

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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(844) 594-6237 (toll-free)

Phone Conference ID: 568 381 409#

Agenda

Wednesday, July 23rd, 2025

1:30-3:00 pm

Meeting Location

Alaska DOT Mat Su District Office at 500 S Seward Meridian Pkwy, Wasilla, Alaska

There is limited parking at the building's main entrance; an overflow parking lot is adjacent to the south.

1. Meeting called to order and Roll Call
2. Consent Agenda (**Action Item**)
 - a. Approval of the July 23rd, 2025, Agenda
 - b. Approval of the June 24th, 2025, Minutes
3. Committee/Working Group Reports
 - i. Staff Report
 - Schedule of Topics
 - ii. Financial Report
4. Voices of the Visitors (Non-Action Items)
5. Technical Committee Action Items from the July 8th meeting
 - a. Review and Recommend to the Policy Board Approval of the Public Participation Plan Update for 45-day Public Review Period (*Action Item*) Motion to approve with administrative edits by Tom Adams, seconded by Dan Tucker, passed unanimously
 - b. Request for Scoping Comments Engstrom Road North Extension to Tex-Al Drive (*Action Item*) Motion to approve by Dan Tucker, seconded by Lawrence Smith, passed unanimously
 - c. Sign, Lighting, and Intersection Asset Management Plan Timeline and Match. Request to use the Legislative Grant for nonfederal match (*Action Item*). Motion to approve by Dan Tucker, seconded by Jude Bilafer, passed unanimously
6. Action Items
 - a. Approval of the Public Participation Plan Update for 45-day Public Review Period (**Action Item**) **Recommended Motion:** *Motion to approve the Public Participation Plan Update be released for 45-day Public Review Period*
 - b. Pavement, Sign, Lighting, and Intersection Asset Management Plan Match request to use the Legislative Grant to cover the match (**Action Item**). **Recommended Motion:** *Motion to*

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approve \$99,330 from the Legislative Grant to cover the nonfederal share of Pavement, Sign, Lighting, and Intersection Asset Management Plans.

- c. Statewide Transportation Improvement Program (STIP) Amendment #2 Memo to Commissioner Anderson. **(Action Item) Recommended Motion:** *Motion to approve sending additional comments and questions to Commissioner Anderson about Amendment #2*
- d. Website and Social Media Design proposal for MVP **(Action Item) Recommended Motion:** *Motion to approve the professional services agreement with (MSI, Spruce Studio, Rising Tide or Element Designs) to update the website and build design tools to support MVP's social media and public outreach.*
- e. Metropolitan Transportation Plan (MTP) Scope and Budget Update **(Action Item) Recommended Motion:** *Motion to approve the use of the Legislative Grant to cover the nonfederal share of the MTP scope and budget update.*

7. Possible Executive Session

- a. Staffing update
- b. Emerging issues

8. Old Business

9. New Business

10. Other Issues

- a. Title VI Training Schedule
- b. MTP Project Evaluation Criteria Work Session Special Meeting

11. Informational Items

- a. MVP Technical Committee Scoping Comments Engstrom Road North Extension to Tex-Al Drive submitted to HDL on July 9th
- b. Secretary of Transportation Letter: President Trump's agenda to end illegal discrimination, inefficient climate change policy, and other harmful initiatives in federal programs.

12. Policy Board Comments

13. Adjournment

Next Scheduled MPO Policy Board Meeting – **August 27th**, from 1:30 pm to 3:00 p.m. to be held via Microsoft TEAMS and at the Alaska DOT MatSu District Office at 500 S Seward Meridian Pkwy, Wasilla, Alaska



MatSu Valley Planning (MVP) for Transportation
Metropolitan Planning Organization

MVP For Transportation Policy Board

Action Items

July 23rd, 2025

1) Consent Agenda- July 23rd meeting

Action: Motion to approve the July 23rd Consent Agenda, including the Agenda and Minutes

MOTION:

Yes / No / Abstain

2) Public Participation Plan (PPP) – 45-Day Review Period

Action: Motion to approve the PPP Update for a 45-day public review period.

MOTION:

Yes / No / Abstain

Staff Summary:

MVP is federally required to engage the public in its planning process. The PPP outlines how MVP will involve the public, track outreach effectiveness, and ensure transparency. The current update reflects MVP's formation and the launch of its first Metropolitan Transportation Plan (MTP). The draft PPP will be open for a 45-day public comment period and brought to the Policy Board in September for final approval.

TC voted to recommend the PPP be released for a 45-day review

3) Legislative Grant Use – Asset Management Plans

Action: Motion to approve \$99,330 from the Legislative Grant for the non-federal share of the Asset Management Plans.



MOTION:

Yes / No / Abstain

Staff Summary:

Staff request use of the Legislative Grant for the required local match for three plans that support long-term infrastructure management:

- **Sign Plan:** Inventory, assess, and schedule sign maintenance and replacement.
- **Lighting & Intersection Plan:** Inventory streetlights, plan LED upgrades, and assess intersections for electrical safety.
- **Pavement Plan:** Use automated tools to assess road conditions and prioritize repairs.

These plans provide a data-driven foundation for the MTP and TIP projects.

The TC recommended the match be funded by the Legislative Grant.

4) Follow-Up Comments on STIP Amendment #2

Action: Motion to approve sending additional comments/questions to Commissioner Anderson.

MOTION:

Yes / No / Abstain

Staff Summary:

MVP received a response to its March 19, 2025 letter regarding STIP Amendment #2. Staff reviewed the response and drafted follow-up questions and comments. See the attached chart for details.

The additional questions about Amendment #2 were presented to the TC for review, but they did not vote on sending them because of the timing of the Packet Release.

5) Professional Services Agreement – Communications Support

Action: Motion to approve a contract with a communications firm for website and outreach tool development.

MOTION:

Yes / No / Abstain



Staff Summary:

Effective public outreach requires professional communication tools. Staff recommend hiring a firm to update MVP's website and create materials for social media and outreach.

Why it matters:

- High-quality materials improve engagement and trust
- Better public input leads to better planning outcomes

Four quotes were reviewed from Element, MSI, Rising Tide, and Spruce Designs; outsourcing lets MVP staff focus on transportation planning. Staff recommend working with Element. They are a local firm, and the cost of their proposal was in line with our existing budget.

6) MTP Scope & Budget Amendment – Model Fix

Action: Motion to amend the MTP scope to recalibrate the travel demand model (TDM) and use the Legislative Grant for the non-federal match.

MOTION:

Yes / No / Abstain

Staff Summary:

MVP's consultant found that the current travel demand model overestimates traffic due to incorrect population assumptions from Anchorage. Fixing it will take ~6 weeks and cost up to \$50,000. Staff recommend proceeding with the recalibration to ensure accurate planning data. MVP requests using Legislative Grant funds for the 9.3% local match.

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Phone Conference ID: 447 328 062#

Minutes

Wednesday, June 25th, 2025

1:30-3:00pm

Meeting Location

Alaska DOT&PF Mat Su District Office at 500 S Seward Meridian Pkwy, Wasilla, Alaska
There is limited parking at the building's main entrance; an overflow parking lot is adjacent to the south.

1. Meeting called to order

The meeting was called to order at 1:31pm.

2. Roll Call

Members Present:

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)
Kolby Zerkel - Palmer City Manager, Proxy for Steve Carrington, Mayor – City of Palmer (Vice Chair)

Members Absent:

Steve Carrington, Mayor – City of Palmer (Vice Chair)

Present Visitors:

Kim Sollien - MVP Executive Director
Andy Mills – AK DOT&PF
Anjie Goulding - MVP
Elise Blocker – RESPEC
Lauren Little - AK DOT&PF
Megan Flory - RESPEC
Adam Bradway - AK DOT&PF
Kaylan Wade - Chickaloon Native Village

3. Consent Agenda (Action Item)

a. Approval of the June 25th, 2025, Agenda

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

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b. Approval of the May 28th, 2025, Minutes

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

4. Committee/Working Group Reports

i. Staff Report

- **Schedule of Topics**
- **MVP Financial Report**

Kim Sollien provided a staff report. Kim reports it is a very busy time and that things are going well. MVP is working with RESPEC and working on the public participation plan. Anjie Goulding met with a web designer about making our website more user friendly and more interactive to support all our upcoming public outreach. Kim and Anjie attended multiple meetings this past month: Safe Routes to School, DOT&PF & Tribal Government Coordination Meeting talking about fish passage needs with DOT&PF and the tribes, Fairbanks twice to meet with Donna and FAST. Kim and Anjie signed up for the AMPO Conference in Rhode Island in September.

Getting commercial insurance for MVP continues to be a challenge. All paperwork is submitted to the fourth provider that we have worked with. This is Combs, and I am waiting to hear back from them.

Kim Sollien called attention to the look ahead at the back of her staff report to flag what is coming up for MVP in the following months,

Sunshine Transit is trying to figure out how to cover the gap between the rural Upper Susitna area and the urban area for residents of Big Lake, Meadow Lakes and the surrounding area. We might be able to use our planning money to help cover the funding needed to cover this gap. More to come.

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

None.

6. Action Items

a. FFY2025 MVP Improvement Program Project List Approval (Action Items)

Recommended Motion: Motion to approve the FFY2025 MVP Improvement Program Project List. (Action Item)

Motion to approve the FFY2025 MVP Improvement Program Project List, (DeVries), seconded. Passed unanimously.

Kim Sollien: Since we do not have a TIP, we created a Program of Projects to program our funding. Within the Program of Projects, we set aside one million dollars for our improvement program. The improvement program is meant to be smaller projects that don't take a lot of design. We reached out to borough and cities for projects. We reviewed the submissions to make sure they fit the program's needs. We are recommending you approve the list of 14 projects to move forward for design. The list is not prioritized but will be prioritized when we move the projects to the construction phase.

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Adam Bradway: Keep in mind that the expectation from the Feds is, if we move these all forward, they expect us to build these. If we don't end up building them, we will end up needing to pay the feds back. The match for design has been paid for by the state for design, the expectation is the local areas would pay the match when we get to the construction stage.

Edna DeVries: Were all nominated projects moved forward?

Kim Sollien: No, there were a few from the borough that were determined to be bigger than what fit for this program.

- b. **Letter Requesting the Governor's Roads and Highways Board be extended and formalized in State Statute. Recommended Motion: Motion to approve sending a letter to the Governor's office (Action Item)**

Motion to approve sending a letter to the Governor's office against sunset of the board, (Brown), seconded. Vote: Yes: 1; No: 5, Abstain: 1. Motion Fails.

Brown: I would like the letter to be written requesting the Governor let the board sunset. I don't feel that the board supports local choice. I would recommend we let it sunset, as it doesn't feel like it aligns with what we are doing.

DeVries: I checked to see who is on this board, there is a person Colby on it that is from the Wasilla area, they are not involved with our MPO at all. I would like to agree with Mike Brown and write a letter requesting we let it sunset.

Motion to approve sending a letter to the Governor's office in support of the sunset of the board, (Brown), seconded. Vote: Yes: 5; No: 0, Abstain: 2. Motion passes.

- c. **Letter of Support to the Matanuska-Susitna Borough (MSB) Assembly in Support of applying for Federal Transit Administration (FTA) funding to manage Transit Services in the Urban Area. Recommended Motion: Motion to approve sending a letter of support to the MSB Assembly in support of their grant application to FTA and to manage Transit Services in the Urban Area. (Action Item)**

Motion to approve sending a letter of support to the MSB Assembly in support of their grant application to FTA and to manage Transit Services in the Urban Area (Charles), seconded. Approved unanimously.

7. Old Business

- a. **Statewide Transportation Improvement Program (STIP) Amendment #2 Update**

Lauren Little: We are shooting for July 15th as our approval date. Given timelines, there will not be another opportunity to look at this. But with moving to the rolling STIP, it will really show FY26 and FY27 and we can look at that when it is up.

- b. **Metropolitan Transportation Plan (MTP) Update**

Kim Sollien: No other update besides what is in her staff report. Will share more at our next meeting.

MVP for Transportation MPO Policy Board Meeting

8. New Business

None.

9. Other Issues

- a. Thank you to our amazing consulting team, led by Donna Gardino of Gardino Consulting and Elise Blocker with RESPEC Engineering, for all their mentorship and support over the past five years as we worked to establish MVP.

Edna DeVries and Glenda Ledford echoed thanks to Donna and Elise.

10. Other Issues

None

11. Informational Items

a. MPO Quarterly meeting overview, including PL Distribution amounts for FFY26

Kim Sollien: Met with the other MPOs and got our fiscal planning funds. We are about \$10K short. We don't have to update our UPWP because we are under the \$35K that would require a formal change.

b. Transit Update

Kim Sollien: Gave this update in her staff report. Unless DeVries or the Borough has updates on this, I have nothing more.

Mike Brown: No update at this time. Working with Valley Transit to figure out a service set, with the allocated funding.

c. Safe Routes to School workshop review

Kim Sollien: No update besides what was given in her staff report. Thankful for making connections with the SRTS team. I hope to do some walks/bikes to school at the schools in our boundary area, so we can start to look at these things. Staff are brainstorming fun ways to get the board involved in these too! Stay tuned.

d. Article – The Valley's New MVP, Mat-Su Borough gets its own Metropolitan Planning Organization.

Kim Sollien: Brian, Adam and I were interviewed for this article. They did a good job talking about what an MPO is, the partnerships, and purpose. I just wanted you to have that, it's a good read.

e. Article - Dunleavy vetoes could delay \$600 million in federal highway funds.

Lauren Little: We do expect to keep FY25 year on track. There are potential impacts to Federal FY26 and FY27 if the match is not addressed when they reconvene in January. There will be some changes to FY26&27 to address the match because of fiscal restraint. This is what is causing delays to the STIP document. The STIP is with Federal Highways to make sure we have everything we need. We are working towards July 15th for STIP amendment 2 amendment.

MVP for Transportation MPO Policy Board Meeting

Kim Sollien: Why was the match vetoed? What is the ripple effect timeline with updating the STIP?

Lauren Little: Fundamentally, it's generally this match money is clean money with no constraints. Shortly after the legislature started, they had tough decisions to make. They attempted to reappropriate money, but the reappropriated money had already been spent by DOT&PF and it raised problems. Unrestricted funds that were typically used have been moved to other priorities, etc. We do expect to have a rolling STIP soon. We will implement a new STIP that will cover FY26 through FY28. We are actively working to show a full state match and showing state match being restored. We understand the concerns with the length of time it's been to see STIP amendment 2, but this is unique and not project related. OMB has a great report about the vetoes, goes by line items if you want to listen to that.

Donna Gardino: Did the funds go to ferry access in Juneau?

Andy Mills: Reappropriating funds has been an issue. I would recommend watching the May 1st Senate Transportation Committee meeting, at around 2PM, to hear the portion that covers this, and where funds were reapportioned.

f. MVP Match Letter from Ryan Anderson, Commissioner of DOT&PF

Kim Sollien: This was reviewed by Lauren Little above.

12. Policy Board Comments

Mike Brown: Can we get Technical Committee Board actions on their motions in our board packet, so that we can see what they chose in their action items.

Bob Charles: I just wanted to share some interesting and exciting news for the tribes. Authority and eligibility as a tribe for financing federal funding for MPO partners projects in the valley, DOT&PF took that to heart, and we have been working with them quarterly and have a funding plan for DOT&PF projects. More recently, the tribe has entered into an intergovernmental agreement with DOT&PF and the Bureau of Indian Affairs, Department of Interior with the tribe, in regard to the Western Susitna Access road project and are using the Tribal authority to support the project with the DOT&PF and the Knik tribe. Part of that agreement is conducting pre-construction activities beginning in the summer related to environmental work, cultural resource surveys and other pre-construction project related planning work. We're actively moving forward with DOT&PF on this project, and I would like to inform the policy board and the MPO that the MPA for MVP is almost entirely contained within the tribes' Alaska Native Village boundary that's defined by the US Census Bureau. I think in the future we'll be looking to partner with the MPO and enact the same federal funding partnerships for MPO projects.

Brian Winnestaffer: On Father's Day, I biked to Palmer from the Moose Creek Area with my kids (15, 13 and 8) to go get ice cream. We biked along the shoulder of the Glenn, my littlest got scared when a car went by and went into the dirt, crashed and ended up in the ER costing me around \$14K. Please keep fighting for a separated pathway along the highway for biking.

Sean Holland: Thanked Andy Mills and Lauren Little for the match explanation and their support.

13. Adjournment

The meeting was adjourned at 2:28pm.

MVP for Transportation MPO Policy Board Meeting

Next Scheduled MPO Policy Board Meeting – **July 23rd**, from 1:30 pm to 3:00 p.m. to be held via Microsoft TEAMS and at the Alaska DOT&PF MatSu District Office at 500 S Seward Meridian Pkwy, Wasilla, Alaska

DRAFT



Staff Report July 2025

FFY25/26 UPWP Tasks

TASK 100 A UPWP

- Drafted the Third Quarter UPWP Report and submitted it to ADOT

Task 100 B Metropolitan Transportation Plan

- Met with the MTP Team to discuss the overall project timeline, task deliverables and consultant team role and responsibilities
- Met with the MTP Communications Team to discuss the MTP Public Involvement Plan
- Met with the Project Team to the task schedule and to seek clarification the existing conditions report and the internal call for projects
- Reviewed and provided feedback on the PowerPoint for the existing conditions and goals and objectives presentation
- Updated the Website to include an MTP landing page, gave feedback and edits on the MTP page
- Reviewed Task 1.1, 1.2, and 1.3 and on the MTP and scheduled a meeting with the RESPEC team to review the existing conditions, network deficiencies and plan review tasks

TIP Scoring Criteria

- Reviewed scoring and evaluation criteria from FAST, AMATS and the MSB to prep for MVP's criteria development workshop with the TC

Complete Streets Policy

Task 100 C TransCad Modeling

- Requested a Tech memo from RSG the firm working with RESPEC to go over their development process of the model for our MTP

TASK 100 D Household Travel Survey

TASK 100 E Transportation Improvement Program

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

- Reviewed the final draft PPP update and provided several rounds of comments
- Scheduled Title VI training for Staff August 18th
- Presented the PPP to the TC for approval and a recommendation to the Policy Board to release the document to the public for a 45-day review period.



Staff Report July 2025

TASK 100 G Support Services

Budget Management

- Continue to meet weekly with the accountant to manage QuickBooks
- Worked on a financial report for the July PB meeting
- Completed payroll for June
- Drafted the third reimbursement invoice to DOT for the month of June
- added non-billable payroll hours for Vacation, Holiday, Travel, and Training hours per employee to support the annual IDCR review
- Developed a tracking document for the billable hours for each employee per month to support the annual IDCR review
- Coded weekly transactions in QuickBooks
- Requested support from our account to assist with the a budget revision for FFY25 and the development of the annual budget for FFY26

Meetings

- Worked on the Technical Committee and Policy Board July Packets
- Hosted the Technical Committee and Policy Board July Meeting
- Met with DOT Planning to discuss the MTP project progress
- Met with Melissa Toflan to talk about the needs of the Mat-Su Crisis Response Team related to transit and provided existing resources that providers could access for vouchers
- Met with Joni Wilm of Ohanu Consulting to discuss the MVP's planning project list, including the Transit Development Plan, asset management plans, the household travel survey, and the travel demand model.

Staffing

- Scheduled interviews for the Communications and Office Manager
- Interviewed four candidates and anticipate making offers after the July board meeting

Office Management

- Waiting on Quotes for Commercial Insurance
- Reviewed Office Rental listing on MLS

Correspondence



Staff Report July 2025

- Received a letter from DOT Commissioner Anderson about MVP comments on STIP Amendment #2
- Received STIP Amendment #2 approval from FHWA
- Received letter from the Commissioners Office on the STIP Amendment #2 Approval

Nonprofit Filings and Reports

- Purchased an Alaska Business License for MVP
- Drafted the scope of work for an Annual Audit and 990 preparation for FFY25

Organizational Documents

Agency Relationships

Contract Management

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

Strategic Planning

Short-Range and Tactical Planning

Long-Range Planning

Funding / Budget

- Drafted comments responding to the DOT Commissioner Anderson's Letter about MVP's STIP Amendment #2 letter
- Presented comments to the TC

Training

- Registered staff for Title VI training for August 18 & 19

TASK 200 A MSB Public Transit Planning Support

- Canceled the Transit Roundtable meeting for July but sent an email to the group highlighting the actions taken to support transit over the past month.

TASK 200 B Transit Development Plan

TASK 300 Asset Management Plans

TASK 300 A MVP Sign Management Plan

TASK 300 B MVP Advanced Project Definition



Staff Report July 2025

TASK 300 C MVP Streetlight and Intersection Management Plan

TASK 300 D Pavement Asset Management Plan

June 2025

- Secured Health Insurance
- Review and Approve MVP's Improvement Program Projects
- Receive MVP PL Allocation for FFY26 and review the FFY26 PL allocation letter to determine if we need to do a UPWP budget administrative modification/amendment
- Draft a resolution for the MSB Planning Department to submit to the Assembly to amend the Coordinated plan to include Assembly Priorities
- Register for the AMPO annual conference
- Advertise for a Communications and Office Manager
- Schedule title VI training

July 2025

- Secure Insurances (working with Combs now our 4th broker)
 - Directors
 - General Liability
 - Commercial Auto
 - Personal Property for office equipment
- Request funding from MSB for Alaska DOT&PF Membership Fee
- Apply for State and City Business Licenses
- Draft MTP Project Eligibility Criteria
- Present Draft MTP Goals and Objectives to TC and PB
- Begin presentation / meeting outline for MTP Stakeholder Meetings
- Develop an Internal MTP call for Projects info and guidelines
- Website Update for MTP project page, info, timeline, ways to engage
- Interactive comment map for the MTP
- UPWP Quarterly Report
- Title VI Training, TC and PB training (requirements of the Title VI plan)
- Draft scope of services for the Audit and 990 filing
- MTP Transportation System Status Report and overview of travel model
- Review and update MVP's updated Program of Projects FFY26
- Review and approve the PPP update with MTP outreach goals and release for 45-day public comment period July 24th – to Sept 10th
- Finalize MTP outreach plan
- Draft MTP project evaluation criteria
- Develop MTP open house talking points, slides, maps, call to action
- Present the MTP Goals, Objectives, and Performance Measures to TC and PB
- Interview Communications Manager

- Review ADOT's 3c policy document

August 2025

- Present the TIP Evaluation Criteria to the TC and PB for review
- Determine if there are federal lands in the MPA and schedule Formal Consultation of Federal Land Owners.
- Schedule Formal Consultation with Tribes about the MTP
- Schedule MSB and City Planning Commission Presentations about MTP
- Review and Approve TIP Funding Policy to Technical Committee and Policy Board
[TIP policies MVP K.s. commnets.docx](#)
- RESPEC Presentation of MTP projects
- Set up an MVP Facebook account
- Set up an MVP LinkedIn account
- Schedule first round of MTP public Involvement
- MTP Scenario Analysis
- Internal call for MTP projects from MSB, cities, and tribes
- Draft Title VI annual compliance report
- MVP Annual Budget Update
- Develop Carbon Reduction Program Criteria: priorities for MVP- projects need to be awarded under a competitive process
- CMAQ funding review
- Grandfather agreements with ADOT&PF for all the current CTP & TAP projects so that we have them prior to the TIP development
- Alaska DOT 3c policy review and comments
- MTP Public Involvement Open House
- MSB/Tech Wise Arc GIS Pro Questions
- Review and Approve the MTP Goals, Objectives, and Performance Measures to TC and PB
- Review and approve the TIP Evaluation Criteria to the TC and PB for review
- Tribal Coordination Meeting MTP and Call for Projects

September 2025

- Alaska DOT 3c Policy works session at the TC and PB
- Travel Demand Model Run of Internal Projects and assess
- External Call for Projects and comment on the internal projects
- Stakeholder Meeting (Maija is drafting)

- Regional & Local Government Consultation/Presentations (MSB, Cities (planning commission), Commissioners' office and Federal land managers)

October 2025

- UPWP Quarterly /Final annual Report
- Review the Gap Analysis with the TC and PB
- Develop Scenarios for the model – business as usual
- Presentation about complete streets/link to federal regulation and plan goals

November 2025

- Draft Complete Streets Policy
- Review Complete Streets Policy with TC and PB
- Officer Elections
- FFY26 Meeting Schedule and Location
- Discussion on Planning Studies/ new committees bike and ped and freight that may be needed as a result of the MTP what else do we need to look at to support the building out of our transportation system/infrastructure

December 2025

- Evaluate the Scenarios for the model – business as usual
- Review and Approve Complete Streets Policy with TC and PB
- Public Event for MTP

January 2026

February 2026

- Tribal Consultation
- Regional & Local Government Consultation (MSB, Cities, Commissioners' office and Federal land managers)

March 2026

- Finalize MTP Project list

April 2026

- Draft FFY27&28 UPWP
- Draft Fiscal Plan for MTP and TIP

May 2026

MVP future Agenda Items list June 2025- December 2026

- Draft TIP and Review with TC and PB
- O&M state of the system maintenance report
- Draft Summary Fiscal Plan Report

June 2026

- Receive FFY27 PL allocations
- Approval of FFY27&28 UPWP 30-day public review
- Apply Performance Measures to MTP projects
- Fiscal Plan Summary Report Review with TC and PB

July 2026

- MTP and Complete Streets Completion
- 30-UPWP Review
- Review and Approve 30-day public comment period TIP and Review with TC and PB
- Public Event – final draft project list

August 2026

- Review and Approve FFY27/28 UPWP and submit to ADOT, FHWA, and FTA

September 2026

October 2026

- TIP Completion

December 2026

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

INTEROFFICE MEMORANDUM

TO: KIM SOLLIEN, EXECUTIVE DIRECTOR, MATSU VALLEY FOR PLANNING FOR TRANSPORTATION
FROM: TOBY SMITH, THE FORAKER GROUP SHARED FINANCIAL SERVICES
SUBJECT: JUNE 2025 FINANCIAL STATEMENTS
DATE: JULY 7, 2025

Overview

Along with this memo you will find the Balance Sheet and related Profit and Loss by Class report for MVP as of June 2025, the ninth month of Fiscal Year 2025, which began October 1, 2024. Also included is a Budget versus Actual report.

BALANCE SHEET

The Balance Sheet is a snapshot of MVP's assets (cash in the bank) and liabilities (monies owed) at a given point in time.

Cash Balance

As of the last day of June 2025, MVP had cash on hand of \$67,463 in the Mat-Su Valley Federal Credit Union checking account and \$29,926 in the savings account, along with \$129,291 in the money market account.

Accounts and Grants Receivables

Accounts receivables as of June 2025 were \$317,214. Of this, \$36,244 was owed by the State of Alaska DOT as reimbursement for expenses incurred by MVP, and \$280,970 was due from the Mat-Su Borough for membership dues.

Deposits

Deposits held as assets include a \$500 payroll deposit paid to the payroll vendor to cover unexpected occurrences or contingencies.

Current liabilities

The current liabilities balance of \$12,575 includes:

- Accounts payable of \$0
- Accrued payroll of \$0
- Annual leave liability of \$12,575
- Deferred Revenue of \$0

Deferred Revenue consists of cash that has been received by MVP but the posting of the revenue has been deferred (delayed) until the cash is spent. Revenue is recognized as costs are incurred and expenses are paid. The amount of deferred revenue is the amount of the grant yet to be spent.

As of the end of June the current ratio (current assets divided by current liabilities) was 43 to 1. This means that for every dollar spent, there are 43 in the bank or owed to MVP, so the higher the number the better.

Net Assets

As of the end of June 2025, MVP had total net assets of \$531,819.

PROFIT AND LOSS BY CLASS

This page shows the amount of revenue received and expenses paid as of June 30, the ninth month of Fiscal Year 2025, by class.

BUDGET VS ACTUALS

This page shows the amount of revenue received and expenses paid as of June 30 versus the FY25 annual budget.

Revenue & Support

Nine months into the fiscal year, revenues and expenses are anticipated to be 75% realized. Revenues for the fiscal year to date total \$355,813. This represents 72% of the revenue budgeted for the year versus 75% of the fiscal year being completed. Any future grant revenues that are deferred (delayed) will be recognized as expenses are made.

Expenses

Operating expenses through June totaled \$78,244 or 17% of the annual budgeted amount, versus 75% of the fiscal year being completed.

CAPITAL FLOAT

Each partner organization is required to pay membership dues which comprise MVP's capital float, which exists in order to provide a cash balance on hand since grant revenues are reimbursable after costs have been expended. The capital float supports MVP operations until grant receivables are received. Due to MVP becoming a 501©3 during the current fiscal year, membership dues that had already been received by MVP's prior fiscal sponsor were posted in MVP's accounting system as starting balances, rather than as revenues. Going forward, all pending and receivable membership dues and all future grant revenues will be posted as revenues.

**MatSu Valley Planning for Transportation
Financial Statements
June 30, 2025**



Preliminary - Unaudited

Prepared By:


theforakergroup
Standing Beside Alaska's Nonprofits

MatSu Valley Planning for Transportation

Balance Sheet

As of June 30, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
1010 MVFCU Main Checking	67,462.74
1015 MVFCU Savings Account	29,926.24
1020 Money Market	129,290.81
Total Bank Accounts	\$ 226,679.79
Accounts Receivable	
1110 Accounts Receivable	317,213.84
Total Accounts Receivable	\$ 317,213.84
Other Current Assets	
1250 Deposits	500.00
Total Other Current Assets	\$ 500.00
Total Current Assets	\$ 544,393.63
TOTAL ASSETS	\$ 544,393.63
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 Payroll Liability	
2105 Accrued Wages and Salaries	0.00
2130 Accrued Leave	12,574.63
Total 2100 Payroll Liability	\$ 12,574.63
Total Other Current Liabilities	\$ 12,574.63
Total Current Liabilities	\$ 12,574.63
Total Liabilities	\$ 12,574.63
Equity	
3000 Opening Balance Equity	254,250.00
Retained Earnings	
Net Income	277,569.00
Total Equity	\$ 531,819.00
TOTAL LIABILITIES AND EQUITY	\$ 544,393.63

MatSu Valley Planning for Transportation
Profit and Loss by Class
October 2024 - June 2025

	FFY25-26 Unified Planning Work Program					
	Admin	(UPWP)	Mat-Su Borough Grant	Membership Dues		TOTAL
Income						
4000 Grant Revenue						0.00
4010 Alaska DOT & PF UPWP		22,177.60				22,177.60
4020 MSB Legislative Grant			280,970.00			280,970.00
4050 Capital Float				26,720.00		26,720.00
Total 4000 Grant Revenue	\$ 0.00	\$ 22,177.60	\$ 280,970.00	\$ 26,720.00	\$	329,867.60
4800 Indirect Cost Rate		25,504.24				25,504.24
4900 Interest Income	441.66					441.66
Total Income	\$ 441.66	\$ 47,681.84	\$ 280,970.00	\$ 26,720.00	\$	355,813.50
Gross Profit	\$ 441.66	\$ 47,681.84	\$ 280,970.00	\$ 26,720.00	\$	355,813.50
Expenses						
5000 Personnel						0.00
5010 Salary and Wages		39,897.59				39,897.59
5020 Annual Leave		12,574.63				12,574.63
5030 Relocation Reimbursement		2,500.00				2,500.00
5100 Payroll Taxes						0.00
5110 FICA		2,473.20				2,473.20
5120 Medicare		578.45				578.45
5130 Alaska ESC		385.41				385.41
Total 5100 Payroll Taxes	\$ 0.00	\$ 3,437.06	\$ 0.00	\$ 0.00	\$	3,437.06
5200 Fringe Benefits						0.00
5210 Workers Comp		124.09				124.09
5220 Medical/Dental/Vision		2,881.43				2,881.43
5230 Retirement		1,030.67				1,030.67
Total 5200 Fringe Benefits	\$ 0.00	\$ 4,036.19	\$ 0.00	\$ 0.00	\$	4,036.19
Total 5000 Personnel	\$ 0.00	\$ 62,445.47	\$ 0.00	\$ 0.00	\$	62,445.47
6000 Professional Fees						0.00
6010 Legal Fees		697.50				697.50
6020 Accounting Fees	560.00	455.00				1,015.00
Total 6000 Professional Fees	\$ 560.00	\$ 1,152.50	\$ 0.00	\$ 0.00	\$	1,712.50
6060 IT Services		6,212.83				6,212.83
6100 Occupancy						0.00
6130 Telephone		200.00				200.00
Total 6100 Occupancy	\$ 0.00	\$ 200.00	\$ 0.00	\$ 0.00	\$	200.00
6200 Meetings		139.72				139.72
6300 Training and Travel						0.00
6310 Travel		1,758.00				1,758.00
6320 Training and Professional Development		1,697.40				1,697.40
Total 6300 Training and Travel	\$ 0.00	\$ 3,455.40	\$ 0.00	\$ 0.00	\$	3,455.40
6400 Insurance		44.00				44.00
6500 Dues and Subscriptions	170.00	558.99				728.99
6520 Association Membership		1,066.05				1,066.05
Total 6500 Dues and Subscriptions	\$ 170.00	\$ 1,625.04	\$ 0.00	\$ 0.00	\$	1,795.04
6800 Advertising & Public Notices	306.79	232.50				539.29
6900 Office Supplies	51.25					51.25
7000 Other						0.00
6510 Software		348.00				348.00
7020 Bank Charges & Fees	20.00	1,281.00				1,301.00
Total 7000 Other	\$ 20.00	\$ 1,629.00	\$ 0.00	\$ 0.00	\$	1,649.00
Total Expenses	\$ 1,108.04	\$ 77,136.46	\$ 0.00	\$ 0.00	\$	78,244.50
Net Operating Income	-\$ 666.38	-\$ 29,454.62	\$ 280,970.00	\$ 26,720.00	\$	277,569.00
Net Income	-\$ 666.38	-\$ 29,454.62	\$ 280,970.00	\$ 26,720.00	\$	277,569.00

Budget vs. Actuals FY25

October 1, 2024-June 30, 2025

Distribution account	Total			
	Actual	Budget	Over budget by	Percent of budget
Income				
4000 Grant Revenue	0.00	460,920.00	-460,920.00	0.00%
4010 Alaska DOT & PF UPWP	22,177.60	0.00	22,177.60	
4020 MSB Legislative Grant	280,970.00	0.00	280,970.00	
4050 Capital Float	26,720.00	0.00	26,720.00	
Total for 4000 Grant Revenue	\$329,867.60	\$460,920.00	-\$131,052.40	71.57%
4800 Indirect Cost Rate	25,504.24	0.00	25,504.24	
4900 Interest Income	441.66	0.00	441.66	
Total for Income	\$355,813.50	\$460,920.00	-\$105,106.50	77.20%
Cost of Goods Sold	0.00	0.00	0.00	
Gross Profit	\$355,813.50	\$460,920.00	-\$105,106.50	77.20%
Expenses				
5000 Personnel	0.00	0.00	0.00	
5010 Salary and Wages	39,897.59	189,280.00	-149,382.41	21.08%
5020 Annual Leave	12,574.63	0.00	12,574.63	
5030 Relocation Reimbursement	2,500.00	0.00	2,500.00	
5100 Payroll Taxes	0.00	0.00	0.00	
5110 FICA	2,473.20	11,735.36	-9,262.16	21.07%
5120 Medicare	578.45	2,744.64	-2,166.19	21.08%
5130 Alaska ESC	385.41	265.36	120.05	145.24%
Total for 5100 Payroll Taxes	\$3,437.06	\$14,745.36	-\$11,308.30	23.31%
5200 Fringe Benefits	0.00	55,534.00	-55,534.00	0.00%
5210 Workers Comp	124.09	0.00	124.09	
5220 Medical/Dental/Vision	2,881.43	0.00	2,881.43	
5230 Retirement	1,030.67	0.00	1,030.67	
Total for 5200 Fringe Benefits	\$4,036.19	\$55,534.00	-\$51,497.81	7.27%
Total for 5000 Personnel	\$62,445.47	\$259,559.36	-\$197,113.89	24.06%
6000 Professional Fees	0.00	36,666.64	-36,666.64	0.00%
6010 Legal Fees	697.50	0.00	697.50	
6020 Accounting Fees	1,015.00	0.00	1,015.00	
Total for 6000 Professional Fees	\$1,712.50	\$36,666.64	-\$34,954.14	4.67%
6060 IT Services	6,212.83	20,000.00	-13,787.17	31.06%
6100 Occupancy	0.00	40,666.64	-40,666.64	0.00%
6130 Telephone	200.00	0.00	200.00	
Total for 6100 Occupancy	\$200.00	\$40,666.64	-\$40,466.64	0.49%
6200 Meetings	139.72	5,333.36	-5,193.64	2.62%
6300 Training and Travel	0.00	16,666.64	-16,666.64	0.00%
6310 Travel	1,758.00	0.00	1,758.00	
6320 Training and Professional Development	1,697.40	0.00	1,697.40	
Total for 6300 Training and Travel	\$3,455.40	\$16,666.64	-\$13,211.24	20.73%
6400 Insurance	44.00	6,400.00	-6,356.00	0.69%
6500 Dues and Subscriptions	728.99	0.00	728.99	
6520 Association Membership	1,066.05	3,333.36	-2,267.31	31.98%
Total for 6500 Dues and Subscriptions	\$1,795.04	\$3,333.36	-\$1,538.32	53.85%

6800 Advertising & Public Notices	539.29	17,333.36	-16,794.07	3.11%
6900 Office Supplies	51.25	6,666.64	-6,615.39	0.77%
7000 Other	0.00	33,333.36	-33,333.36	0.00%
6510 Software	348.00	0.00	348.00	
7020 Bank Charges & Fees	1,301.00	0.00	1,301.00	
Total for 7000 Other	\$1,649.00	\$33,333.36	-\$31,684.36	4.95%
6050 Annual Audit	0.00	10,000.00	-10,000.00	0.00%
6700 Printing, Postage and Publication	0.00	3,333.36	-3,333.36	0.00%
Total for Expenses	\$78,244.50	\$459,292.72	-\$381,048.22	17.04%
Net Operating Income	\$277,569.00	\$1,627.28	\$275,941.72	17,057.24%
Other Income	0.00	0.00	0.00	
Other Expenses	0.00	0.00	0.00	
Net Other Income	\$0.00	\$0.00	\$0.00	
Net Income	\$277,569.00	\$1,627.28	\$275,941.72	17,057.24%



MatSu Valley Planning *for* Transportation Public Participation Plan

Update Approved MONTH DAY, 2025





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Introduction

This Public Participation Plan (PPP) is the foundation for a continuous, cooperative, and comprehensive (3Cs) transportation planning process in the MatSu Valley Planning for Transportation (MVP) planning area. It outlines how MVP will keep the public informed, involved, and engaged throughout the planning process. The PPP includes strategies to encourage community members to share their ideas and feedback on transportation issues, plans, programs, and projects. MVP's goal is to create a well-connected, multimodal transportation system that supports the efficient and fair movement of people and goods. A multimodal system means having options—walking, biking, taking transit, or driving.

About MVP

The Matanuska-Susitna Borough (MSB) is located north of the Anchorage Municipality and, as of the 2020 census, has a population of 107,081 living across 25,260 square miles. The MSB is experiencing rapid growth, with the population increasing by approximately 20 percent since the 2010 census. Along with this growth, the density of the core area (comprising the cities of Wasilla and Palmer and the region between them) has reached the threshold to be designated an urbanized area by the U.S. Census Bureau.^{1,2}

On December 19, 2023, MVP was designated as the Metropolitan Planning Organization (MPO) for the region's urbanized area (UZA). (A visual history of MVP is found on page 2.) The purpose of MVP is to serve as the regional transportation planning organization for the greater core area of Matanuska-Susitna (MatSu). MVP develops transportation plans and policies for the region, sets priorities for the use of federal transportation funds, and provides a forum for collaborative regional decision-making. The process of developing MVP began in 2020 in anticipation of the UZA designation with the formation of a Pre-MPO Steering Committee and Pre-MPO Policy Board.

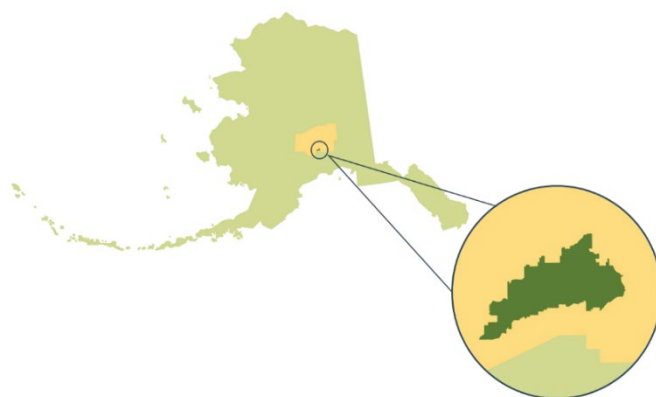


Figure 1. Location of the MVP MPA Within Alaska.



An MPO is required in UZAs, meaning a region that has a population of 50,000 or more. Additional criteria, including housing density thresholds, can be found in the Federal Register².

¹ [23 CFR § 450.310](#)

² [Urban Area Criteria for the 2020 Census—Final Criteria](#)

MVP HISTORY

2020

Pre-MPO Technical Committee is formed.



2021

Pre-MPO Policy Board is formed.
First PPP is finalized.



2022

Urbanized Area is designated.
Pre-MPO Policy Board votes to form 501(c)3 non-profit and names the MPO.



2023

Policy Board and Technical Committee are formed.
MPA Boundary Map is approved and the Operating Agreement is signed by the Governor.



2024

501(c)3 status granted by the IRS.
FFY24/25 UPWP is approved.
First year of federal funding is awarded.
Financial, personnel, and other key organizational policies are adopted.



2025

Executive Director & Transportation Planning Manager are hired.
Work begins on Metropolitan Transportation Plan, Travel Demand Model, & Household Travel Survey.





These two bodies worked with the MSB Planning Department staff to define the Metropolitan Planning Area (MPA), or the boundary within which the MPO operates. Federal law requires that the MPA must include, at a minimum, the entire UZA and the contiguous area expected to become urbanized within the next 20 years.³ To meet this requirement, the Pre-MPO Policy Board created a Boundary Development Strategy. This strategy, along with census data and forecasts from the Alaska Department of Labor, was used to define the MPA. The final approved MPA, shown in Figures 1 (on page 1) and 2 (on page 4), includes Palmer, Wasilla, and portions of the Fishhook and Knik-Fairview areas.

MVP has a Policy Board, Technical Committee, Executive Director, and staff. The Policy Board is the decision-making body and comprises representatives of local governmental agencies, including the MSB, cities of Palmer and Wasilla, Knik Tribe, Chickaloon Native Village, and the Alaska Department of Transportation & Public Facilities (DOT&PF). The Policy Board is advised by the Technical Committee, which comprises representatives of local governmental agencies and are advocates of transit, active transportation, and the trucking industry. The Executive Director and MVP staff are responsible for the day-to-day operations of the MPO.

MVP is one of three MPOs in Alaska; the other two MPOs are located in Anchorage and Fairbanks. Each MPO receives federal funding from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) through the DOT&PF, which follows a formula to divide those funds between the three MPOs. Each MPO has the authority to determine transportation priorities and program federal funding for projects within its MPA.

Federal Requirements and Guidance

As an MPO that receives federal transportation funding, MVP operates under several key federal laws designed to ensure transparent and inclusive planning processes:

- *The Infrastructure Investment and Jobs Act, the current federal transportation funding law.*
- *The Fixing America's Surface Transportation Act, previous transportation legislation that established many current requirements.*
- *The United States Code (U.S.C.) and the Code of Federal Regulations (CFR), especially 23 U.S.C. §134, 23 CFR Part 450, 49 U.S.C. §5303, and 49 CFR Part 613, which provide specific rules governing how transportation planning must be conducted.*
- *Title VI of the Civil Rights Act of 1964, which forbids entities that receive federal funds from discrimination on the basis of race, color, or national origin.*

³ [23 CFR § 450.312](#)

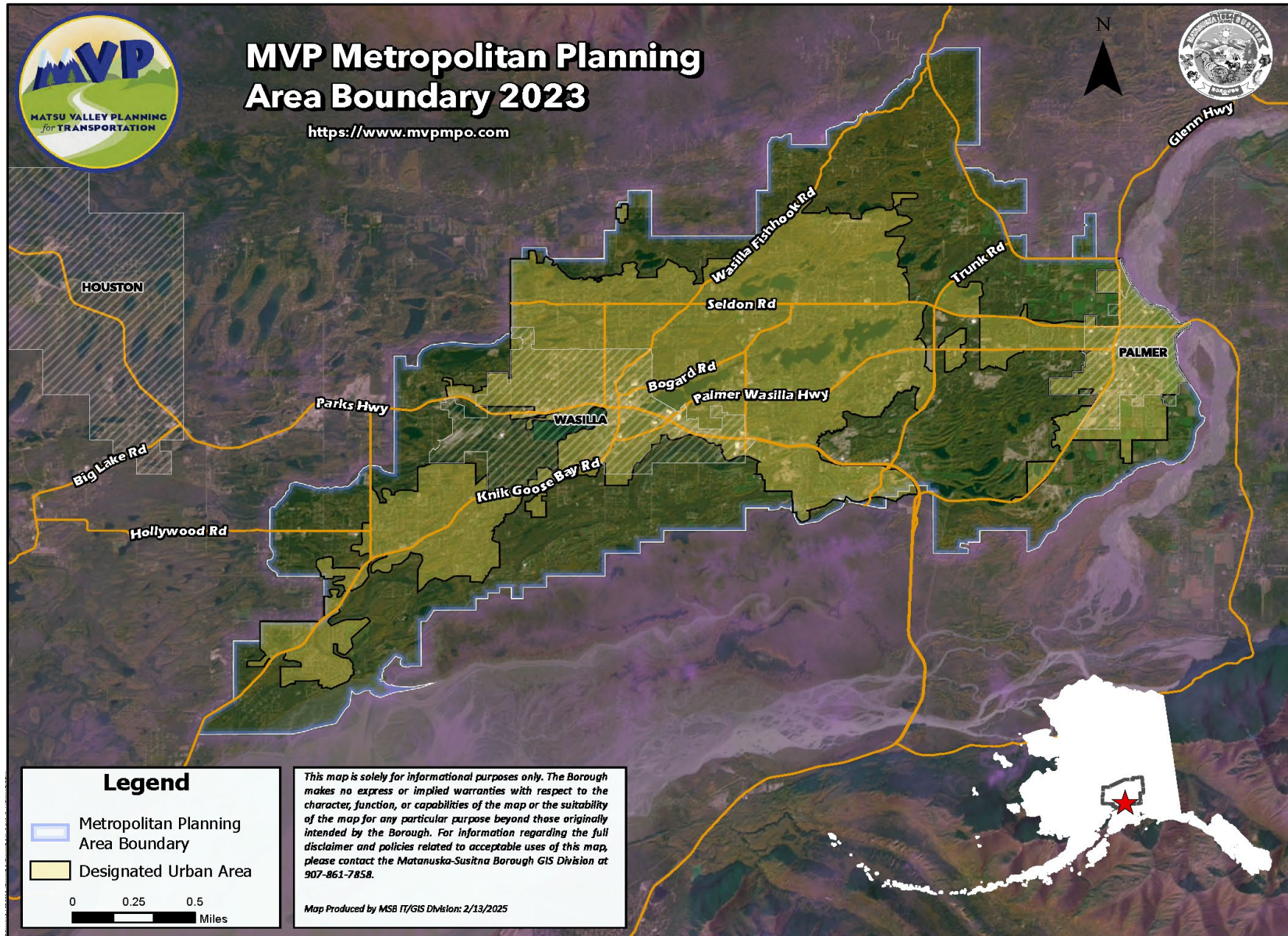


Figure 2 . MVP Metropolitan Planning Area Boundary.



These laws require MVP to maintain a PPP that creates clear, open pathways for community members, organizations, and agencies to participate meaningfully in transportation decision-making.

MVP Core Functions

As an MPO, the agency is responsible for carrying out a range of essential functions that support effective, inclusive, and performance-driven regional transportation planning. These core functions include the following:

1. **Establish and manage a fair and cooperative setting** for effective regional decision-making.
2. **Prepare and maintain the following four federally required work products:**
 - Unified Planning Work Program (UPWP)
 - Metropolitan Transportation Plan (MTP)
 - Transportation Improvement Program (TIP)
 - PPP
3. **Engage the public** by offering all interested persons opportunities to engage in the decision-making functions of the MPO.
4. **Ensure compliance** with federal and state civil rights and nondiscrimination requirements.
5. **Invest in projects and studies** that improve access, mobility, safety, and other outcomes for underserved groups while minimizing burdens.
6. **Conduct performance-based planning** by establishing targets and evaluating the impact of MPO actions.



The PPP supports the fulfillment of these core functions by actively engaging the people who live, work, visit, play, and conduct business in the MPA to provide feedback on the goals, priorities, needs, challenges, and opportunities of the transportation system.



MVP Plans and Programs

MVP is responsible for developing and regularly updating four key plans that define the region's transportation vision and priorities and are as follows:

UPWP: A document that outlines the annual budget and planning activities to be conducted by MVP.

MTP: A long-range plan that establishes a transportation vision and goals for the region, details the existing multimodal transportation system and future conditions, identifies needs and opportunities for the transportation system, and creates a project list that guides transportation investments into the future (a minimum of 20 years). This document is updated every 5 years and has a 30-day public comment period before adoption. All modes of transportation, including transit, bicycle and pedestrian facilities, freight, and roadways, are addressed in the MTP.

TIP: The short-term project list, which includes federally funded projects and regionally significant projects that are consistent with the MTP, regardless of funding sources. This document is updated every year and has a 30-day public comment period before adoption.

PPP and Title VI Plan: Framework documents that guide public involvement in MVP's planning efforts. These documents outline MVP's responsibilities, goals, and strategies for engaging the public on a continual basis. This document is updated as needed and has a 45-day public comment period before adoption.

The development or update of each plan will involve public outreach using the strategies and notification mechanisms defined in this plan, including posting the draft plan on MVP's website and providing a printed copy of the draft plan at key locations during the public review period. Table 1 describes MVP's plans and programs.

Administrative Modifications and Amendments

MVP plan documents are living, dynamic documents. Federal funding changes, transitions in project timelines, and emerging community needs can all impact the planning documents and require updates. Depending on the type, size, and scope, the edit may require an administrative modification or a full amendment to the document.

The Policy Board defines the procedures for administrative modifications and amendments for MVP plan documents in accordance with federal guidance and requirements.



Table 1. Public Outreach Snapshot for MVP's Plans and Programs

	UPWP	MTP	TIP	PPP
Purpose	Operating budget and work plan	Long-range transportation plan (fiscally constrained)	Short-range list of transportation projects (fiscally constrained)	Guidance and minimum requirements for public outreach activities
Update	Every 2 years	Every 5 years	Every year	As needed
Planning Horizon	2-year outlook	20–25-year outlook	4-year outlook	No expiration
Adoption Process	Reviewed by Technical Committee; approved by Policy Board			
Public Review Period for Plan Updates	30 days	30 days	30 days	45 days
Notification of Review Period	Advertisement in the <i>Frontiersman</i> Announcement on MVP website and the websites of the Policy Board and Technical Committee member organizations Notification through the Alaska Online Public Notice system and MVP email list Posts to social media accounts			
Required Outreach/Feedback Tools				
Online Survey	No	Yes	No	No
Comment Form	Yes	Yes	Yes	Yes
Public Meetings or Workshops	Yes	Yes	Yes	Yes



An administrative modification is a *minor* revision to a plan or program, such as a minor change to the costs, funding source, or initiation dates of a task, project, or project phase. **Administrative modifications do *not* require a public review or comment period, although the public may provide comments at the Policy Board meeting where the modification is being considered.** Administrative modifications require the approval of the Policy Board. The FHWA and FTA must also be notified of administrative modifications as quickly as possible.

An amendment is a *major* revision to a plan or program, such as adding or deleting a project or a substantial change to the costs, initiation dates, design, or scope of a task, project, or phase of a project. **Amendments require a 30-day public review and comment period.** Amendments require the concurrence of the Policy Board, DOT&PF, FHWA, and FTA.

Both administrative modifications and amendments to the MTP and TIP require a redemonstration of fiscal constraint. The PPP will not be subject to amendments; any major changes to the plan will be considered a plan update and will be subject to the entire 45-day public comment process.

Table 2 provides a summary of the criteria for administrative modifications and amendments.



Table 2. *Requirements for Administrative Modifications and Amendments*

Plan or Program	Administrative Modification	Amendment
UPWP	<ul style="list-style-type: none"> Change to the cost of a task when the approved task budget does not exceed 20% of the total program budget OR when the change is less than \$35,000. 	<ul style="list-style-type: none"> Addition or deletion of a task. Change to the cost of a task when the approved task budget is greater than or equal to 20% of the total program budget OR when the change is greater than or equal to \$35,000.
MTP	<ul style="list-style-type: none"> Change to the cost of a project or phase of a project that is less than 20% of the total project cost. 	<ul style="list-style-type: none"> Addition or deletion of a project. Change to the cost of a project or phase of a project that is equal to or greater than 20% of the total project cost.
TIP	<ul style="list-style-type: none"> Change to the cost of a project or phase of a project that is less than 20% of the total project cost. 	<ul style="list-style-type: none"> Addition or deletion of a project. Change to the cost of a project or phase of a project that is equal to or greater than 20% of the total project cost.
PPP	<ul style="list-style-type: none"> Minor corrections, such as fixing typos or other grammatical errors. 	<ul style="list-style-type: none"> N/A—major changes will be made through a full-plan update.



PPP Purpose

MPOs were established in response to the rapid expansion of the interstate highway system in the 1950s, which often proceeded with little to no input from local communities. The Federal-Aid Highway Act of 1956 launched the largest public works program in United States history, funding the construction of 41,000 miles of interstate highways. However, the top-down approach—led by state departments of transportation—frequently disrupted cities and towns and displaced neighborhoods, particularly in low-income and minority communities. Mounting public opposition and lawsuits in the late 1950s and early 1960s highlighted the need for a more inclusive process. In response, the Federal-Aid Highway Act of 1962, signed by President John F. Kennedy, mandated that urban areas with populations over 50,000 implement a 3Cs transportation planning process between states and local governments. This requirement gave rise to today’s MPOs, which are tasked with ensuring that transportation planning reflects community input and promotes equitable outcomes.

The purpose of MVP’s PPP is to provide:

1. The public with a guidebook for how to participate in the regional transportation planning process.
2. MVP with a set of policies and procedures for public engagement that enhance the transportation planning process, meet state and federal requirements, and assist in achieving the following goals. MVP policies and procedures include, but are not limited to the following:
 - **Equity:** Commit to a just, fair, inclusive, accessible, and authentic public process that encourages a diversity of participants in the transportation planning process by engaging with transportation-disadvantaged communities.
 - **Transparency:** Provide and encourage participation in the transportation planning process through a transparent PPP and other well-defined and accessible resources.
 - **Inform:** Provide increased awareness of the functions of the MPO and the overall planning process to enhance the quality of public participation and feedback.
 - **Implementation:** Develop transportation plans and projects that incorporate feedback from the community and document the community’s impact on decision-making.



- **Improvement:** Evaluate the effectiveness of public engagement efforts through qualitative and quantitative metrics and use that information to enhance MVP's public engagement practices.

The minimum requirements for how MPOs engage the public, agencies, and other entities impacted by transportation infrastructure are outlined in Federal Law in Title 23 CFR § 450.316.

MVP is required to conduct public outreach, per 23 CFR § 450.316. The PPP defines the strategies that MVP will use to engage and consult with the individuals, agencies, and other entities impacted by its planning efforts. Measures of effectiveness for MVP's outreach activities are also outlined in the PPP.



Community Partnerships

MVP actively seeks input from diverse community voices, including the following:

- Government agencies, including Tribal governments
- Transit operators and transportation companies
- Businesses that ship goods and provide transportation services
- People who use public transit, walk, or bike
- Individuals with disabilities and accessibility needs
- Community organizations and interested residents

We will strive to maintain effective partnerships at the federal, state, and local levels.

Federal Coordination

The FHWA and FTA oversee MVP's work and ensure that federal standards are met. We also coordinate with military installations and federal land management agencies when their facilities are affected by regional transportation planning.

State Collaboration

The DOT&PF and environmental agencies provide technical expertise and regulatory guidance to support regional planning efforts.

Local Connection

Cities, the borough, universities and colleges, and Tribal governments are essential partners in identifying transportation needs and setting community priorities.



Compliance With Federal Guidance

Federal requirements state that the MPO is responsible for providing a transportation planning and decision-making process that adheres to the 3Cs.⁴ MVP incorporates the 3Cs into its transportation planning process by acting as a liaison between federal, state, and local government agencies, communities, and residents. MVP's public participation process is designed to support broad engagement by residents of the MPA and, in some cases, residents of the MSB, by using multiple outreach, engagement, and public participation strategies. The following sections describe the requirements and guidelines for outreach.

Stakeholder Groups

Federal regulations⁵ identify the minimum list of interested parties that must be provided reasonable opportunities to be involved with the metropolitan transportation planning process. MVP will actively engage the parties identified in the federal regulations and any other individuals, groups, or agencies deemed locally relevant. In the MatSu Valley, these parties will include but not be limited to:

- Alaska Railroad Corporation
- Chickaloon Native Village
- Cities
- Community Councils
- Knik Tribe
- MSB
- MSB School District
- Port MacKenzie Officials
- Residents of the MPA
- Residents of the region beyond the MPA, as appropriate
- Local Road Service Area Advisory Board
- Transit Service Providers
- Bike and Pedestrian Advocates

This list is subject to change as other interested parties are identified through the planning and outreach processes.

In addition to including the representatives of the Knik Tribe and Chickaloon Native Village on the Policy Board, MVP will consult directly with Tribal governments.

MVP will also consult directly with any local, state, and federal agencies that may be impacted by the actions and projects of MVP. To the extent practicable, MVP will document roles, responsibilities, and key decision points for consultation with other governments and agencies, as required by federal regulations⁶.

⁴ [23 CFR § 450.306\(b\)](#)

⁵ [23 CFR § 450.316\(a\)](#)

⁶ [23 CFR § 450.316\(e\)](#)



Public Meetings

The Technical Committee and Policy Board each meet once per month, with the Technical Committee providing recommendations to the Policy Board. All meetings are open to the public and have dedicated time for anyone to contribute their ideas, needs, and concerns to the planning effort. The following guidelines will apply to the public process at all MVP Policy Board and committee meetings:

- An optional sign-in sheet will be available for in-person and virtual attendees. The information collected through the sign-in sheet will be used to track meeting attendance and add interested parties to the MVP mailing list.
- Every Policy Board and Technical Committee meeting will have a “Voices of the Visitors” item on the agenda to allow public comment on any topic not listed as an action item on the agenda. The Chair may specify a time limit for public testimony at the beginning of each meeting.
- All action items will include an opportunity for public comment during the meeting.
- Comments may be submitted in writing before the meeting and will be read into the record at the appropriate time in the agenda.
- Items on a meeting agenda may be voted on, or an action item may be deferred, tabled, or referred back to a committee for further consideration at the Board’s discretion.
- Past meeting materials, including agendas, minutes, packets, and approved planning documents, will be posted on the MVP website (www.MVPMPO.com).

Online Access

MVP uses online participation tools, including a website. To support accessibility, the website can be automatically translated into several languages commonly used in the MPA and surrounding region, and the font size can be adjusted for greater readability. MVP may also provide closed captioning upon request for virtual meetings and video recordings via the virtual meeting platform and/or YouTube.

Online engagement strategies increase the accessibility and reach of MVP’s engagement activities but are unsuitable for all stakeholders. To ensure the greatest degree of engagement, MVP does not limit its outreach activities to online methods, which promotes engagement by individuals who do not have access to the internet, are not comfortable using technology, or otherwise prefer nondigital methods of interaction.



Underrepresented Communities

All stakeholders in the MPA and surrounding area have a right to participate fully in the transportation planning process. Groups that have historically been left out of decision-making processes or face more significant barriers to participation than others include individuals with limited English proficiency, minorities, and lower-income residents. These groups are considered “underrepresented” in the planning process and are often underserved by infrastructure and services. MVP strives to engage underrepresented individuals to support a fair planning process. Strategies to do so may include the following:

- Attending community events in the areas and neighborhoods where underrepresented residents live, work, and play.
- Holding multiple MVP-organized events for a single outreach effort to ensure that events are held in locations and at times convenient for the broad range of schedules, places of work and residence, and modes of transportation.
- Partnering with local organizations that work with underrepresented communities to advertise meetings, comment periods, and planning efforts.

The **MVP Title VI Plan** ensures that all races, income levels, ages, abilities, and genders have equal input in, and equally benefit from, the planning and project delivery processes of MVP.

Equity and Nondiscrimination

As a direct recipient of federal funding, MVP must follow federal nondiscrimination requirements, including those outlined in Title VI of the Civil Rights Act of 1964. MVP’s Title VI Plan, available on the MVP website, outlines how MVP will ensure that all races, income levels, ages, abilities, and genders have equal input in, and equally benefit from, the planning and project delivery processes of MVP.

Requests for Special Accommodations and Complaints Procedure

The complaints procedure for civil rights violations or discrimination is included in the Title VI Plan and on the website. Requests for accommodations, such as printed materials, translated materials, an interpreter, or Americans with Disabilities Act (ADA) accommodations, may be sent to the MVP Executive Director.



Communication Strategies

MVP uses a two-tiered approach to community engagement that scales outreach based on the scope and impact of each planning initiative. Everyday and comprehensive engagement tools are used to ensure meaningful and proportional participation.



Everyday Engagement Tools

These tools and strategies are applied consistently for routine meetings and ongoing MVP operations. MVP's everyday engagement tools are outlined below.



Visual Identity and Recognition

MVP will build and maintain recognizable branding across all materials to strengthen community awareness of its role in regional transportation planning. Branding guidelines will be followed to ensure consistency across communications. This cohesive approach will help the community and stakeholders better understand the function of the newly established MPO.



Digital Presence

- Regularly update MVP website (www.MVPMPO.com) with meeting materials, project updates, participation opportunities, and notices for meetings and proposed administrative changes.
- Include comment forms and surveys on the site as needed.
- Use social media to share transportation updates and meeting announcements, including recurring events, to keep the community informed.
- Post meeting notices on agency websites and community event calendars.
- Manage content updates and create social media accounts to support outreach.



Traditional Media

- Advertise meetings in local newspapers with complete access details.
- Run additional ads on local radio and TV stations as needed.
- Distribute digital and printed calendar cards with annual meeting schedules at popular community locations.



- Create a public event and comment period schedule to support timely outreach.
- Coordinate meeting promotions and deadlines across relevant platforms.

Information Design



- Use professionally designed visuals (e.g., maps, charts, one-pagers, and flyers) to explain technical transportation concepts clearly.
- Maintain a consistent style and quality across all materials to ensure they are accessible and easy to understand at events and open houses.



Community Connection

- Participate in local events with information booths and displays to share updates and engage the community.
- Email stakeholders, partners, and interested residents and build a maintained email list to support ongoing outreach efforts.
- Share updates through the MSB's Planner Platform e-newsletter until MVP's newsletter is fully launched.
- Develop a photo library of local transportation infrastructure to enhance social media and public communications.



In-Person Access and Support

- Ensure materials and outreach efforts are accessible to individuals without digital access.
- Provide in-person support when needed to facilitate participation.
- Use visible signage, such as A-frame signs, in high-traffic areas to promote major events.
- Identify key events throughout the planning process to boost accessibility and public awareness through alternative communication methods.



Open Meeting Framework

- The Policy Board and Technical Committee hold monthly meetings, with additional meetings scheduled as needed.
- Except for Executive Sessions, these meetings are open to the public, announced in advance through multiple channels, and offer in-person and virtual access.



- Partner agency meetings will be attended when regional transportation topics are discussed to stay informed and engaged. The protocol for meeting notices is provided in Table 3.

Table 3. Meeting Notice Protocol

Meeting Type	Public Notice Activities
Regular Policy Board or Technical Committee Meetings	<ul style="list-style-type: none">• Meeting packet with agenda and materials posted to MVP website at least 5 calendar days before the scheduled meeting.• Notice of meeting published in the <i>Frontiersman</i> at least 7 days before the scheduled meeting.• Notice of meeting posted on the State of Alaska Online Public Notice system at least 5 calendar days before the scheduled meeting.
Special Policy Board or Technical Committee Meetings	<ul style="list-style-type: none">• Meeting packet with agenda and materials posted to MVP website at least 5 calendar days before the scheduled meeting.• Notice of meeting published in the <i>Frontiersman</i> at least 7 calendar days before the scheduled meeting.• Notice of meeting posted on the State of Alaska Online Public Notice system at least 5 calendar days before the scheduled meeting.
Plan-Specific Meeting/Subcommittee Meeting	<ul style="list-style-type: none">• Meeting advertised for at least 30 calendar days before the scheduled meeting.

Comprehensive Engagement Tools

Comprehensive engagement tools and strategies will be used in addition to the everyday tools to ensure more comprehensive community input for major planning efforts, significant projects, and other key initiatives.



Public Review and Comments

- Hold public review periods for all plan updates and amendments, with draft documents posted on the MVP website and a virtual public comment form available.



If the final draft of a plan differs substantially from the initial public review draft, an additional public review period will be held.



- Make draft plans available for in-person viewing and commenting at the MVP office during business hours and at the library during evenings and weekends.
- Post administrative modifications to the MVP website, with public comment opportunities during Policy Board meetings.
- Document all comments received during public review periods and prepare a summary explaining how they were addressed or integrated into the final plan.
- Post all public comments and response summaries to the MVP website.
- If substantial revisions are made after a public review period, hold an additional 30-day public review period for further stakeholder input. The protocol for the plan review period is provided in Table 4.

Table 4. *Plan Review Period Notice Protocol*

Plan	Draft	Amendment	Administrative Modification
UPWP	30-day public review and comment period	30-day public review and comment period	Change posted to website, opportunity to comment at Policy Board meeting
MTP	Public meeting and 30-day public review and comment period	30-day public review and comment period	
TIP	30-day public review and comment period	30-day public review and comment period	
PPP	45-day public review and comment period	N/A	



Detailed Communication Plans

- Develop specific, detailed communication plans for activities that require additional public involvement.
- Outline methods and timing for public engagement, including event calendars, comment periods, and surveys.
- Submit communication plans to the Policy Board for approval to guide outreach and ensure transparency and consistency.



Expanded Digital Presence

- Host dedicated pages on the MVP website for key initiatives, serving as central hubs for comment forms, calendars, draft documents, maps, and other materials.
- Include tools such as Geographic Information Systems (GIS) StoryMaps and visual timelines to improve public understanding and engagement.
- Increase social media activity during key outreach periods (e.g., public comment windows or major project milestones).
- Use strategies such as boosted posts, countdowns, and alignment with national events (e.g., Ride to Work Day, Motorcycle Safety Month, and National Stop on Red Week) to expand visibility and participation.



Broader Media Strategy

- Purchase digital and print ads for activities requiring broad public engagement in addition to regular meeting ads in local newspapers.
- Use outreach methods, such as radio interviews and paid airtime, and secure feature coverage in newspapers and local TV news to explain complex planning topics.
- Create short educational videos or live segments to explain planning processes and project details to help increase public understanding and engagement.



Targeted Feedback Collection

- Use interactive tools such as comment maps and surveys (digital and physical) to collect public input on specific plans and projects.
- Share tools through project-specific contact lists to encourage participation and keep stakeholders informed.



Direct Community Outreach

- Host open houses and informal public input sessions at key points in plan and project development.
- Promote events and updates through targeted mailings to affected neighborhoods or stakeholder groups, posters along established flyer routes, and email distribution lists.
- Provide printed copies of draft plans and review documents at libraries and other community hubs for public access.



- Use community bulletin boards and distribute materials at key times to support awareness and participation.



Enhanced Accessibility

- Ensure that all individuals can participate in public involvement opportunities, regardless of communication preferences or abilities.
- Provide materials in digital, print, and large-print formats.
- Offer translation and interpretation services upon request.
- Include accessible and translated content in online resources to support inclusive engagement.



Specialized Engagement

- Convene stakeholder groups and steering committees for project-specific workshops as needed.
- Give presentations to civic organizations, community groups, and educational institutions, and participate in local events and festivals to increase community awareness and interaction.
- Host signature events, such as an annual transportation forum, to share educational materials and gather public input.
- Conduct outreach to Community Councils, Tribal governments, local municipalities, and broader groups (e.g., school districts, youth organizations, health and human service providers, and higher education institutions) to ensure diverse perspectives are represented.



Achieving Public Participation

To understand if MVP’s outreach activities are achieving their desired results, MVP has defined several measures of success, as outlined in Table 5. During each update to the PPP, MVP will review outreach efforts to date using these measures and adjust strategies as needed.

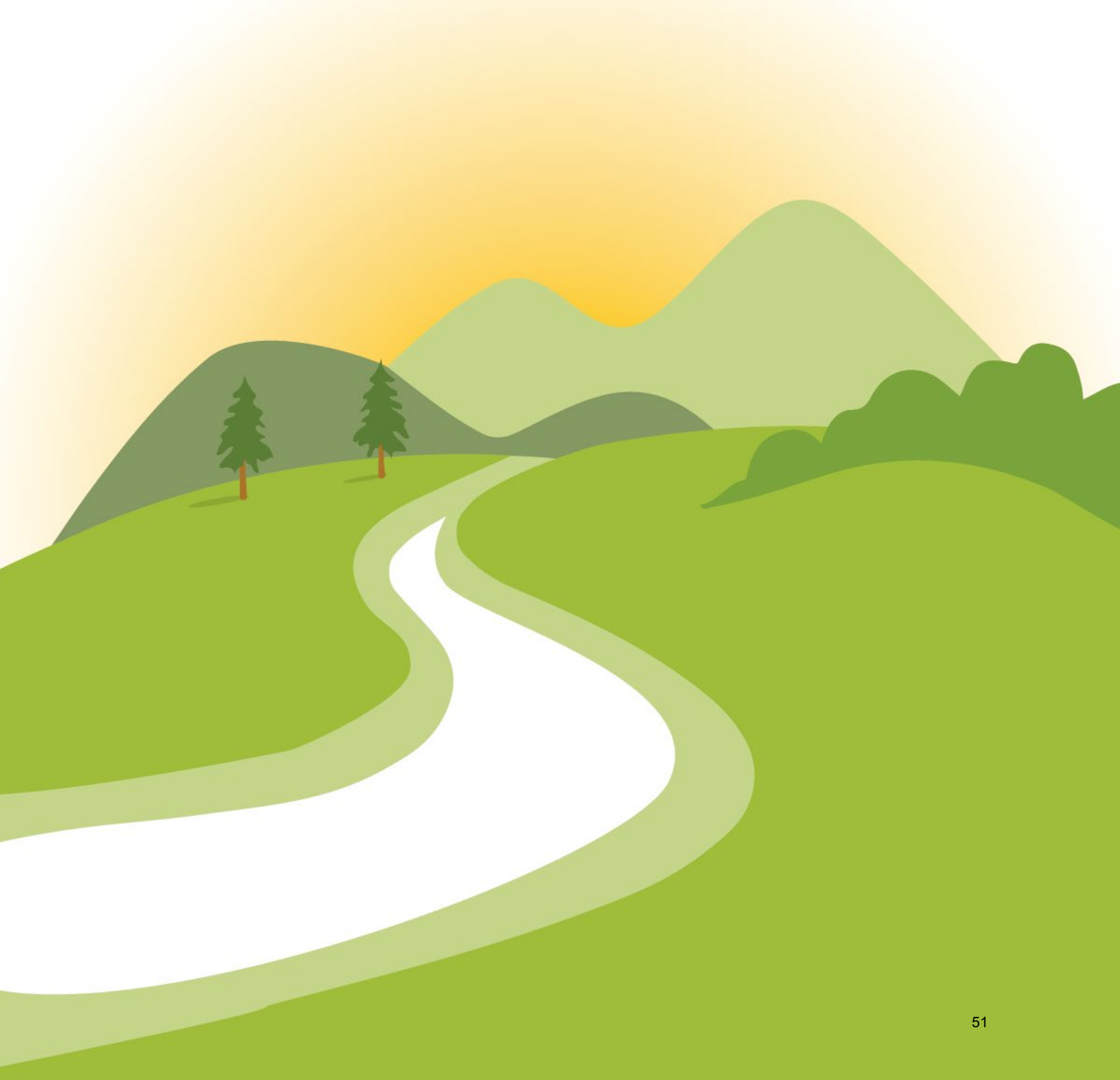
Table 5. *Example Measures by Type of Activity*

In-Person
<ul style="list-style-type: none">• Number of presentations given• Number of tabling events• Number of visitors at tabling events
Analog
<ul style="list-style-type: none">• Number of survey responses• Phone calls received• Letters received
Digital
<ul style="list-style-type: none">• Number of website comment form submissions• Number of emails received• Number of interactive map comments• Number of survey responses



Conclusion

MVP is deeply committed to conducting a public participation process that engages the diverse community of the MatSu Valley early and consistently throughout all planning processes. MVP will periodically update and reevaluate this PPP to ensure that it remains consistent with trends and needs of the communities within and around the MPA. The PPP will be reevaluated and may be updated before each MTP update and may be updated through amendments and administrative modifications at any time, as outlined in this document.





Abbreviations and Definitions

3Cs – Continuous, Cooperative, and Comprehensive transportation planning process identified in 23 CFR § 450.306(b).

ADA – Americans with Disabilities Act is a 1990 civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including jobs, schools, transportation, and all public and private places open to the general public.

Administrative modification is a minor revision to Metropolitan Planning Organization documents, including a Metropolitan Transportation Plan, Public Participation Plan, Unified Planning Work Program, Transportation Improvement Program, or Statewide Transportation Improvement Program that includes minor changes to project/project phase costs, minor changes to funding sources of previously included projects, and minor changes to project/project phase initiation dates. An administrative modification is a revision that does not require public review and comment, a redemonstration of fiscal constraint, or a conformity determination (in nonattainment and maintenance areas).

Amendment is a revision to Metropolitan Planning Organization documents, including a Metropolitan Transportation Plan, Public Participation Plan, Unified Planning Work Program, Transportation Improvement Program, or Statewide Transportation Improvement Program that includes the addition or deletion of a project or a major change in project cost, project/project phase initiation dates, or a major change in design concept or design scope (e.g., changing project termini or the number of through-traffic lanes or changing the number of stations in the case of fixed guideway transit projects). Changes to projects that are included only for illustrative purposes do not require an amendment. An amendment is a revision that requires public review and comment and a redemonstration of fiscal constraint.

CFR – Code of Federal Regulations is the codification of the general and permanent regulations published in the Federal Register by the executive departments and agencies of the United States federal government.

DOT&PF – Alaska Department of Transportation and Public Facilities is a department within the government of Alaska focused on the state's transportation and public infrastructure.

FHWA – Federal Highway Administration is a division of the United States Department of Transportation specializing in highway transportation. The agency's major activities are grouped into two programs: the Federal-Aid Highway Program and the Federal Lands Highway Program.



FTA – Federal Transit Administration is division of the United States Department of Transportation that provides financial and technical assistance to local public transportation systems. The FTA is one of ten modal administrations within the Department of Transportation.

GIS – Geographic Information Systems are computerized mapping programs that aid in visualizing existing conditions and proposed transportation planning interventions.

MatSu Valley – The Matanuska-Susitna Valley, the region within which the Matanuska-Susitna Borough resides.

MPA – Metropolitan Planning Area is the geographic area determined by agreement between the Metropolitan Planning Organization for the area and the Governor, in which the metropolitan transportation planning process is carried out. The MPA must comprise, at minimum, the “urbanized area” as defined by the U.S. Census Bureau and the contiguous area expected to become urbanized within the next 20 years.

MPO – Metropolitan Planning Organization is the policy board of an organization created and designated to carry out the metropolitan transportation planning process.

MSB – Matanuska-Susitna Borough is the “county-level” government for the MatSu Valley region.

MTP – Metropolitan Transportation Plan is the official multimodal transportation plan addressing no less than a 20-year planning horizon that the Metropolitan Planning Organization develops, adopts, and updates through the metropolitan transportation planning process.

MVP – MatSu Valley Planning for Transportation is the metropolitan planning organization for the MatSu Valley region.

N/A – Not applicable is used where the data being shown is not relevant.

PPP – Public Participation Plan is the blueprint outlining a Metropolitan Planning Organization’s public participation strategies and activities.

TIP – Transportation Improvement Program is a prioritized listing/program of transportation projects covering 4 years that is developed and formally adopted by a Metropolitan Planning Organization as part of the metropolitan transportation planning process, consistent with the Metropolitan Transportation Plan, and required for projects to be eligible for funding under Title 23 U.S.C. and Title 49 U.S.C. Chapter 53.



Title VI refers to Title VI, 42 U.S.C. § 2000d et seq. of the Civil Rights Act of 1964. It prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance.

UPWP – Unified Planning Work Program is a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds.

U.S.C. – United States Code is the official codification of the general and permanent federal statutes of the United States.

UZA – Urbanized Area is a geographic area with a population of 50,000 or more, as designated by the U.S. Census Bureau.

PPP Change Log

Section/Topic	Subsection/Figure/Table	Original Version Summary	Revised Version Summary	Notable Changes	Example Language Change
Introduction	Introduction Narrative	Forward-looking language about MPO designation, very detailed information about the history of the MatSu Valley.	Updated to reflect MVP's official MPO designation as of December 2023, shortened text, added maps and graphics.	Updated to reflect current status; shortened text; added maps and graphics. Removed redundant content.	Original: "The MPO designation is expected..." → Revised: "As of December 2023, MVP is officially designated..."
	General Guidelines	Description of the 3Cs process and federal requirements	More specific to MVP/the MatSu Valley, removed references to COVID-19, revised/simplified language	Added "Stakeholder Groups" subsection, edited subsections to be more simple/direct and specific to MVP.	Original: "MVP strives to achieve a three C's transportation planning process by..." → Revised "MVP incorporates the 3Cs into its transportation planning process by..."
	MVP Plans & Programs	One to two page descriptions of each of the 4 required plans	Consolidated descriptions and single summary table	Moved this section to the beginning of the PPP and reformatted. The original had each plan as a separate section, this version has all the same information in a summary table. (Table 1 in updated version)	Original: "MVP will place an advertisement..." → Revised: "Notification of Review Period" in summary table
	Administrative Modifications & Amendments	General information about modifications and amendments throughout the document	One detailed summary table outlining thresholds and procedures for each plan type	Includes a detailed table (Table 2).	Original: "An amendment is triggered when..." → Revised: Table 2
Federal Requirements	All	References to specific CFR and USC	Reviewed CFR and USC for any changes	Retained citations, added brief summary to beginning of updated document, used more public-friendly language in some locations	New "Federal Requirements and Guidance" statement after Table of Tables
Engagement Strategies	Digital Presence	Limited information on digital presence.	Expanded to include social media strategies, accessibility features, and engagement tools.	Expanded content on digital strategies.	Original: "Our digital presence includes a website..." → Revised: "...includes social media strategies, enhanced accessibility..."
	Meeting Notices	Provided basic details on meeting protocols; The original PPP had a section called "Planning Participants" that described the makeup of the Technical Committee and Policy Board, frequency of meetings, and the ability of the public to comment	Enhanced detail on meeting protocols, including "Voices of the Visitors" Moved public notice requirements for meetings and comment periods into strategy section for simplified use	Updated to simplified language, include graphics.	Original: "Meetings will be held regularly..." → Revised: "The Policy Board and Technical Committee hold regular monthly meetings..."
	Strategies	Focused only on the necessary outreach methods for organization function	Created a breakdown between "Everyday" and "Comprehensive" strategies that provide more detail for the outreach expected for TC and PB meetings, and general organization outreach as compared to new strategies for larger planning processes, such as the MTP	Enhanced detail and new protocols. The descriptions of the TC and PB were removed and the rest was summarized in the intro to this section. Removed "Quarterly Newsletter"	Original: "MVP Website & Social Media" → Revised: "Digital Presence"
Performance Measures	Table 5	Specific and extensive list of performance measures	Updated the example measures to be less specific & allow for more flexibility	Updated table appearance and provided overarching categories of measurements instead of specific examples	Original: "Measures of Effectiveness..." → Revised: "Measures by Type of Activity."
Removed/Consolidated Content	All	Removed sections including "The Mat-Su: A Brief History," "Planning Participants," "Innovative Visualization Strategies," "Stakeholder Email List," "Building the Mat-Su MPO" 101 Document"	Removed or integrated into broader categories	Removed or integrated content	Original: "Stakeholder Email List" section → Revised: "Send emails to stakeholders..." in Community Connection
Formatting and Presentation	All	Basic tables and visual elements	Updated tables with clearer formatting, more consistent terminology, and more engaging graphics. Aligned document with MVP branding.	Improved formatting and presentation	NA
New Additions		N/A	MVP timeline, separation of "everyday" and "comprehensive" engagement strategies, more detailed descriptions of community partnerships, updated abbreviations and definitions to reflect the updated language	New sections added	

Matanuska-Susitna Valley
Planning for Transportation
Public Participation Plan

FINAL APPROVED

December 15, 2021

Matanuska-Susitna Valley Planning for Transportation Public Participation Plan

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Acronyms & Definitions

ADA – Americans with Disabilities Act is a 1990 civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including jobs, schools, transportation, and all public and private places that are open to the general public.

Administrative modification means a minor revision to a long-range statewide or metropolitan transportation plan, Transportation Improvement Program (TIP), or Statewide Transportation Improvement Program (STIP) that includes minor changes to project/project phase costs, minor changes to funding sources of previously included projects, and minor changes to project/project phase initiation dates. An administrative modification is a revision that does not require public review and comment, a redemonstration of fiscal constraint, or a conformity determination (in nonattainment and maintenance areas).

ACS – American Community Survey is an ongoing survey carried out by the U.S. Census Bureau that provides vital information on a yearly basis about the U.S. and its population. The survey helps to determine how federal and state funds are distributed each year.

Amendment means a revision to a long-range statewide or metropolitan transportation plan, TIP, or STIP that involves a major change to a project included in a metropolitan transportation plan, TIP, or STIP, including the addition or deletion of a project or a major change in project cost, project/project phase initiation dates, or a major change in design concept or design scope (e.g., changing project termini or the number of through traffic lanes or changing the number of stations in the case of fixed guideway transit projects). Changes to projects that are included only for illustrative purposes do not require an amendment. An amendment is a revision that requires public review and comment and a redemonstration of fiscal constraint.

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FHWA – Federal Highway Administration is a division of the United States Department of Transportation that specializes in highway transportation. The agency's major activities are grouped into two programs, the Federal-aid Highway Program and the Federal Lands Highway Program.

FTA – Federal Transit Administration is division of the United States Department of Transportation that provides financial and technical assistance to local public transportation systems. The FTA is one of ten modal administrations within the DOT.

GIS – Geographic Information Systems. Computerized mapping programs that are helpful in visualizing existing conditions and proposed transportation planning interventions.

LEP – Limited English Proficiency refers to a person who is not fully fluent in the English language, often because it is not their native language.

Long-range statewide transportation plan means the official, statewide, multimodal, transportation plan covering a period of no less than 20 years developed through the statewide transportation planning process.

MPA – Metropolitan Planning Area means the geographic area determined by agreement between the MPO for the area and the Governor, in which the metropolitan transportation planning process is carried out. The MPA must be comprised of, at minimum, the “urbanized area” as defined by the U.S. Census Bureau plus the contiguous area expected to become urbanized within the next 20 years.

MPO – Metropolitan Planning Organization means the policy board of an organization created and designated to carry out the metropolitan transportation planning process.

MSB – Matanuska-Susitna Borough is the ‘county-level’ government for the Mat-Su Valley region.

MTP – Metropolitan Transportation Plan means the official multimodal transportation plan addressing no less than a 20-year planning horizon that the MPO develops, adopts, and updates through the metropolitan transportation planning process.

MVP – Matanuska-Susitna Valley Planning for Transportation is the metropolitan planning organization for the Mat-Su Valley region.

PPP – Public Participation Plan is the blueprint outlining an MPO’s public participation strategies and activities.

TBD – to be developed or to be determined. Means that the document, process, or item being referred to has yet to be developed, finalized, and/or approved by MVP Transportation.

TIP – Transportation Improvement Program means a prioritized listing/program of transportation projects covering a period of 4 years that is developed and formally adopted by an MPO as part of the metropolitan transportation planning process, consistent with the metropolitan transportation plan, and required for projects to be eligible for funding under title 23 U.S.C. and title 49 U.S.C. chapter 53.

STIP – Statewide Transportation Improvement Program means a statewide prioritized listing/program of transportation projects covering a period of 4 years that is consistent with the long-range statewide transportation plan, metropolitan transportation plans, and TIPs, and required for projects to be eligible for funding under title 23 U.S.C. and title 49 U.S.C. Chapter 53.

UPWP – Unified Planning Work Program means a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds.

UZA – Urbanized Area means a geographic area with a population of 50,000 or more, as designated by the Bureau of the Census.

I. Introduction

The Matanuska-Susitna Borough (MSB) is located just north of the Anchorage Municipality. It has approximately 25,260 square miles with a population of 107,081 according to 2020 census data. Between 2010, when the last census was conducted and 2020, the population of the Mat-Su Borough has grown by approximately 20.3%. The core of the Ma-Su Borough, which is comprised of the cities of Wasilla and Palmer, as well as the Lakes and Knik-Fairview areas, has exceeded the population density of an “urban cluster”. As such, per federal requirements, a Metropolitan Planning Organization (MPO) must be formed in the Mat-Su Borough as the population is 50,000 or greater.¹

Matanuska-Susitna Valley Planning for Transportation (MVP) is in the process of becoming the officially designated MPO for the Mat-Su Valley region’s urbanized area (UZA). The purpose of an MPO is to coordinate federal transportation funds to support local transportation priority projects. It is a transportation policy-making group made of representatives from local governmental agencies including borough, cities, and tribes, as well as representatives of the state Alaska Department of Transportation & Public Facilities (DOT&PF), transit providers, and active transportation advocates. The MPO receives federal funding from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) through the DOT&PF, which follows a formula to divide those funds between the MPOs in the state. The MPO then makes decisions about which projects are local priorities within the UZA, called the Metropolitan Planning Area (MPA). In this way, the MPO structure allows for local control and prioritization of federal transportation funds to best meet the unique needs of the community.

A. Planning Area [Location, Location, Location!]

1. The Mat-Su: A Brief History

The land of the MSB was originally settled by Dena’ina Alaska Natives and was named due to its proximity to the Matanuska and Susitna Rivers. The Alaska Railroad was extended to Wasilla in 1916 and then to Palmer in 1917. In the 1930s, over 60 years after the U.S. purchased Alaska as a U.S territory, Palmer was the subject of a farming experiment which brought volunteers primarily from Minnesota to determine if farming would be feasible in Alaska. Since that time, the population of the MSB has been growing steadily. However, in between 2000 and 2010, the MSB experienced population growth of over 50%, making it the fastest growing place in Alaska, and at one point, in the entire U.S. This is partially due to its proximity to Anchorage, price of property, and ease of development. Now that the MSB has a population density requiring development of an MPO, once established the MPO will help determine the dispersal of federal funds for transportation projects in the new urbanized area.

2. Metropolitan Planning Area (MPA)

The Mat-Su Valley region is in the process of developing its very own MPO in anticipation of the release of the 2020 Census urbanized area designations. The Census Bureau defines an “urbanized area” as one with at least 50,000 total people and at least 1,000 people per square mile in population density. Based on 2010 Census data for the Mat-Su, population growth projections, and intermediate population counts such as through the American Community Survey, the Mat-Su Valley is expected to be designated as a brand-new urbanized area with the 2020 Census. With this new designation comes new federal requirements for the Mat-Su that apply to all urbanized areas across the country. These new

¹ See [23 CFR § 450.310](#).

requirements include development of a new Metropolitan Planning Organization (MPO) to carry out a cooperative, comprehensive, and continuous (three C's) transportation planning and decision-making process in the growing Mat-Su Valley region.²

During the ongoing MPO development process, the Mat-Su Pre-MPO Steering Committee and Pre-MPO Policy Board will work together to define the most logical boundary within which the MPO will operate. Ultimately, the final boundary of the MPO will be determined by agreement between the MPO (Policy Board) and the Governor. Per federal guidelines, the MPO boundary, or MPA, must encompass, at a minimum, the entire existing urbanized area as defined by the U.S. Census Bureau, plus the contiguous area expected to become urbanized within the next 20 years.³

The Mat-Su Pre-MPO Steering Committee and Pre-MPO Policy Board are currently in the process of developing a draft Boundary Development Strategy for the Mat-Su MPA. Once finalized, this strategy will outline a methodology that the Pre-MPO Steering Committee and Pre-MPO Policy Board can follow to define the MPA boundaries using population and density metrics released with the 2020 Census. The Boundary Development Strategy will also utilize growth and development forecasting to determine what areas of the Mat-Su are expected to become urbanized over the next 20-year period.

The Mat-Su MPA is expected to include the most urbanized areas within the borough, including the cities of Palmer and Wasilla and the Knik-Fairview area.

Figure 1: The Lakes-Knik-Fairview-Wasilla, AK Urban Cluster ACS 2019 5-year characteristics.



B. Purpose of the PPP [Blueprint for Public Participation]

The MPO will engage in extensive public outreach efforts to guide decision-making about local transportation projects and needs. The Public Participation Plan (PPP) is the primary means through which the MPO will outline its public engagement processes and activities. The purpose of the MPO's PPP is to define and create a process for the local community's comment on and participation in transportation planning efforts. The PPP is designed to allow equal opportunity for all who wish to participate and does so through designated public comment periods along with a variety of innovative public engagement and visualization strategies.

² See [23 CFR § 450.310](#) and [23 CFR § 450.306\(b\)](#).

³ See [23 CFR § 450.312](#).

II. Public Participation Process

The PPP is the primary document that guides and defines MVP Transportation’s public participation goals and strategies and measures their effectiveness. The goal of the MPO through its PPP is to provide early and continuous opportunities for public participation, timely responses to public comments, reasonable public access to documentation including policies and plans, and effective public notification. As outlined in this PPP, the MVP will use a variety of innovative public involvement techniques to ensure that community members’ diverse voices are heard and integrated into the metropolitan transportation planning process. Early, ongoing, and successful public involvement improves planning outcomes to better achieve transportation goals and satisfy local needs.

A. General Guidelines [Basic Blueprint]

Federal requirements state that the MPO is responsible for providing a transportation planning and decision-making process that is cooperative, comprehensive, and continuous (“three C’s”).⁴ MVP strives to achieve a three C’s transportation planning process by acting as a liaison between local government agencies, communities, residents, and the state DOT&PF. The public participation process of MVP Transportation is designed to support broad engagement by residents of the Mat-Su Valley by utilizing a variety of outreach, engagement, and public participation strategies outlined in the following sections. Outreach is targeted to include the following:

- Individuals
- Affected public agencies
- Representatives of public transportation employees
- Public ports
- Freight shippers
- Providers of freight transportation services
- Private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program)
- Representatives of users of public transportation
- Representatives of users of pedestrian walkways and bicycle transportation facilities
- Representatives of the disabled
- Other interested parties⁵

Public comment can also be submitted at any time through a variety of methods including:

Table 1: MVP contact information.

Method	MPO Contact Info
By Phone:	(XXX) XXX-XXXX
By Fax:	(XXX) XXX-XXXX
By Email:	mvpttransportation@mvpt.com
On the Web:	www.matsumpo.com
Via U.S. Mail:	MVP Transportation Street Number City, Alaska, Zip

⁴ See [23 CFR § 450.306\(b\)](#)

⁵ See [23 CFR § 450.316\(a\)](#)

1. Public Meetings

All MVP Policy Board and Technical Committee meetings will be open to the public and have regular public comment periods to encourage residents to contribute their ideas, needs, and concerns to the planning effort. The following guidelines will apply to the public process at all MVP Policy Board and committee meetings:

- A sign-in sheet will be available at each in-person and virtual meeting. Attendees will be encouraged to sign in so that they may receive notification of future meetings.
- One general public comment period will be provided at every meeting for any members of the public who are present to comment on items not on the agenda. The length of the comment period per speaker may be determined at the beginning of any public meeting by the Chair.
- Members of the public will also have an opportunity to comment on specific agenda items as they are introduced.
- Members of the public who would like to provide written comments may submit their comment in writing at any time before the scheduled meeting.
- Items on a meeting agenda may be voted on or action may be deferred, tabled, or referred back to the board or committee for further consideration at the board or committee's discretion.
- Past meeting materials including agendas, minutes, packets, and approved planning documents can be found on the MVP website.

2. Online Access

MVP utilizes online public participation tools along with traditional methods to broaden its public engagement reach. While doing so, the MPO also understands that not all Mat-Su residents have internet access or prefer to engage with the MPO in this way. Online strategies will be used to complement and build upon more traditional tried and true methods such as public meetings held in accessible locations in the community, informational fliers, radio and newspaper advertisements, and making draft plans available for individual review at key community locations.

The MPO's online capabilities will also ensure that public participation can still be achieved when in-person gatherings are limited due to factors such as COVID-19 and other disruptions. Where appropriate, virtual and hybrid participation strategies may be used when in-person gatherings are not possible.

To support online accessibility for the greatest number of people, the MVP website will offer an online translation tool that can translate the website into several languages commonly spoken in the Mat-Su Valley region. Additionally, the website will allow for font size adjustments to accommodate visually impaired users. MVP will provide closed captioning for virtual meetings and video recordings via the virtual meeting platform and/or YouTube.

3. Underrepresented Communities

MVP Transportation recognizes the value of diversity in the Mat-Su Valley region and the necessity of full and fair participation in the transportation planning and decision-making process of groups that have traditionally be underrepresented in planning efforts. Some examples of underrepresented groups

include limited English proficiency (LEP), minority, and lower income residents. MVP will implement strategies on a regular basis to better engage and inform underserved populations. These strategies may include the following:

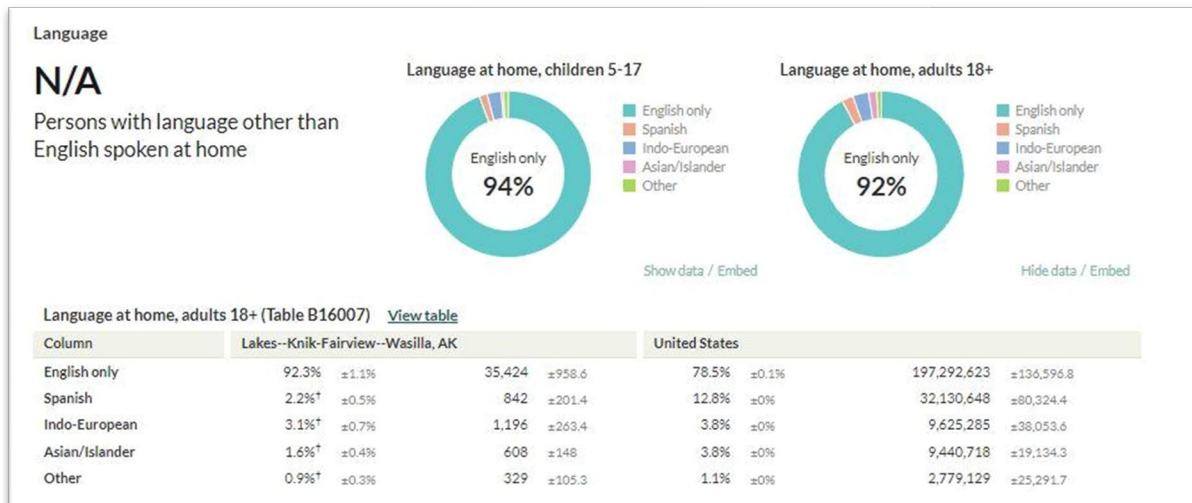
- MPO participation in planned community events in the areas and neighborhoods where underrepresented residents live, work, and play.
- Locate public workshops and engagement events during the plan development process in locations and at times accessible to traditionally underrepresented groups.
- Connect and partner with local organizations that work with traditionally underrepresented groups to advertise meetings, comment periods, and planning efforts.

4. Equity & Non-discrimination

MVP will solicit public participation without regard to race, color, national origin age, sex, gender, religion, disability or family status. MVP will develop and implement strategies to be inclusive of those who have difficulty or are unable to read, write or speak English in line with federal guidance. MVP will outline these strategies and activities in its *Title VI Plan*.

As a direct recipient of federal funding, MVP is actively engaged in the Title VI activities that are mandated by the Federal government. Title VI of the Civil Rights Act of 1964 forbids discrimination against anyone in the United States because of race, color or national origin by any agency receiving Federal funds. The Federal-Aid Highway Act of 1973 added the requirement that there be no discrimination on the grounds of sex, and the Civil Rights Restoration Act of 1987 defined the word “program” to make it clear that discrimination is prohibited through an entire agency if any part of the agency receives federal financial assistance. The to-be-developed *MVP Transportation Title VI Plan* will ensure that all races, income levels, ages, abilities, and genders have equal input in, and equally benefit from, the planning and project delivery processes of MVP.

Figure 2: Census Bureau ACS 2019 data on persons in the Lakes-Knik-Fairview urban cluster who speak languages other than English at home.



5. Requests for Special Accommodations & Complaints Procedure

For complaints, questions, or concerns about civil rights or nondiscrimination; to request special accommodations under the Americans with Disabilities Act (ADA); to request a printed copy of a

meeting agenda; or to request translation services or translated materials, please contact the MVP Title VI Coordinator at (XXX-XXX-XXXX).

The role of MVP Title VI Coordinator will be carried out by the MVP Transportation Coordinator or Planner. Some Title VI Coordinator tasks may be delegated to other MVP employees in order to ensure compliance.

Any person who believes themselves, or any specific class of persons, to have been excluded from, denied the benefits of, or subjected to discrimination on the basis of race, color, national origin, or gender under any MVP program or activity, may by themselves or by a representative file a formal written complaint with the MVP Title VI Coordinator.

A complaint must be filed no later than 180 days (unless the time for filing is extended by the U.S. Secretary of Transportation) from:

- The date of the alleged discrimination
- The date when the person(s) became aware of the alleged discrimination, or
- Where there has been a continuing course of conduct, the date on which that conduct was discontinued.

The complaint should include the following information:

- The complainant's name, mailing address, and contact information (phone number or email address)
- How, when, where, and why the complainant believes they were discriminated against (please indicate the names and contact details of any witnesses)
- Any additional information that complainant deems necessary and pertinent to the grievance(s).

Any complaints received by the MPO Coordinator are to receive a prompt response, with a target of no more than seven days. Anyone expressing a complaint may be referred by MPO staff to the complaint form available in both English and Spanish in the MPO's Title VI Plan and ADA Nondiscrimination Policy.

A Title VI Complaint Form will be made available on the MVP Transportation website and also included in the forthcoming *Title VI Plan*. Upon request, the Title VI Coordinator can mail a physical Title VI Complaint Form, or these can be obtained at the MVP Transportation office.

Completed complaint forms should be mailed to:

MVP Transportation
Street Address, Suite, City, State, Zip

Alternatively, complaints may be mailed to:

Alaska DOT&PF Civil Rights Office
200 East 42nd Avenue, Anchorage, AK, 99508

FHWA Alaska Division, Civil Rights Division
PO Box 21648, 709 West 9th Street, Room 851, Juneau, AK 99802-1648

U.S. Department of Justice, Civil Rights Division

950 Pennsylvania Avenue, N.W., Office of Assistant Attorney General, Main, Washington, D.C., 20530
If a complaint is received in a language other than English, the Title VI Coordinator will work with the Alaska DOT&PF Civil Rights Office to translate it. Upon request, assistance in the preparation of any necessary written materials related to the complaint will be provided by the Title VI Coordinator or DOT&PF Civil Rights Office.

Upon receipt of a complaint, the MVP Title VI Coordinator will date stamp the complaint to establish a timeline for response. The Title VI Coordinator will acknowledge receipt of the complaint within five (5) working days via registered mail. The Title VI Coordinator will notify the MVP Policy Board Chair of the complaint and determine if there is a need for additional information from either the complainant or staff. Review of the complaint by MVP staff and the Title VI Coordinator will be completed no later than 30 calendar days after the stamped date of receipt.

All Title VI complaints against MVP Transportation, together with any additional information obtained during the staff review, shall be referred to the Alaska DOT&PF Office of Civil Rights Office and/or the FHWA Alaska Division Office for investigation. The Alaska DOT&PF complaint process is available at the following website: <http://www.dot.state.ak.us/cvlrts/titlevi.shtml>.

The Alaska DOT&PF Civil Rights Office investigator shall work with the MVP Title VI Coordinator and other staff to implement recommended improvements to any FAST Planning process relative to Title VI.

6. Administrative Modifications & Amendments

MVP Transportation will follow specific procedures for conducting administrative modifications and amendments to key plans including the TIP, MTP and UPWP. Definitions of each type of revision are summarized below. More detail is provided for each plan in **Section III. MVP Plans & Programs**. The MVP Technical Committee and Policy Board may develop and approve an additional policy providing more detail on revisions at a later date.

Table 2: Administrative modification and amendment definitions.

Type of Change	Definition & Participation Requirements
Administrative Modification	A <i>minor revision</i> to a plan or program such as the TIP, MTP, or UPWP that includes minor changes to project and/or phase costs, minor changes to funding sources, and minor changes to project or phase initiation dates.
	This type of minor revision does not require a public review and comment period.
Amendment	A <i>major revision</i> to a plan such as the TIP, MTP, or UPWP that involve a major change including the addition or deletion of a project or major change in project cost, project or phase initiation dates, design concept, or scope.
	Amendments require a 30-day public review and comment period.

B. Planning Participants [Builders]

1. Policy Board

The MVP Policy Board is the decision-making body of the MPO. Leadership and elected representatives from MPO member organizations sit on the Board. In the Mat-Su, these member organizations include local and tribal governments (City of Wasilla, City of Palmer, Mat-Su Borough, Chickaloon Native Village, and Knik Tribe), state DOT&PF, local public transit providers, and local active transportation organizations. The MVP Policy Board receives and reviews recommendations from the MVP Technical Committee and provides the final vetting and approval of all MPO activities, decisions, and plans.

The Policy Board meets on a regular basis to conduct the normal business of MVP Transportation. Additional or special meetings may be called by the Policy Board Chair or at the request of more than one (1) member. A public comment period is included on the agenda for each meeting, and the public may also comment on specific agenda items at the meeting. Written comments or testimony on agenda items can be submitted to the MPO any time before the Policy Board meeting. Notice of all Policy Board meetings will be published on the MVP website and social media accounts, in the *Frontiersman*, broadcast on local radio, and posted on the State of Alaska's Online Public Notice system.

Table 3: Policy Board summary table.

Policy Board Summary	
What is it?	Decision-making body of the MPO.
When does it meet?	TBD
Where does it meet?	TBD
How do I hear about it?	Meeting notices are posted on the MPO website and social media accounts, in the Frontiersman, broadcast on local radio, and posted in the State's Online Public Notice system.
How should I prepare to comment at a meeting?	<ul style="list-style-type: none"> → Review the Policy Board meeting agenda posted on the MPO website before the meeting. → Consider the issues presented and think about what you would like to say. → What action would you like the Policy Board to take, or not take? → Writing down some talking points may be helpful if you plan to comment in-person at the meeting. → Try to make your "ask" as clear, concise, and actionable as possible. → Reach out to the MVP Coordinator (XXX-XXX-XXXX) if you would like to discuss the transportation issue with someone in more detail.
How do I comment?	<ul style="list-style-type: none"> → Attend the meeting and comment during the general public comment period on the agenda, or comment on specific agenda items. → You can also submit written comments to the MPO before any Policy Board meeting.

2. Technical Committee

The MVP Technical Committee is the technical advisor to the MVP Policy Board. Instead of elected officials and agency leaders, technical staff of member organizations sit on the Technical Committee. The MVP Technical Committee is comprised of staff-level representatives from local and tribal governments, the state DOT&PF, local transit providers, active transportation and health advocates, and the railroad. The Technical Committee advises the Policy Board on all matters relevant to plans, policies, and programs of MVP Transportation.

The Technical Committee meets regularly to conduct the normal business of MVP Transportation. Additional or special meetings may be called by the Technical Committee Chair or at the request of more than one (1) member. A public comment period is included on the agenda for each meeting, and the public may also comment on specific agenda items at the meeting. Written comments or testimony on agenda items can be submitted to the MPO any time before the Technical Committee meeting. Notice of all Technical Committee meetings will be published on the MVP website and social media accounts, in the Frontiersman, broadcast on local radio, and posted on the State of Alaska's Online Public Notice system.

Table 4: Technical Committee summary table.

Technical Committee Summary	
What is it?	Technical advisor to the MVP Policy Board.
When does it meet?	TBD
Where does it meet?	TBD
How do I hear about it?	Meeting notices are posted on the MPO website and social media accounts, in the Frontiersman, broadcast on local radio, and posted in the State's Online Public Notice system.
How should I prepare to comment at a meeting?	<ul style="list-style-type: none"> → Review the Technical Committee meeting agenda posted on the MPO website before the meeting. → Consider the issue(s) and think about what you would like to say. → What recommendation would you like the Technical Committee to make, or not make to the Policy Board? → Writing down some talking points may be helpful if you plan to comment in-person at the meeting. → Try to make your "ask" as clear, concise, and actionable as possible. → Reach out to the MVP Coordinator (XXX-XXX-XXXX) if you would like to discuss the transportation issue with someone in more detail.
How do I comment?	<ul style="list-style-type: none"> → Attend the meeting and comment during the general public comment period on the agenda, or comment on specific agenda items. → You can also submit written comments to the MPO before any Technical Committee meeting.

3. Public Participants

All members of the Mat-Su community are welcome and encouraged to participate in the transportation planning process with MVP Transportation. Federal regulations require that a number of "interested parties" must be consulted and engaged within the metropolitan transportation planning process. These include:

- Persons with limited English proficiency
- Representatives of the disabled community
- Representatives of public transportation users
- Representatives of pedestrian facility users
- Representatives of bicycle facility users
- Representatives of low-income communities
- Representatives of minority communities
- Freight shippers and haulers
- Private providers of transportation
- Representative of affected public agencies⁶

⁶ See [23 CFR § 450.316](#).

Engagement with the above groups will be accomplished through all of the MPO's activities including Policy Board and Technical Committee membership and meetings, planning workshops, and the online and traditional outreach strategies outlined below in the Public Participation Strategies Toolkit.

III. MVP Plans & Programs

MVP Transportation develops four key plans to guide the transportation planning and programming in the Mat-Su Valley. These plans focus on the urbanized area, called the Metropolitan Planning Area (MPA).

These plans include the Unified Planning Work Program (UPWP), the Metropolitan Transportation Plan (MTP), the Transportation Improvement Program (TIP), and the Public Participation Plan (PPP).

Each plan plays an important role in bringing transportation projects to life in the Mat-Su, serving as the beginning (UPWP), middle (MTP), and end (TIP) of the transportation planning process.

A. UPWP – MVP Budget and Business Plan (2-year outlook)

The UPWP is the operating budget and business plan of MVP Transportation. It shows the proposed use of federal planning funds and identifies the biennial activities and programs planned to accomplish the MPO's goals. MVP will use a 30-day comment period to gather public input on the draft UPWP.



MVP will place an advertisement in the *Frontiersman* to announce the public comment period for the UPWP development process.



In addition to the MVP website, notification of the UPWP public review and comment period will be posted on the Mat-Su Borough website and the State's Online Public Notice System. Additional proactive outreach may include the utilization of targeted email lists and the timely publication of the newsletter announcing the comment periods.



The draft UPWP will be posted online on the MVP website with an online comment form during the 30-day public comment and review period.



An amendment⁷ is triggered when task budget amounts exceed 20% of the original approved program budget, when there are individual changes of \$35,000 or more to task budgets, or when there are significant scope changes. Amendments require the concurrence of the MPO, Alaska DOT&PF, FHWA, and FTA before becoming effective. Amendments to the UPWP will require a 30-day public comment and review period.



An administrative modification⁷ is triggered when task budget amounts do not exceed 20% of the approved program budget or when individual changes are for \$35,000 or less of a task budget. These require the concurrence of the MPO and Alaska DOT&PF before becoming effective. The FHWA and FTA will be notified as soon as possible of these changes. Administrative modifications will be announced and posted to the MVP website, and the public will have the opportunity to comment on these by attending the Policy Board meeting where the changes are considered.

⁷ Changes in work assignments and studies to be performed to meet transportation planning requirements may be made by MVP at the times and extent deemed necessary. Total funds to be made available for the performance of the work and services will not exceed the amount specified in the UPWP.

Table 5: UPWP summary table.

Unified Planning Work Program Details	
What is it?	The MPO's operating budget and business plan.
Updated:	Every 2 years
Outlook:	2 years, Comment period typically in June or July for Adoption in August.
Next Update:	Summer 2022
Adoption Process:	Reviewed by the Technical Committee, Adopted by the Policy Board
Public Comment & Review Period:	30 Days
Administrative Modifications:	Posted to website, opportunity to comment at Technical Committee and Policy Board meetings.
Amendments:	30-day comment period

B. MTP – Long Range Plan (20-25 year outlook)

The MTP is the long-range transportation planning document of MVP. It is the multimodal transportation plan addressing no less than a 20-year planning horizon that the MPO develops through the metropolitan planning process. The MTP looks 20-25 years into the future using population and traffic projections and is updated every 5 years to remain current with future trends and public sentiment and needs. The MTP includes short, middle, and long-range projects to develop a transportation network for all modes, including pedestrian paths and bicycle facilities. It is a performance-driven, outcome-based approach to planning. The MTP serves as a guide for local officials to make transportation improvements using Federal funds. A transportation project must appear in the MTP to receive federal funding from the FTA or FHWA. The MTP ensures that all transportation projects of agencies operating within the MPA are coordinated, achieve planning goals, meet performance targets, and satisfy local needs. The MPO may submit to FHWA and FTA for approval a procedure for developing an abbreviated MTP and TIP as long as it meets federal requirements.

The MTP process provides one of the best opportunities for the public to participate in the transportation planning process. The public's input will be gathered early and continually using a variety of methods including public meetings and interactive online applications. A separate public involvement plan will be developed with each MTP update to outline the specific strategies that will be used to gather and integrate public input into the plan. At minimum, MVP will host one public meeting in a convenient and accessible location during the MTP process. The public review and comment periods and public meeting(s) will be advertised using the following strategies:



MVP will place an advertisement in the Frontiersman to announce a public meeting and any public review and comment periods for the MTP.



Notification of the public meeting will be posted on several websites (MVP, DOT&PF, Mat-Su Borough, Chickaloon, Knik, City of Wasilla and City of Palmer websites), as well as the State's Online Public Notice System. Additional proactive outreach will include the utilization of the targeted emailing lists, the notification of related community service groups and organizations and low-income neighborhoods.



The draft MTP will be posted online on the MVP website with an online comment form during the 30-day public comment and review period.



The draft MTP will be available for review during normal working hours at the MVP Office, DOT&PF Planning Department, the Mat-Su Borough Planning Department, Wasilla City Hall and at Palmer City Hall. Additional locations for after-work hours viewing may also be identified including the Public Library or community center.



Notification will be sent to all that have requested notification of comment periods or public meetings on the topic of transportation planning. MVP will have a newsletter that will include quarterly updates on the development of the MTP and provide opportunities to comment throughout the process on its website and on Facebook.



Online Surveys will be made and distributed on the MVP website and social media. An online comment map may be used to gather geospatial data about transportation issues and needs.



Facebook live, Microsoft Teams, Zoom, or another virtual platform may be utilized as needed during public meetings to provide a virtual participation option.



Comments received from this process will be documented, distributed and posted on the web so that the Policy Board may consider all comments. All comments received throughout the process will be included with the final MTP as an appendix.



An amendment is triggered by major revisions including the addition or deletion of a project or a major change in the project cost ($\geq 20\%$), project/project phase initiation dates, or a major change in design concept or scope. Amendments require re-demonstration of fiscal constraint and concurrence of MVP, Alaska DOT&PF, FHWA, and FTA before taking effect. Any amendments to the MTP require a 30-day public comment and review period.



An administrative modification is triggered by a minor revision, including minor changes to project/project phase costs ($< 20\%$), minor changes to funding sources of previously included projects, and minor changes to project/project phase initiation dates. These do not require a public comment period or redemonstration of fiscal constraint. Administrative modifications do require the concurrence of MVP and the Alaska DOT&PF before taking effect. The FHWA and FTA will be notified as soon as possible of these changes. Administrative modifications will be posted to the MVP website, and the public will have the opportunity to comment on these by attending the Policy Board meeting where the changes are considered.

Table 6: MTP summary table.

Metropolitan Transportation Plan Details	
What is it?	The MPO's long-range transportation plan.
Updated:	Every 5 years
Outlook:	20-25 years
Next Update:	TBD
Adoption Process:	Reviewed and recommended by Technical Committee, Adopted by Policy Board
Public Comment & Review Period:	30 Days
Administrative Modifications:	Posted to website, Comment at Policy Board meeting
Amendments:	30-day comment period

C. TIP – Short Range Plan (5-year outlook)

The TIP is the short-range transportation project funding and programming document of MVP Transportation. It covers a timespan of no less than four years and is updated at least every four years and approved by the MPO and the Governor. If the TIP covers more than four years, the FHWA and FTA will consider the projects in additional years as informational.⁸ The TIP is used as a management tool for monitoring progress and implementing the MTP. It prioritizes and programs funds for projects identified in the MTP. All transportation projects in the MPA of *any* agency receiving federal funds must appear within the TIP. Because of this, the MPO plays a strong coordinating role for all projects, including those led by local governments (for example, Wasilla, Palmer, Chickaloon, Knik, and the Mat-Su Borough) and the State DOT&PF. Projects are scored and ranked using project evaluation criteria developed under the MTP and integrated into the MPO's policies and procedures. The highest scoring projects are prioritized.

The TIP includes a short description of each included project, its funding source(s), agencies responsible for each project phase, and a breakdown of costs by phase for the four federal fiscal years (FFY) covered by the TIP. The TIP also identifies new policy and planning needs and how proposed projects will impact the performance targets developed in the MTP. The MVP Policy Board approves the TIP and self-certifies that it was developed in accordance with all applicable regulations.

The TIP has specific public participation requirements to ensure that the community's voice is heard in prioritizing transportation investments in the urbanized area. Prior to the development of the TIP, the project evaluation criteria may be reviewed and modified to reflect any changes in the goals and objectives of the MPO. If the evaluation criteria are updated, a 30-day comment period will be provided to gather public input on the proposed criteria changes. A 30-day public comment period will also be provided for the public to review the draft TIP and any amendments.



MVP will place an advertisement in the *Frontiersman* to announce each public comment period for the TIP development process.



In addition to the MVP website, notification of the TIP public review period will be posted on the Mat-Su Borough website and the State's Online Public Notice System. Additional proactive outreach may include the utilization of the targeted email lists and the timely publication of the newsletter announcing the comment periods.



The draft TIP will be posted online on the MVP website with an online comment form during the 30-day public comment and review period(s).



The draft TIP will be available for review during normal working hours at the MVP Coordinator's Office, DOT&PF Planning Department, the Mat-Su Borough Planning Department, Wasilla City Hall and at Palmer City Hall. Additional locations for after-work hours viewing may also be identified including the Public Library or community center.



Notification will be sent to all that have requested notification of public input periods and meetings on the topic of transportation planning.



Comments received from this process will be documented, distributed and posted on the web so that the Policy Board may consider all comments.

⁸ See [23 CFR 450.326a](#) for more details on TIP requirements.



An amendment is triggered by major revisions including the addition or deletion of a project or a major change in the project cost ($\geq 20\%$), project/project phase initiation dates, or a major change in design concept or scope. Amendments require re-demonstration of fiscal constraint and concurrence of MVP, Alaska DOT&PF, FHWA, and FTA before taking effect. Any amendments to the MTP require a 30-day public comment and review period.



An administrative modification is triggered by a minor revision, including minor changes to project/project phase costs ($< 20\%$), minor changes to funding sources of previously included projects, and minor changes to project/project phase initiation dates. These do not require a public comment period or redemonstration of fiscal constraint. Administrative modifications do require the concurrence of MVP and the Alaska DOT&PF before taking effect. The FHWA and FTA will be notified as soon as possible of these changes. Administrative modifications will be posted to the MVP website, and the public will have the opportunity to comment on these by attending the Policy Board meeting where the changes are considered.

Table 7: TIP summary table.

Transportation Improvement Program Details	
What is it?	The MPO's short-range program and funding plan.
Updated:	Annually
Outlook:	4 years
Next Update:	TBD
Adoption Process:	Reviewed and recommended by Technical Committee, Adopted by Policy Board
Public Comment & Review Period:	30 Days
Administrative Modifications:	Posted to website, Comment at Policy Board meeting
Amendments:	30-day comment period

D. PPP – How to Engage with the MPO

The PPP is the very plan that you are reading right now! It serves as both a guide for MVP staff and stakeholders on how to engage the public in the transportation process, as well as a how-to guide for the public—you!—on making sure that your voice is heard. The PPP helps MVP carry out its mission by ensuring an open process that provides the public with complete information, timely notification of comment periods and meetings, full access and input into key decisions, and early and continuous participation in the transportation planning process.

The PPP is based on federal code that requires public participation in the transportation planning process. The federal regulations specify a 45-day public comment and review period for PPP development.⁹ This differs from most other MVP plans that have a 30-day public comment period. The PPP will be re-addressed and may be updated prior to MTP development. The following public participation strategies will be used in the PPP development process:



MVP will place an advertisement in the *Frontiersman* to announce the 45-day public comment and review period for the PPP development process.



Notification of the draft PPP review period will be posted on the MVP website, as well as the State's Online Public Notice System. Additional proactive outreach will include the utilization of the targeted mailing lists, the notification of related community service groups and organizations and low-income neighborhoods.



The draft PPP will be posted online on the MVP website with an online comment form during the 45-day public comment and review period.



The draft PPP will be available for review during normal working hours at the MVP Coordinator's Office. Additional locations for after-work hours viewing may also be identified including the Public Library or community center.



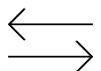
Notification will be sent to all that have requested notification of meetings or public comment periods on the topic of transportation planning. MVP will have a newsletter that will include quarterly updates on the development of the PPP and provide opportunities to comment throughout the process on its website and on Facebook.



Comments received from this process will be documented, distributed and posted on the web so that the Policy Board may consider all comments.



Any amendments to the PPP will also trigger a 45-day public comment and review period. The PPP will be re-addressed and may be updated prior to MTP development.



Smaller, administrative modifications will be announced and posted to the MVP website, and the public will have the opportunity to comment on these by attending the Policy Board meeting where the changes are considered.

⁹ See [23 CFR § 450.316](#).

Table 8: PPP summary table.

Public Participation Plan Details	
What is it?	Blueprint for how MVP conducts public engagement.
Updated:	As needed
Outlook:	No expiration date
Next Update:	As required or prior to the development of the MTP
Adoption Process:	Reviewed by Technical Committee, Adopted by Policy Board
Public Comment & Review Period:	45 Days
Administrative Modifications:	Posted to website, Comment at Policy Board meeting
Amendments:	45-day comment period

E. Public Participation Strategies [Toolkit]

1. MVP Website & Social Media

MVP will maintain an accessible and engaging website to inform and update the community about meetings, public comment periods, planning processes, and transportation issues impacting the Mat-Su Valley region community. All meeting and public comment and review period notices for MVP plans such as the UPWP, MTP, TIP, and PPP will be posted to the website, along with draft plans, public comment summaries, and notices of plan amendments and administrative modifications.

The website will serve as a venue for innovative public participation and visualization strategies used by the MPO such as survey questionnaires, online comment maps, and 2D and 3D representations and interactive renderings of transportation projects. Creative methods of virtual communication such as podcasts and videos may be utilized to support remote public participation efforts during the COVID-19 pandemic.

MVP's social media accounts on Facebook, Twitter, and Instagram will provide periodic updates about meetings, comment periods, and planning milestones and direct residents back to the MVP website for more information.

2. "Building the Mat-Su MPO" 101 Document

MVP is in the process of developing an introductory "Building the Mat-Su MPO" document that will be distributed to residents in the MPA to introduce them to the MPO, its mission, and how to get involved in transportation planning decisions through the MPO. The document is meant to be visual and engaging, using the metaphor of "building a house" to illustrate the process of developing the MPO and to communicate the important role that the organization will soon play in the Mat-Su region community moving forward.

3. Local Media Advertising

MVP will advertise all meeting and event notices and planning process updates in the *Frontiersman* and on the public calendar on the MSB's website. Additionally, local radio and public television may be used to advertise for special events.

4. Quarterly Newsletter

MVP will develop and distribute a quarterly newsletter to update the community and partners on upcoming planning processes and milestones and happenings at the MPO.

5. Public Meetings & Workshops

MVP will host public meetings and workshops to gather input into various planning efforts, including the MTP. These meetings will be virtual on a platform widely accessible to the public or held in locations that are fully ADA accessible and convenient to a broad range of residents including traditionally underrepresented groups.

6. Public Review & Comment Periods

Public review and comment periods for all MVP plans will be widely advertised following the notice requirements outlined in the MPO Plans & Programs section and in the following Notice Requirements Summary matrix at the end of this chapter.

During review and comment periods, all draft plans, plan amendments, and/or administrative modifications will be posted on the MVP website with a virtual public comment form. Additionally, draft plans will be available for individual viewing with written comment forms at the MVP office during regular business hours and at the library/community center during evening and weekend hours during comment periods.

7. Innovative Visualization Strategies

To ensure that all residents, including limited English speakers, are able to understand and provide input on proposed transportation projects, MVP will use innovative 2D and 3D visualization strategies as budget allows to provide visual representations of proposed transportation projects. It is often challenging for the layperson and especially those with limited English proficiency to view engineering plans for a proposed project and to easily grasp its implications.

MVP will utilize GIS, 2D and 3D renderings, and multimedia applications to create visual representations of projects and their impacts. Aerial imagery will be used as much as possible to orient residents to project locations, with key locations including major thoroughfares and landmarks clearly labelled to support participants' understanding of the scope and location of proposed transportation investments.

8. Stakeholder Email List

A robust stakeholder email list will be developed and constantly updated to ensure that anyone interested in learning about MVP activities and participating in planning efforts is informed and able to do so. MVP will coordinate with local partner organizations on the stakeholder list to reach underrepresented communities and spread the word about how to get involved.

9. Public Comment & Responsiveness Summaries

For each plan, MVP staff will document and organize all comments received and develop a Public Comment & Responsiveness summary describing how submitted comments were addressed and/or integrated into the final plan. The Summary will be added as an appendix to the MTP and posted online for all other plans. The comments and summary will also be shared with the Technical Committee and Policy Board during the plan development process so that all comments may be considered in the decision-making process.

10. Support Participation of Traditionally Underrepresented Communities

MVP follows a number of strategies to broaden its reach and engage with traditionally underrepresented communities in the Mat-Su Valley region. These strategies range from offering free translation services at meetings and hosting events in lower income neighborhoods, to using visualization strategies to illustrate the impacts of transportation projects.

The full breadth of MVP's strategies for supporting the participation of underserved communities will be outlined in the *MVP Transportation Title VI Plan* (to be developed). FAST Planning and AMATs Title VI plans are great documents to reference once the MPO begins developing its own Title VI Plan.

F. Notice Requirements Summary [Construction Schedule]

Table 9: Meeting and plan notice requirements summary table.

Table 31 Meeting and plan notice requirements summary table.

Plan Notice Requirements			
	Draft Plan Review	Amendment	Administrative Modification
UPWP	30-day public review & comment period	30-day public review & comment period	Change posted to website, opportunity to comment at Policy Board meeting
MTP	Public meeting & 30-day public review & comment period	30-day public review & comment period	
TIP	30-day public review & comment period	30-day public review & comment period	
PPP	45-day public review & comment period	45-day public review & comment period	
Meeting Notice Requirements			
Meeting Type	Public Notice Activities		
Regular Policy Board or Technical Committee Meetings	<ul style="list-style-type: none">• Meeting packet with agenda and materials posted to MVP website at least 10 calendar days prior to scheduled meeting.• Notice of meeting published in the <i>Frontiersman</i> at least 10 days prior to scheduled meeting.• Notice of meeting announced on local radio at least 10 calendar days prior and up until scheduled meeting, as budget allows.• Notice of meeting posted on State of Alaska Online Public Notice System at least 10 calendar days prior to scheduled meeting.		
Special Policy Board or Technical Committee Meetings	<ul style="list-style-type: none">• Meeting packet with agenda and materials posted to MVP website at least 7 calendar days prior to scheduled meeting.• Notice of meeting published in the <i>Frontiersman</i> at least 7 calendar days prior to scheduled meeting.• Notice of meeting announced on local radio at least 7 calendar days prior and up until scheduled meeting, as budget allows.• Notice of meeting posted on State of Alaska Online Public Notice System at least 7 calendar days prior to scheduled meeting.		
Plan-Specific Meeting	<ul style="list-style-type: none">• Meeting advertised for at least 30 calendar days prior to scheduled meeting.• Follow public participation requirements for the specific plan (See PPP Plans + Programs Chapter).		

IV. Achieving Public Participation

Measuring the effectiveness of the MPO's public participation activities will be an important part of ensuring that existing strategies are adequate and identifying areas where methods can be improved.

The PPP will be updated on a regular basis at the discretion of the MPO to ensure that public participation strategies remain relevant and effective. The MPO will reevaluate the PPP prior to each MTP and may update the PPP in conjunction with the MTP update process.

The following subsection, **A. Mission & Goals**, outlines the mission and goals of MVP Transportation, and how these related to the ten federal planning objectives that MPOs strive to achieve. The next subsection, **B. Measuring Success**, provides an evaluation framework for measuring the success of MVP's public participation efforts.

A. Mission & Goals

Per 23 CFR § 450.306(b), all metropolitan planning organizations shall conduct a continuous, cooperative, and comprehensive (three C's) planning process that addresses the following ten federal planning factors:

- (1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
- (2) Increase the safety of the transportation system for motorized and non-motorized users.
- (3) Increase the security of the transportation system for motorized and non-motorized users.
- (4) Increase accessibility and mobility of people and freight.
- (5) Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
- (6) Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
- (7) Promote efficient system management and operation.
- (8) Emphasize the preservation of the existing transportation system.
- (9) Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
- (10) Enhance travel and tourism.

The MVP Steering Committee, in starting to develop the organizational mission for MVP Transportation, identified three of the above planning factors as especially relevant planning factors to consider for the Mat-Su Valley urbanized area. These include:

- Increase the safety of the transportation system for motorized and non-motorized users.
- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
- Increase accessibility and mobility of people and freight.

- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.

These prioritized planning factors can help inform the mission and goals development process for MVP Transportation.

B. Measuring Success

The following matrix details the methods used to gather and monitor public participation data to evaluate the effectiveness of MPO public participation strategies. The matrix will assist MVP staff in self-assessing whether current public participation strategies are effective, and where they could be improved. Improvements to this PPP will be made based on this self-assessment with the goal of increasing public awareness and improving the quality and quantity of information collected from and provided to the public.

Table 10: Public participation evaluation framework.

Methods for Collecting Evaluation Data	Measures of Effectiveness (MOE)
Evaluation / Comment Forms Verbal Comments from Meetings, Workshops or Forums	<ul style="list-style-type: none"> • Total Number of MVP Public Meetings • Number of Attendees by gender, age, race, when available. • Totally number of forms turned in • Nature of Comments and Remarks • Community Groups represented
Telephone Comments	<ul style="list-style-type: none"> • Total calls received per quarter • Nature of calls • Number of positive/negative calls received • Type of follow-up required • Time spent on follow-up
Letters	<ul style="list-style-type: none"> • Total letters received per quarter • Number of positive/negative letters received • Translation of letter from members of the public who have limited English proficiency • Nature of letters • Type of follow-up required • Time spent on follow-up
MVP Website Social Media	<ul style="list-style-type: none"> • Total number of hits per month • Number and nature of comments received • Type of group representation • Total number of posts by MVP Transportation • Type of follow-up required • Time spent on follow-up
Proactive Public Outreach	<ul style="list-style-type: none"> • Total number of radio and TV interview conducted • Total number of feature stories in newspaper • Total number of community service group meetings attended • Total number of Transportation Committee Meetings attended • Total number of presentations delivered • Total number of comment sheets collected at presentations
E-mail Comments	<ul style="list-style-type: none"> • Total comment messages per month • Number and nature of messages received • Type of follow-up required • Time spent on follow-up
Survey/Interactive Map Results	<ul style="list-style-type: none"> • Total number of responses received • Summarize comments

V. Meeting Federal Requirements

There are several requirements for a PPP as described in 23 CFR § 450.316. The MPO is required to develop a PPP that includes all transportation plan stakeholders. These stakeholders are considered to be anyone from an affected public agency, freight transportation services, to every user of the transportation network. Anyone who would like to participate in the process will be provided reasonable opportunity to do so.

The PPP should be developed with the participation of interested parties. In this case, since the MPO is not finalized yet, the Pre-MPO Steering Committee is the first interested party to participate which is made up of representatives of local government agencies, tribal governments, transportation providers, state representatives, representatives of transportation and health-related non-profits, and representatives from peer Alaskan MPOs. The purpose of the PPP is to develop clear instructions for how to residents can participate in the public process, what the MPO's strategies are to reach a wide range of people for participation, and how to measure the outcomes of public participation strategies.

The MPO must provide adequate notice for public participation opportunities and offer convenient and accessible ways for the public to comment at key points in the planning and decision-making process. The notice must be given prior to any sort of comment or participation period and any information must be easily accessible to the public. The information must be presented so that the lay person can understand and also provide several means of presenting the information, such as displaying the information electronically via the internet and/or also using visual presentations in an in-person format so that everyone has adequate time to understand what is presented. Public presentation and meetings must be held in ADA accessible locations and be held at reasonable times to include all who want to participate.

When comments are made, care and response are given for each comment to ensure that participants understand that their comments are valued and integrated into plans and decisions of the MPO. Care must especially be given to receiving comments from traditionally underserved communities. The plans and decisions of the MPO should also be carefully analyzed to understand how these may impact different sub-groups and underserved communities differently. The comments will be provided in a summary, analyzed, and then added to the final transportation plan and/or posted online.

In the event that the final version of an MPO plan differs greatly than the original, an additional comment period must be provided as new issues may arise that were not originally anticipated by those that had provided comment the first time.¹⁰ To prevent undesirable outcomes and adverse impacts on communities, the public participation process will be evaluated, measured, and reviewed for its effectiveness.

Although not a requirement, it is in the best interest of the MPO and its transportation plan to coordinate with other organizations and agencies that are responsible for other planning activities. Organizations that are responsible for economic development or natural disaster preparedness, for example, may be affected by MPO decisions and those decisions may impact operations or provide

¹⁰ See MVP Transportation's Operating Agreement and the FAST Planning Amendment and Administrative Modifications Policy for more details on triggers and an example policy from a peer MPO, respectively.

insights. The MPO will be responsible for considering actions within the MPO area as they relate to other planning activities.

Since the MPA will most likely include lands that are Indian Tribal Lands and/or Federal Public lands, the development of the transportation plan must appropriately include and consult with federal and tribal land managers.

In accordance with Title VI, the Civil Rights Act of 1964, it is prohibited to discriminate against people on the basis of race, color, and national origin in programs that receive federal funding. Title VI applies to the creation and operations of an MPO because they use federal funding. To provide an inclusive public process, notice may be released in different languages and the MVP Title VI Coordinator may be designated to direct people that identify as non- or limited-English speakers to translation services to further facilitate an environment that is continuing, cooperative, comprehensive, and inclusive.

VI. Conclusion

MVP Transportation is deeply committed to conducting a public participation process that engages the diverse community of the Mat-Su Valley early and consistently throughout the metropolitan transportation planning process. This PPP is the first step towards developing MPO plans that respond to local priorities and satisfy local transportation needs in the Mat-Su.

MVP will periodically update and reevaluate this PPP to ensure that it remains consistent with trends and needs within the local community. The PPP will be reevaluated and may be updated prior to each MTP update as a part of that planning process. It may also be updated through amendments and administrative modifications approved by the MVP Policy Board at any time by following the public notice, review and comment period requirements outlined in this plan.

MVP is committed to increasing the public's understanding of the metropolitan transportation planning process and to encouraging active engagement of the community in the decision-making process.

Matanuska-Susitna Valley Planning for Transportation 2022 Public Participation Plan Addendum for Pre-MPO Formation

I. Purpose

The purpose of this addendum to the Matanuska-Susitna Valley Planning for Transportation (MVP Transportation) Public Participation Plan (PPP) is to outline the public participation strategies that will be used during federal fiscal year (FFY) 2022 to develop and finalize the founding documents and general operating agreements of the MPO.

II. Timeline

MVP Transportation will not be officially designated by the Governor until April 2023. The full PPP document will not apply to the MPO until after this official designation date. This addendum to the PPP shall be applicable once approved by the MVP Pre-MPO Policy Board until the day that the MPO is officially designated by the Governor, expected April 2023.

III. Meetings

During FFY 2022, the Pre-MPO Steering Committee and Pre-MPO Policy Board hold regular meetings during the year. The final Technical Committee and Policy Board will become official after MPO designation by the Governor no later than April 2023.

Monthly meetings of the MVP Pre-MPO Steering Committee and Pre-MPO Policy Board are all free and open to the public. Meetings may be fully virtual or in-person, as local health and safety conditions and regulations allow. Meetings will be held in accessible public locations (or virtually, on a platform easily accessible to the public) and will generally be scheduled on a recurring day each month (for example, the third Wednesday). Every MVP board and committee meeting agenda contains a general public comment period (called “Voices of the Visitors”) as well as public comment opportunities for each item being discussed. All meeting packets including approved minutes from the previous meeting will be made available online on the pre-MPO website and/or MVP Transportation website.

Public meetings of the MVP Pre-Policy Board and all advisory committees (including the Steering Committee) will be advertised at least one week prior to the meeting date in the following venues and locations:

- Pre-MPO website at www.matsumpo.com, prior to MVP official website establishment
- Official website of MVP once it is established
- Mat-Su Borough (MSB) website
- State of Alaska Online Public Notice system
- Frontiersman (local newspaper)

The following guidelines shall apply to the public process of public meetings.

1. A sign-in sheet will be available at each in-person and virtual meeting. Attendees will be encouraged to sign in so that they may receive notification of future meetings.

2. One general public comment period will be provided at every meeting for any members of the public who are present to comment on items not on the agenda. The length of the comment period per speaker may be determined at the beginning of any public meeting by the Chair.
3. Members of the public will also have an opportunity to comment on specific agenda items as they are introduced.
4. Members of the public who would like to provide written comments may submit their comment in writing at any time before the scheduled meeting.
5. Items on a meeting agenda may be voted on or action may be deferred, tabled, or referred back to the board or committee for further consideration at the board or committee's discretion.
6. Past meeting materials including agendas, minutes, packets, and approved planning documents can be found on the MVP website.

The following subsections provide additional information about each board and committee active during FFY 2022.

A. Pre-MPO Policy Board

The MVP Pre-MPO Policy Board is the interim leadership-level decision making body of MVP Transportation. Its mission is:

“To oversee the development of all federally required documents necessary to be designated by the Governor as the Metropolitan Planning Organization of the Mat-Su Valley urbanized area and that area, which is expected to be designated, by the Department of Commerce, as urban in the next 20 years.”

The Pre-MPO Policy Board was established and began meeting in September 2021. The Pre-MPO Policy Board will continue to meet monthly until the final MVP Policy Board is established. The Pre-MPO Policy Board meets regularly on the third Wednesday of each month from 11:30am to 1:00pm.

B. Pre-MPO Steering Committee

The MVP Pre-MPO Steering Committee is the interim staff-level advisory committee of MVP Transportation. Its mission is:

“To guide the pre-MPO formation process for the Mat-Su Valley as it relates to presenting recommendations to the Pre-MPO Policy Board regarding organizational and operational structure.”

The Pre-MPO Steering Committee was established and began meeting in October 2020. The Pre-MPO Steering Committee will continue to meet monthly until the MVP Technical Committee is established after official MPO designation by the Governor. The Pre-MPO Steering Committee meets regularly on the second Tuesday of each month from 2:00pm to 3:30pm.

C. MVP Policy Board

The MVP Policy Board is the final governing body of the MPO. The official Policy Board will be established and begin meeting in the second quarter of FFY 2022. The purpose of the MVP Policy Board will be to act as the leader and final decisionmaker for MVP Transportation to carry out the metropolitan transportation planning process for the UZA.

D. MVP Technical Committee

The MVP Technical Committee is the final staff-level advisory committee of the MPO. The MVP Technical Committee will be established and begin meeting in the second quarter of FFY 2022. The

purpose of the MVP Technical Committee will be to provide technical guidance and recommendations to the MVP Policy Board to assist with carrying out the metropolitan transportation planning process.

IV. 2022 MPO Plans, Programs & Agreements

The following plans and programs will be developed and finalized during FFY 2022. All planning documents and agreements in this addendum will have a 30-day public comment period unless otherwise noted.

A. MPA Boundary Development

The Boundary Development process for the MVP metropolitan planning area (MPA) will follow the Boundary Development Strategy document approved by the Pre-MPO Policy Board on October 20, 2021.

The MPO shall review the comprehensive plans and capital improvement programs (CIP) of the borough and local governments as a part of the boundary development process. As outlined in the strategy, MVP will consult with members of the public and community representatives with information pertinent to projecting future growth in the borough, including, but not limited to representatives of:

- MSB School District
- Public transportation providers
- Port, rail, and freight operators
- Utility providers
- Local commercial businesses
- Non-profit organizations
- State of Alaska DOT&PF and DEC
- Tribal governments
- Local governments

At least one public meeting will be held to gather the public's input into the boundary development process. The meeting will be held virtually or in-person and be easily accessible to the public. Visualization strategies will be used to help build public understanding of the boundary development process and potential alternatives for the MPA boundary, and their implications.

The public meeting will be advertised at least one month in advance of the meeting date in the same locations and venues that board and committee meetings are advertised (See **III. Meetings**).

The finalized boundary will be posted for a 30-day public review and comment period on the pre-MPO and/or final MVP website. All public comments and feedback will be recorded and forwarded to the MVP boards and committees for consideration and subsequently posted on the website. If significant changes are subsequently made to the preferred boundary alternative that were unforeseen by the Pre-MPO Policy Board, additional opportunity for public comment may be provided. Final board action will take place at a scheduled Pre-MPO Policy Board meeting.

B. Intergovernmental Operating Agreement and Memorandum of Understanding for Transportation Planning (Operating Agreement)

The *MVP Transportation Intergovernmental Operating Agreement and Memorandum of Understanding for Transportation Planning* (Operating Agreement) defines the relationships between the State of Alaska and the Mat-Su Valley's local and tribal governments and other stakeholders, as appropriate, in

carrying out metropolitan transportation planning to meet federal planning requirements through the MPO. The document defines the make-up of the official Policy Board and Technical Committee of the MPO.

The purpose of the Operating Agreement is to comply with 23 USC § 134 – 135, 49 USC § 5303 – 5306, and 23 CFR 450.300 to provide the structure and process for the continuing, cooperative, and comprehensive consideration, consultation, development, and implementation of transportation plans and programs for intermodal transportation in the MPA. The agreement describes the legal authority for the operation of the MPO, member organizations and their responsibilities, required plans and programs of the MPO, and operating procedures related to consultant contracts, reporting requirements, procurement and management, audits, and Title VI and disadvantaged business enterprise (DBE) requirements.

The Operating Agreement will be developed by the Pre-MPO Steering Committee and approved by the Pre-MPO Policy Board and then sent to the Governor for final designation. A 30-day public comment period will be provided for the public to review the Operating Agreement. All public comments and feedback will be recorded and forwarded to the MVP Pre-MPO Steering Committee and Pre-MPO Policy Board for consideration.

C. Memorandum of Understanding for Office Operations (MOU for Office Operations)

The *Memorandum of Understanding for Office Operations* (MOU for Office Operations) defines the operating procedures of the MPO office and outlines the roles and responsibilities of the MPO member organizations as they relate to the office operations of the MPO. The MOU for Office Operations and the responsibilities defined therein will vary based on the final structure of the MPO. The MOU for Office Operations outlines the various resources and types of support that each member organization will contribute to the MPO, such as office and/or meeting space, membership dues, risk management, accounting services, procurement services, human resources, project planning and development, IT support services, payroll, computers and hardware, software licenses, and other types of in-kind and financial support.

The MOU for Office Operations will be developed by the Pre-MPO Steering Committee and approved by the Pre-MPO Policy Board. A 30-day public comment period will be provided for the public to review the agreement. All public comments and feedback will be recorded and forwarded to the MVP Steering Committee and Pre-MPO Policy Board for consideration and posted on the website. If significant and unforeseen changes result, the public may be provided an additional opportunity to comment.

D. Bylaws

The Bylaws of the MPO define the members and officers of the organization such as the Chair, Vice Chair, and Secretary, how those positions are chosen, and what their responsibilities are. The Bylaws also define at minimum when meetings will occur, and outline standard processes related to meetings, ethics, conflicts of interest, and other standards of conduct for the MPO. The Bylaws are submitted along with the Operating Agreement in the Governor's packet for final MPO approval.

The Bylaws will be developed by the Pre-MPO Steering Committee and approved by the Pre-MPO Policy Board. A 30-day public comment period will be provided for the public to review the Bylaws

simultaneously along with the Operating Agreement. All public comments and feedback will be recorded and forwarded to the MVP Pre-MPO Steering Committee and Pre-MPO Policy Board for consideration and posted on the website. If significant and unforeseen changes result, the public may be provided an additional opportunity to comment on the MOU.

E. Tribal Consultation Agreements

The MPO will work with local tribal governments, Chickaloon Native Village and Knik Tribe, to develop agreements defining coordination between the MPO and each tribal government. The agreements will outline the consultation processes that will be carried out by the MPO with each tribal government for each major plan and program of the MPO, including the MTP and TIP. Consultation requirements for MPOs who receive funds through the FHWA are outlined in 23 CFR 450.316. Key provisions include:

- “When the MPO includes Indian Tribal lands, the MPO shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP” (23 CFR 450.316(c)).
- “MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under §450.314.” (23 CFR 450.316(e)).
- Include in their plans and programs “a discussion of types of potential environmental mitigation activities and potential areas to carry out these activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by the metropolitan transportation plan. The discussion may focus on policies, programs, or strategies, rather than at the project level. The discussion shall be developed in consultation with Federal, State, and Tribal land management, wildlife, and regulatory agencies. The MPO may establish reasonable timeframes for performing this consultation” (23 CFR 450.322 (f) (7)).”

The Pre-MPO Steering Committee and Pre-MPO Policy Board will utilize the following resources in its consultation and coordination with tribal governments”

- Tribal Consultation Best Practices Guide for Metropolitan and Regional Transportation Planning Organizations in Washington State
- Executive Order 13175 Consultation and Coordination with Indian Tribal Governments
- Millennium Agreement between the Federally Recognized Tribes of Alaska and the State of Alaska
- Guidance from the State of Alaska Civil Rights Office

MPO coordination with tribal representatives will occur at the Pre-MPO Steering Committee and Pre-MPO Policy Board levels to establish the consultation agreements.

F. Memorandum of Understanding for Performance Based Planning (MOU for Performance Based Planning)

MVP Transportation may choose to sign onto the existing Memorandum of Understanding for Performance Based Planning between AMATs, FAST Planning, and the state of Alaska, or develop its own performance measures. This agreement defines how the state and Alaskan MPOs cooperatively develop and share information related to transportation performance data, including the selection and reporting

of performance targets as defined in the Performance Planning Target Setting Procedures document. These procedures are used in tracking progress towards attainment of critical outcomes for the region. This data will also be collected for the state's asset management plan for the National Highway System (NHS).¹

G. Member Organization Coordination Agreements

The MPO will work with local governments, state DOT&PF, and member organizations to develop agreements defining coordination between the MPO and each entity. The agreements will outline how the MPO will coordinate with member agencies on developing the major plans and programs of the MPO, including the MTP and TIP.

MPO coordination with member agency representatives at the Pre-MPO Steering Committee and Pre-MPO Policy Board levels will help to define and establish the coordination agreements.

H. Transportation & Grandfather Agreements

Agreements related to the transition of the Mat-Su Valley from an urban cluster to a UZA may be deemed necessary to define the new relationships between the MPO, member agencies, and the state of Alaska DOT&PF in regard to funding programs and eligibility.

One example is an agreement between the MSB and the Alaska DOT&PF regarding eligibility for the Community Transportation Program (CTP). Once the MPA is established and the MPO has been officially approved by the Governor, transportation projects within the MPA are no longer eligible for funding through the state's CTP. However, the MSB currently has several projects included in the 2020-2023 CTP. A grandfather agreement should be developed between the MSB, MVP Transportation and Alaska DOT&PF stating that these projects will be "grandfathered in" to the CTP program even if the MPO is approved within the 2022-2023 timeframe.

I. Consolidated Planning Grant Agreement

MVP Transportation will work with the Alaska DOT&PF to develop a Consolidated Planning Grant Agreement² to outline the consolidated Metropolitan Planning (PL) and Transit Planning (FTA 5303 funds) to be distributed to the MPO by formula and match amounts. The Alaska DOT&PF is currently in the process of drafting separate Consolidated Planning Grant Agreements for FAST Planning and AMATs, and MVP Transportation will need to do the same once the MPO is officially designated.

J. Other Agreements

Other agreements may be deemed necessary between the MPO and other entities engaged in transportation and transportation planning within the MPA. These agreements will be developed by the Steering Committee and approved by the Policy Board. All additional agreements will have a 30-day public comment period.

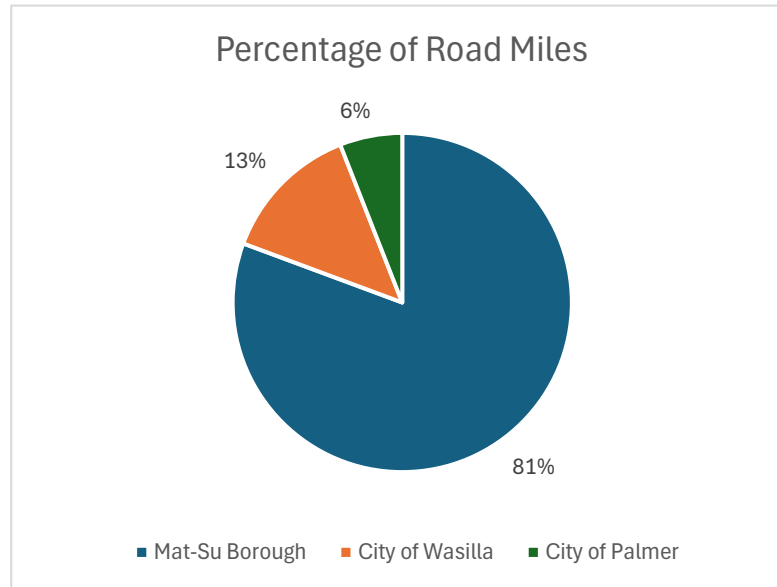
¹ See [23 CFR 450.314\(h\)](#).

² See [FTA Circular 8100.1D](#)

Road Miles Maintained within MVP

Custodian	Road Miles Maintained
Mat-Su Borough	508.8
City of Wasilla	84.4
City of Palmer	37.6
Sum	630.8

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



Streetlight and Sign Management Plans Match

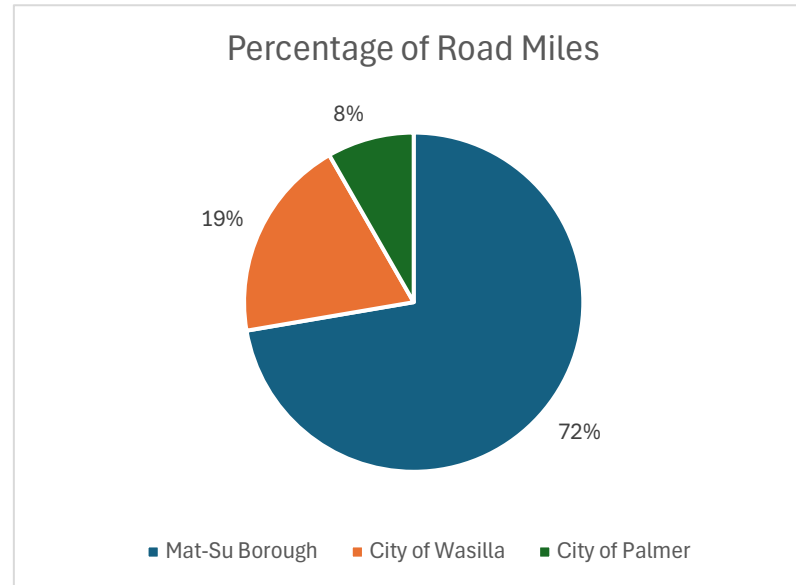
Custodian	Road Miles Maintained	Percentage of Road Miles	Match Required
Mat-Su Borough	508.8	81%	\$58,268.41
City of Wasilla	84.4	13%	\$9,665.59
City of Palmer	37.6	6%	\$4,306.00
Sum	630.8		

Total Project Cost (Streetlight +Sign Inventory)	Local Match Total	Federal Amount
\$800,000.00	\$72,240.00	\$727,760.00

Paved Road Miles Maintained within MVP (Not already surveyed)

Custodian	Paved Road Miles Maintained (Not already surveyed)
Mat-Su Borough	270.3
City of Wasilla	72.5
City of Palmer	31
Sum	373.8

Custodian	Percentage of Road Miles
Mat-Su Borough	72%
City of Wasilla	19%
City of Palmer	8%



Pavement Management Plan Match

Custodian	Paved Road Miles Maintained (Not already surveyed)	Percentage of Road Miles	Match Required
Mat-Su Borough	270.3	72%	\$19,589.16
City of Wasilla	72.5	19%	\$5,254.21
City of Palmer	31	8%	\$2,246.63
Sum	373.8		

Total Project Cost Pavement Inventory	Local Match Total	Federal Amount
\$300,000.00	\$27,090.00	\$272,910.00

Total Match

Custodian	Match Required
Mat-Su Borough	\$77,857.57
City of Wasilla	\$14,919.81
City of Palmer	\$6,552.63

Total Project Cost	Local Match Total	Federal Amount
\$1,100,000.00	\$99,330.00	\$1,000,670.00

MVP Program of Projects

NID	IRIS	Project Description	Fund Code	Phase	FFY24	FFY25	FFY26	FFY27	Beyond
34595		MVP Pavement Management Plan	STBG	Planning		\$272,910.00			
		The plan would include automated collection of pavement condition (smoothness, rutting, and cracking) on within the MPA using Road Surface Profiling (RSP) equipment consisting of distance measuring instruments, accelerometers and a Laser Crack Measurement System (LCMS) to provide high definition 3D profiles and 2D images of the road surface. Data collected will be documented in GIS format and in a written report that will prioritize improvement projects.	3PF			\$ 27,090.00			
					\$	\$ 300,000.00	\$	\$	
34654		MVP Sign Management Plan	STBG	Planning		\$ 363,900.00			
		Devise and implement a system to assess all traffic signs within the Metropolitan Area Boundary on a regular basis and ensure they are maintained and replaced as needed to improve visibility and increase road safety. Use the sign assessment to track sign data and to maintain a minimum retroreflectivity level of all signs to increase their visibility at night.	3PF			\$ 36,100.00			
Project Total					\$ -	\$ 400,000.00	\$ -	\$ -	
34655		MVP Streetlight Intersection Management Plan	STBG	Planning		\$ 363,900.00			
		Conduct an inventory of all the streetlights within the Metropolitan Planning Area boundary and develop a plan for converting the lights to LED. Examine each intersection to determine any additional lighting system work as required for electrical code compliance and proper operation of the LED fixtures. Additional work may include replacement of frayed wiring, grounding of light pole bases, repair of electrical connections, troubleshooting of lighting or load center circuitry	3PF			\$ 36,100.00			
Project Total					\$ -	\$ 400,000.00	\$ -	\$ -	
Funding (Revenue) Summary									



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Transportation and
Public Facilities
OFFICE OF THE COMMISSIONER

Ryan Anderson, P.E., Commissioner
PO Box 112500
Juneau, Alaska 99811-2500
Main: 907.465.3900
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The Honorable Glenda D. Ledford
City of Wasilla
Chair of MVP Planning
290 E. Herning Avenue
Wasilla, AK 99654-7091
mayor@cityofwasilla.gov

July 1, 2025

**RE: Mat-Su Valley Planning for Transportation MPO – STIP Amendment Two
Comments**

Dear Mayor Ledford,

Thank you for your letter dated March 19, 2025, outlining the MatSu Valley Planning Organization's (MVP's) questions regarding Draft Amendment Two to the 2024–2027 Statewide Transportation Improvement Program (STIP). DOT&PF appreciates MVP's thorough review of the amendment package, and we offer the following responses to the questions related to suballocations and carryover funding.

DOT&PF is pleased to announce the implementation of new transparency measures designed to improve public understanding and interagency coordination during the STIP amendment process. In alignment with 23 CFR § 450.218 and § 450.326, these enhancements support our obligation to ensure fiscal constraint, public accessibility, and documentation of all project changes.

As part of Amendment Two, DOT&PF has published a comprehensive change log that clearly summarizes all project additions, deletions, and modifications by funding program and region. This document provides a structured snapshot of what has changed since the previous amendment.

To further support review and transparency, DOT&PF has launched a new interactive ArcGIS-based *STIP Amendment Tracker Dashboard*, available at STIP Amendment Tracker Dashboard¹. This tool offers a visual comparison of project records between STIP amendments and provides stakeholders—including MPOs and the public—a more user-friendly way to trace changes over time.

These tools mark a significant step toward modernizing how DOT&PF communicates STIP amendments and fiscal adjustments. We encourage you to explore these resources and provide feedback as we continue to improve the visibility and usability of statewide transportation programming data.

Suballocation Accounting

¹<https://experience.arcgis.com/experience/7765ad22843f49bbb8dd2179c2f7d3be>

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The STIP fiscal constraint demonstration tables reflect program-level obligations based on statewide accounting requirements rather than direct alignment with the MVP Program of Projects. This approach is consistent with federal regulations under 23 CFR § 450.218 and § 450.326, which require DOT&PF, as the designated recipient of federal-aid highway funds, to demonstrate fiscal constraint by fund type and year across the full program.

As a newly designated MPO, MVP is in the process of developing its first Transportation Improvement Program (TIP), which will serve as the formal vehicle for programming regionally prioritized projects using suballocated federal funds, including the 50–200K STBG, CRP, and TAP programs. Until the MVP TIP is adopted and approved by FHWA/FTA, DOT&PF retains programming responsibility for MVP’s suballocated funds and must ensure that projects obligated in the interim remain eligible, timely, and consistent with statewide planning goals.

We recognize the importance of transparent accounting during this transition and agree that it is critical for MVP to understand how its funding is being utilized. While the current STIP reflects allocations and obligations made in FFY24 and FFY25 based on readiness and federal eligibility, DOT&PF is committed to supporting MVP’s transition to full programming authority. This includes sharing a detailed breakout of projects programmed or obligated against MVP’s suballocations in FFY24 and FFY25 and ensuring consistency with MVP’s developing planning priorities wherever feasible.

As part of our broader system modernization effort, DOT&PF’s Project Delivery Plan (PDP) now enables enhanced traceability of obligations by funding source and geographic area. We will provide MVP staff with tailored reports from the PDP platform, and we welcome the opportunity to walk through the data and coordinate on future programming actions as the MVP TIP is finalized.

Carryover Funds

MVP’s Program of Projects proposed carrying over unspent FFY24 suballocations to FFY25; however, this carryover is not reflected in the STIP Amendment Two narrative because to date, the fiscal constraint demonstration tables were not structured in a way to communicate these carryover funds to the public. The new fiscal constraint tables now depicts these fund movements. Specifically, for MPOs, DOT&PF includes the following in the Volumes One and Two of the STIP.

- Breakout tables summarizing the annual apportionments and programmed obligations for federal funds that are suballocated to MPOs, such as STBG 50–200K, TAP, and CRP;
- Region-specific fiscal constraint tables that document year-by-year revenue and obligations to demonstrate compliance under 23 CFR § 450.326;
- Project grouping summaries that consolidate multiple TIP-listed projects into program line item, enabling streamlined tracking and financial reconciliation without duplicating each individual project record.

These project groupings serve as a bridge between the MPO TIP and the STIP, allowing for the financial footprint of MPO-controlled programming to be reflected in the statewide document

without interfering with local prioritization. For each group, DOT&PF specifies the fund sources, applicable suballocation amounts, and the expected obligation amounts by federal fiscal year.

As MVP advances toward full TIP adoption, DOT&PF will implement the same mechanisms to ensure MVP programming is accurately represented and incorporated in the STIP. This structure supports statewide fiscal integrity while preserving MPO-led project selection and maintaining public-facing clarity regarding the use of suballocated funds.

Please keep in mind that obligation authority—not planning intention—governs how federal funds are programmed and recorded in the STIP Fiscal Constraint Tables. Under 23 CFR § 450.326(j), the STIP must demonstrate year-specific fiscal constraint by aligning estimated federal revenue and available obligation authority with programmed obligations within each federal fiscal year.

In addition to apportionment and contract authority balances, DOT&PF must carefully manage obligation limitation and maximize the state's ability to access redistributed funding in August. These pressures require DOT&PF to keep federal funds moving and construction projects on schedule, particularly for shovel-ready and construction-ready phases that can be obligated in time to secure maximum benefit from the federal aid program. While we recognize the value of accommodating local planning priorities, we are not in a position to indefinitely hold unobligated funds in reserve until a new TIP is in place. Doing so risks forfeiting valuable obligation authority and could limit Alaska's competitiveness in future federal redistribution cycles.

That being said, DOT&PF has been programming MVP-selected projects, and we have coordinated closely with local staff on project development status and funding strategy. As a new and growing MPO, the Mat-Su region is seeing significant transportation investment and increased demand for project delivery capacity. Successfully executing this expanding program will require continued partnership between MVP and DOT&PF to align priorities, accelerate project readiness, and ensure that programmed funds are obligated in a timely and efficient manner.

To support this, DOT&PF is available to work with MVP to review the obligation status of unexpended FFY24 funds and identify where reprogramming into FFY25 may be appropriate. While these funds remain available for obligation, they must be tied to deliverable scopes within the STIP and supported by updated project details that meet FHWA obligation readiness standards. We welcome the opportunity to jointly validate these details and incorporate them into upcoming TIP actions or STIP revisions, as appropriate.

Additional Clarifications and Funding Program Details

- **Community-Driven Projects (STIP ID 34393)**

The "Community-Driven Projects: MVP MPO" line item in the fiscal constraint table is a placeholder used to capture potential future projects that may be identified through the MVP TIP development process. This STIP entry allows DOT&PF to reserve capacity for community-generated priorities as MVP's planning program matures. While the term "community-driven" in the narrative may not precisely align with the project listings in the fiscal tables, the intent is to support locally scoped and sponsored projects initiated by MVP member governments, tribes, or regional stakeholders. This approach provides near-term programming flexibility and demonstrates DOT&PF's commitment to advancing MVP-led

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initiatives as they emerge.

- **5307 Urban Transit Funding (FFY25)**

The \$460,000 shown under the 5307 Urban Transit program for FFY25 is a placeholder obligation attributed to the Alaska Railroad for service within the MVP planning area. These funds are part of the annual statewide distribution of FTA Section 5307 funds, which typically requires a split letter negotiated among Alaska's MPOs (AMATS, FAST, and MVP), the Alaska Railroad, and any additional eligible designated recipients. The allocation was included in STIP Amendment Two to preserve obligation eligibility, but final programming will be subject to interagency agreement. DOT&PF will follow up with MVP staff to confirm the source of these funds and ensure coordination with the Alaska Railroad and the other MPOs before obligation occurs.

- **Metropolitan Planning (PL) Funds (FFY24–FFY27)**

Metropolitan Planning (PL) funds do not appear in the STIP fiscal constraint tables for MVP in FFY24, FFY26, or FFY27 because they are not required to be programmed in the STIP or TIP under federal regulations. Unlike capital project funds, PL funds are managed through the Unified Planning Work Program (UPWP) process and executed via funding letters and grant agreements. For MVP, these allocations were issued separately and remain available in accordance with FHWA approval. DOT&PF is working with the MPO Coordinator and FHWA to ensure that MVP's planning funds are properly reflected in financial reporting and future UPWP amendments. This administrative approach avoids listing inactive planning amounts in the STIP and ensures that available funds match federal eligibility and expenditure readiness.

- **STIP Budget Increases Between Amendments**

The increase in the total STIP program budget from approximately \$5.5 billion in Amendment One to \$5.9 billion in Amendment Two is primarily the result of the expanded use of Advance Construction (AC) authority. AC is a federally authorized cash flow tool that allows states to commit to projects using federal-aid eligibility, while deferring actual obligation to future years. This mechanism helps DOT&PF manage funding availability, rising project costs, project readiness timelines, and obligation limitation ceilings. The apparent increase in STIP totals does not necessarily indicate the addition of new projects; in many cases, the changes reflect financial rebalancing or phase adjustments. DOT&PF can provide MVP with a detailed list of project-level changes contributing to the STIP total increase upon request.

- **Dashboard “N/A” Project Listings**

The “N/A” classification in the STIP Amendment Dashboard refers to projects that do not currently align with any designated Strategic Investment Area. These projects remain valid and are included in the program but fall outside the current investment area framework. Between Amendment One and Amendment Two, several of these projects were either reclassified into a defined category or removed due to scope changes or reprogramming. DOT&PF acknowledges that the dashboard filtering function for “N/A” projects is currently limited and appreciates MVP's input on improving usability. Our MPO Coordinator can

provide a full list of “N/A” projects from both amendments and offer explanations regarding any changes in classification or visibility.

About STIP Amendment Two

Amendment Two to the 2024–2027 STIP, submitted to FHWA and FTA on July 1, 2025, reflects a strategic rebalancing of Alaska’s federally funded transportation program following the close of the legislative session. The Department delayed submittal of this amendment until enactment of the FY2026 state budget, as significant changes to the Department’s unrestricted general fund (UGF) match required a comprehensive reprogramming effort to address the fiscal impacts introduced by legislative budget actions.

In the Governor’s proposed and amended FY2026 budgets, DOT&PF requested approximately \$117 million in UGF to fully support anticipated federal transportation funding. This included \$90.1 million for the federal-aid highway program. These match requests were carefully calibrated to support full delivery of Alaska’s transportation program in FY2026.

During the legislative process, more than \$70.2 million of the requested UGF was removed and replaced with reappropriations from previously authorized projects—many of which were already expended or committed—as well as fund balances from AIDEA. These substitutions introduced risks to the Department’s ability to deliver federally funded projects in FFY2026. After DOT&PF offered clear and repeated warnings to legislative committees, the Governor exercised his veto authority to eliminate these reappropriations in order to preserve the long-term integrity of Alaska’s federal match strategy. As a result, DOT&PF is now operating with \$31.8 million in available UGF for FY2026 to support the federal-aid highway program.

The available \$31.8 million is significantly below the \$90.1 million proposed to maintain fiscal constraint in accordance with 23 CFR § 450.218. DOT&PF has accordingly revised STIP Amendment Two to align programmed projects with available match. This is a procedural action required by federal regulation and does not constitute a cancellation of planned projects. However, in the absence of sufficient UGF, some projects have been deferred or reprioritized within the STIP. Amendment Two will be immediately followed by publication of a new four-year STIP (FFY2026–2029), which will offer an extended window for project deliberation and public engagement.

Despite these challenges, DOT&PF is advancing project development and delivery activities as scheduled. The Department will rely on remaining match balances to fulfill existing commitments into early FY2026. If the Legislature enacts a solution early in the upcoming session, DOT&PF expects to maintain continuity of its full program. Until that time, the Department must align its programming with actual available resources and cannot proceed based on prior assumptions or anticipated appropriations.

Amendment Two incorporates these required program revisions and ensures the STIP remains fiscally constrained and eligible for federal obligation. In recognition of the significance of these changes, DOT&PF deferred submission of the amendment until after the MPO TIPs were adopted, allowing for alignment and concurrent federal review.

Conclusion Thank you again for your detailed feedback. DOT&PF is committed to transparent and accountable program delivery and values the institutional partnership with MVP. We look forward to continued collaboration in support of regional transportation system improvement.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ryan Anderson", with a long horizontal flourish extending to the right.

Ryan Anderson, P.E.
Commissioner

Fiscal Constraint Demonstration: Revenue and Obligations — MVP MPO Suballocations

Fund Source	Prior Year Carryover	Apportioned Suballocation	Fund Transfer	Fund Deobligation	Combined Revenue	Programmed	Fiscal Constraint	Carryforward
FY24	\$ -	\$ 9,707,519	\$ -	\$ -	\$ 9,707,519	\$ 4,216,633	\$ (5,490,886)	\$ 1,256,311
Federal Transit Administration	\$ -	\$ 863,169	\$ -	\$ -	\$ 863,169	\$ 122,983	\$ (740,186)	\$ -
Section 5307 Urbanized Area Formula	\$ -	\$ 663,800	\$ -	\$ -	\$ 663,800	\$ -	\$ (663,800)	\$ -
Section 5307 Urbanized Area Formula (ARRC in MVP)	\$ -	\$ 663,800	\$ -	\$ -	\$ 663,800	\$ -	\$ (663,800)	\$ -
Section 5310 Enhanced Mobility for Older Adults & People w/ Disabilities (Statewide)	\$ -	\$ 128,945	\$ -	\$ -	\$ 128,945	\$ 52,559	\$ (76,386)	\$ -
Section 5310 Enhanced Mobility for Older Adults & People w/ Disabilities (MVP)	\$ -	\$ 128,945	\$ -	\$ -	\$ 128,945	\$ 52,559	\$ (76,386)	\$ -
Section 5339 Bus and Bus Facilities	\$ -	\$ 70,424	\$ -	\$ -	\$ 70,424	\$ 70,424	\$ -	\$ -
Section 5339 Bus and Bus Facilities (MVP)	\$ -	\$ 70,424	\$ -	\$ -	\$ 70,424	\$ 70,424	\$ -	\$ -
FHWA Formula Subject to Limitation	\$ -	\$ 8,844,350	\$ -	\$ -	\$ 8,844,350	\$ 4,093,650	\$ (4,750,700)	\$ 1,256,311
Carbon Reduction Program	\$ -	\$ 775,163	\$ -	\$ -	\$ 775,163	\$ -	\$ (775,163)	\$ 600,000
Carbon Reduction Program 50-200k MVP	\$ -	\$ 775,163	\$ -	\$ -	\$ 775,163	\$ -	\$ (775,163)	\$ 600,000
Metropolitan Planning Program	\$ -	\$ 433,578	\$ -	\$ -	\$ 433,578	\$ -	\$ (433,578)	\$ -
Metropolitan Planning Program (MVP)	\$ -	\$ 433,578	\$ -	\$ -	\$ 433,578	\$ -	\$ (433,578)	\$ -
Surface Transportation Block Grant	\$ -	\$ 7,635,609	\$ -	\$ -	\$ 7,635,609	\$ 4,093,650	\$ (3,541,959)	\$ 656,311
Surface Transportation Block Grant: Population 50-200K (MVP)	\$ -	\$ 7,208,849	\$ -	\$ -	\$ 7,208,849	\$ 4,093,650	\$ (3,115,199)	\$ 656,311
Transportation Alternatives Program: Population 50-200K (MVP)	\$ -	\$ 426,760	\$ -	\$ -	\$ 426,760	\$ -	\$ (426,760)	\$ -
FY25	\$ 2,336,279	\$ 9,952,396	\$ -	\$ -	\$ 12,288,675	\$ 5,495,807	\$ (6,792,868)	\$ -
Federal Transit Administration	\$ -	\$ 665,349	\$ -	\$ -	\$ 665,349	\$ 94,638	\$ (570,711)	\$ -
Section 5307 Urbanized Area Formula	\$ -	\$ 460,000	\$ -	\$ -	\$ 460,000	\$ -	\$ (460,000)	\$ -
Section 5307 Urbanized Area Formula (ARRC in MVP)	\$ -	\$ 460,000	\$ -	\$ -	\$ 460,000	\$ -	\$ (460,000)	\$ -
Section 5310 Enhanced Mobility for Older Adults & People w/ Disabilities (Statewide)	\$ -	\$ 132,813	\$ -	\$ -	\$ 132,813	\$ 54,136	\$ (78,677)	\$ -
Section 5310 Enhanced Mobility for Older Adults & People w/ Disabilities (MVP)	\$ -	\$ 132,813	\$ -	\$ -	\$ 132,813	\$ 54,136	\$ (78,677)	\$ -
Section 5339 Bus and Bus Facilities	\$ -	\$ 72,536	\$ -	\$ -	\$ 72,536	\$ 40,502	\$ (32,034)	\$ -
Section 5339 Bus and Bus Facilities (MVP)	\$ -	\$ 72,536	\$ -	\$ -	\$ 72,536	\$ 40,502	\$ (32,034)	\$ -
FHWA Formula Subject to Limitation	\$ 2,336,279	\$ 9,021,257	\$ -	\$ -	\$ 11,357,536	\$ 5,135,379	\$ (6,222,157)	\$ -
Carbon Reduction Program	\$ 600,000	\$ 790,666	\$ -	\$ -	\$ 1,390,666	\$ 791,907	\$ (598,759)	\$ -
Carbon Reduction Program 50-200k MVP	\$ 600,000	\$ 790,666	\$ -	\$ -	\$ 1,390,666	\$ 791,907	\$ (598,759)	\$ -
Metropolitan Planning Program	\$ 1,079,968	\$ 442,270	\$ -	\$ -	\$ 1,522,238	\$ 1,522,238	\$ -	\$ -
Metropolitan Planning Program (MVP)	\$ 1,079,968	\$ 442,270	\$ -	\$ -	\$ 1,522,238	\$ 1,522,238	\$ -	\$ -
Surface Transportation Block Grant	\$ 656,311	\$ 7,788,321	\$ -	\$ -	\$ 8,444,632	\$ 2,821,234	\$ (5,623,398)	\$ -
Surface Transportation Block Grant: Population 50-200K (MVP)	\$ 656,311	\$ 7,353,026	\$ -	\$ -	\$ 8,009,337	\$ 2,394,474	\$ (5,614,863)	\$ -
Transportation Alternatives Program: Population 50-200K (MVP)	\$ -	\$ 435,295	\$ -	\$ -	\$ 435,295	\$ 426,760	\$ (8,535)	\$ -
Local Match	\$ -	\$ 265,790	\$ -	\$ -	\$ 265,790	\$ 265,790	\$ -	\$ -
Local Match (Community-Driven Projects)	\$ -	\$ 265,790	\$ -	\$ -	\$ 265,790	\$ 265,790	\$ -	\$ -
Local Match (MVP)	\$ -	\$ 265,790	\$ -	\$ -	\$ 265,790	\$ 265,790	\$ -	\$ -
FY26	\$ -	\$ 9,675,470	\$ -	\$ -	\$ 9,675,470	\$ 1,804,231	\$ (7,871,239)	\$ -
Federal Transit Administration	\$ -	\$ 211,511	\$ -	\$ -	\$ 211,511	\$ -	\$ (211,511)	\$ -
Section 5310 Enhanced Mobility for Older Adults & People w/ Disabilities (Statewide)	\$ -	\$ 136,798	\$ -	\$ -	\$ 136,798	\$ -	\$ (136,798)	\$ -
Section 5310 Enhanced Mobility for Older Adults & People w/ Disabilities (MVP)	\$ -	\$ 136,798	\$ -	\$ -	\$ 136,798	\$ -	\$ (136,798)	\$ -
Section 5339 Bus and Bus Facilities	\$ -	\$ 74,713	\$ -	\$ -	\$ 74,713	\$ -	\$ (74,713)	\$ -
Section 5339 Bus and Bus Facilities (MVP)	\$ -	\$ 74,713	\$ -	\$ -	\$ 74,713	\$ -	\$ (74,713)	\$ -
FHWA Formula Subject to Limitation	\$ -	\$ 9,382,993	\$ -	\$ -	\$ 9,382,993	\$ 1,723,265	\$ (7,659,728)	\$ -
Carbon Reduction Program	\$ -	\$ 822,371	\$ -	\$ -	\$ 822,371	\$ 815,665	\$ (6,706)	\$ -
Carbon Reduction Program 50-200k MVP	\$ -	\$ 822,371	\$ -	\$ -	\$ 822,371	\$ 815,665	\$ (6,706)	\$ -
Metropolitan Planning Program	\$ -	\$ 460,004	\$ -	\$ -	\$ 460,004	\$ -	\$ (460,004)	\$ -
Metropolitan Planning Program (MVP)	\$ -	\$ 460,004	\$ -	\$ -	\$ 460,004	\$ -	\$ (460,004)	\$ -
Surface Transportation Block Grant	\$ -	\$ 8,100,618	\$ -	\$ -	\$ 8,100,618	\$ 907,600	\$ (7,193,018)	\$ -
Surface Transportation Block Grant: Population 50-200K (MVP)	\$ -	\$ 7,647,868	\$ -	\$ -	\$ 7,647,868	\$ 454,850	\$ (7,193,018)	\$ -
Transportation Alternatives Program: Population 50-200K (MVP)	\$ -	\$ 452,750	\$ -	\$ -	\$ 452,750	\$ 452,750	\$ -	\$ -
Local Match	\$ -	\$ 80,966	\$ -	\$ -	\$ 80,966	\$ 80,966	\$ -	\$ -
Local Match (Community-Driven Projects)	\$ -	\$ 80,966	\$ -	\$ -	\$ 80,966	\$ 80,966	\$ -	\$ -
Local Match (MVP)	\$ -	\$ 80,966	\$ -	\$ -	\$ 80,966	\$ 80,966	\$ -	\$ -
FY27	\$ -	\$ 10,397,132	\$ -	\$ -	\$ 10,397,132	\$ 1,389,862	\$ (9,007,270)	\$ -
Federal Transit Administration	\$ -	\$ 649,256	\$ -	\$ -	\$ 649,256	\$ -	\$ (649,256)	\$ -
Section 5310 Enhanced Mobility for Older Adults & People w/ Disabilities (Statewide)	\$ -	\$ 140,902	\$ -	\$ -	\$ 140,902	\$ -	\$ (140,902)	\$ -
Section 5310 Enhanced Mobility for Older Adults & People w/ Disabilities (MVP)	\$ -	\$ 140,902	\$ -	\$ -	\$ 140,902	\$ -	\$ (140,902)	\$ -
Section 5337 State of Good Repair	\$ -	\$ 431,400	\$ -	\$ -	\$ 431,400	\$ -	\$ (431,400)	\$ -
Section 5337 State of Good Repair ((ARRC in MVP Boundary)	\$ -	\$ 431,400	\$ -	\$ -	\$ 431,400	\$ -	\$ (431,400)	\$ -
Section 5339 Bus and Bus Facilities	\$ -	\$ 76,954	\$ -	\$ -	\$ 76,954	\$ -	\$ (76,954)	\$ -
Section 5339 Bus and Bus Facilities (MVP)	\$ -	\$ 76,954	\$ -	\$ -	\$ 76,954	\$ -	\$ (76,954)	\$ -
FHWA Formula Subject to Limitation	\$ -	\$ 9,664,481	\$ -	\$ -	\$ 9,664,481	\$ 1,306,467	\$ (8,358,014)	\$ -
Carbon Reduction Program	\$ -	\$ 847,042	\$ -	\$ -	\$ 847,042	\$ 840,135	\$ (6,907)	\$ -
Carbon Reduction Program 50-200k MVP	\$ -	\$ 847,042	\$ -	\$ -	\$ 847,042	\$ 840,135	\$ (6,907)	\$ -
Metropolitan Planning Program	\$ -	\$ 473,803	\$ -	\$ -	\$ 473,803	\$ -	\$ (473,803)	\$ -
Metropolitan Planning Program (MVP)	\$ -	\$ 473,803	\$ -	\$ -	\$ 473,803	\$ -	\$ (473,803)	\$ -
Surface Transportation Block Grant	\$ -	\$ 8,343,636	\$ -	\$ -	\$ 8,343,636	\$ 466,332	\$ (7,877,304)	\$ -

Fiscal Constraint Demonstration: Revenue and Obligations — MVP MPO Suballocations

Fund Source	Prior Year Carryover	Apportioned Suballocation	Fund Transfer	Fund Deobligation	Combined Revenue	Programmed	Fiscal Constraint	Carryforward
Surface Transportation Block Grant: Population 50-200K (MVP)	\$ -	\$ 7,877,304	\$ -	\$ -	\$ 7,877,304	\$ -	\$ (7,877,304)	\$ -
Transportation Alternatives Program: Population 50-200K (MVP)	\$ -	\$ 466,332	\$ -	\$ -	\$ 466,332	\$ 466,332	\$ -	\$ -
Local Match	\$ -	\$ 83,395	\$ -	\$ -	\$ 83,395	\$ 83,395	\$ -	\$ -
Local Match (Community-Driven Projects)	\$ -	\$ 83,395	\$ -	\$ -	\$ 83,395	\$ 83,395	\$ -	\$ -
Local Match (MVP)	\$ -	\$ 83,395	\$ -	\$ -	\$ 83,395	\$ 83,395	\$ -	\$ -
Grand Total	\$ 2,336,279	\$ 39,732,517	\$ -	\$ -	\$ 42,068,796	\$ 12,906,533	\$ (29,162,263)	\$ 1,256,311

MVP Amendment #2 Comment Letter, Alaska DOT Response and Additional Questions from MVP

MVP Questions Regarding Amendment #2: March 19th	Alaska DOT Commissioners Office Response July 1st	MVP Staff Response to the Letter July 7th
<p>Change log</p>	<p>Transparency Measures: As part of Amendment Two, DOT&PF has published a comprehensive change log that clearly summarizes all project additions, deletions, and modifications by funding program</p>	<p>there is a link on the STIP Amendment #2 page highlighting all the Admin Mods. this seems new but maybe I missed it during the last review https://dot.alaska.gov/stwdplng/cip/stip/stipplans/ and https://experience.arcgis.com/experience/7765ad22843f49bbb8dd2179c2f7d3be is a 1600-line Excel table showing changes from Amendment #1 and #2 changes in red, but it is not easily searchable. We sorted the file to see all MVP projects listed within the PoP. Though we can see all of our projects in the change log, we cannot tell what has changed and if our funds are being used as allocated by the Policy Board.</p>
<p>1. Suballocation Accounting:</p> <p>Based on MVP's review of the suballocations for Surface Transportation Block Grant (STBG), Carbon Reduction Program (CRP), and Transportation Alternatives Program (TAP) for FFY24 and FFY25 it is hard to tell if MVP's funding is being utilized the way the policy board approved. Please provide MVP with a list of projects that MVP's 50-200 funding is allocated to by fiscal year.</p>	<p>1. Suballocation Accounting:</p> <p>As part of our broader system modernization effort, DOT&PF's Project Delivery Plan (PDP) now enables enhanced traceability of obligations by funding source and geographic area.</p>	<p>1. Suballocation Accounting:</p> <p>We look forward to receiving PDP reports that outline all of the funding available to MVP and how it was programmed, by phase, date, project.</p>
<p>2. Carryover Funds:</p> <p>In MVP's Program of Projects, MVP requested that all FFY24 funding be carried over to FFY25. However, the narrative does not show any of MVP's STBG, CRP, and TAP funds being carried over to FFY25. Could the STIP Team provide an explanation for this discrepancy?</p>	<p>2. Carryover Funds:</p> <p>MVP's Program of Projects proposed carrying over unspent FFY24 suballocations to FFY25; however, this carryover is not reflected in the STIP Amendment Two narrative because to date, the fiscal constraint demonstration tables were not structured in a way to communicate these carryover funds to the public. While we recognize the value of accommodating local planning priorities, we are not in a position to indefinitely hold unobligated funds in reserve until a new TIP is in place. Doing so risks forfeiting valuable obligation authority and could limit Alaska's competitiveness in future federal redistribution cycles. That being said, DOT&PF has been programming MVP-selected projects. While these funds remain available for obligation, they must be tied to deliverable scopes within the STIP and supported by updated project details that meet FHWA obligation readiness standards.</p>	<p>2. Carryover Funds:</p> <p>We have a few questions about the letter and the table as it relates to Carryover. 1) How does what is being shared in the letter - <i>we are not in a position to indefinitely hold unobligated funds in reserve until a new TIP is in place</i>- apply to MVP specific funding for the 50,000-200,000 STBG, TAP and CRP sub-allocations? and 2) Carryforward is being shown in FFY25 600,000 in CRP and 656,311 in STBG in FFY25 it shows the carryover for STBG and CRP amount but also adds \$1,079,968 of PL. For FFY25. We allocated \$2,787,066 for planning studies projects in our UPWP but the 1,079,968 is not attached to a year or project. We are not sure what this carryover is carrying over from or what the amount is linked to. 3) the letter appears to raise concern regarding some of the scopes of MVP projects and suggests reprogramming of funds. - <i>they must be tied to deliverable scopes within the STIP</i> - Are there any specific issues with projects that need MVP's attention? all of the projects MVP selected for funding were already in the STIP. please explain.</p>
<p>3. Community-Driven Projects:</p> <p>The fiscal constraint tables list ten projects with a STIP ID 34393, titled "Community-Driven Projects: MVP MPO." Can the STIP Team provide a definition of a community-driven project? There is a definition in the narrative but it does not seem to match how these projects are listed in the Amendment.</p>	<p>3. Community-Driven Projects:</p> <p>The "Community-Driven Projects: MVP MPO" line item in the fiscal constraint table is a placeholder used to capture potential future projects that may be identified through the MVP TIP development process.</p>	<p>3. Community-Driven Projects:</p> <p>In FFY25, 26, and 27, in MVP Community Driven Projects, Local Match is being shown, but not in FFY24. The table does not seem to match the explanation from the letter. Also we are not sure what this is referring to and why it is not listed in FFY24. Is this because we carried over our FFY24 funds? Please advice</p>

4. 5307 Urban Transit Funding: <i>The fiscal constraint table shows in FFY25 5307, \$460,000 of Urban Transit funding is being allocated to the Alaska Railroad within MVP's boundary. We would like to know where these funds originate and if a split letter between MVP, FAST, and the Alaska Railroad has been completed.</i>	4. 5307 Urban Transit Funding: The \$460,000 shown under the 5307 Urban Transit program for FFY25 is a placeholder obligation attributed to the Alaska Railroad for service within the MVP planning area. These funds are part of the annual statewide distribution of FTA Section 5307 funds, which typically requires a split letter negotiated among Alaska's MPOs (AMATS, FAST, and MVP), the Alaska Railroad, and any additional eligible designated recipients.	4. 5307 Urban Transit Funding: In FFY 24, the table in the letter shows \$663,800 of 5307 going to ARRC. This is new and was not listed in Amendment #2. The table also shows that in FFY25, 460,000 is going to ARRC. This amount for either year has not been finalized to our knowledge, via a split letter. Showing ARRC as receiving funds without a finalized split letter sets an expectation of funding.
5. Planned Obligations for FFY26: <i>The fiscal constraint tables for MVP's STBG funding show no planned obligations in FFY26. We are concerned about how MVP can continue to collaborate with the STIP Team on our Program of Projects for FFY26 if no funding is indicated. We are requesting an explanation of why none of MVP's FFY2026 STBG funds are being shown in the fiscal constraint tables. It would also be beneficial to hear from the STIP Team why the funds in FFY24 and FFY25 are different amounts in the narrative than in the fiscal constraint table. If the fiscal constraint is showing what is being spent, then the narrative should be a higher amount, not a lesser amount, correct? Please explain?</i>	5. Planned Obligations for FFY26: not addressed	5. Planned Obligations for FFY26: In the attached table it appears that MVP is receiving \$7,647,868 in FFY26. I assume that means that the Amendment #2 has been corrected to reflect our funding for FFY26
6. Metro Planning Funds: <i>MVP's FFY24, FY26, and FY27 Metro Planning funds are listed as zero, while AMATS and FAST allocations are shown in each year of the STIP. Could the STIP Team explain the reasoning behind this difference in how MVP's funds are being displayed?</i>	Metropolitan Planning (PL) funds do not appear in the STIP fiscal constraint tables for MVP in FFY24, FFY26, or FFY27 because they are not required to be programmed in the STIP or TIP under federal regulations. Unlike capital project funds, PL funds are managed through the Unified Planning Work Program (UPWP) process and executed via funding letters and grant agreements. For MVP, these allocations were issued separately and remain available in accordance with FHWA approval. DOT&PF is working with the MPO Coordinator and FHWA to ensure that MVP's planning funds are properly reflected in financial reporting and future UPWP amendments. This administrative approach avoids listing inactive planning amounts in the STIP and ensures that available funds match federal eligibility and expenditure readiness.	On page 15 of the Fiscal Constraint table in Amendment #2, PL funds (Metropolitan Planning Program) are shown for FFY25 for all three MPOs. On Page 9 of the FFY24 of the Fiscal Constraint table in Amendment #2 PL funds are shown for FAST only. Page 23 for FFY26 shows PL for AMATS and FAST only, and on page 28, only FAST FFY27 funds are shown. The comment by DOT does not answer the question unless all of the references were incorrect. All three MPOs should have the PL documented in the same way so there is consistency.
7. Total STIP Budget <i>Between Amendment #1 and Amendment #2, the STIP budget increased from \$5.5 billion to \$5.9 billion. Why did it increase substantially from Amendment #1. Also, in FFY24, the budget was \$949,011,6113, and FFY25's budget for the year jumped to \$2.2 billion, an increase of over \$1.2 billion. Does the increase mean that new projects were added? The MVP project team reviewed the comparison tables between Amendments #1 and #2, but no new projects are listed. MVP would like a list of these projects.</i>	The increase in the total STIP program budget from approximately \$5.5 billion in Amendment One to \$5.9 billion in Amendment Two is primarily the result of the expanded use of Advance Construction (AC) authority. DOT&PF can provide MVP with a detailed list of project-level changes contributing to the STIP total increase upon request.	MVP would like to request a written explanation of the STIP budget to better understand why the funding levels in FFY25, particularly the \$2.2 billion planned obligations, are approximately four times the normal expenditure level.
8. Dashboard listed N/A projects		

<p><i>In the Dashboard section of STIP Amendment #2 there is a chart that lists projects under strategic investment areas. The column at the end of the chart labeled N/A. There are 15 projects are listed under the N/A heading, but it is not a searchable field. MVP would like to see a list of these projects. Additionally, in Amendment #1 the N/A section shows 32 projects. What happened to all of these projects? Were they removed or recategorized?</i></p>	<p>The "N/A" classification in the STIP Amendment Dashboard refers to projects that do not currently align with any designated Strategic Investment Area. These projects remain valid and are included in the program but fall outside the current investment area framework. Between Amendment One and Amendment Two, several of these projects were either reclassified into a defined category or removed due to scope changes or reprogramming. DOT&PF acknowledges that the dashboard filtering function for "N/A" projects is currently limited and appreciates MVP's input on improving usability.</p>	<p>MVP would like to see in writing why there are so many projects not within a Strategic Investment Area. We would also like to see the list of projects included listed under N/A.</p>
<p><i>New Question about the FFY26 Match VETO</i></p> <p>The \$60 million deficit in match for FFY26 is very concerning. How is this specifically impacting projects within the MPA? When is the new STIP planned to be released to address this deficit? MVP is concerned about the impacts on the contracting community and the advancement of projects.</p>	<p>The available \$31.8 million is significantly below the \$90.1 million proposed to maintain fiscal constraint in accordance with 23 CFR § 450.218. DOT&PF has accordingly revised STIP Amendment Two to align programmed projects with available match. This is a procedural action required by federal regulation and does not constitute a cancellation of planned projects. However, in the absence of sufficient UGF, some projects have been deferred or reprioritized within the STIP. Amendment Two will be immediately followed by the publication of a new four-year STIP (FFY2026–FFY2029)</p>	



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Transportation and
Public Facilities

OFFICE OF THE COMMISSIONER
Ryan Anderson, P.E., Commissioner

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Juneau, Alaska 99811-2500
Main: 907.465.3900
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July 15, 2025

MPO Policy Board and Policy Committee Members,

Alaska is in the midst of one of the most active construction seasons in recent history. So far in Federal Fiscal Year 2025, DOT&PF has awarded over \$560 million in transportation construction contracts—with \$400 million in additional contract awards anticipated before the end of September. These projects span every region of our state, strengthening roads, airports, ferry terminals, and transit systems that connect our communities and support our economy.

On July 14th, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) formally approved Amendment #2 to the 2024–2027 Statewide Transportation Improvement Program (STIP), as well as the corresponding FAST Planning and AMATS Transportation Improvement Programs. These approvals reflect a strong federal-state partnership and ensure that critical infrastructure projects can continue moving forward. Importantly, the Federal Planning Finding issued alongside the approval included no corrective actions and recognized the plan’s transparency, coordination, and performance reporting. STIP Amendment #2 and incorporated TIP’s are available publicly here: <https://dot.alaska.gov/stwdplng/cip/stip/>

However, the path to full program execution has not been without challenges. Following action by the Legislature and subsequent vetoes, the match funding available for FFY 2026 is lower than originally requested. As a result, some projects scheduled for FFY 2026 have been shifted to later years in order to remain fiscally constrained and compliant with federal requirements. Project Changes can be found at <https://experience.arcgis.com/experience/7765ad22843f49bbb8dd2179c2f7d3be>

We are actively working with the Governor’s Office and the Legislature to address this match shortfall early in the 2026 session. With timely action, many of the rescheduled projects can return to their original timelines, allowing Alaska to maintain an aggressive federal program and maximize available federal funds.

Through all of this, DOT&PF remains focused and forward-looking. We are executing a clear, disciplined plan to deliver projects that matter while maintaining transparency and adaptability. The STIP dashboard is online and updated, the match issue is clearly defined, and we’re committed to ongoing communication with partners and the public.

A handwritten signature in blue ink, appearing to read "Ryan Anderson".

Ryan Anderson, P.E.
Commissioner
Alaska Department of Transportation & Public Facilities
dot.alaska.gov/stip



U.S. DEPARTMENT OF TRANSPORTATION

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ALASKA DIVISION
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FEDERAL TRANSIT ADMINISTRATION
915 SECOND AVENUE, SUITE 3142
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July 14, 2025

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

Subject: Federal Actions:

- 1) Approval of Air Quality Conformity Finding for AMATS 2023-2026 Transportation Improvement Program (TIP)
- 2) Approval of 2024-2027 Alaska State Transportation Improvement Program (STIP) Amendment #2 which incorporates the AMATS 2023-2026 TIP Amendment #3 and the FAST Planning 2023-2026 TIP Amendment #1

Dear Mr. Anderson:

On July 1, 2025, we received the Department of Transportation & Public Facilities (DOT&PF) 2024 – 2027 Statewide Transportation Improvement Program (STIP) Amendment #2. Upon review of the STIP submittal, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) have determined that pursuant to 23 CFR 450.220(b)(1)(i), the STIP Amendment #2 is Approved.

STIP Amendment #2 also incorporates the Fairbanks Area Surface Transportation (FAST) Planning Metropolitan Planning Organization (MPO) Transportation Improvement Program (TIP) Amendment #1 and Anchorage Metropolitan Area Transportation Solutions (AMATS) MPO TIP Amendment #3. The FAST Planning MPO TIP Amendment #1 is submitted with the notes from an Interagency Consultation held on

February 28, 2025 where EPA, FHWA, and Alaska Department of Environmental Conservation concluded that the conformity finding made by FTA and FHWA on May 12, 2023 for the FAST Planning TIP Amendment #1 remains valid and does not require a new air quality conformity analysis. The AMATS MPO TIP Amendment #3 is submitted with the Air Quality Conformity Analysis, dated January 22, 2025, and FTA and FHWA determined this satisfies the requirements of 40 CFR 93 and, therefore, a conformity finding is also approved by FHWA and FTA for the AMATS MPO TIP Amendment #3.

FHWA and FTA are required to make a joint Federal Planning Finding (FPF) on the extent to which the transportation planning processes through which statewide transportation plans and programs are developed is consistent with 23 U.S.C. 134 and 135 (for FHWA) and 49 U.S.C. 5303 and 5304 (for FTA). The Federal Review Team's FPF concludes that the STIP Amendment #2 was developed in accordance with the applicable requirements. The issuance of a FPF is a prerequisite to FHWA and FTA's approval of the STIP and STIP amendments (23 U.S.C. 135(g)(7) and 49 U.S.C. 5304(g)(7)).

The FPF provides recommendations to support improvements to the planning and STIP development processes. The FPF also establishes a STIP Working Group of the FTA, FHWA, DOT&PF, AMATS MPO, FAST Planning MPO, and the Mat-Su Valley Planning for Transportation (MVP for Transportation) MPO which will hold monthly coordination meetings, at a minimum, beginning in August 2025.

We appreciate the DOT&PF's engagement to improve the STIP and coordination processes and look forward to the advancement of projects in Alaska.

If you have any questions, please reach out to Emily Haynes at emily.haynes@dot.gov and Danielle Casey at danielle.casey@dot.gov.

Sincerely,

Randy Warden
Division Administrator, Alaska Division
Federal Highway Administration

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

Attachments:
Federal Planning Finding (FPF)

Electronically cc:

Katherine Keith, Deputy Commissioner, DOT&PF
Dom Pannone, Program Management and Administration Director, DOT&PF
Aaron Jongenelen, Transportation Planning Manager/MPO Coordinator, AMATS

Jackson Fox, Executive Director, FAST Planning
Kim Sollien, Executive Director, MVP for Transportation

Alaska

2024-2027 Statewide Transportation Improvement Program

Amendment #2

Federal Planning Finding

Introduction

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) are required to make a joint Federal Planning Finding (FPF) on the extent to which the transportation planning processes through which statewide transportation plans and programs are developed is consistent with 23 U.S.C. 134 and 135 (for FHWA) and 49 U.S.C. 5303 and 5304 (for FTA). The FPF review includes a determination whether the Statewide Transportation Improvement Program (STIP) and the Metropolitan Planning Organization (MPO) Transportation Improvement Programs (TIPs) were developed in accordance with applicable requirements. The issuance of a FPF is a prerequisite to FHWA and FTA's approval of the STIP and STIP amendments (23 U.S.C. 135(g)(7) and 49 U.S.C. 5304(g)(7)).

The Alaska Department of Transportation & Public Facilities (DOT&PF) has made improvements throughout STIP Amendment #2. Based on the Federal involvement in the statewide and metropolitan planning processes, and review of the required documents, the FHWA and FTA has determined that DOT&PF has demonstrated conformance with the requirements of 23 U.S.C. 134 and 135 and 49 U.S.C. 5303 and 5304. The FHWA and FTA has included Recommendations in this FPF that will continue to help improve the Alaska transportation planning process.

In development of the 2026 – 2030 STIP, FHWA, FTA, Anchorage Metropolitan Area Transportation Solutions (AMATS) MPO, Fairbanks Area Surface Transportation (FAST) Planning MPO, and Mat-Su Valley Planning for Transportation (MVP for Transportation) MPO will establish a STIP Working Group to meet at least monthly to collaboratively draft the STIP. FHWA and FTA will arrange for the first kick-off meeting in August 2025.

Federal Action Definitions

The FPF outlines the Federal planning regulations for which there are findings based on review of the STIP and other required planning processes and activities. Findings act as the official record for what State DOTs and MPOs are doing well, where improvements are needed and where there are compliance issues that must be resolved. For each finding, a Federal action is also documented. These actions are defined as:

- **Corrective Actions:** Items that do not meet statutory and regulatory requirements. Each corrective action requires action by the State and/or MPO.
- **Recommendations:** Items that meet the statutory and regulatory requirements but may represent opportunities to improve the transportation planning processes.

- **Commendations:** A planning activity that demonstrates innovative, highly effective, well-thought-out procedures for implementing the planning requirements or represents a national model for implementation and can be cited as an example for others.

Alaska DOT&PF STIP Amendment #2: Findings and Federal Actions

1. 23 CFR 450.218 Development and content of the statewide transportation improvement program (STIP)

STIP Amendment #1 Findings:

The DOT&PF STIP Amendment #2 provides over 1400 pages of material relevant to the planning, prioritization and selection of projects programmed for Federal funds from Federal Fiscal Year (FFY) 2024 through 2027. A Narrative document provides details relevant to the development and execution of the STIP while the data and programming of projects is documented in four subsequent Volumes.

Project data and information is provided in multiple ways, including numerical order and alphabetical order. The STIP Amendment #2 Online Dashboard provides additional ways to search projects programmed in the STIP. Additionally, the Dashboard includes multiple features to view changes from Amendment #1 to Amendment #2.

It is clear the DOT&PF is interested in transparency and has made significant improvements to consistency in information across the Dashboard and the documentation. The changes were identified within STIP Amendment #2 Volume 3 submitted to FHWA and FTA but there is no publicly available document or tool to see changes between the final Amendment #1 and the Amendment #2 submitted for approval until the STIP Amendment #2 is approved.

The FAST Planning MPO TIP Amendment #1 covers a period of five years, 2023 through 2027. A TIP may only be approved for a period of four years; however, there is no issue – and may, in fact, provide a benefit for public transparency – with including additional years to outline intentions for future programming. The approved FAST Planning MPO TIP Amendment #1 will only cover the period of 2023 through 2026 and the period covering 2027 is considered to be informational.

Corrective Actions:

None.

Recommendations:

- a. We continue to recommend significant simplification of the STIP to ensure requirements are met and to ensure information remains transparent but is easy for the general public to access and use.
- b. To support an expedited review process and make modifications more easily identifiable to all stakeholders, including the general public, any proposed STIP amendment should only include those projects that are being amended along with the fiscal constraint demonstration to support the amendment.

Commendations:

- a. The Amendment #2 Online Dashboard is an effective way to provide an overview of the STIP, project details, geographic region and a simple way to show changes between amendments. The dashboard is intuitive and easy for the general public to access and use.

2. 23 CFR 450.208 Coordination of Planning Process Activities

STIP Amendment #2 Findings:

The DOT&PF held a working session with three MPOs, FHWA, and FTA, to help develop an internal Alaska DOT&PF document that describes collaborative efforts between the DOT&PF and the MPOs in the development and management of the STIP. This document is described as part of the DOT&PF Planning Manual. The DOT&PF and MPOs are working on developing this finalized 3C process. At the June DOT&PF/MPO Quarterly meeting, which FTA and FHWA attended, DOT&PF identified September as a target date to get a final document out for consideration by the MPOs. It is clear there is commitment from DOT&PF and the MPOs to have clear, agreed to expectations to promote all transportation planning within Alaska which FTA and FHWA support. In development of STIP Amendment #2, it is not clear whether the coordination process is currently inculcated throughout the DOT&PF.

To this point, the DOT&PF has not taken action on the FAST Planning MPO's or AMATS MPO's revised Metropolitan Planning Area (MPA) boundaries which were submitted to DOT&PF in December 2023 to reflect the 2020 Census revised Urban Area Boundaries (approved by FHWA on March 5, 2024) and the area forecasted to become urbanized within the next 20 years. There has been interest to update the MPO Operating Agreements simultaneously with the MPA boundary updates. MPA boundary updates do not require any changes to the MPO Operating Agreements and requiring the Operating Agreement to be updated could unnecessarily delay the MPA boundary update. While DOT&PF may like to see improvements to the Operating Agreement, those could be pursued as an ongoing effort after the MPA boundary is updated which would allow for the time to negotiate thoughtfully and considerately. At a minimum, the revised MPA boundaries must be approved by December 29, 2026; however, the MPOs may not perform planning efforts for the revised area until they are finalized. The updated MPA boundaries are critical to the MPOs' ability to update their metropolitan transportation plans currently underway.

STIP Amendment #2 incorporates TIP Amendments for both the FAST Planning and AMATS MPOs. These TIP Amendments were approved by the MPOs in April 2025; however, they were not submitted to FHWA and FTA for approval until July 2025. The delay in the approval for these TIPs can lead to delays in projects advancing in a timely manner.

Corrective Actions:

None.

Recommendations:

c. The State DOT should develop processes and limitations on changes between the public version and the final submittal. If these changes are significant and meet the amendment guidelines, the DOT&PF should provide the opportunity for public review and comment of the most recent amended version.

As an example, the STIP Amendment #2 submitted to FTA and FHWA indicates an overall program change of \$229.5M in less revenue and \$214.2M in less programming from the draft version posted for public review. The Change Log in Volume 3 outlines all of these changes and includes 9 new projects and 26 removed projects, and a total of 140 project changes between the public draft and the STIP Amendment #2 submitted to FTA and FHWA for approval.

d. Through the STIP Working Group, DOT&PF and the MPOs should develop an agreed-to process for timely development and completion of Amendments and new STIPs.

e. FHWA and FTA recommend including the MPOs as signatories to the 3C Process document and finalize with concurrence from all parties. As the 3C Process is implemented, continuous monitoring of effectiveness should be incorporated for all parties to provide feedback.

f. 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 result in a tangible demonstration of coordination among the MPOs and the DOT&PF such that information is coordinated among the agencies in the development of documents including the STIP and STIP amendments. In addition, this coordination must provide for timely resolution of differences to ensure MPO processes are supported and before draft documents are released for public review.

Commendations:

None.

3. 23 CFR 450.210 Interested Parties, Public Involvement, and Consultation.

STIP Amendment #1 Finding:

STIP Amendment #2, Volume 3, Engagement Summary, provides an overview of the public engagement procedures used for STIP Amendment #2 and the DOT&PF's process to involve and coordinate with affected local and appointed officials. Many improvements to public involvement have been made since STIP Amendment #1.

Volume 3 references a Change Log on page 58 and the change log is included starting on page 654. The Change Log is a very helpful document to clearly see the changes from STIP Amendment #1 to public draft to the submitted STIP Amendment #2 and also identifies any changes made as a result of public comment. The public was not given the opportunity to comment on the final STIP Amendment #2 prior to submittal for Federal approval.

The documented DOT&PF's public participation process does not address how the public will be engaged when significant changes take place prior to adoption or submittal for Federal approval or how project comments are considered. Volume 3 identifies 222 comments received for STIP Amendment #2 and the Change Log identifies two project changes occurring as a result of public comment. The Change Log identifies 9 projects as added following public review with one attributed to a change as a result of public comment. Additionally, 26 projects were removed following public review. It is noted that of those 26, 16 were removed as a correction because they are programmed in the Tribal TIP which is incorporated by reference, and should not be duplicated into the STIP. Overall, 140 project changes were identified following public review ranging from seemingly minor funding adjustments to new/removed projects.

Corrective Actions:

None.

Recommendations:

g. The public participation process should define changes allowed between public review and final submittal as well as document processes to engage the public when significant changes are made to Federal documents such as the STIP and STIP Amendments and how the disposition of public comments are made available.

h. The disposition of comments should address the comments received and the public should be able to find their comment and understand how it was considered for the final document. Therefore, the disposition of their comments should address their specific comment.

An example of this is the response to AIDEA's March 20, 2025 comment which does not address the projects identified by AIDEA.

Commendations:

b. As stated in Commendation (a), the STIP Amendment #2 Online Dashboard was an intuitive way to provide information to the public on projects in the STIP.

c. The DOT&PF engaged with FTA and FHWA in the months leading up to the STIP Amendment #2 draft being released for public review. FTA and FHWA found these coordination meetings to be very effective and recommend the continuation of this as a STIP Working Group to include the three MPOs.

d. The Change Log developed for the Online Dashboard was a great tool to clearly see the changes between the STIP Amendment #1 and the draft STIP Amendment #2 during public review and the Change Log provided in Volume 3 was a helpful document to see all of the changes from Amendment #1 through the submitted Amendment #2.

4. 23 CFR 450.218(m) Fiscal Constraint

STIP Amendment #2 Findings:

The Alaska DOT&PF STIP Amendment #2, Narrative of the STIP provides significant improvements to the Fiscal Constraint Demonstration Detail. Funding sources are clearly labeled by year and include the local match and State funds anticipated throughout the life of the STIP. STIP Amendment #2 has also improved on the consistency in data between tables within the fiscal constraint demonstration.

The STIP Amendment #1 Volume 1, provides a Deep Dive page for projects considered programmed in the STIP. Deep Dive pages outline how State, local and Federal funds are programmed and provides project details, the year in which each funding source is programmed and how much is programmed by phase of the project. The project description provided is enough information for most projects to determine general eligibility for the funding source identified.

For large projects that extend over several years, the Deep Dive pages document the "Parent" and "Child" relationships. The documentation of this Parent-Child relationship in the Deep Dive pages provides a clearer pathway to tracking large projects that are expected to be completed over several years. Beyond the Deep Dive pages, the conceptual relationship of "Parent" to "Child" and the use of this concept within the STIP is not clarified or documented. This lack of clear documentation may

confuse how Parent-Child projects move through the Amendment and Administrative Modification processes and in some cases the project design phase.

How the DOT&PF uses Advance Construction (AC) and the conversion of AC (ACC) at the time of project authorization or when funds are requested for obligation is often inconsistent with the programming of projects in the STIP. As a result, the FHWA Division is unable to process these requests; though, these rejections may be reduced following STIP Amendment #2. Additionally, there is no clear documentation in the STIP that describes how the DOT&PF intends to use AC or ACC nor does it document the processes for which AC and ACC may support cash management or other programming decisions. A total of approximately \$783M in AC is identified in the Project Deep Dive pages for ACC after FY27 which is approximately 87% of the overall FHWA program anticipated in FY27 (FHWA Formula Exempt from Limitation and FHWA Formula Subject to Limitation). The use of AC depends on the availability of state funds which may be reduced in the future. The state should realistically assess their future federal funding allocations and obligations to ensure they will be able to convert the advance-constructed projects to federal aid in accordance with funding availability and fiscal constraints. Not doing so may impact their ability to deliver the STIP.

STIP Amendment #2 only identifies toll credits (a mechanism to reduce the non-federal share required by using credits approved by FHWA) in the Project Deep Dives. The STIP Amendment #2 narrative only defines what toll credits are but not how DOT&PF is implementing this program. Toll credits balances are not identified in the fiscal constraint or elsewhere in the STIP Amendment #2. It is noted that toll credits are not a revenue source and should not be identified as such but they should be identified as a credit to be earned and used. Through the Project Deep Dives, approximately \$91M of toll credits are applied across these years. Toll credits are not a funding source and, therefore, when they are applied, it reduces the amount of apportionment available for other projects which is beneficial for the public and interested parties to understand.

Corrective Actions:

None.

Recommendations:

- i. The conceptual use of “Parent” and “Child” in the STIP should be clearly documented. This includes defining the terminology, the programming processes and any special considerations given to projects captured in this concept. In addition, the concept description should consider how final design is programmed for the Parent vs. for the Child projects; how STIP revisions are determined; and the relationship of Parent and Child projects to the NEPA process and NEPA decisions.
- j. The STIP should clearly show the total, cumulative AC within the fiscal constraint demonstration and the accurate representation of AC conversions within the Project Deep-Dives.

An example of this is Need ID 33242 which shows \$118,002,807 in AC from prior to FY25 and only a \$86,301,869 to be converted after FY27. It is not clear if the State of Alaska is intending on the difference of \$31,700,938 to remain as state funds for this project or if there is an error in the fiscal constraint where another \$31,700,938 should be programmed for ACC or identified as a post-FY27 conversion.

k. The STIP should document how the Alaska DOT&PF uses AC and ACC and the processes by which these funds may be applied to projects programmed in the STIP during project authorization and obligation.

l. The STIP should outline how DOT&PF is implementing the toll credit program and what may occur if toll credits anticipated to be used in future years are not available. Additionally, the STIP should clearly show the total toll credits already received, anticipated to be received, and the overall balance.

m. Project groupings included in the STIP should be limited to a single work type. In addition, the list of individual projects intended for any group listed in the STIP should be made available whenever it is requested.

Commendations:

None.

5. 23 CFR 450.218(q) Transportation Performance Management (TPM) and 23 CFR 450.206(c) Performance-Based Planning and Programming

STIP Amendment #1 Findings:

Alaska DOT&PF's STIP Amendment #2, Narrative, Appendix C, provides the Transportation Performance Management (TPM) analysis. The information provided documents the DOT&PF's strategic approach make informed investment and policy decisions that achieve national performance goals. This includes alignment with the State's policies and guidance, the statewide long range transportation plan, and various performance plans. Appendix C also describes the collaborative process for developing and formalizing Federal metrics and performance targets with the MPOs. Each target is described in detail and provides data and visual representation of the DOT&PF's expected outcome of meeting these targets through the projects programmed in the STIP. Most targets are likely to be met within or ahead of the timeline anticipated. However, the data is showing that some targets are not currently begin met or are likely to be met as required. Appendix C also provides a detailed listing of potential actions the DOT&PF may take for those targets that are not being met. However, it is not clear what actions the DOT&PF is currently taking to address those targets that are underperforming.

In STIP Amendment #1, Volume 4 was included that provided a series of references and documents related to various project prioritization processes and remains unchanged in the submission for STIP Amendment #2. In the FPF for STIP Amendment #1, FTA and FHWA identified issues with Volume 4 and made recommendations for improvement. STIP Amendment #2 does not include a modified Volume 4 and does not include any replacement process for demonstrating how projects are selected for programming into the STIP. Recommendations related to performance management and performance-based planning and programming from the FPF for STIP Amendment #1 remain for STIP Amendment #2.

Corrective Actions:

None.

Recommendations:

n. The STIP must clarify the performance-based planning processes and the project selection processes that support the investment priorities programmed in the STIP. This includes identifying not only the final list of prioritized projects but how projects are selected and programmed into the STIP.

o. For Federal transportation performance management targets that are under performing or for those that are not meeting their targets, the DOT&PF should document the actions currently underway to improve the State's ability to meet those targets.

Commendations:

None.



July 11, 2025

To: Anjie Goulding
From: Karen Miovas, Keith Baxter and Laurie Fagnani
Re: MatSu Valley Planning for Transportation Brand

Introduction

Thank you for the opportunity to introduce ourselves. MSI Communications is firmly rooted in Alaska and we thrive on helping organizations that help improve the quality of life for Alaskans. Laurie Fagnani started MSI in 1995 with two clients. Since then, she has attracted the best and brightest creative and tech-savvy professionals in Alaska. As a full-service, digital-first communications agency, helping clients achieve their goals is what we do every day.

Over the past 30 years, MSI has completed many communications projects for a wide variety of local, state and federal entities, from websites to branding to printed collateral and digital advertising and everything in between.

Scope of Work

Mat-Su Valley Planning for Transportation (MVP) is looking to enhance their brand visibility, engage a broader audience and establish a stronger connection to the community by investing in professional design and media services. MVP is looking for help in creating best-in-class digital products, including a redesigned website, introduction video, a refreshed visual identity, and video and photography to elevate MVP's image and showcase the service it provides for the community. This will help effectively communicate with the general public, helping to drive awareness and solidify MVP's position as a vital organization for the growth and stewardship of funds for the Matsu Valley.

Our role as a full-service agency with an in-house UX/UI designer, web developers, a video department and design team allows MSI to support clients with a broad range of communication goals. Our experienced strategists, planners and project managers ensure that campaigns and projects meet goals, deadlines and budgets.

Brand Visibility Estimate

The estimates below are provided in good faith for planning purposes. After discussions with your team, we can provide more detailed estimates based on your goals and desired functionality.

Deliverable	Hours	Estimate
Visual Identity System		
Project Management Includes client meetings, development of creative brief and management of overall project and budget.	14 to 21	\$1,800 to \$3,000
Visual Identity Statement MSI will propose statements that capture and communicate MVP's mission.	4 to 7	\$680 to \$1,190
Logo / Wordmark Files Provide a variety of logo layouts built from MVP's current logo.	2 to 4	\$300 to \$600
Business System A minimum of two letterhead options, business card designs and thank you card will be provided.	6 to 10	\$1,020 to \$1,700
Canva Template Design and build a template in Canva based on brand guidelines.	3 to 5	\$450 to \$750
Subtotal Visual Identity System	29 to 47	\$4,205 to \$7,240
Video/Media		
Production, 1-Day Shoot Includes project management, video direction and cinematographer.	8	\$5,000 to \$6,350
Introduction Video Length: 2-3 minutes MSI will develop a creative concept, script and handle all post-production editing including voiceover and music.	80 to 90	\$11,000 to \$13,000
Short-Form Vertical Videos Length: 1-60 seconds, x3 Edit short clips from introduction video.	30	\$4,500
How It Works Video Length: 1-2 minutes MSI will develop a creative concept, script and handle all post-production editing including voiceover and music.	80 to 90	\$11,000 to \$13,000

Headshot Photography Set up backdrop, photograph two people, select photos and color correct.		\$300 to \$600
Subtotal Video/Media	198 to 218	\$31,800 to \$37,450
Website Refresh		
Need further discussion and access to website to decide on best approach. To quickly enhance functionality, navigation and aesthetics, we could select a new template and help with transitioning content.	3 to 6	\$450 to \$900



DESIGN & MEDIA PROPOSAL

PREPARED FOR:
MATSU VALLEY PLANNING FOR TRANSPORTATION

2025

PROJECT DETAILS

OBJECTIVE

MatSu Valley Planning for Transportation (MVP) will significantly enhance its brand visibility, engage a broader audience, and establish a stronger connection to the community by investing in professional design and media services. With a well-executed web and media strategy, MVP will create a lasting impression and build trust, interest, and loyalty amongst community members.

HOW WE DO IT

Spruce Studio and Tandem Creative will create Best-in-class digital products, including a redesigned website, organization introduction video, a refreshed visual identity, and photography to elevate MVP's image and showcase the service it provides for its community. This will effectively communicate with the general public, helping to drive awareness and solidify MVP's position as a vital organization for the growth and stewardship of Matsu Valley.

WWW.SPRUCESTUDIOFILMS.COM

WEBSITE DELIVERABLES

AUDIT, PLANNING, & DIRECTION - \$1,200

Wrapping our heads around your site as a whole, understand your goals, and plan the work needed to achieve the outcome you want.

Meetings: 2-3

- Kickoff & Audit (goal: review audit and define high-level requirements)
- Site Plan & Visual Direction (goal: define look and feel + media needs)
 - present navigational, experiential, and content recommendations. Review examples of website aesthetics to choose visual direction.
- Sitemap & Nav (goal: approve final site structure)
 - can be combined with other design review meeting

COLLABORATIVE PROCESS - \$800/PAGE

Collaborate on decision making from wire framing and mockups, user flows, and page layouts. Best when an elevated experience and making a strong impression with your audience is the priority.

Meetings: 3-4

- Additional Scoping & Direction (goal: define page by page requirements)
 - may not be needed after Site Plan & Visual Direction
- Wireframes / Mockups (goal: approve page flows)
- Wix Review (goal: review/approve pages and capture feedback)
- Final walkthrough (goal: approve all designs and content before publishing site)

COMPRESSED PROCESS - \$300/PAGE

Jump straight to final design. Ideal for informational pages. Can be used for a whole site if you don't have strong creative preferences and reducing cost is a priority.

Meetings: 1-2

- Additional Scoping & Direction (goal: define page by page requirements)
 - may not be needed after Site Plan & Visual Direction
- Design Review (goal: approve pages and capture feedback)
 - 1 round of minor changes included

Process Notes:

Collaborative and Compressed approaches are chosen on a page by page basis. Multiple pages are reviewed per meeting in the collaborative and compressed models. All processes above assume copywriting is not a top priority for this project.

MEDIA DELIVERABLES

TRAVEL EXPENSE - \$2,200

1 trip, 2 shoot days

INTRODUCTION VIDEO - \$4,000

Length: 2-3 minutes

Purpose: Humanize the organization, explain who you are, what you do, and why you care.

- Interviews with staff or board members.
- B-roll of local roads, transit areas, and neighborhoods.
- Introduce your mission or "Why"
- Clear tone: welcoming, transparent, and community-centered.

SHORT-FORM VERTICAL VIDEOS (3) - \$1,800

Length: 15-60 seconds

Purpose: Create short-form videos focused on a single topic. Answer questions such as "Why was this organization created?", and "How will this organization benefit the community?" while also addressing misconceptions about the organization.

HOW IT WORKS VIDEO - \$2,000

Length: 1-2 minutes

Purpose: Make it very clear to people what you do and how it works.

- Especially important if your org's purpose is misunderstood or complex
- Breaks down services, processes, and what you do and how its funded in simple terms

MEDIA LIBRARY - \$2,500

- Aesthetic Video Footage and Photos
- Capture the region's infrastructure in cinematic quality.
- Creation of an online downloadable gallery.
- Build a library to pull from for web development and future media projects.

OTHER PHOTOGRAPHY DELIVERABLES

- Headshot Photography (2) - \$500
- Event and Outreach Photography - \$750
 - If we time my visit with a community outreach event, this would be a great opportunity for photos and video b-roll.

LOGO PACKAGES



OPTION 1 - EXTEND EXISTING LOGO

Goal: Separate the existing logo into more usable pieces and combinations.

Meetings: 2

- R1: Review new logo options and gather feedback
- R2: Review finalized revisions from R1

Deliverables:

- MVP only (in circle)
- Full company name (outside of circle)
- MVP circle + Full name Lockups (Stacked & Horizontal)
- Logos and colors loaded into Canva

TOTAL

\$1,800

OPTION 2 -VISUAL IDENTITY REFRESH

Goal: Refresh the existing logo concept to be more legible, scalable, and distinct.

Meetings: 5

- R1: Kickoff (goal: define design direction)
- R2: Logo concepts (goal: select best concept)
- R3: Refine (goal: select from refined options)
- R4: Color & Typography (goal: select best color and type)
- R5: Identity Kit (goal: review final ID Kit)

Deliverables:

- Visual Identity Statement
- Logos / wordmarks
- Color palette
- Fonts
- Visual Identity Kit
- Logos, colors, typography loaded into Canva

TOTAL

\$5,400

LOGO PACKAGES



OPTION 3 -VISUAL IDENTITY REDESIGN

Goals: Create a new visual identity

Meetings: 6

- R1: Kickoff (goal: define high-level design direction)
- R2: Stylescapes (goal: choose best visual elements, textures, colors to inform concept explorations)
- R3: Logo concepts (goal: select best concept)
- R4: Refine (goal: select from refined options)
- R5: Color, Typography, & Icons (goal: select best color, type, & icon packs)
- R6: ID Kit (goal: review final ID Kit)

Deliverables:

- Visual Identity Statement
- Stylescapes
- Logos / wordmarks
- Color palette
- Fonts
- Icons
- Visual Identity Kit
- Logos, colors, typography, icons loaded into Canva

TOTAL

\$6,800



THANK YOU

We truly appreciate you considering Spruce Studio while looking to fill your media and design needs. We're excited to work with a young and growing organization that's poised to make a big impact on its community.



WWW.SPRUCESTUDIOFILMS.COM
418 broadway st chico ca 95928



MatSu Valley Planning for Transportation Brand, Media and Web Estimate

Web

risingtidealaska.com

Email

hello (at)
risingtidealaska.com

Address

721 Depot Dr
Anchorage, AK 99501

Prepared for

MatSu Valley Planning
for Transportation

Date

07/15/2025

MatSu Valley Planning for Transportation is seeking professional design and media services to boost their brand visibility, reach a wider audience, and strengthen community ties. They've articulated a goal of developing top-tier digital assets, such as a redesigned website, an organizational introduction video, an updated visual identity, photography, and videography, to enhance MVP's image and highlight the services they offer the community. This will enable them to communicate effectively with the public, increasing awareness and reinforcing MVP's role as a key organization for the growth and stewardship of Matsu Valley.

Deliverables

- Website
 - Redesign, improve functionality and navigation, improve aesthetics, etc
 - Cost range depends on the degree of specialty function and copywriting needs. RTC may recommend a redevelopment on a different platform.

Cost estimate: \$10,000 - \$20,000
- Visual Identity Refresh
 - Refresh the existing logo concept to be more legible, scalable, and distinct.
 - Visual identity includes up to three concept options for logos with up to two rounds of revisions. The final selected logo concept includes up to two rounds of additional edits. After logo design process completion,

full brand guide and visual identity is presented- including colors, fonts, and graphics. Brand guide elements include up to three rounds of edits.

- Deliverables include logo, color palette, fonts, graphic elements, icons or patterns, and a brand guide document.

Cost estimate: \$10,000

- Visual Identity Kit

- Logos, colors, typography loaded into Canva, build Canva templates
- A Canva Pro subscription will be necessary to fulfill this deliverable

Cost estimate: \$1,500

- Video and Photo Asset Production

- Multiday and multilocation shoot to develop b-roll, interviews, photography and headshots for use across many deliverables
- Range dependant on shooting days and locations needed

Cost estimate: \$15,000-\$40,000

- Video Edits

- Introduction Video
- Short-Form Videos x 3
- How It Works Video
 - Cost estimate is for edits only- footage will be captured during asset production phase.

Cost Estimate:

Introduction Video: \$5000

Short-Form Videos: \$4,500

How It Works Video: \$2,500

- Media Library

- Create online downloadable gallery

- Range depends on performance complexity

Cost Estimate: \$5,000 - \$10,000

Total Estimated Cost

\$53,500 - \$93,500

Date: 7/16/2025
Client: MatSu Valley Planning for Transportation (MVP)
Project: Design, Website, and Media Services

SCOPE OF WORK

Project Overview

MatSu Valley Planning for Transportation (MVP) is at a critical juncture in establishing its role in the Mat-Su Valley. As a federally mandated Metropolitan Planning Organization (MPO), MVP is responsible for guiding long-term transportation planning through the development of the Metropolitan Transportation Plan (MTP). MVP operates as a standalone nonprofit and is working to increase public awareness and engagement around the MTP and related initiatives.

To support this work, Element will deliver an updated brand identity, a refreshed website, customizable Canva templates, and a comprehensive set of photo and video assets, to be completed in time for MVP's public engagement efforts beginning in August and no later than the end of August.

Process

Project Kickoff

We will begin with a kickoff meeting to align on project goals, timeline, key audiences, visual direction, and creative priorities across brand, website, and media. This session will also confirm available assets, clarify known pain points, and schedule the media production shoot.

Following the kickoff, Element will proceed with three parallel efforts:

1. Brand Refresh

Element will refine MVP's existing logo for improved legibility, scalability, and consistency across applications, while preserving the visual connection required for funding compliance. We will also update MVP's color palette to establish a cohesive, modern visual system and recommend typography updates using readily available fonts that are easy to implement across platforms. MVP will receive one initial design direction for the refreshed brand with up to two rounds of revisions.

SCOPE OF WORK CONTINUED

To ensure MVP has the tools to maintain brand consistency moving forward, Element will create a set of Canva templates for flyers (2), social media posts (5), and a basic presentation(1). All brand assets and templates will be uploaded directly into MVP's Canva Pro account for internal use. MVP will have two rounds of revisions on each piece.

Deliverables:

- Refined logo suite (primary, alternate lockups, icon-only)
- Updated color palette and typography recommendations
- Canva Brand Kit upload
- Canva templates for flyers, social media, and presentation

2. Website Redesign

Element will redesign MVP's existing Wix website to improve usability, visual appeal, and content structure. Our work will begin with a content audit and the development of a revised sitemap to better organize information for public understanding and engagement. We will present design concepts for the homepage and one key interior page, followed by up to two rounds of revisions. Once approved, Element will implement the redesign in Wix, populate content, and conduct internal quality control before presenting the staging site to MVP for review and final approval.

Deliverables:

- Revised website sitemap
- Homepage and key interior page design with revisions
- Redesigned and launched website on Wix

3. Media Production

Element's media team will conduct a two-day shoot to capture regional infrastructure, professional headshots of MVP staff, and event or outreach photography if timelines allow. Element will also capture b-roll video footage of the region's transportation landscape and related activity, as well as MVP coordinated interviews.

From this shoot, Element will produce:

- A two to three-minute Introduction Video featuring interviews and b-roll that introduces MVP's mission and purpose.
- A one to two-minute How It Works Video that explains MVP's role in the MTP and how the planning process impacts the community.
- Three short-form vertical videos for social media, repurposed from the long-form footage, designed to address common questions or misconceptions.

SCOPE OF WORK CONTINUED

MVP will have two rounds of review for each long-form video prior to final delivery. All assets will be organized and delivered in an Online Media Library for ongoing use.

Deliverables:

- Regional infrastructure and event photography
- Two professional headshots
- Two to three-minute Introduction Video
- One to two-minute How It Works Video
- Three short-form vertical social videos
- Organized Online Media Library

Total Cost: \$23,600

TERMS AND CONDITIONS

This price quotation will be honored for 30 days from the day it was sent.

Any deviation from original project scope as described in the overview in this document may result in a change in price. Should this occur, Client will be made aware of change as soon as possible. Any alterations by the Client of project specifications may result in price changes. All additional costs exceeding the original estimate will be quoted to and approved by Client before costs are incurred.

Payment Terms

50% due at contract signing, 40% due following delivery of the designed website homepage and key page, 10% due at project completion.

SIGNATURE

PRINTED NAME

DATE

Approved to proceed and have read and agree with terms and conditions.

SIGNATURE

PRINTED NAME

DATE

Approved to proceed and have read and agree with terms and conditions.

Sitka Tribe of Alaska: Brand Development

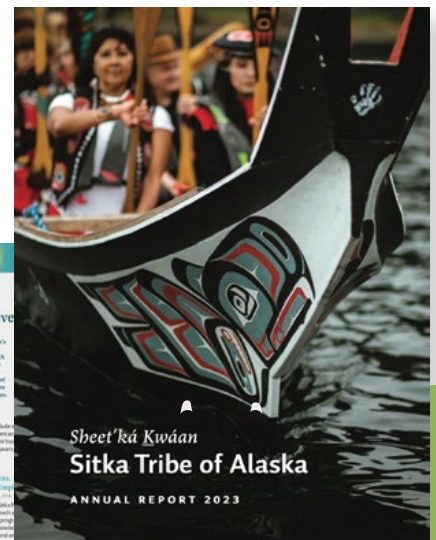
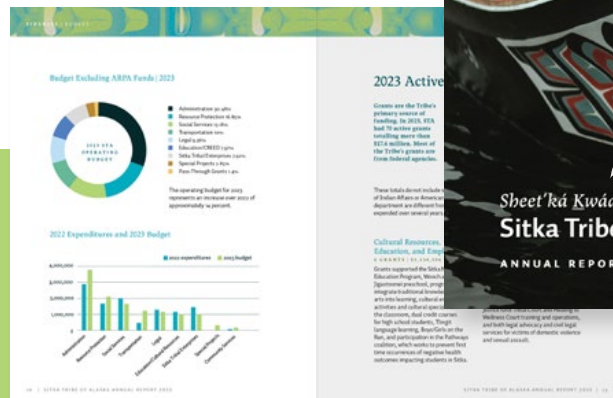
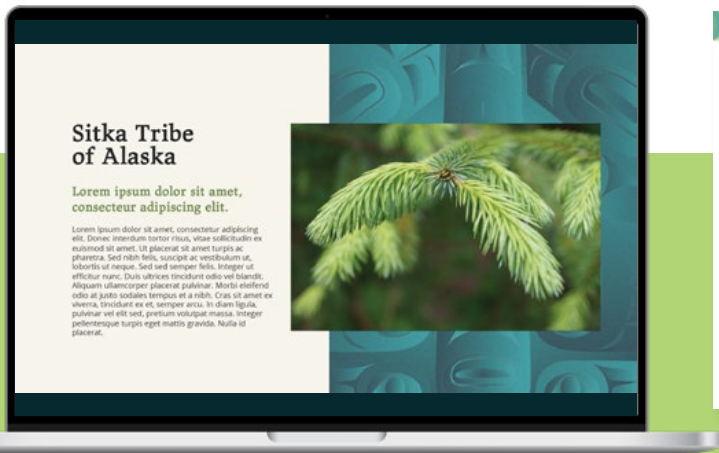
Sitka Tribe of Alaska (STA) selected Element to develop a new visual identity for STA that would reflect the Tribe's mission, values, and Tlingit culture and artistic traditions; and update organizational collateral and assets, including a new website (launching in March 2024).

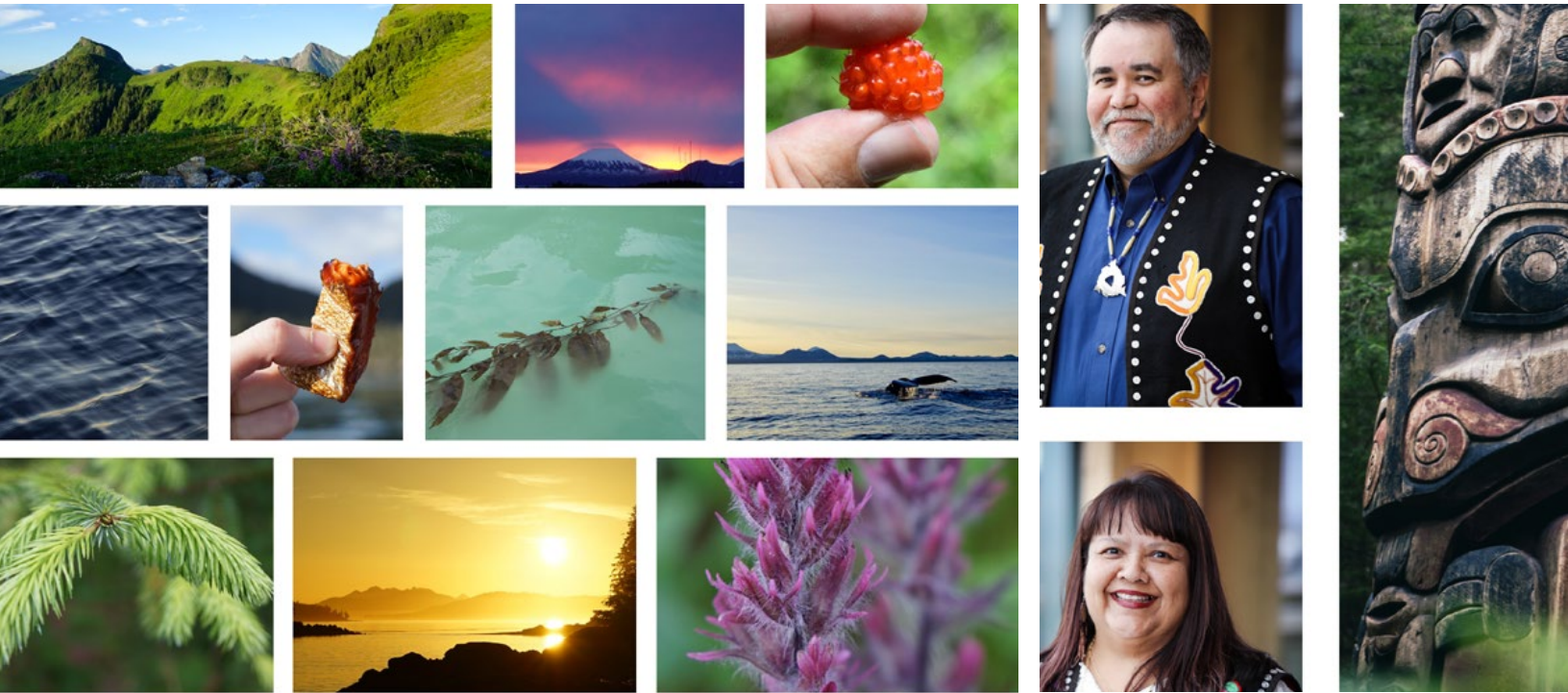
The brand development phase began with Element working with an ad hoc committee of staff and tribal citizens, including Elders, to gather feedback through a brand questionnaire and a workshop session. Representation and authenticity were at the heart of this work, so Element's resident artist Jerrod Galanin, a Tlingit artist and Sitka Tribe of Alaska member, created a new formline seal for STA that is modern and inspired the right gut feelings described in the visioning sessions. From there, our design team developed the new visual identity including color palette, patterns, typography and image style. In addition to Jerrod's artistry and expertise, Element conducted visual research to support the branding process, drawing on resources provided by STA, as well as educational resources available through Sealaska Heritage Institute.

The end result is a brand that members of the Sitka Tribe of Alaska see themselves in and that they will be inspired by for years to come.



Sheet'ká Kwáan
**Sitka Tribe
of Alaska**





EAGLE & RAVEN

Balance
Rooted in Tlingit culture,
balance in everything we do
(within the ovoids in the right
and left hand shapes)

KOOTÉYAA

Self-Sustaining
Cultural revitalization and celebration,
self-determination

COMMUNITY

Working Together
Inclusive, building a better
community for everyone



ANCESTORS

Comforting
Like walking into your
grandparents' home, nourished

GUIDING LINES

Supportive
Pulling the Kootéeyaa up,
coming together to raise
culture and identity

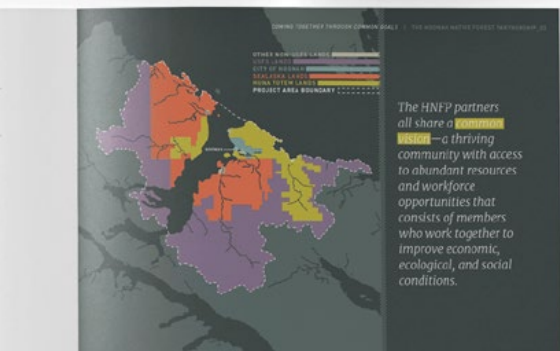
YOUTH

Pride and Deep Connection
Honoring Elders and investing in our Youth

Hoonah Native Forest Partnership: Report

Sharing an innovative and community-driven force in Southeast Alaska.

The Hoonah Native Forest Partnership is critical to the ecology, economy, and community of Hoonah, Alaska. To help bring their story and work to life, Element designed and developed their extensive Watershed Assessment and Resource Planning Report and created interpretive signage to be used for visitor education in the community. This work included design conceiving, layout, and copyediting. Element successfully established a look and feel to inspire, educate, and share the story of HNFP.

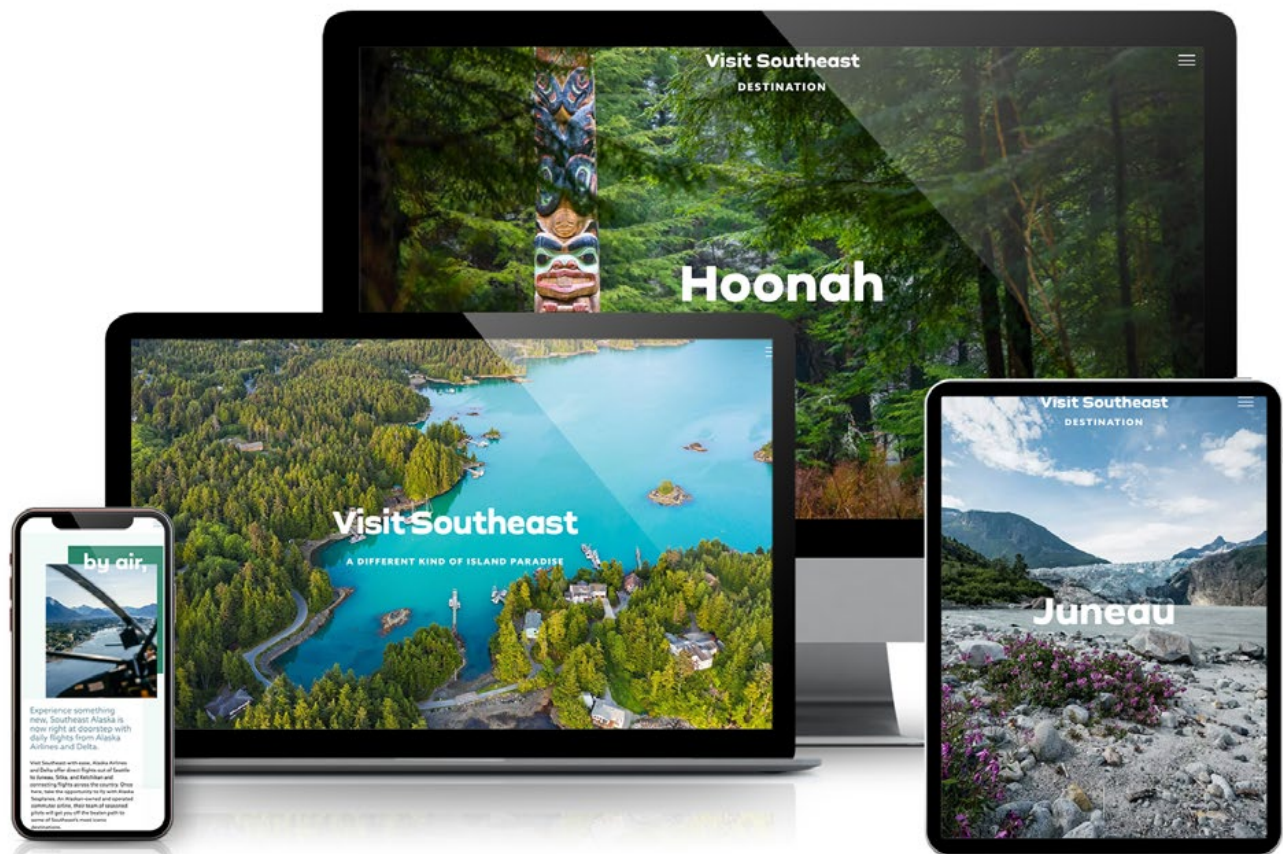


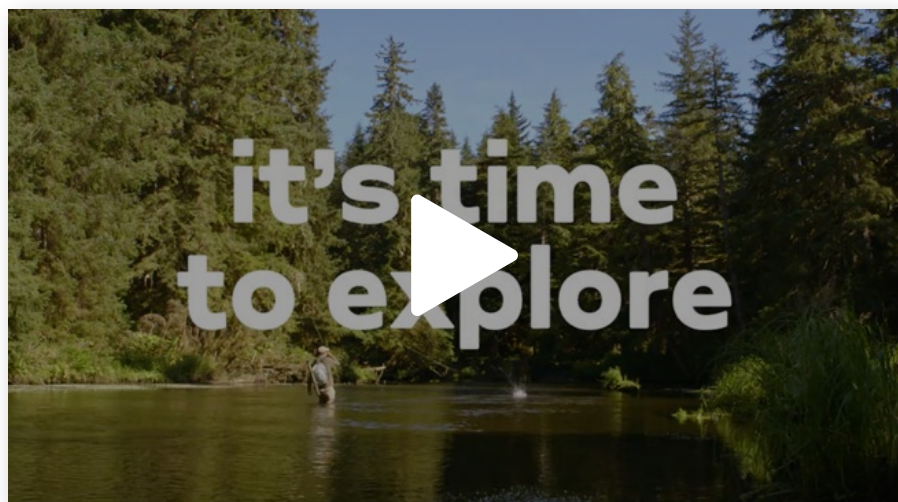
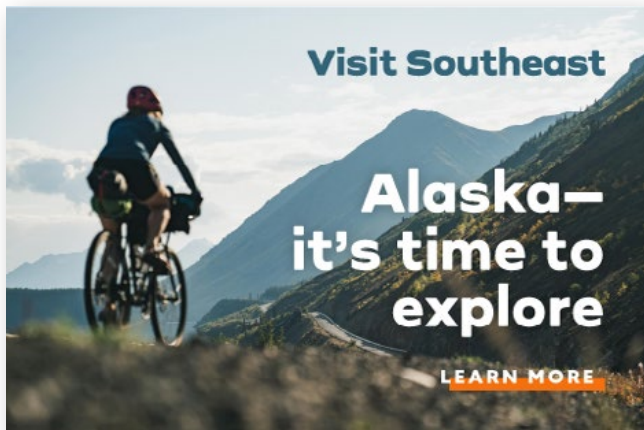
Visit Southeast: Marketing Campaign

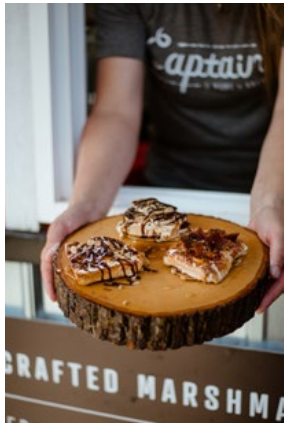
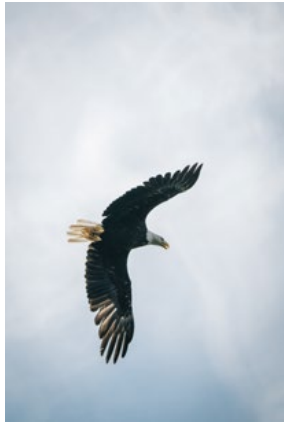
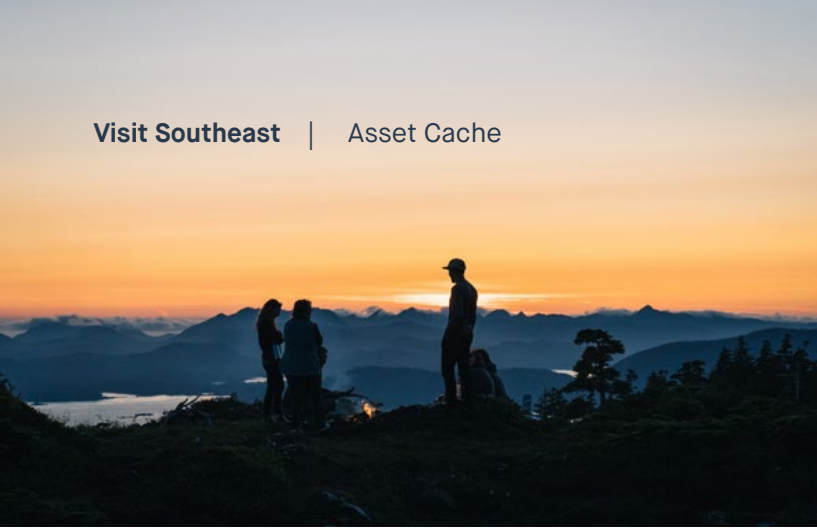
Element partnered with Spruce Root, who received CARES Act grant funding, to produce a wide-reaching campaign promoting regenerative tourism and COVID-safe travel to Southeast Alaska.

To achieve these goals, Element created a visual brand and campaign [hub website](#) for Visit Southeast, as well as producing and implementing measurably effective digital advertising and social media marketing strategies. The website features attention-grabbing background information about and images of Southeast travel destinations, along with travel information and a business directory. By commissioning creatives and influencers, Element built an asset cache of high-quality photography and videography centered around Southeast travel, which is a pivotal marketing resource for Southeast Alaska businesses and organizations.

Visit Southeast



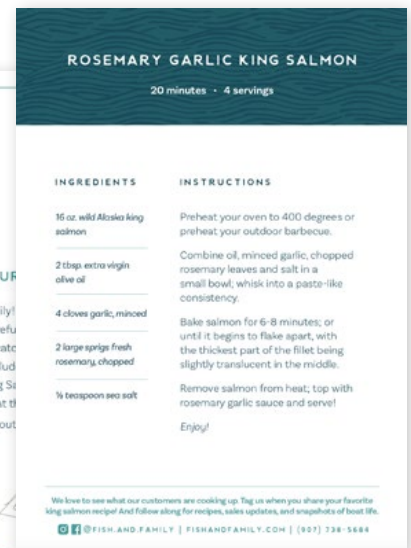




Fish & Family: Visual Brand, Collateral & Website

Scaling a local [small business](#) for big growth and nationwide results.

Looking to expand their operations and reach, Fish & Family's owner-operators Lexi and Adam Hackett knew they needed an agency partner to successfully grow their business. Element developed brand and business strategies to reach new audiences and created powerful fresh collateral that helped their small business scale to the next level. The results were huge for this family, selling out their premium seafood products to households across the country.



Haines Brewing: Logo Design

After moving into their new building, Haines Brewing Company needed their existing logo to be modernized, while also nodding to the history of the brewery and of Haines itself.

Element created this updated logo design, featuring Mt. Emmerich, and the accompanying visual brand which are now going to be incorporated into their merchandise, packaging, and signage.



HAINES BREWING

QUALITY. COMMUNITY. TRADITION.



CAPTAIN COOK'S
SPRUCE TIP ALE

- Paul & Jeanne

BIGGER HAMMER 11.6% ABV / 45 IBU

This big bold barleywine has a heavy caramel malt body. The higher alcohol content is remarkably balanced.

BLACK FANG 8.2% ABV, 40 IBU

An imperial stout, Fang is rich in chocolate & coffee flavors, with a hint of licorice on the finish. This seasonal usually runs out in the summer and traditionally reappears in the tap lineup on Halloween.

CAPTAIN COOK'S SPRUCE TIP ALE

5.2% ABV, 25 IBU

This seasonal ale is unique & refreshing, with a subtle raspberry-like finish that comes from the young tips of the local spruce trees.

DALTON TRAIL ALE 4.9% ABV, 30 IBU

DTA was our first brew in 1999, & continues on as one of our flagship beers. It's a light-bodied pale ale, with a mild hop finish.

ELDRED ROCK RED 5% ABV, 30 IBU

Our American red ale is brewed with caramel malts that balance smoothly with the Cascade hops.

DMMDI IPA "DEVIL MADE ME DO IT"

6.66% ABV, 75 IBU

India Pale Ale is bitter and bold with a strong hop finish.

LOOKOUT STOUT 6.2% ABV, 25 IBU

A local favorite, our stout is smooth, dark, and has converted many who used to stay clear of dark beers.

BUSTER BOARD LAGER 4.7% ABV, 30 IBU

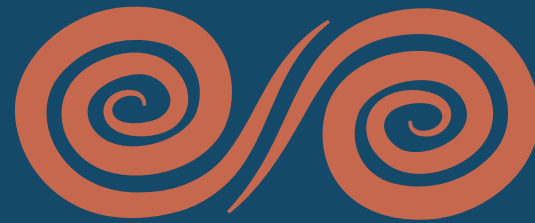
Full dimensional lager, crisp, malty, and balanced with a fresh noble hop finish.

EST. 1999

HAINES
BREWING
COMPANY

ALASKA





ELYSIUM

BRAND GUIDELINES | OCTOBER, 2024

Our Logo



DOUBLE SPIRALS: Representing growth, energy, connection, waves, and the intangible and mystical experience of Sitka. This symbol also represents the dual energy and synergy of Lydia and Dustin, who are the heart and soul of the company. Inspired in part by Minoan art — the culture from which the myth of the Elysian Fields grew.

File Types & Formats

VECTOR VS. RASTER:

Vector images are made out of paths, and can be scaled infinitely without losing quality, making them ideal for images that need to appear in many sizes.

Raster images are made up of tiny pixels, and are finite in their scalability. They can lose quality when resized, and may become blurred or pixelated. Raster images are commonly used on the web in formats such as JPG, GIF, and PNG

FILE FORMATS:

EPS (Vector): A vector-based image intended for print use, and is considered the gold standard for logo files. It's recommended to use EPS files for printing business cards, brochures, clothing, and other items.

PDF (Vector): A file format developed by Adobe that can be used to share images, including logos. PDF files can be used for printing needs at any size. PDF files of the logos can also be opened in Adobe Illustrator, or placed into a layout in a program such as InDesign.

PNG (Raster): A raster-based graphic intended for web use. It's recommended to use PNG files for digital purposes, such as on the web, or if you want a transparent background.

JPG (Raster): A raster-based image for web or print use. It's recommended to use JPG files for digital purposes, such as on social media, or in software like Word, PowerPoint, Pages, and Keynote. However, it's not recommended to enlarge JPG logos, as they can look blurry and unprofessional. It is also important to note that JPGs have a solid background.

Color Palette Overview & Combinations



TYPES OF COLOR PROFILES AND THEIR USES

CMYK - The color profile is for printing with inkjet and “process” printers.

HEX & RGB - The color profiles used for screens and monitors and anything web-related or digital.

Pantone - The Pantone Color System, or PMS, is a standardized color matching system, which is widely used around the world. It was devised to help printers and designers to specify and control colors for printing projects. A printer may request Pantone values for certain jobs.

COLOR VALUES

Sitka Waters Blue



CMYK 94, 68, 35, 25
RGB 24, 73, 106
HEX #18496a
PANTONE 7462 C

Sunsest Orange



CMYK 17, 68, 73, 6
RGB 197, 105, 77
HEX #c5694d
PANTONE 7618 C

Dark Blue



CMYK 94, 68, 35, 62
RGB 0, 40, 64
HEX #002840
PANTONE 2965 C

Marine Green



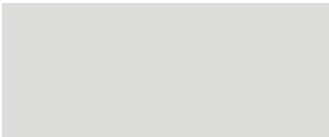
CMYK 90, 56, 62, 11
RGB 39, 97, 99
HEX #276163
PANTONE 7475 C

Sky Blue



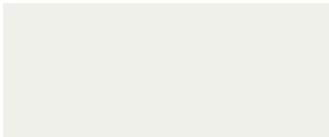
CMYK 78, 27, 18, 0
RGB 36, 149, 184
HEX #2495b8
PANTONE 631 C

Downy Beige



CMYK 8, 7, 9, 5
RGB 220, 217, 214
HEX #ded9d6
PANTONE Cool Gray 1C

Off White



CMYK 6, 3, 8, 0
RGB 237, 238, 231
HEX #edeee7
PANTONE 7541 C

This off-white color can also be faded to a 50% tint for an even lighter background color.

LOGO SUITE - Full Color on Light/White Background

Main Logo



Logo Vertical with "Expeditions"



Logo Vertical with "Sitka Alaska"



Secondary Logo - Horizontal



Logomark



Icon



Logotype

ELYSIUM

Logotype - Expeditions

ELYSIUM
EXPEDITIONS

Graphic



LOGO SUITE - Full Color on Dark/Blue Background

Main Logo



Logo Vertical with "Expeditions"



Logo Vertical with "Sitka Alaska"



Secondary Logo - Horizontal



Logomark



Icon



Logotype

ELYSIUM
























Logotype - Expeditions
























ELYSIUM
EXPEDITIONS

Graphic



ENTIRE LOGO SUITE - All Full Color & One Color Versions

Color	Orange*	Blue	Black
	* Can be used on light/white or dark/blue backgrounds		
			
ELYSIUM	ELYSIUM	ELYSIUM	ELYSIUM
			
ELYSIUM EXPEDITIONS	ELYSIUM EXPEDITIONS	ELYSIUM EXPEDITIONS	ELYSIUM EXPEDITIONS
			
ELYSIUM SITKA ALASKA	ELYSIUM SITKA ALASKA	ELYSIUM SITKA ALASKA	ELYSIUM SITKA ALASKA
			
ELYSIUM	ELYSIUM	ELYSIUM	ELYSIUM
			
			
ELYSIUM EXPEDITIONS	ELYSIUM EXPEDITIONS	ELYSIUM EXPEDITIONS	ELYSIUM EXPEDITIONS
	ELYSIUM	ELYSIUM	ELYSIUM
Beige			

Color	Beige	Dark Blue	White
			
ELYSIUM	ELYSIUM	ELYSIUM	ELYSIUM
			
ELYSIUM EXPEDITIONS	ELYSIUM EXPEDITIONS	ELYSIUM EXPEDITIONS	ELYSIUM EXPEDITIONS
			
ELYSIUM SITKA ALASKA	ELYSIUM SITKA ALASKA	ELYSIUM SITKA ALASKA	ELYSIUM SITKA ALASKA
			
ELYSIUM	ELYSIUM	ELYSIUM	ELYSIUM
			
			
ELYSIUM EXPEDITIONS	ELYSIUM EXPEDITIONS	ELYSIUM EXPEDITIONS	ELYSIUM EXPEDITIONS
	ELYSIUM	ELYSIUM	
Dark Blue			

TYPOGRAPHY - FONTS

Aa

Main brand font:
Shift

Aa

Secondary brand font:
Sen

The main brand font is **Shift**. It has interesting and expressive features while also being easily readable and elegant. It's reminiscent of a typewriter font without being too boxy or overly structured.

To balance out the whole brand system, the sans-serif font **Sen** can be used for things like subtitles, buttons, and other small details or feature text.

The styles below are suggestions on how to use your fonts, but may shift as the brand is used, which often reveals some opportunities for fine-tuning and adjustment.

TYPOGRAPHY - STYLES

Shift Medium

Shift Medium

Sen Bold, All Caps, 50
point tracking

Shift Book

Sen SemiBold, All Caps,
100 pt tracking

Large Header Style

Sub-header style: A sub-header is a short sentence or paragraph used to provide an introduction into the longer text.

SUB TITLE STYLE

Body style - Us fuius maximaio inaribunius hor
hos nosta, omnitatquam public in hors es! Satrit,
ublicavendam ellare nonontes es obus no. milibusam,
voluptatur? Oreperit aspeditat. Etus ducidem. Tur? At
porest, nus, volessunt.

BUTTON

Please Note:

Sen is available for free from Google Fonts.

Shift is available through Adobe Fonts, but if Elystium's website is built using a platform that does not support Adobe Fonts (Wix, for example, does not currently), a license for this font will need to be purchased or substituted with another freely accessible alternative.

[fonts.google.com/
specimen/Sen](https://fonts.google.com/specimen/Sen)

mckltype.com/shift





MatSu Valley Planning *for* Transportation Metropolitan Planning Organization

July 2nd, 2025

Dear Mr. Means,

Please find MatSu Valley Planning for Transportation (MVP) comments on the proposed construction of an upgraded two-lane major collector from the northern terminus of Engstrom Road to its intersection with Tex-Al Drive in Wasilla. While MVPs supports the need for this project to provide congestion relief and enhanced connectivity in the network, we request that the following items be considered when finalizing the scope, design, and construction for this project.

At the July 8th MVP Technical Committee meeting, the project was discussed, and the following issues and concerns were identified.

1. Further analysis is needed to evaluate sensitive resources potentially impacted by the proposed project.

Wetlands Impacts

Based on a review of available imagery, it appears that the proposed 50-foot right-of-way intersects both the shoreline of Wolf Lake and adjacent wetlands within the Wolf Lake Recreation Area. As part of the Section 404 permit application, HDL should include a comprehensive mitigation plan to address the functional loss of impacted wetlands. This plan should also incorporate the establishment of a protective buffer zone along the lakeshore to reduce further ecological disturbance.

Hydrology

Wetlands play a critical role in storing and regulating stormwater during precipitation events. Disturbing these areas may alter natural drainage patterns, potentially affecting the hydrology of the surrounding wetland complex and Wolf Lake itself. Construction of the roadway could disrupt both inflow and outflow dynamics, increasing the risk of flooding, erosion, or unintended water diversion—both into the lake and upstream—if natural flow paths are obstructed.

Stormwater Management

Although Wolf Lake is not classified as anadromous by ADF&G, it supports aquatic species such as landlocked Coho salmon and Rainbow trout and is actively stocked by ADF&G. The lake also serves as important habitat for wildlife and migratory bird species, including loons. To protect these ecological values, a stormwater mitigation should be developed as part of the design of the

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



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

roadway to prevent sediment and pollutants from entering the wetlands or lake. The plan should prioritize low-impact drainage solutions that preserve water quality and aquatic habitat.

2. Regulatory permits and/or clearances required from your agency.

Though managing air quality is not a requirement of MVP's transportation planning work, the following considerations were raised for review.

Air Quality

If any of the work involves disposal of organic debris and HDL Engineering Consultants or Matanuska-Susitna Borough chooses bush burning as a disposal method, they must use "reasonable procedures to minimize adverse environmental effects and limit the amount of smoke generated." Also, they must apply for applicable permits. A complete description of the open burn information, including policies, can be found at: <http://dec.alaska.gov/air/air-permit/open-burn-info/>

3. Any concerns or issues your agency or organization might have with the proposed project.

Air Quality

Any construction activities should follow all reasonable precautions in accordance with 18 AAC 50.045(d) to prevent particulate matter from being emitted into the ambient air. HDL Engineering Consultants or Matanuska-Susitna Borough should use Best Management Practices (BMPs) to mitigate any dust issues during the project.

Thank you for the opportunity to comment on the proposed project. Please contact Kim Sollien via email at kim.sollien@mvpmpo.com or by phone at 1907-318-5725 if you have additional questions about our comments.

Sincerely,

Kim Sollien
Executive Director

Visit www.mvpmpo.com

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THE SECRETARY OF TRANSPORTATION
WASHINGTON, DC 20590

July 2, 2025

To All Recipients of U.S. Department of Transportation Funding:

The U.S. Department of Transportation (Department or DOT) distributes substantial Federal financial assistance for thousands of projects, programs, and activities operated or initiated by diverse entities, including but not limited to State and local governments. DOT administers this Federal financial assistance to support the development and maintenance of the Nation's transportation infrastructure, pursuant to statutory authority and in accordance with binding contractual agreements in the form of Federal financial assistance agreements, usually grants, cooperative agreements, and loans.

As part of President Trump's agenda to end illegal discrimination, inefficient climate change policies, and other harmful initiatives in Federal programs, the President has issued several Executive Orders (E.O.) including those titled as follows: E.O. 14170, Reforming The Federal Hiring Process And Restoring Merit To Government Service; E.O. 14151, Ending Radical And Wasteful Government DEI Programs And Preferencing; E.O. 14168, Defending Women From Gender Ideology Extremism And Restoring Biological Truth To The Federal Government; E.O. 14149, Restoring Freedom of Speech and Ending Federal Censorship; E.O. 14173, Ending Illegal Discrimination and Restoring Merit-Based Opportunity; and E.O. 14154, Unleashing American Energy.

These E.O.s direct Federal agencies, where and as consistent with law, to identify and eliminate all orders, directives, rules, regulations, notices, guidance documents, funding agreements, programs, and policy statements, or portions thereof, which were authorized, adopted, or approved between noon on January 20, 2021 and noon on January 20, 2025, and which reference or relate in any way to climate change, "greenhouse gas" emissions, racial equity, gender identity, "diversity, equity, and inclusion" goals, environmental justice, or the Justice 40 Initiative.

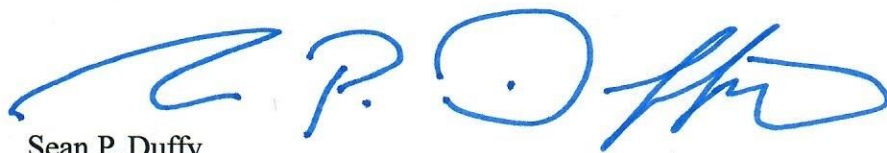
Between noon on January 20, 2021 and noon on January 20, 2025, DOT incorporated these types of policies into the terms, schedules, exhibits, and attachments of the Department's Federal financial assistance agreements. Accordingly, I write to clarify that the Department will no longer enforce these policies, or any other requirements incorporated into its Federal financial assistance agreements that are inconsistent with the policy objectives of this Administration and current DOT leadership. More specifically, the Department considers any policies or requirements not based in statute or regulation relating or referring to climate change, "greenhouse gas" emissions, racial equity, gender identity, "diversity, equity, and inclusion" goals, environmental justice, and the Justice 40 Initiative that were incorporated into the terms, schedules, exhibits, and attachments of its Federal financial assistance agreements to be null and void and of no effect. Recipients of DOT Federal financial assistance are hereby released of their obligations to comply with these policies and requirements effective immediately.

This letter does not impose new conditions or requirements, but instead serves merely to provide notice that DOT will not enforce or require adherence to any of the aforementioned policy requirements the prior administration incorporated into the Department's Federal financial assistance agreements. The Department has removed those requirements from its Federal financial assistance agreements, and inserted language that requires compliance with already existing legal requirements, as applicable based on existing court decisions—including, among others, existing legal requirements related to immigration enforcement and the prohibition of discrimination—not the type of new sweeping policy requirements imposed by the prior administration.

As a reminder, the Department offers technical guidance and support for all recipients of DOT Federal financial assistance through its program offices. Should you require clarification regarding your obligations, you are encouraged to contact your designated DOT representative.

The Department remains committed to advancing a transportation system that serves the public interest efficiently and unleashes economic prosperity and a superior quality of life for American families and supports our partnership to achieve these goals.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sean P. Duffy". The signature is stylized, with a large "S" and "P" and a circular "D".

Sean P. Duffy