

MVP for Transportation MPO Technical Committee Meeting

MEMBERS

Adeyemi Alimi, ADEC
Alex Strawn, MSB
Ben White, ADOT&PF
Bob Charles Jr., Knik Tribe
Brian Lindamood, ARRC
Brian Winnestaffer, Chickaloon Native Village
Clint Adler, ADOT&PF
Crystal Smith, MSBSD
Dan Tucker, RSA Representative
Erich Schaal, City of Wasilla
Jennifer Busch, Public Transit
Jude Bilafer, City of Palmer
Lawerence Smith, Trucking Industry Advocate
Randy Durham, MSB TAB
Stuart Leidner, Mobility Advocate
Tom Adams, MSB



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Conference ID: 770 038 635#

Agenda

Tuesday, September 10th, 2024
2:00 - 3:30pm

Meeting Location

Musk Ox Farm
12850 E Archie Road, Palmer Alaska 99645
Hayloft / Classroom

1. Call to Order
2. Introduction of MPO Technical Committee Members and other Attendees
3. Approval of the September 10th, 2024, Agenda – **(Action Item)**
4. Approval of the August 13th, 2024, Minutes – **(Action Item)**
5. Committee/Working Group Reports (Including the Staff Report)
 - a. Staff Report
 - Schedule of topics
6. Voices of the Visitors (Non-Action Items)
7. Old Business
 - a. Alaska DOT&PF Commissioner Letter to FHWA and FTA and Continuing, Cooperative, and Comprehensive (3C) Policy
 - b. Statewide Transportation Improvement Plan (STIP) MVP Comments and Responses
 - c. Statewide Transportation Improvement Plan (STIP) Amendment #1 Update
 - Alaska DOT&PF STIP Website <https://dot.alaska.gov/stwdplng/cip/stip/>
8. New Business
 - a. Membership Dues Overview and Request
 - b. Planning Requirements for Road Miles and Match Percentages – Pavement Management Plan, Sign Management Plan, and Streetlight Intersection Management Plan.
 - c. Letter of Support for Knik Tribe for the Talkeetna Spur Road Culvert Replacement grant proposal **(Action Item)**
9. Other Issues

MVP for Transportation Pre-MPO Steering Committee Meeting

10. Informational Items
 - a. Articles Of Incorporation/Non-Profit Organization Paperwork Update
11. Technical Committee Comments
12. Adjournment

Next Scheduled MPO Technical Committee Meeting – **October 8th, 2024, from 2:00pm-3:30pm** to be held via Microsoft TEAMS Meeting



MatSu Valley Planning (MVP) for Transportation
Metropolitan Planning Organization

MVP For Transportation Technical Committee

Action Items

September 10th, 2024

Action: To approve the September 10th, 2024 Agenda.

Motion by

Passed unanimously.

Yes

No

Abstain

Action: To approve the August 13th, 2024 minutes.

Motion by

Passed unanimously

Yes

No

Abstain

Action: To recommend to the Policy Board to approve a letter of Support for Knik Tribe for their grant application to the National Culvert Removal, Replacement, and Restoration Grant Program (Culvert Aquatic Organism Passage (AOP) Program) for the Talkeetna Spur Road Culvert Replacement project.

Motion by

Passed unanimously

Yes

No

Abstain

Staff Summary: Bob Charles

MVP for Transportation MPO Technical Committee Meeting

MEMBERS

Adeyemi Alimi, ADEC
Alex Strawn, MSB
Ben White, ADOT&PF
Bob Charles Jr., Knik Tribe
Brian Lindamood, ARRC
Brian Winnestaffer, Chickaloon Native Village
Clint Adler, ADOT&PF
Crystal Smith, MSBSD
Dan Tucker, RSA Representative
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Jennifer Busch, Public Transit
Jude Bilafer, City of Palmer
Lawrence Smith, Trucking Industry Advocate
Randy Durham, MSB TAB
Stuart Leidner, Mobility Advocate
Tom Adams, MSB



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Minutes

Tuesday, August 13th, 2024

2:00 - 3:30pm

Meeting Location

Musk Ox Farm

12850 E Archie Road, Palmer Alaska 99645

Hayloft / Classroom

1. Call to Order

The meeting was called to order with quorum at 2:02 pm.

2. Introduction of MPO Technical Committee Members and other Attendees

Members Present

Adeyemi Alimi, ADEC
Alex Strawn, MSB
Ben White, Alaska DOT&PF
Clint Adler, Alaska DOT&PF
Dan Tucker, RSA Representative
Erich Schaal, City of Wasilla
Crystal Smith, MSBSD
Kate Dueber for Brian Lindamood, ARRC
Kaylan Wade for Brian Winnestaffer
Lawrence Smith, Trucking Industry Advocate
Randy Durham, MSB TAB
Richard Martin for Bob Charles, Knik Tribe
Stuart Leidner, Mobility Advocate
Tom Adams, MSB

Members Absent

Jennifer Busch, Public Transit
Jude Bilafer, City of Palmer

MVP for Transportation Pre-MPO Steering Committee Meeting

Visitors Present

Adam Bradway, Alaska DOT&PF
Beth McKibben, R&M Consultants
Elise Blocker, RESPEC
Jackson Fox, FAST Planning
Janet McLain, MSBSD
John Linnell, Alaska DOT&PF
Joni Wilm, Michael Baker
Kim Sollien, MVP MPO Coordinator
Marie Heidemann, FHWA
Megan Flory, RESPEC
Sarah Schacher, Michael Baker

3. Approval of the August 13th, 2024, Agenda – (Action Item)

*Motion to approve the August 13th, 2024 Agenda (**Tucker**), seconded. Passed unanimously.*

4. Approval of the July 9th, 2024, Minutes – (Action Item)

*Motion to approve the July 9th, 2024 Minutes (**Tucker**), seconded. Minor grammar corrections noted. Passed unanimously.*

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

a. Staff Report

Kim Sollien met with the Commissioner's Office on July 30th, 2024 to discuss the Program of Projects and the comment letter from MVP. Andy Mills, Kim Sollien, Deputy Commissioner Keith, Commissioner Ryan Anderson, and Mayor Ledford were in attendance. An update has not been released yet.

The Policy and Procedures is currently being edited and an action items cheat sheet is located behind the agenda in the meeting packet.

Dan Tucker: What was your feeling in the meeting?

Kim Sollien: It was a friendly meeting. I believe all the changes were made. Later we will be talking about the 3C document. It outlines how the state should be working with the MPOs so mistakes like this won't happen again. I think it was receptive.

Dan Tucker: Was there any other method mentioned?

Adam Bradway: That is what the 3C document is supposed to be about. We are working in that direction.

Alex Strawn: I saw an error in the public notice for the Title VI Plan and UPWP. Does it mean it will not go to the Policy Board?

Kim Sollien: What we did was extend the comment period. We are on track.

Brian Winnestaffer: Can an in-kind match be used for staff time?

Kim Sollien: Yes, but it's complicated. FHWA does have a checklist. Everybody has to agree to the option. The more in kind, the less cash flow there is.

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

None

7. Old Business

a. MVP for Transportation Title VI Plan (Action Item)

- Appendices are available on the project website: www.mvmpo.com/title-vi

MVP for Transportation Pre-MPO Steering Committee Meeting

Kim Sollien provided a staff report on the Title VI Plan. Title VI Plan outlines the requirements of how MVP will not discriminate and will facilitate public participation. The Alaska DOT&PF Civil Rights office approved it. There is a complaint form online if a person feels they were discriminated against.

Motion to recommend the MVP for Transportation Title VI Plan for Policy Board approval (Tucker), seconded. Passed unanimously.

b. **Statewide Transportation Improvement Plan (STIP) Update**

Ben White provided an update on the STIP. The Public comment period ended on August 5th, 2024. Alaska DOT&PF is hoping to get it down to FTA and FHWA as soon as possible. They can take up to 30 days to review. I'm guessing there will be an extensive review. There is still a process that needs to be completed.

Kim Sollien: Were you able to look at our Program of Projects?

Ben White: We reviewed the plan together, going through everything. We incorporated all the requested changes.

Adam Bradway: The need to deal with the MPO TIPs differently has been a topic of discussion. Moving forward, for all the projects within MPO boundaries, if changed, all the money will be moved to the MVP TIP and then programmed in.

Ben White: Not all the federal funding will be moved. Imagine our projects and priorities and put them through a process. The MPOs could score the projects. The funding won't necessarily stay within the MPO; it would be put back into the Alaska DOT&PF system. The process used to be that we would complete the STIP and reference the TIP.

Stuart Leidner: If we have a priority but Alaska DOT&PF says no, does it get kicked out?

Ben White: No, there are a couple of different funding sources. That is up to the MPO. The funding that is allocated by Alaska DOT&PF and the MPO will set the priority within the MPO boundary.

• **Alaska DOT&PF Comprehensive, Continuing, and Cooperative Policy (3C)**

Ben White: All this underlines how important it is for 3C between DOT and MPOs. FHWA requested a draft 3c document. We got through 3/4 of the doc and did not make it to STIP. Staff internally worked to incorporate the comments by the MPOs. That document was sent to the Commissioner's Office on Friday afternoon. It may be released to the MPOs for additional comments.

Adam Bradway: Some of the comments from MVP were to flesh out coordination on the STIP. There is going to be a need for further discussion.

Ben White: There was a request to clarify what it means to coordinate with the MPOs. We are fleshing that out. The timing and coordination for the MVP comments were also addressed.

Dan Tucker: What is the 3C?

Kim Sollien: Comprehensive, Continuing, and Cooperative.

c. **Unified Planning Work Program (UPWP) (Action Item)**

Kim Sollien provided a staff report. The UPWP is a two-year work plan. We have been working on it since March 2024. It provides a narrative outline of what we are and outlines our funds. It went out for public comment for 45 days. On pages 66-67 of the meeting packet, there is a comment and response log for the UPWP. There are a few grammatical errors that will be fixed before it goes to Policy Board.

Kaylan Wade: How is the hiring process going?

Kim Sollien: The job descriptions are currently being drafted. Until we finalize our fiscal policy, which will go to the PB next week, we can't file our 501(c)3. We don't want to start operations

MVP for Transportation Pre-MPO Steering Committee Meeting

until after the end of the fiscal year. Hopefully, by November or October, we will be officially a non-profit, and we will post job descriptions. In the meantime, we are looking for office space.

Alex Strawn: The Mat-Su Borough will need to provide match funds for three projects lined out in the UPWP. If we want these things to happen, when will we need the money for the match?

Adam Bradway: We will talk about some of this in new business. I need the match check to set up a federal project. Staggering projects is also beneficial.

Kim Sollien: If the project takes a while to start, the funds will be available for three years. The three plans would include the cities. Both the cities and the boroughs would have priorities, and there would be a little math to do.

Tom Adams: The Mat-Su Assembly agenda for August 20th includes an award of a contract to Fugro for pavement management; I just want to make sure we are not doubling our efforts.

Clint Adler: We can look at our work plan and make sure everything is coordinated.

Tom Adams: We could have Fugro go drive this season. We need to have more conversations about what's included within and outside the MVP boundary.

Adam Bradway: It may or may not be Fugro who gets the MVP contract.

*Motion to recommend the Unified Planning Work Program for Policy Board approval (**Tucker**), seconded. Alex Strawn suggests a change to include the cities to provide the match for projects. Administrative change. Approved unanimously.*

d. **Bylaws Update (Action Item)**

Kim Sollien provided a staff report. An attorney was consulted, and several changes were made.

*Motion to recommend the Bylaws for Policy Board approval (**Tucker**), seconded.*

Dan Tucker: Did we address how elections were completed?

Kim Sollien: We will work on that and make the changes for the Policy Board.

*Motion to amend the Bylaws to include the elections process (**Leidner**), seconded. Passed unanimously.*

8. **New Business**

a. **Metropolitan Transportation Plan, Adam Bradway, Alaska DOT&PF**

Adam Bradway provided an update. This is the highest priority.

b. **Household Travel Survey Scope of Services Update, Adam Bradway, Alaska DOT&PF**

Adam Bradway provided an update.

c. **TransCAD Scope of Services Update, Adam Bradway, Alaska DOT&PF**

Adam Bradway provided an update. This is a statewide contract.

Stuart Leidner: This goes back to the in-kind match being accepted. Does the program allow in-kind match?

Kim Sollien: MVP would need a service that the cash would pay for. That in-kind match would be in place of the service it would otherwise pay for.

Stuart Leidner: Would there be a cap?

Joni Wilm: AMATS would often use in-kind match. If they are not federal monies, they can submit in-kind match.

Adam Bradway: MVP does not currently have an in-kind policy.

MVP for Transportation Pre-MPO Steering Committee Meeting

Kaylan Wade: We would be a good case study.

Adam Bradway: The match for these is currently coming out of the one-million-dollar legislative grant that the MSB is the recipient of on behalf of the MVP.

Motion to extend the meeting to 3:45 p.m. (Lawrence), seconded. Passed unanimously.

9. Other Issues

None

10. Informational Items

a. Articles Of Incorporation/Non-Profit Organization Paperwork Update

No update

b. Safe Streets for All Presentation - Joni Wilm, Senior Planner at Michael Baker

- [Safety survey](#) open through August 30

Joni Wilm provided a presentation.

c. West-Su Access Open House: August 15, 2024, <https://westsuaccess.com>

Encourage members to attend.

d. MVP Letter of Support – Alaska DOT&PF FHWA Wildlife Crossing Pilot Program

The letter of support is in the meeting packet.

11. Technical Committee Comments

No comments

12. Adjournment

Motion to adjourn the meeting (Tucker). The meeting adjourned at 3:48pm.

Next Scheduled MPO Technical Committee Meeting – **September 10th, 2024, from 2:00pm-3:30pm**
to be held via Microsoft TEAMS Meeting

**MVP For Transportation Policy Board
Action Items
August 20, 2024**

Action: Motion to approve the August 20, 2024 Agenda.

Motion by Mayor Steve Carrington / Bob Charles

Passed unanimously

Action: Motion to approve the July 16, 2024 Minutes.

Motion by Sean Holland / Mayor Steve Carrington

Passed unanimously

Action: Motion to approve the MVP for Transportation Title VI Plan as presented.

Motion by Sean Holland / Mayor Steve Carrington

Passed unanimously

Action: Motion to approve the FFY 2025-2026 Unified Planning Work Program, as presented.

Motion by Sean Holland / Mayor Steve Carrington

Passed unanimously

Action: Motion to approve the Social Media Policy, as presented.

Motion by Sean Holland / Brian Winnestaffer

Passed unanimously

Action: Motion to approve the Fiscal Policy, as presented.

Motion by Bob Charles / Brian Winnestaffer

Passed unanimously

Action: Motion to approve the Bylaws update, as presented.

Motion by Mayor Steve Carrington / Sean Holland

Passed unanimously as amended

Motion to Amend the Title of the ADOT Policy Board Representative listing from Central Region Director to a Representative of the Alaska Department of Transportation and Public Facilities

Motion by: Bob Charles / Mayor Steve Carrington

Passed unanimously

Action: Motion to approve the Conflict-of-Interest Policy Certification Form, as presented.

Motion by Sean Holland / Mayor Steve Carrington

Passed unanimously

Action: Motion to approve the Whistleblower Policy, as presented.

Motion by Sean Holland / Mayor Steve Carrington

Passed unanimously as Amended

Motion to Amend Item 1 Employee Rights, c. violates fiduciary responsibility by a nonprofit corporation. Change to: Violates any of MVP's policies.

Motion by: Mike Brown / Mayor Steve Carrington

Passes unanimously

Action: Motion to approve the Travel Request and Reimbursement Policy, as presented.

Motion by Mayor Steve Carrington / Sean Holland

Passed unanimously

Action: Motion to approve the Letter of Support for the Alaska DOT&PF FHWA Wildlife Crossing Pilot Program, with administrative edits.

Motion by Sean Holland / Mayor Sean Holland

Passed unanimously

Nicholas R. Charles, Jr. 8/22/24

Charles R. Nicholas Jr.

Date

MVP Policy Board Secretary



Staff Report August 2024

Meetings

- Met with the Respec consultant team and the Respec attorney to review additional and continuing legal needs related to policies and nonprofit status.
- Attended the ADOT&PF Tribal Coordination meeting
- Met with the Respec Consultant team to prepare the TC and Policy Board Packet and prep for the meetings
- Met with the Foraker CPA to review our draft organizational budget and discussed the fringe and payroll tax calculations.
- Attended the West Susitna Access Open House in Wasilla
- Attended the Quarterly MPO meeting in Anchorage
- Met with Marie Heidemann and Sandra Garcia-Aline with FHWA to discuss MVP's development
- Met with ADOT&PF and the MSB to discuss a transit planning grant being given to the MSB

Correspondence

- Drafted a letter of support for Alaska DOT&PF for a grant application for a Glenn Highway Wildlife Vehicle Collision Mitigation Study
- Received an updated PL allocation from ADOT&PF. The FFY 25-26 UPWP budget will need to be updated as a result of the new amount.
- Sent the Final FFY 25-26 UPWP to ADOT&PF for transmission to FHWA and FTA
- Received a response letter from ADOT&PF about MVP's STIP Amendment Comments
- Received notification that ADOT&PF submitted the STIP Amendment #1 to FHWA and FTA.

Filing

- Waiting on filing the IRS 501c3 paperwork until the Policy Board Approves the Annual Budget and three-year projection

Organization

- Finalized Bylaws Update- added an officers election process after TC member request
- Finalized Conflict-of-Interest Policy Certification Form
- Finalized Whistleblower Policy
- Finalized Fiscal Policy
- Finalized Travel Request and Reimbursement Policy
- Finalized UPWP Public Comment / Response log update
- Finalized FFY25/26 UPWP and updated the PL allocation for the 3rd time
- Made edits to the draft organizational budget in the UPWP to update fringe and payroll taxes
- Reviewed the ADOT&PF STIP Amendment ledger, project list, and ledger
- Finalized the Title VI Plan



Staff Report August 2024

- Prepared the Packet contents for the TC meeting on August 13th
- Continued to work on Policy
- Began drafting employee job descriptions for Office/Communications Manager, Transportation Program Manager, Transit Program Manager
- Began drafting a scope for a professional services agreement with a GIS Technician / Data Analyst.
- Read the Fair Labor Standards Act update to better understand employee classifications for MVP
- Worked on the draft Personnel Policies and reached out to Foraker to schedule an appointment with an HR professional
- Updated Administrative Policies, including public records request requirements.
- Worked on response comments for the TC and PB about the ADOT STIP comment response letter and the submitted STIP Amendment.

Public Outreach

- Field trip to take photos of key intersections, current road projects, congestion and safety problem areas, park and rides/bus stops, and separated pathways for use on future MVP social media pages, the website, and program documents.

Agency Relationships

Requests from the Policy Board and Technical Committee directed to staff

- The PB requested staff meet with a Foraker CPA to review the fiscal policy. I met with Toby Smith, a consultant with Foraker, on July 29th, August 5th, and August 14th to review the fiscal, conflict of interest, and whistleblower policy and review the draft three-year annual budget. Based on their guidance, edits were made to the fiscal policy and annual budget.
- At the PB meeting, Sean Holland asked if the updated bylaws included provisions for amending the bylaws. Article 13, Amendments, outlines the process.

Strategic Planning

Short-Range and Tactical Planning

Funding

- Received an updated draft of the PL allocation from ADOT&PF
- Drafted a three-year annual budget for MVP and sent it to the CPA for review.
- While finalizing the UPWP for transmittal to ADOT, I discovered a calculation error in the ICAP rate. The error did not change any plan or program budgets but resulted in the need for an adjustment to the projected FFY 26 operating budget. I will make corrections and present the changed budget to the Policy Board at our next regular meeting on September 17th. Because of



Staff Report August 2024

timing, I will send the UPWP with the ICAP calculation error for approval ADOT and on to FHWA and FTA.

Legislation

Training

- Registered for the Association of Metropolitan Planning Organizations annual conference [2024 AMPO Annual Conference - AMPO](#) and was added to a waitlist.

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 on the 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

Draft MVP TC & PB meeting
topics schedule May 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 Approve Draft MOU between MVP and the MSB for the States membership fees
- Complete descriptions for MVP staff positions Office and Communications Manager, Transportation Planning Manager, Transit Planning Manager and GIS/Data Analyst (contractor)
- Review and Adopt Annual Budget
- Review Match requirements
- Apply for State and City Business Licenses
- Policy Board adopts Corporate Resolution to open a bank account
- Open Bank account with \$1
- Finalize scope for Metropolitan Transportation Plan
- Review and Approve Personnel and Administrative Policies
- Research bookkeeper options and Foraker CPA fee for service
- Research Health Plans
- Research payroll services
- Research liability insurance
- Reporting Calendar UPWP, Title VI, Staff, Finance, Minutes, Public Notices
- Review Submit SS-4 to IRS for EIN and submit with
 - Three-year annual budget
 - Officers' information and elections memo
 - Conflict of Interest policy

October 2024

- Review Recommend the Public Participation Plan Update for Public Comment 45-day
- Obtain office space
- Advertise Staff positions and Open MVP Office
- Request Membership fee and dues from Policy Board Members
- TIP Funding Policy to Technical Committee and Policy Board
- Draft scope of services for the Audit and 990 filing
- ADOT Federal Funding Overview
- CRP plan review/ MVP priorities
- CMAQ funding review
- **MSB CAMP presentation Julie Spackman**
- 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.
-

Draft MVP TC & PB meeting
topics schedule May 2024

November 2024

- Review and Adopt Public Participation Plan

December 2024

January 2025

- Update the PPP

February 2025

March 2025

- Household travel Survey

December 2025

- File IRS Form 1023 for Tax Exempt Status
- 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**

Federal Planning Finding Tier 2, 1a Corrective Action

The DOT&PF must develop and implement processes and procedures for a continuing, cooperative, and comprehensive planning process that meets the requirements of 23 CFR 450.208. These documented procedures should also include the DOT&PF's role and responsibility for oversight of MPOs, and procedures for air quality conformity, Unified Planning Work Program development, MPO Certifications, STIP development, and other joint planning processes.

DOT&PF Response

To ensure DOT&PF meets the requirements of 23 CFR 450.208 as it relates to continuing, cooperative, and comprehensive planning with the State's Metropolitan Planning Organizations (MPOs), the following procedures have been developed. The actions described for each planning process are based in the guidance provided by federal and state regulations which are noted throughout. At a minimum, these corrective measures will be reviewed and revised based on annual input and discussion during the 3rd Quarterly MPO Coordination meeting of the year. DOT&PF will rely on input from the MPO Executive Directors but will also seek input and concurrence from the MPO technical advisory committees and policy boards. The intent is to incorporate these corrective measures into the DOT&PF Planning Manual.

For the purposes of this corrective action the MPO is the Policy Board of an organization created and designated to carry out the metropolitan transportation planning process through their respective operating agreements. Coordination with the MPO will involve MPO staff, the Technical Advisory Committees, and the Policy Boards.

To ensure effective structure and implementation of the continuing, cooperative, and comprehensive process it has been suggested that a calendar/timeline be developed to ensure that all parties have the necessary time to accomplish their obligations. All public comment periods must consider the MPO cycle of technical advisory committee and policy board meeting notices and agenda requests. The intent is to coordinate with the MPO Executive Directors and staff on calendar needs and to define this more clearly in the DOT&PF Planning Manual through narrative and visual (ex. Flowcharts).

MPO Oversight

- For each MPO in Alaska, a formal Operating Agreement as required by 23 CFR 450.314(a) exists that serves to provide the structure and process for continuing, cooperative, and comprehensive development and implementation of transportation plans and programs within the metropolitan planning areas. In accordance with 23 CFR 450.314(b), operating agreements are created by the individual MPOs and are approved by the MPO, State and providers of public transportation. They may be amended or updated through the processes outlined in CFRs or operating agreements as necessary. All existing MPO operating agreements provide DOT&PF with membership on their Policy and Technical Committees. DOT&PF also has representation on advisory committees in each MPO. These structures ensure that DOT&PF policies are considered through the 3C process and implemented in an integrated fashion within the MPOs, and a feedback mechanism exists in perpetuity. Within these operating agreements, statements of cooperation and assistance between the MPOs and DOT&PF are made throughout as they relate to the development of planning documents. The procedures through which this collaboration occurs are described in the following sections.
- The future DOT&PF Planning Manual will define additional DOT&PF roles and responsibilities that aren't specifically called out in the formal MPO Operating Agreements, Memorandums of Understanding, or by-laws, but that are necessary to implement the process for continuing,

Commented [KS1]: DOT policies are not necessarily addressed at TC or PB meetings. The policies of the MPOs, however, are aired there.

DOT's role in the development of the MTP program is not limited to their role on the TC or PB. DOT provides revenue forecasts and SSEs.

cooperative, and comprehensive development and implementation of transportation plans and programs within the metropolitan planning areas..

Funding and Financial Information

- DOT&PF will schedule an annual funds management meeting with Departmental fiscal and programming decisionmakers to provide the MPOs with available funding for programs they plan for/ manage. DOT&PF will coordinate with the MPO executive directors to schedule this meeting.
- DOT&PF will schedule quarterly status update meetings to coordinate project/program development and funding needs, address current and anticipated revenue and expenditures, and inform the planning and programming of the STIP, PDP, and MPO TIPs..

MPO TMA Certification

- Transportation Management Area (TMA) certification reviews occur between the MPO and FHWA/FTA.
- The DOT&PF participates via Technical Committee (TC) and Policy Board (PB) committees, actively participating in the field review process, attending the certification meeting, and assisting with corrective actions and development of a plan of action.

MPO Self-Certification

- The MPO self-certification is done via the TIP submission and is addressed in the operating agreements. The DOT&PF is responsible for signing the self-certification after ensuring the requirements are met.

MPO Air Quality Conformity

- Two of Alaska's MPOs operate under Limited Maintenance Plans related to Alaska's Statewide Implementation Plan (SIP). This requires the MPOs to confirm the continued eligibility of their Limited Maintenance Area status and affirm that Transportation Control Measures required by the Alaska SIP continue to be implemented with each version of their TIP. To do so, with each TIP submission, MPOs include an air quality conformity report to establish a regional air quality conformity demonstration (if necessary). This air quality conformity demonstration follows methodologies approved by the MPO's Interagency Consultation Team (ICT). The ICTs consist of several agencies from the state and federal level, including DOT&PF. The DOT&PF's involvement in ICTs and conformity demonstrations is an example of the cooperative process agreed to in the MPO operating agreements.
- One MPO operates under the Serious Non-Attainment Area designation related to the SIP. In addition to the requirements under Limited Maintenance Plans, the MPO must engage in project level conformity determinations through the ICT. The DOT&PF participates in the ICT process similar to the Limited Maintenance Plans. DOT&PF typically assists with travel demand modeling in support of air quality modeling.

MPO Metropolitan Transportation Plan, TIP, and Unified Planning Work Program

- MPOs develop and manage the Metropolitan Transportation Plans (MTP), Transportation Improvement Program (TIP), and Unified Planning Work Program (UPWP) documents for their boundaries. DOT&PF supports development of these work products as described in each MPO's

operating agreement or other MOUs, including development of project lists, providing financial data to ensure fiscal constraint, assisting in the application of scoring criteria, and other actions requested by the MPOs. These operating agreements incorporate development requirements outlined in 23 CFR 450.324 & 450.326.

- Through the actions prescribed in the operating agreements, other MOUs, and membership in MPO committees, DOT&PF ensures that MPOs receive continuous support in creating and maintaining these fundamental documents.
- DOT&PF's role in the approval of MTPs, TIPs, and UPWPs is described in the operating agreements and/or other MPO MOUs.
 - MPOs submit MTPs directly to FHWA and FTA for approval. DOT&PF participates in the MTP development through the Technical and Policy Committees.
 - UPWP documents are routed through DOT&PF to FHWA and FTA per the state's responsibility under 23 USC § 104(d). UPWPs are concurrently approved by the MPO, FHWA, and FTA.
 - The following section describes DOT&PF's procedures for TIP and amendment approvals, annotated with the appropriate regulations.
 - Per 23 CFR 450.328(b): "After approval by the MPO and the Governor, the State shall include the TIP without change, directly or by reference, in the STIP..." The State is responsible for ensuring the sufficiency of the technical processes that MPOs utilize to execute the TIP revision elements described in 23 CFR 450.328(a). These elements are:
 - A conformity determination for a TIP amendment including any non-exempt projects, or for a replacement TIP (if necessary) has been made by the MPO and the FHWA and FTA,
 - Fiscal constraint within the TIP has been sufficiently demonstrated, and,
 - In developing and revising the TIP, the MPO has used public participation procedures consistent with 23 CFR 450.316(a).
 - When DOT&PF confirms that the three criteria have been met, the TIP will be forwarded to the Governor or their designee with a recommendation to approve the TIP. DOT&PF will then inform the MPO of this action in writing. If any issues are found, or further information is needed to verify the TIP's adherence to federal regulations, DOT&PF will contact the MPO in writing for clarification. In either case, DOT&PF will formally respond to the MPO within a reasonable time (not to exceed 30 days/one month). In the event the Governor cannot approve an MPO's TIP, a letter outlining the cause for this non-approval will be sent to the MPO to provide the MPO with direction to achieve approval.

Performance Measures & Target Setting

- DOT&PF is committed to supporting MPO performance-based approaches to planning as required in 23 CFR 450.306(d). At this time, DOT&PF and MPO coordination is documented in a Memorandum of Understanding for two of Alaska's MPOs.
 - Coordination between DOT&PF and the MPOs begins when DOT&PF initiates an internal process of setting statewide performance targets as required in 23 CFR 490.105.
 - Initial consultation meetings are held that include the MPOs, FHWA (and FTA when applicable), and other interested parties. During these meetings, DOT&PF provides an overview of the federal requirements, associated data, external factors, policy implications, and other critical information to inform the process. DOT&PF facilitates a

discussion as to what appropriate targets would be and memorializes the process in notes, which are later distributed to all parties.

- A second meeting is held to finalize the targets.
- After approval by the DOT&PF Commissioner, the performance measures are submitted to the MPOs for their consideration of inclusion in their planning documents as described in 23 CFR 450.306(d)(2) & (d)(4). MPOs may also chose to draft and implement their own targets, if desired.

STIP Development and Amendment(s)

The following section describes the DOT&PF's STIP Development process and the DOT&PF's procedures to satisfy the requirements for MPO cooperation as described in 23 CFR 450.218. This section will also describe DOT&PF's process for addressing amendments to the STIP.

- **Data Collection and Initial Planning**

- DOT&PF will establish criteria for prioritizing projects as needed. Project prioritization criteria development will be coordinated with the MPOs to ensure consistency with their project prioritization criteria.
 - DOT&PF will solicit nominations of projects for inclusion into the STIP from MPOs in accordance with the direction given in 17 AAC 05.160. MPOs will be given 30 days to submit nominations and any comments regarding evaluation criteria.
- DOT&PF will provide the MPOs with a prioritized list of DOT&PF projects within the MPO boundary according to a mutually agreed-upon schedule. DOT&PF projects using federal funds within the MPO boundary should be consistent with the list provided in the approved Metropolitan Transportation Plan (MTP).
- Prior to the development of a STIP or amendment, DOT&PF will coordinate with the MPO to collect and review necessary changes that will need to be incorporated into the STIP. The schedule for this meeting will account for the timelines and review/approval process necessary in each individual MPO.
- DOT&PF will evaluate project proposals for alignment with statewide transportation goals, consistency with the MTP and other guiding plans and planning priorities, and federal and state strategic objectives.

- **Project Prioritization and Selection**

Project prioritization within the MPO boundary will be done collaboratively with the MPO during the development of the MTP. During the development of a STIP (or STIP amendment) coordination may be a need to introduce projects that have not been previously included in the MTP. DOT&PF will start the project prioritization and selection process by providing a list of prioritized projects to the MPO to ensure consistency with the MTP. Specific steps are outlined below:

- DOT&PF provides list of projects within the MPO boundary for consideration for incorporation into the MTP.
- Projects are prioritized through a collaborative process involving DOT&PF, MPOs, and other stakeholders. DOT&PF and the MPO Executive Directors will collaboratively review the prioritization criteria prior to scoring and ranking projects. Any updates or modifications to the prioritization criteria will be analyzed and approved by the MPOs prior to scoring and ranking projects.
- For DOT&PF project prioritization scoring and ranking of projects within programs that require the use of a Project Evaluation Board (PEB) (e.g. State of Good Repair, Community Transportation Program, etc.) the MPO will be invited to participate when applicable and will be given notice per 17 AAC 05.175(k).

Commented [SJA(2)]: Bullet/table for each fund type?

Commented [SJA(3R2)]: This level of revision should be left for another time.

Commented [SJA(4)]: "projects using statewide fund allocations"?

Commented [SJA(5R4)]: AAC noted does not put a limit on what types of projects MPOs may comment on, so no change was made here.

Commented [KS6]: must

Commented [KS7]: Prior to development of the STIP, DOT must coordinate with the MPO on changes needed in the TIP. In fact, this should be prior to the development of the TIP or TIP amendment.

Again, project priorities should be done with the MPO prior to TIP development. If the projects are within the mPA, they go in the TIP not STIP.

- Results of a PEB will be provided to the MPO for informational and coordination purposes.
- Financial Plan Development
 DOT&PF is committed to working with the MPOs when it comes to developing financial and fiscally constrained plans. The review process will include considerations discussion and action by the MPO.
 - In coordination with the MPOs, DOT&PFs will develop a comprehensive financial plan that details funding sources, projections, and allocations for the prioritized projects over the period of the STIP.
 - To ensure fiscal constraint DOT&PF will provide the MPOs with anticipated revenue forecasts (see below) prior the development of a STIP or TIP.
 - DOT&PF will coordinate with the MPO in review of the TIP to ensure that it is fiscally constrained and consistent with the financial plan.
- STIP Development
 DOT&PF sponsored projects within the MPO boundary are to be included in the TIP. Ensuring consistency with the MTP should be done earlier under the “project prioritization and selection” section to ensure timelines can be met. DOT&PF will coordinate with the MPOs to schedule actions listed below as necessary.
 - DOT&PF will compile all prioritized projects along with their funding and scheduling details into a single document.
 - Project lists within the MPO boundary will be evaluated for consistency with the MTP and TIP. MPOs will be provided with a list of projects to be included in the TIP. Consideration for discussion and action by the MPO needs to be built into the review process.
 - DOT&PF will include all necessary funding details, scopes, schedules, and Year of Expenditure (YOE) total project cost estimates.
 - DOT&PF will consult with the MPOs to ensure coordination regarding the STIP prior to the release of the document for public and interagency review. Consideration for discussion and action by the MPO needs to be built into the review process.
- Interagency and Public Review
 - DOT&PF will coordinate the timing of the 45-day public comment period with the MPOs to ensure sufficient time to circulate the draft STIP among federal, state, and local agencies for technical review.
 - MPOs will be notified of all public meetings soliciting comments on the STIP as described in 17 AAC 05.160(e)&(g).
 - DOT&PF will present the draft STIP to the MPO with consideration for discussion and action by the MPO in the review process.
 - DOT&PF will conduct public outreach sessions, workshops, and leverage online engagement platforms to solicit feedback from community members, stakeholders, and interest groups.
- Incorporation of Feedback and Revisions
 - DOT&PF will analyze feedback received during the review period to identify necessary changes or adjustments to projects and programs in the STIP.

- DOT&PF will coordinate with the MPO on feedback received on projects within the MPO boundary.
- DOT&PF will revise the draft STIP accordingly, addressing concerns raised and improving the plan's alignment with community and stakeholder expectations.
 - The final STIP will be presented to the MPOs, detailing relevant comment adjudications and changes from the original draft.

Commented [KS8]: What are relevant comment adjudications? Very nebulous. Please further explain.

- **Final Approval and Adoption**

- The DOT&PF Commissioner on behalf of the Governor of Alaska will:
 - Submit the revised STIP for approval by FHWA and FTA.
 - Upon receiving all necessary approvals, formally adopt the STIP and announce its adoption through official channels.
 - Within 10 days of USDOT approval of a final STIP, MPOs will be given notice of its adoption per 17 AAC 05.180(b).

STIP Amendment(s) and Modification(s)

- DOT&PF will regularly review the STIP to assess the need for amendments or modifications due to changes in project scopes, funding levels, or unforeseen circumstances.
- DOT&PF and the MPOs will coordinate regarding changes to the TIP that may require a STIP amendment.
- DOT&PF will follow the approved amendment and administrative modification process, including public and interagency review, for any significant changes to the projects listed in the STIP. Consideration for discussion and action by the MPO needs to be built into the review process.
 - Notification of MPOs regarding the amendment of the State's STIP will occur as directed in 17 AAC 05.195(d). In the notice, DOT&PF will describe the amendment and the impact of the amendment upon the STIP, will solicit comments regarding the amendment, and will provide for a comment period on the proposed amendment of the STIP of not less than 30 days after the publication of the notice.
 - Within five days of USDOT approval of a STIP amendment, MPOs will be given notice of its adoption per 17 AAC 05.195(e).

Commented [KS9]: changes to the TIP should not require an amendment except to incorporate the new TIP by reference

Other Joint Planning Efforts (e.g. LRTP)

- Planning efforts within the MPO boundary or with potential impacts to the MPO will be coordinated with the MPOs.
- The actions delineated below serve as DOT&PF's procedure for MPO coordination as described in 23 CFR 450.216.
 - Before substantial efforts to update joint planning elements such as the LRTP occur, MPOs will receive a formal notice of DOT&PF's intent to update the plan as required under 17 AAC 05.135(a)(2) that includes an invitation to participate in a public review group as described in 17 AAC 05.140. This notice will include a request and provide a means for feedback in accordance with 17 AAC 05.135(c)(2). Consideration will be given to MPOs to participate as a team member in the planning effort.
 - MPOs will be notified of all public meetings soliciting comments on the plan as described in 17 AAC 05.140(d) and 17 AAC 05.145(b).

Commented [KS10]: Other joint planning efforts should include MPO participation in the development of the CRP strategy (which did not occur), PROTECT strategy and the like. The lack of strategy behind these programs on the state's level impacted the ability of the state to get more in AR.

- To meet the requirements of 17 AAC 05.145, MPOs will receive a notice of the public comment period along with a means to access the draft plan three days before the beginning of the 45-day public review and comment period.
- Once the plan is officially adopted by the DOT&PF Commissioner, MPOs will receive a notice of the action within 15 days per 17 AAC 05.150(b).
- All notifications described in this section will be instigated by the plan update project manager and routed through the appropriate DOT&PF MPO Coordinator.

Commented [SJA(11)]: Is this necessary? Not consistent with other sections.

Commented [SJA(12R11)]: The AAC does specify a three day advance notice requirement.

MVP STIP Amendment #1 Comments and ADOT&PF 8.20.2024 Response letter to MVP's comments

Column8	Column2	Column4	Column6
Comment #	MVP Comment	ADOT&PF Response	STIP Amndment Release on August 28th
GENERAL	The ADOT's response to our comments dated August 20, 2024 was not received until August 28, 2024. It appears that the original transmittal to MVP was on August 27, 2024, a full week after the letter was dated. It also did not go directly to MVP because the Mayor and MVP's email addresses were not correct. This continues a problem that has been occurring throughout the year. Please note that the proper email addresses to transmit all MVP correspondence to are as follows: Mayor Glenda Ledford at gledford@cityofwasilla.gov and Kim Sollien at kim.sollien@fastplanning.us.		
GENERAL	Though not in the Letter MVP sent to ADOT&PF about the Draft STIP Amendment, the Amendment lists our PL allocation FFY25 differently than the PL distribution formula provided on August 11th. MVP received formal correspondence from ADOT&PF documenting our PL allocation of \$453,610 for FFY25. This is the amount MVP used to build its UPWP budget. The UPWP was transmitted to ADOT&PF on 8.27.24		The STIP Amendment, Fiscal Constraint Table, lists MVP's PL allocation for FFY25 as \$446,606.00. MVP is unclear which number is correct: the formal PL distribution letter sent on August 11th or the STIP Amendment received on August 29th.
1	In the STIP 24-27: Volume 2 Adopted by Reference document STIP 24-27: Volume 2 ADOPTED BY REFERENCE (alaska.gov), MVP's Program of Projects is included but it is a draft and not the document approved by the Policy Board on June 18th. This is a significant oversight. The approved MVP program of Projects document was transmitted to ADOT&PF via the Central Region MVP Planning Coordinator for inclusion in the STIP amendment, but it was not included in the amendment. MVP's PoP also includes a cover narrative. This narrative was not included with the STIP Amendment #1. This cover narrative describes all of the assumptions and information MVP used to create the PoP. When ADOT&PF corrects MVP's PoP in the STIP Volume 2 ADOPTED BY REFERENCE document, MVP's cover memo should be included with the MVP Policy Board Approved PoP.	We appreciate MVP providing the Department with the July 16, 2024 approved Policy Board approved Program of Projects. This program of projects is a way for us to communicate MVP's priorities, while the MPO develops the Metropolitan Transportation Plan. Since it is not a formal Transportation Improvement Program (TIP), we will incorporate into the STIP as "informational" in STIP Volume 2 TIPs Incorporated by Reference.	The Amendment released on August 28th does not include the July 16th Approved POP, but a version from June 18th. MVP transmitted the approved PoP on July 17, 2024, to the Central Region Planning Chief for inclusion in this STIP Amendment and MVP sent the PoP directly to the Commissioner's office on July 18, 2024. MVP was assured on July 30 by the Commissioner's office at a special meeting with MVP, that the correct PoP would be included in STIP Amendment #1. The incorrect Program of Projects is incorporated by reference in STIP Amendment #1.

2	<p>MVP was told that the STIP Amendment was going to be released next week (sometime in May), then June 1, then June 15 and it was finally released on July 3 although MVP did not have access to it until July 8th due to significant issues with the project STIP website. Due to the delay in releasing the Amendment, MVP believes it is no longer possible to program any projects in FFY24. A revised Program of Projects was approved on July 16, by the Policy Board due to the delay in the release of the STIP amendment. This is the Program of Projects that should be incorporated by reference and MVP expects all its FFY24 sub-allocations to be carried over to FFY25. For this reason, please modify the following:</p> <p style="text-align: right;">STIP ID</p> <p>34655 Streetlight and Intersection Management seems fine but shows the funds in FY24. Please move this project to FFY25.</p> <p>STIP ID 34654 Sign Management seems fine but shows the funds in FY24. Please move this project to FFY25.</p> <p style="text-align: right;">STIP ID 34532 Improvement program</p> <p>\$1,000,000 title indicated the funding is for FFY25-FFY27. The funds should be allocated to FFY25. Also, the project description is inaccurate; it should read: Perform gravel or asphalt surface maintenance and preservation activities on roads, sidewalks, and pathways. Work may also include new or upgraded illumination, signing, stripping, 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.</p>	We have made the changes to 34654, 34655, and 34532. Please note that we cannot guarantee funding sub-allocations from one year to the next, but we strive to ensure shovel ready projects line up with funding source fiscal constraint requirements. Please work closely with DOT&PF Director and Policy Board member Sean Holland on project delivery dates and obligation schedules	All three of MVP's projects, the 34654 Sign Management Plan, 34655, Streetlight and Intersection Management Plan, and the 34532 Improvement Program, are correctly listed in the Projects Deep Dive pages for FFY25.
3	<p>The MVP LEDGER-TIP for the Surface Transportation Block Grant (STBG) funding and Transportation Alternative Program (TAP) has inaccuracies based on the sub-allocations document given to MVP at the Quarterly meeting on May 29th.</p> <ul style="list-style-type: none"> • MVP STBG FFY24 is \$7,208,849 not \$5,389,409. • MVP STBG FFY25 is \$7,425,115 not \$2,032,656. • MVP STBG FFY26 is \$7,647,868 not \$5,676,093. • MVP TAP in FFY24 is \$426,760 not \$7,635,609. • MVP TAP in FFY25 is \$866,323 not \$7,764,678. 	As discussed in our July 30th meeting, we have reviewed and updated STBG and TAP funding in our ledgers to ensure funding amounts are accurate and consistent throughout the document	<p>MVP's STBG allocation for FFY24 is \$7,208,849, FFY25 is \$7,425,115, FFY26 is \$7,647,868 all appear correct in the Narrative.</p> <p>MVP TAP funds for FFY24 \$426,760 and FFY 25 \$439,563 in the Narrative and fiscal Constraint Tables. However, MVP requested in our Program of Projects to have our FFY24 funding carryover to FFY25. This needs to be corrected for MVP's TAP funds.</p>
4	<p>MVP Policy Board approved a memo on June 18th as a response to the draft 3C policy ADOT&PF has been working on. The MVP Policy Board outlined their request for consultation on funding allocations, the formulas used, and the timeframe needed to review STIP changes and amendments. This memo was sent to ADOT&PF on June 19th. Notification in writing of our sub-allocations in a timely manner, without modification, but with formulas presented, is just one of the necessary consultation steps that MVP expects. We are currently reviewing the latest draft memo and will provide comments. It is important to note that the manner in which we have been provided access to the information outlined in the STIP amendment is not acceptable as there are many errors. We were not given the opportunity to review the information ahead of the</p>	Ben White, DOT&PF Transportation Planner, has been working with MPO staff on our 3C document. As requested, MVP will have opportunities to review the final draft document with comments from all three MPO's in the State of Alaska addressed	A new draft 3C policy was presented to the MVP, FAST, and AMATS at the Quarterly MPO meeting on August 26th; the MPO provided feedback, and the ADOT&PF submitted it to FHWA as part of their Corrective Action on September 2. In general the document still lacks timelines and does not identify when formal written communication between ADOT and the MPO's will happen related to funding and projects. In addition, there seems to be a communication issue that has reoccurred regarding notifications to MVP being sent to the incorrect email addresses.
5	<p>The fiscal constraint document allocations for MVP are inconsistent with the MVP LEDGER-TIP MVP for STBG 50-200K. FFY24 and FFY25 are listed with same amount \$7,208,849. FFY25 should be \$7,425,115.</p>	As discussed in our July 30th meeting, we have reviewed STBG 50-200K to ensure funding amounts are accurate and consistent throughout the document.	MVP STBG FF24 FFY25 appears to be corrected in the Narrative.

6	It does not appear that any of the MVP STBG funds are listed in Need ID 34302 Pavement and Bridge Rehabilitation, so it does not appear that Wasilla-Fishhook Road: E Seldon to Tex-Al Drive is included in the Amendment as outlined in the Program of Projects. It is critical that this project is included in FFY25	Wasilla-Fishhook Road: E Seldon to Tex-Al Drive is scheduled for delivery for the 2025 construction year using funds programmed in STIP ID 34302.	Though the project is not listed by name in the deep dives project listing on page 227, the Need ID is listed. Based on the need ID it appears that the Amendment is utilizing \$1,819,440 of MVP's STBG funding in FFY24, \$65,602 in FFY25, and \$1,971,775 in FFY26. MVP did not authorize funds to be utilized in FFY 24 or FFY26. MVP's PoP only authorized 7,641,480.00 in FFY25 for construction on Wasilla-Fishhook only. We are not certain what other projects are being funded within the MVP boundary .
7	In the comment Portal, STIP ID 34406 Urban Transit MVP Planning Funds funding amount is incorrect. It should be \$377,710 for all four years not \$441,892. The amount for 5303 funding seems correct on the TIP ledger page.	STIP ID 34406 Urban Transit MCP Planning Fund has been reviewed to ensure funding amounts are accurate and consistent throughout the document.	The amount for of 5303 funding for FFY 24,25,26,27 have changed again. The total is now \$378,591. The allocation for FFY25 in the amendment narrative document for 5303 funds is listed as \$93,731; however, in the Project Deep Dive Document Volume 1 for MVP Urban Planning pg 221, the 5303 funding is listed as \$92,715 for FFY25, and the Draft PL distribution formula was used in MVP's UPWP lists \$91,001 for FFY25. In FFY 26, 5303 is listed as \$96,543 in the narrative and \$95,497 in the Deep Dive Document, and FFY 27 is \$99,439 in the narrative and \$98,362 in the Deep Dive document. All of these numbers should match.
8	STIP ID 34531 Advanced Project Definition project description narrative is incorrect and should read: 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. Funding needs to be allocated to FFY25. Also, in MVP's approved Program of Projects it is documented that the State would pay the match for this project. This correction needs to be made.	Thank you for this comment. We have made the changes to STIP ID 34531 Advanced Project Definition	The definition has been updated in the amendment, and the funding has been allocated to FFY25. The Match provided has been updated.
9	STIP ID: 34342 Bogard Road Safety and Capacity Improvements. The Amendment indicates that additional STBG will be coming from MVP STBP 50,000-200,000 in FFY 26. This needs to be changed to STBG Flex as MVP did not commit to funding this in FFY26 as specifically stated in the narrative of the Program of Projects.	The requested changes to STIP ID: 34342 Bogard Road Safety and Capacity Improvements will be made. It is important to note that during the transition, we have flexibility in how we utilize our funding allocations. This is important to ensure that projects that are scheduled for delivery in the transition can move forward without delays.	This project appears correct in the Project Deep Dives document.
10	STIP ID: 34251 Inner and Outer Springer Loop Separated Pathway [TAP Award 2023]: does not identify that it is within the MPA boundary. It also does not look like MVP's TAP allocation for FFY25 is being used. The funding amount and funding source for FFY25 is different than what is in the Program of Projects: The Program of Projects shows \$187,744 in MVP TAP funds and the Amendment shows \$363,860 of TAP Flex funds.	The requested changes to STIP ID 34251 Inner and Outer Springer Loop Separated Pathway [TAP Award 2023] have been made.	This project appears correct in the Project Deep Dives document.
11	STIP ID: 6234 Fishhook Pathway Trunk to Edgerton funding amount in FFY25 is not the same as the MVP's Program of Projects PoP. Which one is correct? Also, the Amendment indicates that additional TAP will be coming from TAP 50,000-200,000 in FFY 26. MVP did not commit to funding this in FFY26 as stated in the narrative of the Program of Projects. This needs to be changed to TAP Flex.	We have reviewed STIP ID 6234 Fishhook Pathway Trunk to Edgerton and made changes to resolve comments. It is important to note that during the transition, we have flexibility in how we utilize our funding allocations. This is important to ensure that projects that are scheduled for delivery in the transition can move forward without delays.	This project appears to be correct in the Amendment.
12	STIP ID 34243 Seldon Road Reconstruction: Wasilla-Fishhook Road to Lucille Street [Parent] [CTP Award 2023]. The Amendment indicates that additional STBG will be coming from MVP's STBP 50,000-200,000 in FFY 26. This needs to be changed to STBG Flex as MVP did not commit to funding this project in FFY26 as stated in the narrative of the Program of Projects.	We have reviewed STIP ID 23243 Seldon Road Reconstruction: Wasilla Fishhook Road to Lucille Street and made changes to resolve the comment. It is important to note that during the transition, we have flexibility in how we utilize our funding allocations. This is important to ensure that projects that are scheduled for delivery in the transition can move forward without delays.	The amount MVP's FFY25 STBG allocation for this project is not what the Policy Board Approved. The amount listed in the Amendment is \$2,901,942 and should be \$2,871, 000 as documented in MVP's program of projects.

13	STIP ID 34595 MVP Pavement Management Plan needs to be added to the Amendment as a project in FFY25 as outlined in MVP's Program of Projects. FFY 2025 in \$200,000. Project Narrative: The plan would include automated collection of pavement condition (smoothness, rutting, and cracking) 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.	The requested to add STIP ID 34595 MVP Pavement Management Plan to the amendment has been granted.	This has been corrected in the Amendment but the Project Phase is listed as P9 rather than P8.
14	STIP ID 34404 for the MVP Planning Office needs to be added to the Amendment as outlined in the MVP's Program of Projects in FFY25 \$200,000.	The request to add STIP ID 34404 MVP Planning Office has been granted	This has been corrected in the Amendment
15	We are trying to understand Fiscal Constraint and while the DOT&PF is using the Advance Construction innovative financing technique, we do not see where the Advance Construction is converted (paid back) in some of the projects	We are happy to have further discussion on fiscal constraint and the use of advanced construction. Please work with our DOT&PF MPO coordinator to schedule a presentation for the Technical Committee and/or Policy Board.	We understand that the ADOT&PF may have a plan for payback of the advance construction on many projects, but there is no indication when or how these are being paid back. Are you planning on using a source other than Federal Funds? How many years out are you projecting to pay back some of the advance construction? Is there a financial plan or strategy that you can share? This is a concern for all MPOs and the status of future funding availability as there appears to be an overcommitment of federal funds of \$1 billion. We look forward to an education on innovative financing and fiscal constraint.
16	We can see what projects were added to the STIP via the Amendment, but we would like see a list of projects that were removed from the STIP. It would also be helpful, as a new MPO, if the ADOT&PF would draft a changes summary to accompany the Amendment so that we could see at a glance all the changes included in the Amendment.	A summary of changes will be included with STIP Amendment #1 submitted for FHWA approval and posted on our website.	The project team could not find a summary of changes in the STIP Amendment #1 on the STIP website.

17	<p>The Transit funding for 5307, 5337, and 5339 differs from the May 29th Ledger MVP received from ADOT&PF with what is being shown in the Fiscal Constraint document from the STIP Amendment #1. It is unclear which numbers are correct. May 29th Ledger STIP Amendment #1, Fiscal Constraint table and FTA Apportionment*</p> <p>FFY24 5307 \$2,121,898 or \$2,121,898 or \$1,845,938</p> <p>FFY25 5307 \$1,282,162 or \$2,185,555</p> <p>FFY24 5310 \$128,945 or \$52,559</p> <p>FFY24 5339 \$70,242 or \$70,432</p>	<p>Thank you for this comment. Transit funding has been reviewed to ensure funding amounts are accurate and consistent throughout the document.</p>	<p>Again, the funding amounts for transit are different.</p> <p>5307 FFY24 appears to match the FTA apportionment of \$1,845,938.</p> <p>The funding for FFY 25 in the Amendment Narrative is listed as \$1,901,316, FFY 26 \$1,958,356 is listed, in FFY 27 is \$2,017,106. These amounts are all different from the previous versions.</p> <p>The 5310 funds in the Narrative and the fiscal constraint table need to be clarified. For FFY 24 the Narrative is \$128,945 but in the Fiscal Constraint table is \$128,945 and \$52,559. It is unclear where the programmed amount is coming from.</p> <p>For 5310 for FFY 25 the Narrative lists \$132,813 the Fiscal Constraint table is \$132,813 and \$54,136. In FFY 26 \$136,798 is listed in the Narrative and \$136,798 and \$55,760 in the fiscal constraint table and for FFY 27 \$140,902 in the Narrative and \$140,902 and \$57,432 in the fiscal constraint table, it is unclear where the programmed amount is coming from.</p> <p>For 5339 in FFY24, \$70,424 is listed in both the narrative and the fiscal constraint table.</p> <p>In FFY 25 it is \$72,536 in the narrative and \$72,536 and \$40,502 in the fiscal constraint table.</p> <p>FFY 26 it is \$74,713 in the Narrative and \$74,713 and \$41,717 in the fiscal constraint table and FFY 27 it is \$76,954 in the narrative and \$76,954 and \$42,968 in the fiscal constraint table. It is unclear where the programmed amount is coming from.</p>
18	<p>In the memo MVP submitted to ADOT&PF as a response to the draft 3C policy document on June 19th MVP requested ADOT&PF send a formal memo to the Policy Board, outlining MVP's suballocations on an annual basis before June 1st. Many of the comments listed in this document are a result of not receiving accurate suballocation numbers.</p>	<p>Thank you for this comment. We will work to ensure our MPO coordinators transmit these requests appropriately for processing in the future.</p>	<p>At the MVP quarterly Meeting on August 26th the updated Draft 3C document was discussed and the MPO's suggested further edits to the draft. MVP received the edited draft on 8.29.24. The policy does not contain timelines necessary to clarify when ADOT will communicate with MVP on funding, projects, and STIP activities. The lack of timelines related to formal correspondence make the document vague. The Commissioner's office sent the C3 policy to FHWA and FTA on September 2nd without sharing the final with the MPOs. The letter and policy are in the Packet. Please review the policy and let the project team know if you have comments.</p>
19	<p>Due to the MVP Policy Board Packet release deadline for the July 16th meeting, the MVP team has not had time to review all the projects in the STIP that are within the Mat-Su Borough that would be considered projects of regional significance. Additional comments from MVP may be presented to ADOT&PF in a follow-up comment memo.</p>	<p>Please let us know as soon as possible if there are projects in the STIP that MVP does not believe are priorities or should be funded. Many projects in the STIP have long histories or have gone through a public solicitation and scoring process. If there is a request to remove projects, please note that the State of Alaska may be subject to non-participation costs associated with work completed to date paid for with Federal funds.</p>	



U.S. DEPARTMENT OF TRANSPORTATION

FEDERAL HIGHWAY ADMINISTRATION
ALASKA DIVISION
709 W. 9TH STREET, ROOM 851
P.O. BOX 21648
JUNEAU, ALASKA 99802-1648

FEDERAL TRANSIT ADMINISTRATION
915 SECOND AVENUE, SUITE 3192
SEATTLE, WASHINGTON 98174

July 31, 2024

Mr. Ryan Anderson, P.E., Commissioner
Alaska Department of Transportation and Public Facilities
P.O. Box 112500
3132 Channel Drive
Juneau, AK 99811

Subject: 2024 – 2027 Draft Alaska State Transportation Improvement Program (STIP) Amendment #1

Dear Mr. Anderson:

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have jointly reviewed the Draft 2024 – 2027 Alaska State Transportation Improvement Program (STIP) Amendment #1, made available for public review on July 5, 2024. As part of the Draft STIP Amendment review, the FHWA and FTA assessed the extent to which the transportation planning processes through which statewide transportation plans and programs are developed are consistent with 23 USC 134 and 135 (FHWA) and 49 U.S.C 5303 – 5304 (FTA).

Attached are FHWA and FTA joint comments on the Alaska Draft STIP Amendment #1. Our expectation is that FHWA and FTA comments will be addressed for the formal submittal of the STIP Amendment #1.

If you have any questions, please contact Julie Jenkins (FHWA: Julie.Jenkins@dot.gov) or Ned Conroy (FTA: Ned.Conroy@dot.gov).

Sincerely,

**SANDRA A
GARCIA-ALINE** Digitally signed by SANDRA
A GARCIA-ALINE
Date: 2024.07.31 07:14:22
-08'00'

Sandra A. Garcia-Aline
Division Administrator
Federal Highway Administration
Alaska Division

**SCOT TANNER
RASTELLI** Digitally signed by SCOT
TANNER RASTELLI
Date: 2024.07.30
15:18:34 -07'00'

(for) Susan Fletcher, P.E.
Regional Administrator
Federal Transit Administration
Region 10

Attachment:

FHWA FTA Comments Alaska Draft 2024-2027 STIP Amendment #1

Electronically cc:

Katherine Keith, Deputy Commissioner, DOT&PF

Dom Pannone, Director, Program Management and Administration, DOT&PF

Ned Conroy, FTA

FHWA/FTA Comments for Alaska DRAFT STIP Amendment #1
July 31, 2024

1. Projects programmed in MPO areas must be included in the MPO TIPs. Any project in an MPA must be removed from the STIP. (Tier 1- 1.a.) The following projects must be removed from STIP Amendment #1 prior to submittal to FHWA/FTA for approval:
 - 33683 - Abbott Road Pavement Preservation: New Seward Highway to Lake Otis Pkwy
 - 34635 - Glenn Highway and Artillery Road Interchange Improvements
 - 33686 - Muldoon Road Pavement Preservation [SOGA Award 2022]
 - 31846 - Glenn Highway and Hiland Road Interchange Preservation and Operational Improvements
 - 31839 - Glenn Highway Incident Management and Traffic Accommodations [Parent and Final Construction]
 - 34171 - Glenn Highway Incident Management and Traffic Accommodations [Stage 1]
 - 34636 - Glenn Highway Incident Management and Traffic Accommodations [Stage 2]
 - 31274 - Glenn Highway Milepost 1-34 Rehabilitation: Airport Heights to Parks Highway [Parent and Final Construction]
 - 34170 - Glenn Highway Milepost 1-34 Rehabilitation: Airport Heights to Parks Highway [Stage 2]
 - 34169 - Glenn Highway Milepost 1-34 Rehabilitation: Glenn Highway Airport Heights to Parks Highway [Stage 1]
 - 12641 - Seward Highway Milepost 98.5 to 118 Bird Flats to Rabbit Creek [Parent and Final Construction]
 - 34164 - Seward Highway Milepost 98.5 to 118 Bird Flats to Rabbit Creek [Stage 1]
 - 34165 - Seward Highway Milepost 98.5 to 118 Bird Flats to Rabbit Creek [Stage 2]
2. All projects included in the STIP must be eligible for the funding sources identified and eligible for the phases identified. (Tier 1) E.g., the following list of projects do not appear to be eligible for inclusion into the STIP as currently identified and must be corrected or removed for STIP Amendment #1 prior to submittal to FHWA/FTA for approval:
 - 34427 - Kachemak Bay Drive Milepost 0-3.5 Reconstruction: STBG as the match for PROTECT funds creating a fully Federal 100% funded project. PROTECT requires a 20% match. STBG does not allow a Federal/Federal match.
 - 30830, 30831, 30834 - Gravina Projects: Ketchikan Gateway Borough's FBF funds are significantly less than the amount of funds programmed to these projects. Ketchikan Airport Ferry Terminal cannot use Ferry Boat Funds allocated to the Alaska Marine Highway System (AMHS). Additionally, the federal share for FBF is limited to 80%.
 - 34317 - Alaska Highway Yukon Territory Permafrost Repairs: Should be listed as a project, not a ledger. Cannot use AC because funding is expected to be transferred to FHWA. FY2024 Construction funding is not reasonable.
 - Some AMHS Ferry projects have discrepancies between project descriptions and fund tables, and potentially ineligible fund sources. The project descriptions identify the FTA Ferry Service for Rural Communities and Toll Credits, while the fund tables identify Other Federal Funds (Community Awards) and Ferry Boat Funds. The following projects must specify federal fund source(s) and local match:
 - 29709 - Auke Bay Ferry Terminal East Berth Mooring Rehabilitation
 - 33883 - Angoon AMHS Ferry Terminal Rehabilitation
 - 34193 Kake Ferry Terminal Rehabilitation
 - 34229 Low No Emission Shuttle Ferry

- 34212 M/V Columbia Controllable Pitch Propeller
 - 34211 M/V Kennicott Emissions and Exhaust
 - 33976 M/V Mainliner Replacement Vessel
 - 34209 M/V Matanuska Safety Improvement Project
 - 33978 M/V Tazlina Crew Quarters
 - 30189 M/V Tustumena Replacement Vessel
 - 33885 Pelican Ferry Terminal Reconstruction
 - 34192 Yakutat Ferry Terminal Reconstruction
 - 30729 Inter-Island Ferry Authority Ferry Refurbishments: Inter-Island Ferry Authority is not eligible for AMHS FBF funds.
- Cannot clearly follow use of Bridge Funding. For example, NID 33241 indicates use of Highway Improvement Program Bridge Funds -Off System Bridge and this fund type is not listed on the Fiscal Constraint table. Fund table indicates three types of bridge funding and nomenclature is not clearly connected to fund apportionments. Because of this confusion cannot determine if funds are eligible for work types listed (ie. New bridge, preservation, etc.)
 - 34245 Portage Curve Multi-Modal and Trail of Blue Ice Connector [TAP Award 2023]: Project lists both <5k and 5k-49,999 sub-allocations.
 - 32478 - ADA Implementation and Compliance: Project description does not support Design and Construct funding.
 - 34021 – ARRC Railroad Avalanche Control. OFF-DGS is identified as the funding source but it is unclear whether it is FTA or FHWA funds. FTA cannot identify a corresponding discretionary congressional source that would support this project. Please clarify.
3. FHWA and FTA received several comments from MPOs in Alaska regarding coordination and communication about the DRAFT STIP Amendment #1. These comments focused on a lack of communication overall and consistency with MPO TIP amendment processes. Some of these concerns appear evident in the inconsistent reporting of “Ledger”, and through the number of projects programmed in the STIP that are located within the MPAs. The DOT&PF must work with the MPOs to develop the STIP and any STIP amendment and produce a document that demonstrates coordination with all MPOs. (Tier 2 – 1.a.)
 4. Fiscal constraint is not adequately documented. Federal and local match are not clearly defined and there are numerous inconsistencies between the fiscal constraint tables and the detailed project listings. Specific concerns include:
 - For programs such as innovative finance or discretionary grants, there must be some understanding of what is reasonably expected to be available, and some documented analysis of those expectation based on historical trends or other reasonable assumptions. (Tier 1 – e.)
 - Fiscal constraint must be demonstrated for all sources of funds including State funds available for programming. The STIP must demonstrate that the State funds programmed for match plus the amount of state funds programmed for AC by year is reasonably expected to be available based on the amount of state funds available each program year. (Tier 1 – f.)
 - Fiscal constraint must be demonstrated by source and by year. Meaning you must show the amount of funds available vs. the amount of funds programmed in the STIP by year. The many tables provided are inconsistent with the project pages where funds are programmed, and they are inconsistent across the various demonstration tables. In addition, the funding source categories and sub-categories identified are used inconsistently across all tables and project pages E.g., OFF. This makes it impossible to verify fiscal constraint and is challenging for the public to understand. (Tier 1 –f.)

- All costs and revenues must be shown by “Year of Expenditure” inflation. There is no documentation that this has been done. (Tier 2 – 4.f.)
 - Total project cost is not included or appears to be inaccurate for many projects. Examples include:
 - Prior obligation funding does not match current FMIS obligations. (E.g., 2152, 26330, 28890)
 - Total project cost appears inaccurate. (E.g., 33445, 33399)
 - Out year funding is not consistent with full costs anticipated (E.g., 34146, 31270)
 - Total project cost is missing (E.g., 31899)
 - The term “Ledger” is well defined, but not consistently used in the STIP Amendment #1 document. For example, only MPO funds are identified as “ledger”, however the definition would imply that any funding source for which there is a transaction would be demonstrated through a ledger. These inconsistencies are confusing and create the impression that not all funding is demonstrated consistently.
 - The “Ledger” amounts shown in the STIP Amendment #1 for FAST and MVP and the amounts of these same sources programed in the FAST TIP and MVP’s Program of Projects are not consistent. The amount of funds allocated to the MPO and the amount programmed in the TIP and/or Program of Projects adopted by the MPO must be consistently demonstrated for fiscal constraint.
5. Several project descriptions/scopes conflict with the descriptions/scopes in the current approved STIP e.g. in the current STIP some projects are identified as closed or completed and in the Draft STIP Amendment #1 these same projects are under construction or now include new phases; and funds for projects in the current STIP were reduced or increased without clear understanding of why the funds are changing so dramatically in some cases; this is especially concerning for those where the scope did not change. FHWA/FTA would like to understand why so many projects changed so dramatically while other projects that were ready to go to Construction were removed from the STIP. Examples include:
- 33178 - Trout Creek Culvert Replacement and Aquatic Organism Passage Improvements
 - 33696 - Petersville Road Milepost 7 Moose Creek Bridge Reconstruction [SOG Award 2022]
 - 6447 – Bridge and Tunnel Inventory, Inspection, Monitoring, Preservation, and Rehabilitation Program.
 - 34126 - Alaska Highway Milepost 1348 Robertson River Bridge Replacement.
 - 2620 - Seward Highway Milepost 25.5-37 Rehabilitation.
6. STIP Amendment #1 includes inconsistencies in the how project phases are reflected which could impact obligation or authorization approvals. Examples include:
- Phase definitions must be clarified and used consistently. (E.g., P2a, P2b, P8 and P9)
 - Each phase must be demonstrated fully in the year anticipated for obligation and cannot be split over multiple years. (E.g., 21114, 31798, 32024)
7. STIP Amendment #1 public process began on July 3, 2024, but the STIP Amendment #1 documents were not made available to the public until July 5, 2024, with interrupted availability later in July. The public comment log was made available initially and it is now unavailable. In addition, the non-metropolitan consultation requirement appears to be identified in the STIP as guidance. It’s unclear whether the public participation plan is being followed for this DRAFT STIP Amendment #1 review process. The final STIP Amendment #1 must document that the Public Participation process was fully followed.

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 35

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 MSB 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. TB 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

2/23/24

Date



Mayor
Matanuska Susitna Borough

2-7-2024

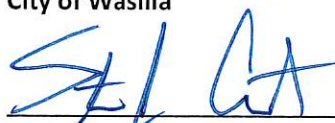
Date



Mayor
City of Wasilla

2/6/24

Date



Mayor
City of Palmer

2/16/2024

Date



Tribal Transportation Program Manager
Knik Tribe

1/30/2024

Date



Transportation Department Director
Chickaloon Native Village

1-30-2024

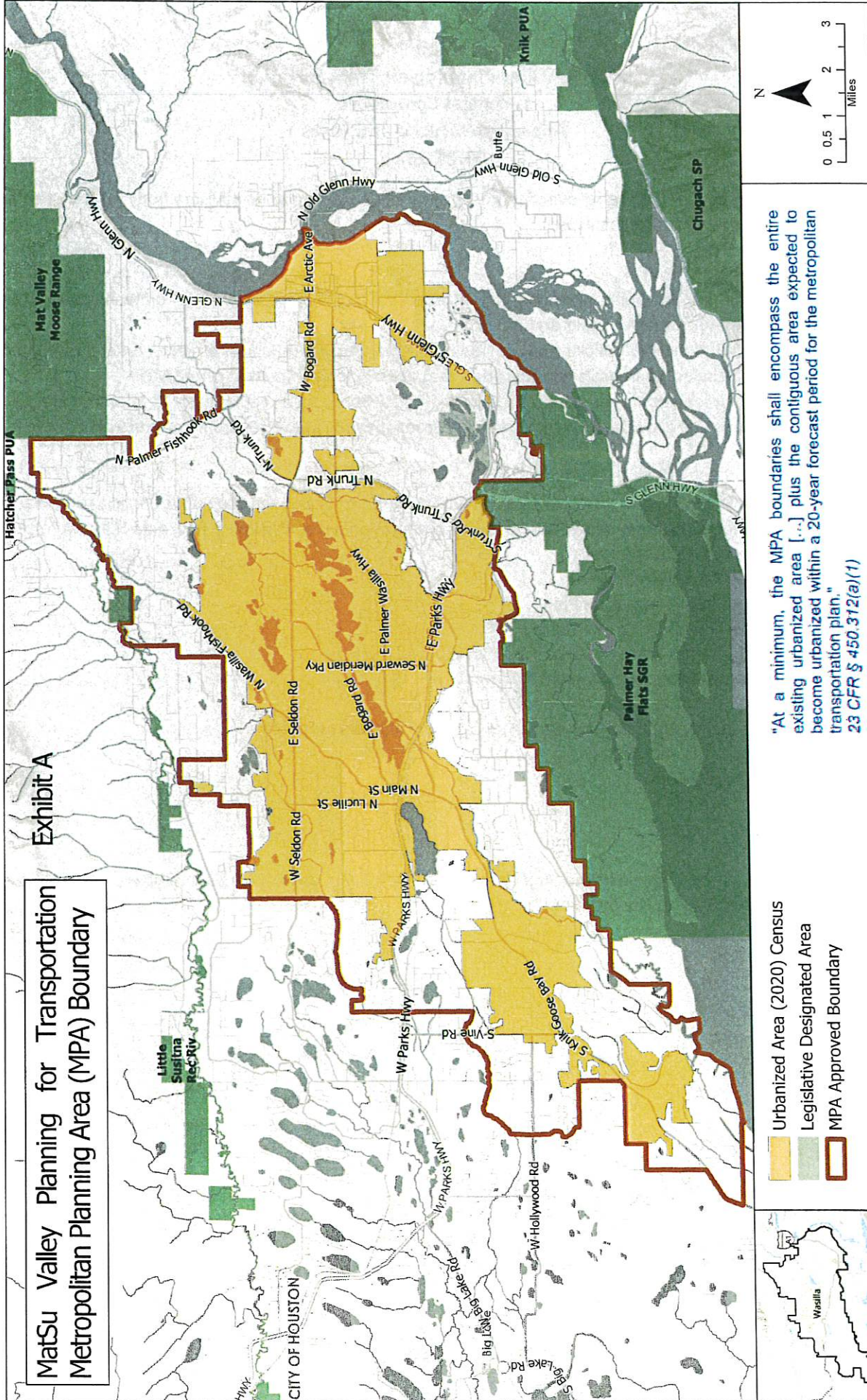
Date



Manager
Matanuska Susitna Borough

2/9/24

Date



"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

Purpose

09.21.2022

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

* 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

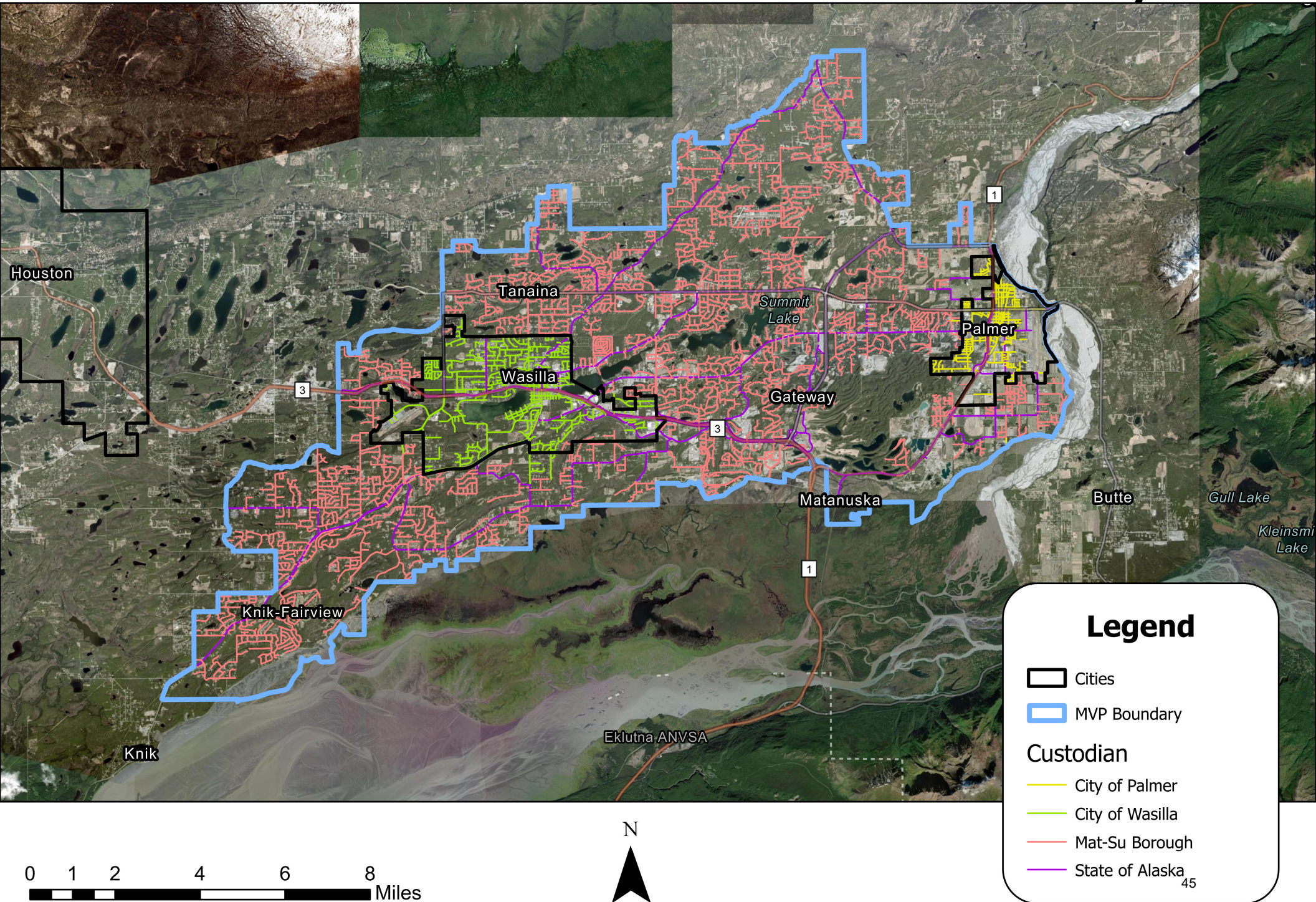
State funding: will it be available for some of the startup expenses and MTP/Modeling

MVP for Transportatiopn Proposal

	population	membership fee (\$5 per person)	PL Match/ Annuals dues (\$.64/ persc
State of Alaska	56194	\$ 280,970	\$ 35,964
Mat-Su Borough	32696	\$ 163,480	\$ 20,925
City of Wasilla	9098	\$ 45,490	\$ 5,823
City of Plamer	5978	\$ 29,890	\$ 3,826
Chickaloon Native Village	3078	\$ 15,390	\$ 1,970
Knik Tribe	5344	\$ 26,720	\$ 3,420
TOTAL	112388	\$ 561,940	\$ 71,928

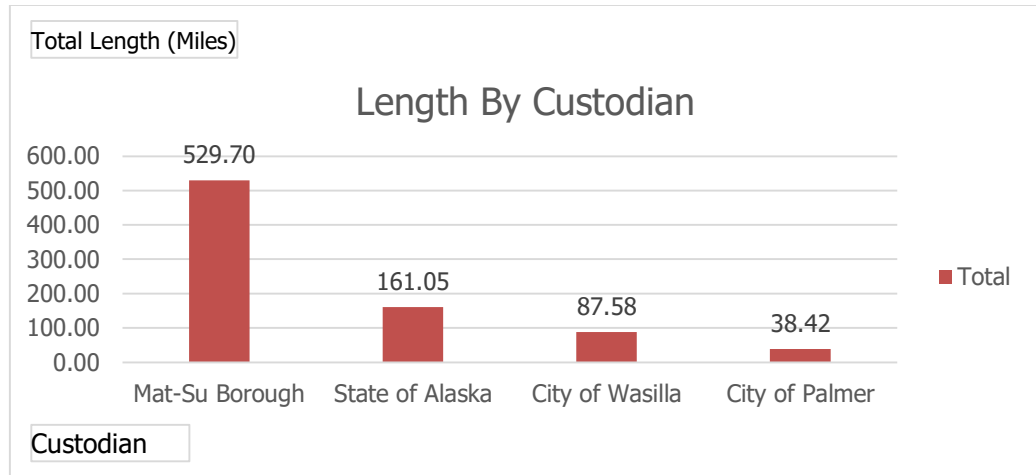
Revenue		Amount	FFY2025
PL Fund Distribution			\$ 453,610
9.03% Match			\$ 45,027
5303 Apportionment			\$ 91,001
9.03% Match			\$ 9,033
Supplemental Federal Planning STBG Funds for MVP office			\$ 181,940
9.03% Match			\$ 18,060
		Non-Federal Match Subtotal	\$ 72,120
		Subtotal	\$ 798,671
		Less 5.17% ICAP	\$ (25,780)
		Subtotal	\$ 772,891
		Less DOT&PF Planning Support	\$ (66,000)
		TOTAL	\$ 706,891

Road Maintenance: MVP Boundary

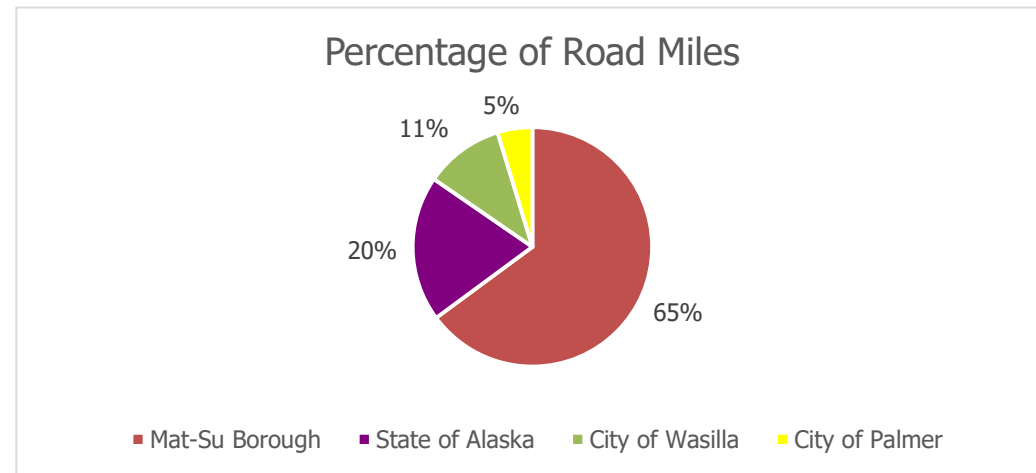


Road Miles Maintained within MVP Boundary

Custodian	Total Length (Miles)
Mat-Su Borough	529.70
State of Alaska	161.05
City of Wasilla	87.58
City of Palmer	38.42
Grand Total	816.75

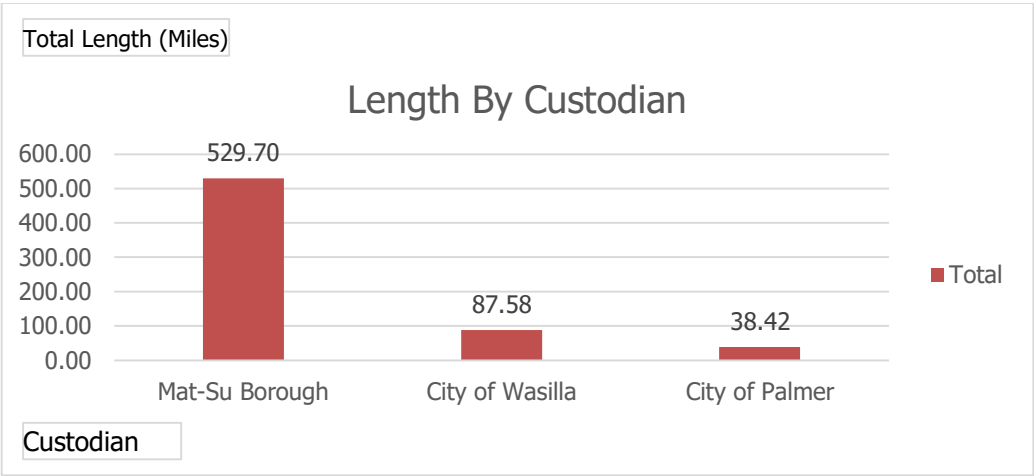


Custodian	Percentage of Road Miles
Mat-Su Borough	65%
State of Alaska	20%
City of Wasilla	11%
City of Palmer	5%

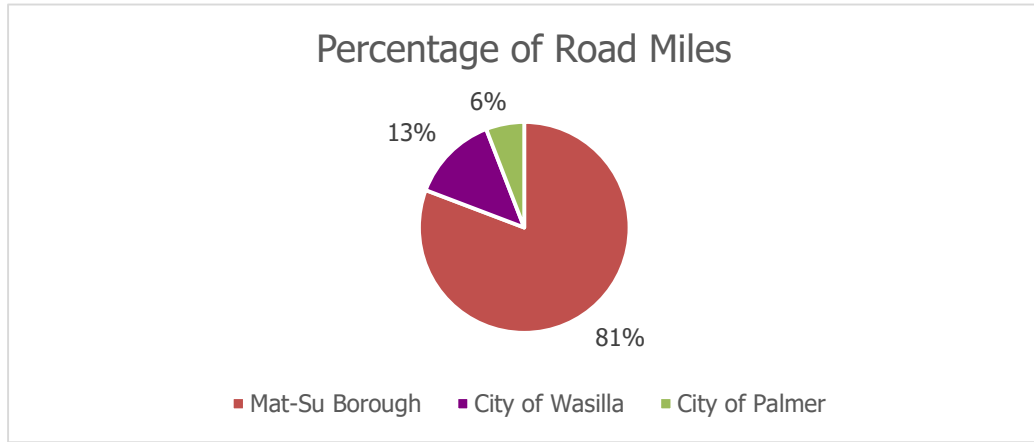


Road Miles Maintained within MVP Boundary (Less DOT&PF)

Custodian	Total Length (Miles)
Mat-Su Borough	529.70
City of Wasilla	87.58
City of Palmer	38.42
Grand Total	655.70



Custodian	Percentage of Road Miles
Mat-Su Borough	81%
City of Wasilla	13%
City of Palmer	6%





MatSu Valley Planning *for* Transportation Metropolitan Planning Organization

September 6, 2024

The Honorable Pete Buttigieg Secretary
Department of Transportation
1200 New Jersey Ave SE
Washington, DC 20590

RE: Knik Tribe Talkeetna Spur Road Wild Salmon Habitat Restoration – Culvert AOP Grant Application

Dear Secretary, Buttigieg:

On behalf of the MatSu Valley Planning for Transportation (MVP) Policy Board, I am writing to express our strong support for the Knik Tribe's Talkeetna Spur Road Wild Salmon Habitat Restoration Project for the Fiscal Year 2023 National Culvert Removal and Replacement and Restoration Grant Program.

The project proposes to replace up to eight culverts on five streams crossing the Talkeetna Spur Road. The culvert replacement will benefit migration, spawning, and rearing habitats for all five species of Pacific Salmon, including Chinook salmon— a candidate species under the Endangered Species Act and a species of concern for the Alaska Department of Fish and Game. Additionally, by replacing culverts with fish-friendly culverts, the project will reduce erosion and create climate-resilient transportation infrastructure, preventing blowouts and flooding during extreme flood events, and require less maintenance and replacement over time.

This historic partnership between the Knik Tribe, the Alaska Department of Fish and Game, and the Alaska Department of Transportation and Public Facilities (DOT&PF) will not only strengthen Tribal capacity in project management and delivery but also significantly benefit the community. This project aligns with the Knik Tribe's objectives of promoting self-determination, cultural preservation, and improved living conditions for the community by supporting economic development for Tribal citizens. If awarded, this project will support expanded workforce development opportunities through training in heavy equipment operations, hydrology, wildlife biology, road construction, and engineering, as well as expanding the Tribe's native plant nursery capacity for revegetation activities.

We commend Knik Tribe for making this project a priority. Please consider MVP's strong support in your decision to fund the National Culvert Removal, Replacement, and Restoration Grant. If you have any questions or need other information, please contact me at kim.sollien@fastplaning.us or 907-982-9080.

Sincerely,

Kim Sollien

Visit www.mvpmmpo.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 48



MatSu Valley Planning *for* **Transportation** Metropolitan Planning Organization

MVP Coordinator

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