



POLICY COMMITTEE

Council Chambers, City Hall, 800 Cushman Street, Fairbanks, AK

Meeting Minutes – January 18, 2017

1. Call to Order

Mr. Lawrence explained that both Mayor Ward, the Chair and Mayor Kassel, the Vice Chair were absent from the meeting and a motion was needed to nominate someone to chair the meeting.

Motion: To nominate Van Lawrence to chair the meeting. (Williams/Meeks).

Discussion: No further discussion.

Vote on Motion: None opposed. Approved.

Mr. Lawrence called the meeting to order at 12:00 p.m.

2. Introduction of Members and Attendees

Attendee

*Bryce Ward, Chair (Absent)

*Jim Williams for Karl Kassel, Vice Chair

*Michael Meeks for Jim Matherly

*Ryan Anderson

*Van Lawrence

*Jackson Fox for Jerry Cleworth

*Denise Koch (via telephone)

**+Donna Gardino

**Alicia Stevens

**Deborah Todd

**Margaret Carpenter

+Lee Borden

Kellen Spillman

**FMATS Policy Committee Members, **FMATS Staff Members, +FMATS Technical Committee Members*

Representative Organization

Mayor, City of North Pole

Mayor, Fairbanks North Star Borough

Mayor, City of Fairbanks

Director, DOT&PF, Northern Region

FNSB Assembly

City Council, City of Fairbanks

DEC, Division of Air Quality

FMATS MPO Coordinator

FMATS Transportation Planner

FMATS Administrative Assistant

DOT&PF Planning

DEC Air Quality

FNSB Planning

3. Public Comment Period (3 minute limit)

Ms. Gardino read a letter that she had received from David van den Berg, Executive Director of the Downtown Association addressed to Mayor Ward regarding the Cushman Street Bridge project and voicing their support for the project and their desire for clearance under the bridge, bicycle and pedestrian facilities, realigning the lanes and providing a right hand turn lane from 1st Avenue to the bridge.

4. Approval of the January 18, 2017 Agenda

Motion: To approve the January 18, 2017 Agenda. (Williams/Fox).

Discussion: No further discussion.

Vote on Motion: None opposed. Approved.

5. Approval of the December 21, 2016 and January 4, 2017 Meeting Minutes

Motion: To approve the December 21, 2016 and January 4, 2017 meeting minutes. (Meeks/Anderson).

Discussion: No further discussion.

Vote on Motion: None opposed. Approved.

6. Committee Reports

a. Coordinator's Office Report and Technical Committee Action Items

Ms. Gardino provided information and highlights for all meetings, briefings, conferences, seminars, open houses, workshops, presentations, forums, and field trips she or FMATS staff had attended or participated in since the last meeting.

b. Coordinator's Office Reorganization Update

Ms. Gardino stated that she had drafted a Scope of Services for the Coordinator's Office Transition Plan which was included in the Draft TIP and once that TIP was approved, they could move forward with the transition plan.

7. Old Business

a. FMATS 2017-2020 TIP Public Review Draft Update

Ms. Gardino stated that a meeting had been scheduled with the DOT to review how she had used the Advance Construct and Illustrative financing tools in the TIP to make sure that she was doing it correctly, but that meeting had been cancelled. Ms. Gardino stated that she had also spoken with FHWA and FTA about using the Advance Construct funding and how it was supposed to be shown in the TIP. Ms. Gardino states that the Cushman Street Bridge project might be a good candidate for using AC. As an update for what's starting this year: College Road Bus Pullouts, Stage III Sign Replacement project, Gillam Way is moving along schedule, the Lathrop Street Extension project, McGrath Road Project, PEL Study for the Minnie Street Corridor, North Pole Streetlight Standardization and the Old Richardson highway Intersection Improvements project. The Tanana Loop and South Chandalar Drive project is moving forward and the Yankovich/Miller Hill project is expecting to have an Open House by DOT soon. Airport Way beautification project will get underway and Birch Hill is supposed to obligate for construction this year. Initiating the Chena River Walk project, funding for three transit buses, the Wembley Avenue project is moving along with an Open House on January 30th. Mr. Meeks asks what the right of way issue is on Birch Hill. Mr. Anderson stated that there are four landowners that are unresponsive or they are not comfortable that they will say yes and that other options are needed in case those landowners do not sign. He states that this was a community project that was brought forward and that they would like the community to help with those landowners and for everyone to work together to figure out how to proceed. Mr. Lawrence asked Ms. Gardino what AC stands for. Ms. Gardino states that AC stands for Advance Construction. She states that it is a tool that can be used to borrow money from the next year and allows flexibility to projects and programs without using an Amendment or Administrative Modification.

b. FMATS Public Participation Plan Public Comments and Approval (Action Item)

Ms. Gardino stated that the Public Participation Plan had gone out for a 45-day public comment period and explained the comments that were received and the resulting changes that had been made to address them. The first comment was to remove the word "citizen" in the plan and that the Technical Committee decide that the word should be replaced or to include a definition in the Plan and that they left the decision up to Staff who removed the word. The second comment was a concern about not being notified about public meetings and

that the comment was passed along to DOT for their FMATS project open houses. The second comment included a concern about the visualization techniques that are used at meetings to make it easier for the public to understand what the project will look like. The third comment was to include a section on the Public Comment Period which was requested at the last Policy Committee Meeting. Ms. Gardino also states that the format of the Agenda will change.

Motion: To approve the FMATS Public Participation Plan as presented. (Fox/Meeks).

Discussion: No further discussion

Vote on Motion: None opposed. Approved.

c. FMATS Bylaws Update (Action Item)

Ms. Gardino explained the specific revisions that had been made to the Bylaws. She states that there is a Resolution for the Bylaws. Another change is the length of the Public Comment period is now up to the chair. A conflict of interest sentence was added to reflect the Borough code. Ms. Gardino stated that the recommendation from the Technical Committee had been to approve the Bylaws as presented once they figured out what they wanted to do with the personal interest paragraph.

Motion: To approve Resolution 2017-01, in support of the Updated FMATS Policy Board Bylaws, as presented. (Williams/Meeks).

Discussion: Mr. Meeks stated that the personal interest paragraph should remain in there so that the Chair knew about it and could make a decision.

Mr. Williams stated that after discussions with Mayor Kassel they had agreed that they needed to be fully transparent when it came to personal interest, but thought that the paragraph was not broad enough and that personal interest was redundant in this case with financial interest.

Mr. Lawrence stated that his initial reaction was that it this was not an accurate statement of what the Code of Ethics stated and asked Mr. Williams whether they had checked the code to see if it was verbatim.

Ms. Gardino stated that the intent had been to take the code directly from the Borough Code of Ethics and she had worded it incorrectly.

Mr. Lawrence noted that the Borough Code referred to financial interest and not personal interest.

Amendment to the Motion: Modify Article IX, Section 2, as displayed on the screen: "Conflict of interest shall mean every member shall vote on all questions unless he has a direct or substantial indirect financial interest in the matter being discussed." (Williams/Anderson).

Discussion: Mr. Meeks stated that it appeared that the personal interest was completely removed and wondered if they needed to be concerned about that. Mr. Lawrence stated that the problem with leaving personal interest in was that it was not referred to anywhere else in Section 2 and if they were to leave it in, they needed to define it.

Amendment to the Motion: Add "or personal" after financial. (Fox/Williams).

Discussion: Mr. Anderson stated that he did not disagree with adding "personal interest" in the first statement, but under the definition of "personal

interest", any "interest arising from blood or marriage", was a broad statement and might need to be revised.

Mr. Meeks states that this will take care of his concerns.

Vote on Amendment to the Motion: None opposed. Approved.

Vote on Amendment to the Motion: None opposed. Approved.

Amendment to the Motion: Under Personal Interest, add "direct or substantial indirect" after "any" in the first line. (Anderson/Meeks).

Discussion: Mr. Williams stated he thought that loosened that up just enough so that the Chair of the Policy Committee could make the decision of whether it was a conflict of interest or not.

Vote on Amendment to the Motion: None opposed. Approved.

Amendment to the Motion: Modify Article IX, Section 3, last sentence: Change "themselves" to "himself". (Fox/Williams).

Discussion: No further discussion.

Vote on Amendment to the Motion: None opposed. Approved.

Amended Motion: To approve the FMATS Bylaws, as amended.

Discussion: No further discussion.

Vote on Motion: None opposed. Approved.

8. New Business

a. Title VI Implementation Plan Draft

Ms. Gardino explained that FMATS had their annual audit and it was requested by the Civil Rights Office that they come up with an FMATS Title VI Implementation Plan. Ms. Gardino stated that FMATS had developed a Limited English Proficiency Plan and installed Google Translate on their website to assist them in better reaching the public. Ms. Gardino asked that the Committee review the plan and that they will see it next month in hopes to release it for a 45-day public comment period.

b. FMATS Improvement Program FFY14 Phase 2 Increase (Action Item)

Ms. Gardino stated that she had received a request from the DOT about \$7,634.00 in timesheets that had errored out for this project from July 1 to September 1, 2015. Ms. Gardino explained that this was dated and had been a result of the implementation of the State's new accounting system called IRIS which did not process Capital Project charges and that required a modification to the system to allow DOT to actually post charges to a particular project. Ms. Gardino stated that the modification was not available until February 2016 which resulted in a huge backlog of timesheets that had to be entered into the system. Ms. Gardino stated that DOT had just learned of this in November of 2016 which was the reason that it appeared in January 2017.

Motion: To approve the \$7,634.00 in erred timesheets for the FFY14 FMATS Improvement Program, Phase 2, using CTP funds. (Anderson/Fox).

Discussion: No further discussion.

Vote on Motion: None opposed. Approved.

c. FMATS TIP Program Table Policy Update (Action Item)

Ms. Gardino explained that at the previous meeting it had been decided that the FMATS Sidewalk Improvement Program projects did not need to be scored, so corrections were made to make the policy more consistent.

Motion: To modify Policy No. 3, TIP Funding Tables, as presented.
(Fox/Williams).

Discussion: No further discussion.

Vote on Motion: None opposed. Approved.

d. Cushman Street Bridge Recommendation (Action Item)

Ms. Gardino explained that the Cushman Street Bridge project had been around since the 80's and did not move forward to construction during the Illinois Street Reconstruction project due to funding. Ms. Gardino stated that the bridge had been considered structurally deficient but was reduced from four to three lanes, and with the reduction in traffic volumes, it was no longer considered functionally obsolete or structurally deficient. Ms. Gardino stated that the bridge was 54 years old and the decision was whether to rehabilitate or reconstruct the bridge. Ms. Gardino stated that the clearance would be decreased from the current 10 feet to 8 feet with a new bridge. Ms. Gardino stated that the recommendation from the Technical Committee was to rehabilitate the Cushman Street Bridge. Mr. Meeks asks if there is any structural damage to the bridge right now. Mr. Anderson confirmed that there is not. Mr. Lawrence asked if replacing the bridge would be the same height as the Barnette Street Bridge. Mr. Anderson states that height is constrained in location and that there won't be a substantial grade change. He states that bulb-tee bridges have a deeper depth for girders so there will be less clearance for the path if it is replaced unless you pay \$2 Million more for a steel bridge. Ms. Gardino states that the Barnette Street Bridge is the pinch point.

Motion: To set the scope of the Cushman Street Bridge Project as a rehabilitation project. (Fox/Meeks).

Discussion: Mr. Fox stated that with the bridge being neither structurally deficient nor functionally obsolete, there really was not a good trigger to proceed with replacement of the bridge and would prefer that they focus that funding on other projects. Mr. Meeks stated that he concurred with Mr. Fox.

Mr. Anderson stated that the Wendell Street Bridge project was still on pause and they were waiting for further instruction to keep going on that GO Bond funded project. Mr. Lawrence asked Mr. Anderson whether they would do both bridge projects at the same time. Mr. Anderson stated that he could not say for certain, but thought that DOT would look at traffic patterns and schedule it so that should not happen.

Vote on Motion: None opposed. Approved.

e. Transfer Design Funding for Lathrop Street Extension to Western Federal Lands (Action Item)

Ms. Gardino stated that the map on page 135 of the meeting packet depicted the area covered by the Borough grant request submitted to Western Federal Lands. Ms. Gardino explained that it would require FMATS to submit a letter to Western Federal Lands requesting approval that the funding be transferred to them for the portion of this project that is included in the MPO Boundary.

Mr. Williams stated that the Borough was looking to this project to allow access to the Tanana Lakes Recreation Area to divert some of the traffic to the

west side of the park and improve access to the Tanana River. Mr. Williams stated that doing that streamlined the Borough's process.

Ms. Gardino stated that in the Master Plan, Lathrop Street was planned to be the primary entrance into the Tanana Lakes Recreation Area.

Motion: To transfer the FFY17 federal funding totaling \$289,300 from the Lathrop Street Extension project to Western Federal Lands for the same project. (Williams/Anderson).

Discussion: No further discussion.

Vote on Motion: None opposed. Approved.

f. Serious Non-Attainment Area Consent Decree Comments (Action Item)

Ms. Gardino explained that this Consent Decree came out January 3, 2016 and established deadlines for EPA to take specified actions by April 28, 2017 to determine whether they met the 24 hour standard and deferred to Ms. Koch for an explanation from the DEC perspective.

Ms. Koch stated that this notice was slightly different from the Federal Register Notice that was previously discussed at the Special Policy Committee meeting. Ms. Koch stated that this Federal Register Notice was about scheduling, to establish a deadline as to whether or not the Fairbanks North Star Borough was a Serious Non-Attainment Area, in response to litigation. Ms. Koch stated that DEC has decided not to comment on this Federal Register Notice.

9. Public Comment Period (3 minute limit)

No public comment.

10. Other Issues

No other issues.

11. Informational Items

a. Obligations and Offsets

Ms. Gardino explained the obligations and offsets included in the meeting packet.

b. Performance Measures – Final Rules for Bridge, Pavement, Freight, and Emissions at: <https://www.fhwa.dot.gov/tpm/rule.cfm>.

Ms. Gardino stated that there are new final rules out and that each of them are over 300 pages. Ms. Gardino explains that she will be down in Juneau with AMATS and the DOT and FHWA to discuss how to discuss safety targets. Ms. Gardino stated that we have to address Total Emission Reductions for any project that is funded with CMAQ funding. Ms. Gardino also stated that CO2 emissions will be calculated using fuel sales and that it will be difficult to figure out how to calculate the emissions in the MPO boundary on the NHS system. Mr. Anderson asked if the NHS System has to be broken out separately. Ms. Gardino stated that we have to look at the Richardson Highway within the MPO Boundary and that we could establish a baseline off what the state sets.

12. Policy Committee Comments

- Ms. Koch stated that DEC was expecting EPA to make their final determination on the Moderate SIP and would publish that in the Federal Register on January 19, 2017. Ms. Koch stated that was a court deadline and she was cautiously optimistic that it would be approved and would forward that decision to Ms. Gardino to distribute to the rest of the group.

- Mr. Anderson commented that he would like to thank Ms. Stevens for putting the things up on the screen so they could see them and Mr. Lawrence for chairing the meeting.
- Mr. Lawrence stated that he concurred with Mr. Anderson that it helped a lot and thanked Ms. Stevens and hoped the cold snap ended soon.

13. Adjourn

Motion to adjourn. (Meeks/Williams). The meeting adjourned at 1:30 p.m. The next Policy Committee Meeting is scheduled Wednesday, February 15, 2017, at 12 p.m. in the Fairbanks City Hall, Council Chambers

Approved: _____



**Mayor Bryce Ward, Chair
FMATS Policy Committee**

Date: 2-18-17