

# MVP for Transportation MPO Policy Board Meeting

## **Representatives:**

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



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## **Agenda**

**Tuesday, April 22nd, 2025**

**1:30-3:00pm**

## **Meeting Location**

Musk Ox Farm

12850 E Archie Road, Palmer Alaska 99645

Hayloft / Classroom

### **1. Meeting called to order**

The meeting was called to order at 1:32pm

#### **Members Present**

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

#### **Members Absent**

Sean Holland, Alaska DOT&PF

#### **Visitors Present**

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

### **2. Consent Agenda (Action Item)**

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

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

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

- i. **Staff Report**

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- **Schedule of Topics**

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

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

None

## 5. Action Items

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

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

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

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

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

### b. MSB Grant Agreement (ACTION)

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

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

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

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

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

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

### 6. Old Business

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

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

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

**Kim Sollien:** Should we wait for additional comments?

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

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

### 7. New Business

None

### 8. Other Issues

None

### 9. Informational Items

#### a. MSB Transit Program Development Update

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

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

### b. MTP Update

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

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

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

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

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

[https://www.akleg.gov/basis/Committee/Details/34?code=HTRA#tab2\\_7](https://www.akleg.gov/basis/Committee/Details/34?code=HTRA#tab2_7)

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

#### i. Boundary Development Process/Organizational Development April 3rd

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

## 10. Executive Session

### a. Staffing Update

### b. Contractual Support Services Update

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

## 10. Policy Board Comments

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

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

## 11. Adjournment

The meeting was adjourned at 2:36pm.

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