



Representatives:

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

Microsoft Teams meeting

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Minutes

**Policy Board Meeting
Wednesday, March 25th, 2026
1:30-3:00 pm**

Meeting Location

Alaska DOT Mat Su District Office, upstairs Conference Room at 500 S. Seward Meridian Pkwy, Wasilla, Alaska. There is limited parking at building's main entrance, overflow parking lot to south.

1. Call to Order and Roll Call

Members Present:

Bob Charles – Knik Tribe
Edna DeVries, Mayor – MSB
Brian Winnestaffer - Chickaloon Native Village
Mike Brown – MSB
Katherine Keith - DOT&PF
Jim Cooper, Mayor – City of Palmer

Members Not Present:

Glenda Ledford, Mayor – City of Wasilla

Non-Members Present:

Kim Sollien, MVP
Anjie Goulding, MVP
Carrie Cecil, MVP
Adam Bradway, AK DOT&PF
Kate Dueber, ARRC
Kristina Huling, AK DOT&PF

2. Consent Agenda (**Action Item**)
 - a. Approval of the March 25th, 2026 Agenda
 - b. Approval of the February 25th, 2026, Minutes

Motion to approve the consent agenda and minutes from with no changes (*Winnestaffer*), seconded (*Keith*). No discussion, no objections. Approved.

3. Staff Report



- Staff Report and Schedule of Monthly Tasks
- FFY25 P&L review for Membership Dues and Annual Dues

Kim Sollien presented the staff report:

- MVP Office space
 - MVP has found a converted house in downtown Palmer to serve as an office space.
 - The space is available June 1, would be a 2-year lease, and about \$2800/ month
 - The space is split with offices upstairs and a shared community conference room downstairs
 - A copy of the lease agreement will be presented at the next meeting for approval.
- Meeting space for Technical Committee and Policy Board meetings
 - Until MVP has moved into offices and the conference room space is done, MVP will hold meetings in the old MSB assembly space to accommodate larger groups and additional public.
- New Staff:
 - Have hired Caroline Miller as the 4th MVP team member (Office and Communications Manager)
 - She will start May 4th and will be introduced at the next meeting.
- Adjustments to Audit Report
 - Based on comments received during the last PB meeting, the audit report was reorganized to more clearly show the profit and loss summary and tracking of membership fees.

Discussion/Questions

- **Winnestaffer** – Requested that the information about the new office space be included in the March staff report to have for reference and record moving forward. Will be added.

4. Technical Committee Action Items, March 10th, 2026 Meeting

Approved a motion to recommend that the MVP Policy Board submit a letter to the AK DOT&PF Commissioner requesting they adopt the MSB's proposed apportionment for FTA 5307 funds allocated to the Wasilla-Knik-Fairview-Northlakes UZA such that all funds would be apportioned to the MSB and no funds apportioned to the Alaska Railroad Corporation; any funds not obligated by either recipient within three years could be reassigned to the other recipient; and the 5307 split policy should be reviewed no later than two-years following submission of the next apportionment letter. Vote 7 yes, to 4 no.

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

6. Action Items



a. Approval of the FFY25 Audit

Kim Sollien presented a summary of the audit findings

- MVP Staff began working with Altman and Rogers in January 2026 on the audit process
- Among other things, the firm asked for personnel policies, fiscal policies, all payroll receipts, timecards to understand how we are tracking income and expenses.
- Result included a couple of changes to MVP procedures:
 - In UPWP, we were not independently tracking indirect costs and administrative costs. This will be adjusted and a separate class for membership dues will be tracked.
- Ultimately found that all fiscal controls and policies are adequate and no deficiencies.
- An annual audit will be submitted to DOT and FHWA and maintain for records.

Motion to approve the FFY25 Audited Financial Statement and findings letter submitted by Altman & Rogers Co. (*Winnestaffer*), seconded (*Keith*). Request for high-level summary (see above). No further discussion, no objections. Motion is approved.

b. Approval of the removal of past board members on the MVFCU account and approval of new authorized check signers

Kim Sollien presented a summary of the need for the policy:

- MVP policy requires that ED must have two check signers.
- Check signers are also granted access to MVP's bank accounts.
- Do not currently have a checkbook because no safe to lock cash or checks; however, the bank requires that signers be in official paperwork on file anyways.
- Have removed Mayor Ledford and former Mayor Carrington as check signers from bank paperwork.

Discussion/ Questions:

- **Winnestaffer** – Does the organization have a credit card?
 - Answer: MVP has a single debit card to keep transactions simple.

Main Motion:

Motion to approve Jim Cooper, Edna DeVries and Bob Charles as authorized check signers for MatSu Valley Planning for Transportation (*Winnestaffer*), seconded (*Keith*). Request for explanation of policy (see above).

Amendment 1: Motion to amend the original motion to include Katherine Keith as an authorized check signer (*Cooper*), seconded (*Keith*).

Roll Call vote on motion as amended: Motion to approve Jim Cooper, Edna DeVries, Bob Charles, and Katherine Keith as authorized check signers for MatSu Valley Planning for Transportation:

Bob Charles – Yes
Mayor Devries – Yes
Brian Winnestaffer – Yes



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Mike Brown – Yes
Katherine Keith – Yes
Mayor Cooper – Yes
Yes-6, No-0

Motion is approved.

- c. Mobility Advocate At-Large seat applicant approval for the Technical Committee

Kim Sollien presented a summary of Jade’s qualifications:

- Jade has MA in Public Health but is project manager for AI product teams
- Volunteer for Valley Mountain Bike Association
- Alex Strawn recommended her
- Position had been open for 2 months

Discussion/Questions:

- Edna DeVries – Full disclosure she had applied to a position at the Borough. Questioned whether there is a conflict of interest. Group raised no concerns about conflict of interest.

Main Motion:

Motion to approve Jade Tabony for the multimodal advocate on our Technical Committee (*Keith*) seconded (*Winnestaffer*). Request to summarize Jade’s qualifications (see above).

Roll Call vote on main motion:

Bob Charles – Yes
Mayor Devries – Yes
Brian Winnestaffer – Yes
Mike Brown – Yes
Katherine Keith – Yes
Mayor Cooper – Yes
Yes-6, No-0

Motion is approved.

- d. Interim Transit Advocate At-Large seat applicant approval for the Technical Committee

Kim Sollien presented a summary of LaMarr’s qualifications:

- Lamarr was former interim director of MASCOT.
- Attends Technical Committee meetings regularly.
- Very involved and very aware of ongoing issues in transportation and transit in the Valley.
- He is willing to do the position temporarily until a permanent member is found so that he can transition into retirement.



- MVP intends to keep position open and continue to advertise.

Main Motion:

Motion to approve LaMarr Anderson as the interim Public Transit Advocate on our Technical Committee (*Keith*) seconded (*Winnestaffer*). Request to summarize qualifications (see above). No further discussion, no objection. Motion is approved as presented.

- e. FTA 5307 Split Proposal Recommendations
 - MVP Memo with supporting documentation

Main Motion:

Motion to recommend that the AK DOT&PF Commissioner adopt the MVP Staff's proposed apportionment for FTA 5307 funds allocated to the Wasilla-Knik-Fairview-North Lakes UZA such that the MSB would receive 90 percent of all 5307 funds and the ARRC would receive 10 percent of all 5307 funds; any funds not obligated by either recipient within three years could be reassigned to the other recipient; and the 5307 split policy should be reviewed no later than two-years following submission of the net apportionment letter (*Winnestaffer*) seconded (*Brown*).

Carrie Cecil gave a high-level presentation about the 5307 apportionment memo included in the packet (see page 56).

Discussion/Questions:

- Mayor Cooper requested Mike Brown provide context for the MSB proposal, in turn, Mike Borw requested ARRC to articulate position on MVP staff suggestion.
- Kate Deuber noted that, as presented in the memo, the calculus for determining the apportionment is complex. ARRC is comfortable with the 90/10 split between MSB/ARRC as it is repeatable and provides consistency necessary for budgetary planning.
- Mike Brown noted that the MSB would be supportive of the MVP staff suggestion, as well.
- Brian Winnestaffer stated he really appreciated the data put in, and he supports the 90/10 split that MVP staff suggested.
- Mayor Cooper stated that he feels most folks getting on the train in Anchorage, are not getting off the railroad in Wasilla. Also there has been no commuter rail established, even though it has been asked for. He asked the railroad what their plan would be to do with the funds.
- Kate Dueber said that the funds are used to maintain their commuter rail cars as well as maintenance on their track. They cannot use the funds for operations.
- Bob Charles felt that middle ground approach would be appropriate and recommended a split of 13.5% ARRC/ 86.5% MSB.
- Katherine Keith stated it may be wise for her to abstain from the vote due to the fact she will be working closely with the commissioner on this (Mayor Cooper allowed for input and vote). Expressed appreciation for the memo and noted that AK DOT&PF at the direction of the Commissioner is preparing an apportionment policy that is replicable and equitable and applicable to both small UZAs. For clarity, 100% went to MSB in FY2024, this recommendation being informed by this discussion will affect FY2025, and the intent is that the policy will guide out years FY2026 and beyond.



Amendment 1:

Motion to amend the original motion to add a clause to the end, "MVP shall work with DOT&PF staff in preparing a formal small UZA apportionment policy."

Roll call vote on the amendment to the main motion:

Bob Charles – Yes
Mayor Devires – Yes
Brian Winnestaffer – Yes
Mike Brown – Yes
Katherine Keith – Yes
Mayor Cooper – Yes
Yes-6, No-0

Roll call for the main motion as amended:

Motion to recommend that the AK DOT&PF Commissioner adopt the MVP Staff's proposed apportionment for FTA 5307 funds allocated to the Wasilla-Knik-Fairview-North Lakes UZA such that the MSB would receive 90 percent of all 5307 funds and the ARRC would receive 10 percent of all 5307 funds; any funds not obligated by either recipient within three years could be reassigned to the other recipient; the 5307 split policy should be reviewed no later than two-years following submission of the net apportionment letter; and that MVP shall work with DOT&PF staff in preparing a formal small UZA apportionment policy."

Bob Charles – Yes
Mayor Devires – Yes
Brian Winnestaffer – Yes
Mike Brown – Yes
Katherine Keith – Yes
Mayor Cooper – Yes
Yes-6, No-0

Motion as amended is approved.

Discussion/ Questions:

- Mike Brown asked if it would be helpful for MSB to write a letter that says they agree with MVP's recommendation.
 - AK DOT&PF said that that would be appreciated.

7. Old Business
 - a. MTP Update
 - Nominated projects and initial evaluations
 - Full Project list review April

Carrie Cecil presented a brief summary on current status of MTP project nomination and evaluation process.

- Launched project nominations February 1st and closed the nomination period March 14th.



- We ended up with 63 projects from MSB, 11 from Wasilla, and 4 from Palmer. We received 9 from the public that we shared with the project owner, as they would need to adopt and nominate the project.
- Before starting the full project evaluation process, an internal team (MVP, RESPEC, AK DOT&PF) reviewed and validated the project submissions looking for:
 - Planning projects that will be set aside and not go through the full scoring process
 - projects that touched the MPA but largely lie outside the MPA (DOT helped MVP determine that MVP funds can only be spent on projects within the MPA. DOT and MVP can work collaboratively when the project is spanning 2 different locations.)

Based on this review, 72 projects to get scored, we are working through scoring now, and in April will be presenting a holistic list to the board.

Discussion/Questions:

- Mayor Cooper asked who was on the evaluation team.
 - Answer: 3 MVP staff members, Adam Bradway(DOT&PF), Kristin Huling(DOT&PF), Julie Spackman(MSB Planning), Jamie Taylor (MSB Engineer), Kelsey Anderson and Pat Cotter from RESPEC.
 - Winnestaffer asked who gets to decide how the scores and projects will be prioritized.
 - Answer: Technical Committee and Policy Board will review, discuss, and determine.
- b. FFY26-29 STIP update – Deputy Commissioner Katherine Keith, Alaska DOT&PF (maybe)
- MVP staff comments on the draft STIP

Kim Sollien gave a staff report reviewing the comments that MVP made on the STIP, these comments are located on page 88 in the packet.

Discussion/ Questions:

- Katherine Keith thanked MVP for the comments. AK DOT&PF has been waiting on releasing the public comment draft, as they are waiting on what is happening with funding from legislature.
- A couple notes about the comments from MVP – funds may be tagged with a certain year or MPO but their use is not necessarily incorrect. AK DOT&PF pulls oldest funds first, this does not necessarily reflect a commitment of MPO funds – MPO would be allocated same amount in out years.
- Recommends scheduling some time at our next meeting, during the 45-day public comment period to provide time to review and discuss.

8. New Business

- a. Complete Streets Policy Overview – Anjie Goulding, MVP
- b. Local Control Plan Update - Anjie Goulding, MVP

Anjie Goulding provided brief presentation:

Complete Streets



- Complete Streets Policy represents a formal commitment to plan, design, funds, operate, and maintain a multimodal transportation network that safely and efficiently serves all users in all seasons.
- Why does MVP need a policy? – As an MPO we have a responsibility to develop multi-modal network. Also required by IIJA to spend 2.5% of planning funds on Complete Streets related activities. MVP proposes having an adopted Complete Streets policy to help us meet this requirement.
- DOT will be responsible for implementation, but will be used by MVP to help prioritize projects and funds. Also will be considered by project sponsors to help support project nominations in MTP development. Will help to support TIP development. Also supports tracking performance measures consistent with FHWA requirements.
- As part of development, we recognize and are considering exceptions to the policy. These would be projects that do not need to adhere to policy whether for admin reasons or by application.
- Intent is to bring a draft policy to April TC/ PB meetings with goal of May approval.

Local Control Plan

- Ensures compliance for MVP programming of TAP funds consistent with FHWA, so that these can be local decisions, not at state level.
- TAP funds (Transportation Alternatives Program) – can be used for bike/ped, Safe Routes to school, other safety activities
- Current TAP funds (with carry forward) \$936k
- Moving forward, anticipating about \$400k annually.
- TAP funds are based on population
- Similar to Complete Streets – will bring draft forward for review by TC/ PB in April with finalization in May.
- DOT prepared draft with a contractor so MVP lift is limited to adjusting to the specifics for MVP.

9. Transit Update

- Special Transit Public Meeting: March 12th, 5:30-7:00 pm Wasilla Senior Center
- Virtual Special Transit Public Meeting March 24th, 12:00-1:30 pm Zoom

10. Other Issues

- a. Letter from SOA Chief Assistant Attorney General Sean Lynch to FHWA- Addressing MPO Authority
- b. Technical Committee At-large Seat Vacancy
 - Transit Advocate

11. Informational Items

- a. Alaska DOT&PF Vision for Investment in the Growth of Commerce, Energy and Sustainable Growth in Southcentral Alaska
- b. Meadow Lakes Community Council MTP project recommendation
- c. MVP Funding Flyer
- d. MVP Program of Projects Map



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12. Policy Board Comments

13. Adjournment

Meeting is adjourned at 3:05 pm. Topics under categories 10, 11, 12 will be moved to April meeting.

Next Scheduled MPO Policy Board Meeting – April 22nd, from 1:30 pm to 3:00 p.m. to be held via Microsoft TEAMS and at the Alaska DOT Mat-Su District Office at 500 S Seward Meridian Pkwy, Wasilla, Alaska.