



**TECHNICAL COMMITTEE**  
**Meeting Minutes – August 3, 2022**  
**Key Bank Building, 100 Cushman Street, Suite 205**  
**Zoom Meeting URL: <https://fastplanning.us/keepup/zoom/>**  
**Telephone Number: 1 (253) 215-8782, Meeting ID: 850-7889-8429**

**1. Call to Order**

Jackson Fox, Chair, called the meeting to order at 12:00 p.m.

**2. Introduction of Members and Attendee**

The following were present:

<b>Name</b>	<b>Representing</b>
*Jackson Fox, Chair	FAST Planning
*Olivia Lunsford, Vice Chair	FAST Planning
**Andrew Ackerman	City of Fairbanks Engineering
**Justin Burgess ( <b>absent</b> )	AES Transportation
**Randi Bailey for Judy Chapman	DOT&PF Planning
**Michelle Denton	FNSB Transportation
**Kate Dueber	Alaska Railroad Corporation
**Steven Hoke	ADEC Air Quality
**Kevin McKinley	FNSB Borough Planning Commission
**Bob Pristash	City of Fairbanks Engineering
**Lt. Mike Roberts ( <b>absent</b> )	Alaska State Troopers
**Sarah Schacher	DOT&PF Preconstruction
**Kellen Spillman	FNSB Community Planning
**RJ Stumpf	Fairbanks International Airport
**Jakob Theurich	UAF
**Danny Wallace	City of North Pole
**John Weinberger	Fort Wainwright
*Deborah Todd	FAST Planning
*Don Galligan	FNSB Community Planning
Kathryn Wenger	FHWA
Nick Czarnecki	DEC Air Quality
Jack Barnwell	Fairbanks Daily News-Miner
Peter Stern	Bicycle/Pedestrian Advisory Committee
Adam Moser	DOT&PF
* FAST PLANNING Staff members	
** FAST PLANNING Technical Committee members	

**3. Approval of the August 3, 2022 Agenda**

**Motion:** To approve the August 3, 2022 Technical Committee Agenda. (Hoke/Denton).

**Discussion:** No discussion.

**Vote on Motion:** None opposed. Approved

**4. Approval of the July 6, 2022 Meeting Minutes**

**Motion:** To approve the June 1, 2022 Meeting Minutes as presented.

(Ackerman/Denton)

**Discussion:** No discussion.

**Vote on Motion:** None opposed. Approved.

**5. Committee/Working Group Reports (including the Chair's Report)**

Mr. Fox noted the following update:

- Between the Technical Committee meeting on July 6 and the Policy Board meeting on July 20, the Borough discovered a need for additional funding for the Fairbanks North Star Borough's MACS Transit System compressed natural gas fueling station. Mr. Fox drafted a letter of support from FAST Planning that was passed by the Policy Board for the Borough to submit with their grant application.

**6. Public Comment Period (Non-Action Items)**

No public comment.

**7. Old Business**

**a. Draft FFY23-24 Unified Planning Work Program (UPWP) (Action Item)**

- ***Review of Public Comments Received and Consideration of Adopting Revised FFY23-24 UPWP***

Mr. Fox explained that the UPWP is the staff work plan for the next two years and it was released for public review and comment June 19-July 19, 2022. During the comment period, five comments were received, all from the Alaska Division Office of FHWA, and made revisions to the document shown in the meeting packet.

**Public Comment:** No public comment.

**Motion:** To recommend to the Policy Board to approve the FFY23-24 Unified Planning Work Program as presented. (Denton/McKinley).

**Discussion:** No discussion.

**Vote on Motion:** None opposed. Approved.

**b. FFY23-27 Transportation Improvement Program (TIP)**

- ***Call for Project Nominations & Applicant Workshop***

Mr. Fox explained the FFY23-27 Call for Project Nominations was now open through August 30, 2022. Mr. Fox explained that a workshop for the TIP development process was scheduled for Tuesday, August 9, 2022 from 12-2 pm and could be attended in-person and via Zoom. Mr. Fox explained that the link to the new FFY23-27 TIP Development webpage provided background on the development of the document and on how projects were nominated to FAST Planning with an opportunity to sign up for the Workshop to discuss the new project nominations. Mr. Fox explained that the Workshop is open to the public and any members of local government who wished to participate. Mr. Fox reminded the Technical Committee about the July 6, 2022 meeting discussion regarding the existing projects that took up the majority of Federal funding that were scheduled to go to construction in 2023-2026. Mr. Fox explained that they were seeking feedback on projects that were still unfunded such as the FAST Improvement Program and future phases of the North Pole Streetlight Standardization project. Mr. Fox explained that there are also a handful of "illustrative projects" that were ready to start should funding become available. Mr. Fox explained that over the past four years there had not been enough funding to initiate those projects. Mr. Fox explained that the Bike Lane Signing & Striping project is the highest scoring non-motorized project, and the Holmes Road Reconstruction project is the highest scoring motorized project. The UPWP listed a variety of Contingency Planning efforts as well that could be funded within the TIP and the price range was between \$100K-\$300K. Mr. Fox explained

that they would be looking for letters of support to initiate any of those planning studies over the next four years. Mr. Fox explained that the new TIP Template was included on Pages 39-42 of the meeting packet. Mr. Fox noted that Page 42 listed the amount of available funding for the next four years for new projects. Mr. Fox explained that there was not enough funding for any new projects, but there was enough funding for design starts. Mr. Fox explained that they were looking to 2027 and beyond for significant amounts of money to get projects funded for construction.

## 8. New Business

### a. North Pole Streetlights Standardization, Phase I – Project Increase (Action Item)

#### • **Consideration of Approval of \$287,271 Construction Phase Increase using FAST Planning Offset Funds to Award Project to Low Bidder**

Mr. Fox explained that the North Pole Streetlight Standardization Project, Phase I went out to bid and the low bid came in approximately \$300K higher than the Engineer's Estimate programmed in the TIP. Mr. Fox explained that he received an email from DOT requesting an additional \$287,271 from FAST Planning to cover that increase. Mr. Fox explained that a detailed report of the bid was included on Pages 44-50 of the meeting packet. Mr. Fox explained that there was sufficient Offset Funds available. Mr. Fox explained that based on the amount requested, it was within the Technical Committee's authority to approve this increase without having to go through the Policy Board for approval.

**Public Comment:** No public comment.

**Motion:** To approve a construction phase increase in the amount of \$287,271 for the North Pole Streetlights Standardization Project using FAST Planning offset funds. (Spillman/Denton),

**Discussion:** Mr. Weinberger asked Mr. Fox how much offset funding was currently available.

Mr. Fox explained that there was currently \$800,000 in offset funding available until September 30, 2022.

**Vote on Motion:** None opposed. Approved.

### b. 2023 Safety Performance Measure Targets (Action Item)

#### • **Consideration of Supporting 2023 Safety Targets Adopted by DOT&PF**

Mr. Fox explained that the State of Alaska DOT&PF adopted their new safety performance measure targets for fatalities and serious injuries. Mr. Fox explained that FAST Planning participated in the meetings where the five-year rolling averages for fatalities and serious injuries statewide were discussed and the targets were developed based on those averages. Mr. Fox noted that during the process, they found out that FHWA determined that DOT did not make significant progress towards the 2020 targets that were adopted and are now subject to penalties. Mr. Fox explained that the FHWA will be restricting DOT's federal funding request capability and was requesting that the State submit and implement a new Highway Safety Improvement Program Plan. Mr. Fox explained that each year the State adopts these targets and, as an MPO, FAST Planning must either support those targets or create targets specifically for our area. Mr. Fox explained that since our fatalities were extremely low, FAST Planning has never adopted their own targets. Mr. Fox displayed a table of how the targets

from 2018-2022 had changed over time. Mr. Fox explained that Anchorage serious injury/fatality rate was high, so they were developing their own targets.

**Public Comment:** Mr. Stern asked if there were restrictions on the HSIP funds and how that affected projects currently in the TIP for future funding based on more restrictions being put in.

Mr. Fox explained that this penalty to the State DOT would not affect the TIP projects. It restricted the flexibility for the HSIP dollars that are available Statewide. His guess was that the funds would be diverted to the Anchorage area where the accidents/fatalities were highest.

Mr. Stern asked if we were using that money to fund some of these projects.

Mr. Fox stated that Mr. Stern was correct and that might mean that there would be less funds available to Fairbanks and North Pole.

**Motion:** To recommend to the Policy Board to support the State's 2023 Safety Performance Measure Targets. (Pristash/Weinberger).

**Discussion:** Mr. Spillman stated that he was going to support the motion, but it seemed like they were just rubber stamping these every year and it did not have much bearing on what was happening locally. Mr. Spillman stated that he thought we needed to support the motion this year but next year we should sit down and try to get a good idea of what the baseline is for our own MPO and how we are doing locally rather than just these blanket targets because he believed that Anchorage was really driving those up. Mr. Spillman stated that he would like to see us setting our own targets next year.

Mr. Weinberger stated that in 2020 the target was 400 and it seemed to be getting tighter, so it seemed to be harder to achieve these standards and it just seemed they were always getting tighter. Mr. Weinberger stated that this duplicates 2022 and is rubber stamping last year's count.

Mr. Fox stated that as a starting point, DOT looks at a five-year rolling average of what has occurred. So over five years, if they had average 350 serious injuries, they try to set the target just below that and try to reduce the number of serious injuries. Mr. Fox explained that it can also be weather related.

Mr. Pristash stated that it was worth it to try to develop our own goals, but we did not have the data or time at this point to do that, Mr. Pristash stated that adopting the State's targets this year and then working toward developing something better next year was probably appropriate.

**Vote on Motion:** None opposed. Approved.

c. **FAST Planning FFY23 Office Budget (Action Item)**

Mr. Fox explained the FFY23 FAST Planning Office Budget included in the meeting packet was put together to match the work outlined in the Unified Planning Work Program. Mr. Fox explained the this represented an increase in the budget primarily due to the addition of a new employee that would be focused on Transit. Mr. Fox explained the line item increases by category for salary, leasing additional office space across the hall, payroll services, auto insurance, additional IT work related to the new employee, memberships and dues, advertising, training, travel, the new COLA increase of 7.4% based on the CPI, the purchase of a drone for staff use, and the undesignated fund account.

Mr. Fox then recapped how each amount in the new budget was calculated.

**Public Comment:** No public comment.

**Motion:** To recommend to the Policy Board to approve the FAST Planning FFY23 Office Budget. (Pristash/Bailey).

**Discussion:** Mr. Pristash stated that the increase from 22-23 was about 45% and asked Mr. Fox if that was correct.

Mr. Fox stated that Mr. Pristash was correct, and it was over a \$200K increase. Mr. Pristash stated that it was a shocking increase for one year and asked if this was the best time to add a new Planner.

Mr. Fox explained that the new position was to perform MACS Transit work for the Borough and there is Federal funding from to fully cover the new position and the indirect costs associated with it.

Mr. Pristash asked Mr. Fox if this was additional funding we were getting from the Federal Government.

Mr. Fox explained that Mr. Pristash was correct.

Mr. Weinberg asked if the additional federal funding covered the additional salary and office space.

Mr. Fox explained that it would cover the position, additional office space, computer, benefits, and everything else.

**Vote on Motion:** None opposed. Approved.

#### 9. Other Issues

No other issues.

#### 10. Informational Items

##### a. STIP Amendment #4-Available for Public Comment Through August 15, 2022

The State of Alaska DOT published STIP Amendment #4, and it is available for public comment through August 15, 2022.

##### b. Infrastructure Investment & Jobs Act (IIJA) Update

Mr. Fox provided an update of the IIJA funding opportunities that are available to Alaska.

##### c. Obligations and Offsets

Mr. Fox explained the obligations and offsets included in the meeting packet.

#### 11. Technical Committee Member Comments

- Mr. Hoke commented that it was his last Technical Committee meeting on behalf of the State, and he wanted to say it was a pleasure working with all of them over the past years and it had been great. Mr. Hoke added that he looked forward to working with them in a different capacity.
- Mr. Ackerman commented that this was also his last Technical Committee meeting serving as a representative from the City of Fairbanks. Mr. Ackerman commented that it had been his pleasure working with all of them and wanted to commend FAST Planning for all the critical work that was being done and wish them all the best.

#### 12. Adjournment

**Motion to Adjourn:** (Denton/Weinberger). The meeting adjourned at 1:31 p.m. The next Technical Committee meeting is Wednesday, September 7, 2022.

Approved: \_\_\_\_\_

Jackson Fox, Chair

FAST Planning Technical Committee

Date: \_\_\_\_\_

9/7/22