” approved by the Policy Board on September 19, 2023.
- ii. Policy Board.** Participate as a member of the Policy Board.
- iii. Technical Committee.** Participate as a member of the Technical Committee.

- iv. **Funding.** Pursue funding opportunities to support transportation planning, projects and services.
 - v. **Project Planning & Programming.** Participate in the development and implementation of the TIP, MTP, PPP, and UPWP.
- F. Chickaloon Native Village**
- i. **Membership Fee & Annual Dues. Membership Fee & Annual Dues.** Subject to a specific appropriation by the Council, the Chickaloon Village Traditional Council shall make payment of the one-time Membership Fee (15,390 starting in Federal Fiscal Year 2024) and Annual Dues (\$1,385 starting in Federal Fiscal Year 2025) to MVP for Transportation in accordance with the “MPO Membership Fee & Dues Structure” approved by the Policy Board on September 19,2023.
 - ii. **Policy Board.** Participate as a member of the Policy Board.
 - iii. **Technical Committee.** Participate as a member of the Technical Committee.
 - iv. **Funding.** Pursue funding opportunities to support transportation planning, projects and services.
 - v. **Project Planning & Programming.** Participate in the development and implementation of the TIP, MTP, PPP, and UPWP.
- 6. EFFECTIVE DATE.** This MOU shall be effective when (1) all parties have signed the MOU, and (2) the Governor has provided approval for MVP for Transportation to operate as the MPO for the Wasilla-Knik-Fairview-North Lake, AK urbanized area.
- 7. MODIFICATION.** Any amendments to this MOU must be done through action of the Policy Board. Any party may, upon written notice, request an amendment to the MOU by giving 30 days written notice to each of the other parties.
- 8. TERMINATION.** This MOU may be terminated at any time by an action of the Policy Board given 30 days written notice to each party prior to the action. This MOU will remain in effect until terminated as provided in this clause, or until amended or replaced by a new MOU. In the case of dissolution of MVP for Transportation, Membership Fees will be reimbursed to each party within 60 days of the MOU termination date established by the Policy Board.

**Central Region Director
Alaska Department of Transportation and Public Facilities**

Date

**Mayor
Matanuska Susitna Borough**

Date

**Mayor
City of Wasilla**

Date

**Mayor
City of Palmer**

Date

**Tribal Transportation Program Manager
Knik Tribe**

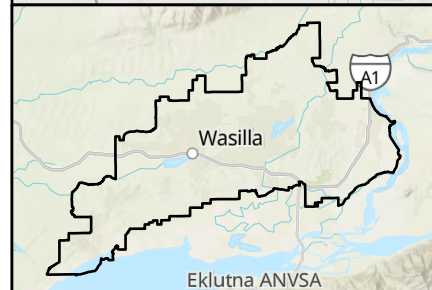
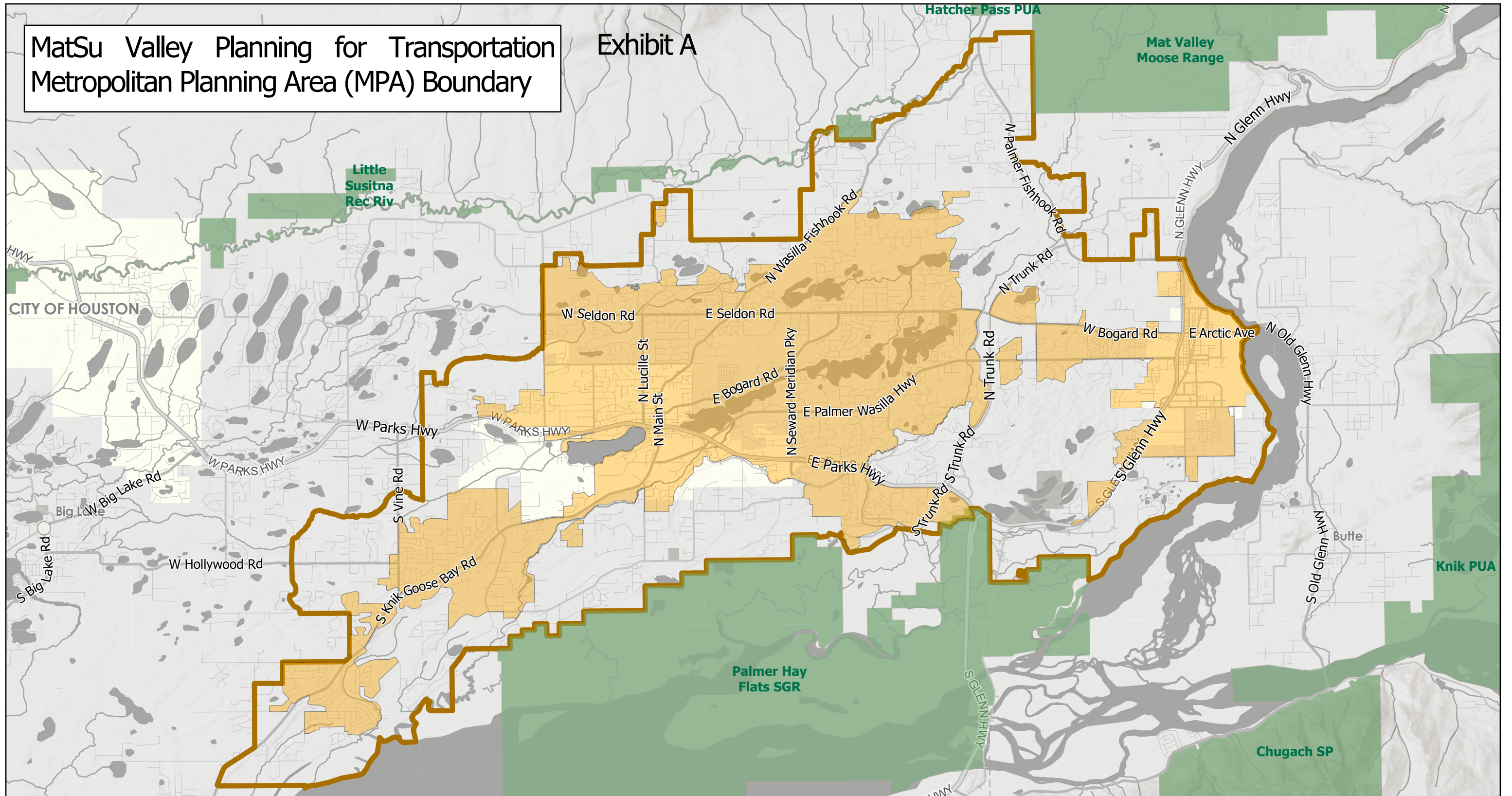
Date

**Transportation Department Director
Chickaloon Native Village**

Date

MatSu Valley Planning for Transportation Metropolitan Planning Area (MPA) Boundary

Exhibit A



- Urbanized Area (2020) Census
- Legislative Designated Area
- MPA Approved Boundary

"At a minimum, the MPA boundaries shall encompass the entire existing urbanized area [...] plus the contiguous area expected to become urbanized within a 20-year forecast period for the metropolitan transportation plan."
 23 CFR § 450.312(a)(1)

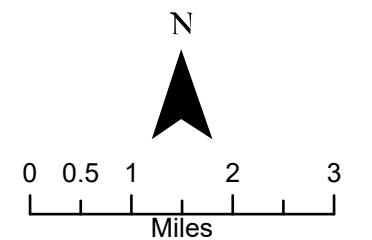


Exhibit B:
Mat-Su Valley Planning for Transportation
Technical Committee
Approved Purpose and Tasks
09.21.2022

Purpose

To assist the Policy Board in fulfilling its oversight responsibilities by acting as an advisory body for transportation issues that are primarily technical in nature.

Tasks

- Interact with the Metropolitan Planning Organization's (MPO's) professional staff on technical matters related to planning, analysis tasks and projects.
- Review all draft plans and policies and provide recommendations on plans, projects, federal regulations, and policy for the Policy Board's consideration that are in the best interest of the MPO
- Meet with their leadership representatives on the Policy Board on a regular basis to inform leaders about technical issues and provide answers to any questions they may have regarding matters before the Policy Board

- Conduct public meetings in accordance with Roberts Rules of Order and the Public Participation Plan
- Review, provide written feedback, and make recommendations to the Policy Board on the development and implementation of the:
 - Public Participation Plan
 - Title VI Implementation Plan
 - Unified Planning Work Program (UPWP)
 - Metropolitan Transportation Plan (MTP)
 - Transportation Improvement Program (TIP)
 - Policy and Procedures of the MPO
 - Interagency and Intergovernmental Agreements, as applicable
 - Other plans and policies
- Other tasks, as required.

Rules of Engagement

- Proxy voting will be allowed at the Staff Level of the Technical Committee, given written notice by the voting member prior to the meeting.

**Exhibit C: MVP for
Transportation Policy
Board
Approved
Purpose and Tasks
09.21.22**

Purpose

To carry out the metropolitan transportation planning process through intergovernmental and stakeholder collaboration, rational analysis, and consensus-based decision-making for the metropolitan planning area, to allocate scarce federal and other transportation funding resources, and to serve as the responsible party for all structural, administrative, and operational decisions of the metropolitan planning organization.

Tasks

- Serve as a key decision maker for the Metropolitan Planning Organization (MPO)
- Conduct adequate yet comprehensive transportation planning in examining the region's future and investment alternatives
- Supervise the Executive Director
- Conduct public meetings in accordance with Roberts Rules of Order, the Bylaws, and the Public Participation Plan
- Attend all meetings of the Policy Board
- Communicate with MPO staff and your staff member(s) on the Technical Committee on a regular basis to obtain answers to any questions you may have regarding matters before the Policy Board
- Vet, approve and oversee the implementation of the:
 - Public Participation Plan (PPP)
 - Title VI Implementation Plan
 - Unified Planning Work Program (UPWP)
 - Metropolitan Transportation Plan (MTP)
 - Transportation Improvement Program (TIP)
 - Policy and Procedures of the MPO
 - Interagency and Intergovernmental Agreements, as applicable
 - Other plans, as desired
- Serve as the Board of Directors for the MVP for Transportation Corporation and fulfill the required fiduciary duties
- Participate in Technical Committee meetings as time allows
- Represent the MPO at local, regional and National Transportation Planning Events
- Other tasks, as required

Rule of Engagement

- No proxy voting will be allowed as it is expected that the leaders selected for the Policy Board are fully involved in the process to make the best decisions regarding the future of transportation infrastructure, policy, and organizational structure. While a Proxy member can attend in case of an absence by a Policy Board member, that individual will not have the ability to vote.

**MVP for Transportation Dues Proposal A
Approved September 19, 2023**

Government	MVP for Transportation Proposal		
	Population	Membership Fee (\$5/person)	Annuals Dues (\$.45/person)
State of Alaska	56,194	\$ 280,970	\$ 25,287
MatSu Borough	32,696	\$ 163,480	\$ 14,713
City of Wasilla	9,098	\$ 45,490	\$ 4,094
City of Palmer	5,978	\$ 29,890	\$ 2,690
Chickaloon	3,078	\$ 15,390	\$ 1,385
Knik Tribe	5,344	\$ 26,720	\$ 2,405
	112,388	\$ 561,940	\$ 50,575

\$5.00	0.45
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* MPA population minus City populations

[Under 23 USC § 134 – Metropolitan Transportation Planning, Section 11201, requires:](#)

(a) Policy (3) “In designating official or representatives under paragraph (2) **for the first time**, subject to the bylaws or enabling statute of the metropolitan planning organization, the MPO shall consider the equitable and proportional representation of the population of the MPA.”

Additional Considerations:

First Year	Estimates	Match Required If Federally funded
Obligate MTP	\$500,000+	\$49,632
Transcad Modeling	\$200,000	\$19,853
		<hr/> \$69,485

Will not be full staffed in FFY24

Transit Planning may not be by the MPO, which may lessen match burden

State funding: will it be available for some of the startup expenses and MTP/Modeling