

ITEM #: 1
DATE: 01-23-24
DEPT: AAMPO

TRANSPORTATION POLICY COMMITTEE ACTION FORM

SUBJECT: ANNUAL SELF-CERTIFICATION FOR FY 2025

BACKGROUND:

Pursuant to federal regulations, each Metropolitan Planning Organization (MPO) must self-certify that its transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements.

In the last Ames Area MPO process review by the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA), **a joint report was issued finding that the transportation planning activities of AAMPO are being carried out in accordance with federal regulations, policies, and procedures.**

ALTERNATIVES:

1. Certify that the AAMPO's transportation planning process is being conducted in accordance with all applicable requirements.
2. Do not certify compliance with the applicable requirements. However, this alternative would result in a loss of access to federal funding.

MPO DIRECTOR'S RECOMMENDED ACTION:

In the previous joint review, the Federal Transit Administration and Federal Highway Administration determined that the Ames Area MPO was carrying out its transportation planning activities in accordance with federal regulations, policies, and procedures. MPO staff also continuously reviews MPO processes for compliance with federal regulations. Therefore, it is the recommendation of the MPO Director that the Transportation Policy Committee adopt Alternative No. 1, as noted above.

ITEM #: 2
DATE: 01-23-24
DEPT: AAMPO

TRANSPORTATION POLICY COMMITTEE ACTION FORM

SUBJECT: CIRTPA REPRESENTATIVES

BACKGROUND:

Each year the Transportation Policy Committee appoints representatives and alternate representatives to the Central Iowa Regional Transportation Planning Alliance's (CIRTPA's) two committees – the Transportation Policy Committee (TPC) and the Transportation Technical Committee (TTC). Since the AAMPO is an advisory member of CIRTPA, these are non-voting positions.

It is recommended that the AAMPO's designated representatives for 2024 be as follows:

- CIRTPA TPC Representative: Kyle Thompson, Transportation Planner
- CIRTPA TPC Alternate Representative: Damion Pregitzer, Traffic Engineer

- CIRTPA TTC Representative: Kyle Thompson, Transportation Planner
- CIRTPA TTC Alternate Representative: Damion Pregitzer, Traffic Engineer

ALTERNATIVES:

1. Appoint the individuals named above to their respective roles representing the AAMPO on CIRTPA's committees.

2. Designate other individuals to represent the AAMPO on CIRTPA's committees.

MPO DIRECTOR'S RECOMMENDED ACTION:

The individuals named above have successfully served as the AAMPO's representatives on CIRTPA's committees for the past four years. Therefore, it is the recommendation of the MPO Director that the Transportation Policy Committee adopt Alternative No. 1, as noted above.

TRANSPORTATION POLICY COMMITTEE ACTION FORM

SUBJECT: ROADWAY SAFETY TARGETS

BACKGROUND:

The Iowa Department of Transportation submitted its State Highway Safety Improvement Program (HSIP) annual report to the Federal Highway Administration on August 31, 2023. Included in this report are the State’s 2020-2024 roadway safety targets for the performance measures established in [23 § 490.207](#). The table below shows these targets:

Performance Measure	Five-Year Rolling Averages	
	2018-2022 Baseline	2020-2024 Target
Number of Fatalities	338.6	352.6
Fatality Rate*	1.036	1.080
Number of Serious Injuries	1,363.2	1,419.8
Serious Injury Rate*	4.166	4.344
Non-Motorized Fatalities and Serious Injuries	136.4	138.2

* Rates are per 100 million vehicle miles traveled (VMT)

Attached is the Iowa Department of Transportation’s methodology for the development of these roadway safety targets. One key change from the previous target setting methodology is switching to the use of an 85% confidence level (meaning that there would be 85% confidence that the actual number of fatalities and injuries would be lower than the targets) instead of the previously used 75% confidence level. **In summary, a higher confidence level constitutes a “more conservative” target, which is a major reason why the 2020-2024 targets show an increase from the 2018-2022 baseline.**

Each MPO is required to establish 2020-2024 roadway safety targets within 180 days of the State. Since the HSIP report and included targets were submitted to FHWA on August 31, 2023, **the MPO’s deadline to establish roadway safety targets is February 27, 2024.** MPOs can either choose to support the State’s target or set their own quantifiable targets in a process approved by the Iowa DOT. Previously, the AAMPO Policy Committee has always chosen to support the IDOT’s targets.

These performance measures apply to all public roadways within the Ames Area MPO, regardless of classification or ownership. Upon approving roadway safety measures, the Ames Area MPO will need to reflect the performance measures and targets in all future Metropolitan Transportation Plans and Transportation Improvement Programs. **Each update to the Metropolitan Transportation Plan will report system performance measure progress towards achieving these targets.** The Transportation Improvement Programs will be required to describe how implementation of the TIP anticipates making progress towards achieving the targets.

ALTERNATIVES:

1. Support the roadway safety targets established by the Iowa Department of Transportation in coordination with Iowa MPOs.
2. Direct the AAMPO to set its own quantifiable targets for the roadway safety performance measures in coordination with the Iowa Department of Transportation.

MPO DIRECTOR'S RECOMMENDED ACTION:

The Iowa DOT developed these roadway safety targets in coordination with all the Iowa MPOs. On January 11, 2024, the AAMPO Transportation Technical Committee unanimously recommended supporting the state's targets. Therefore, it is the recommendation of the MPO Director that the Transportation Policy Committee adopt Alternative No. 1, as noted above.

ATTACHMENT(S):

[Roadway Safety Target Methodology.pdf](#)

Iowa DOT FHWA 2024 Safety Targets

August 2023

In March 2023, the Iowa DOT began the process of reviewing data to set performance targets for the five safety performance measures required by FHWA in 23 CFR 490 (also referred to as “PM1”). For the safety area, these targets are required to be five-year rolling averages and must be set annually. The five required measures are:

1. Number of fatalities
2. Rate of fatalities per 100 million vehicle miles traveled (VMT)
3. Number of serious injuries
4. Rate of serious injuries per 100 million VMT
5. Number of non-motorized fatalities and non-motorized serious injuries

These targets must be set as five-year rolling averages for 2020-2024 and will be submitted as part of the State’s Highway Safety Improvement Program (HSIP) annual report, due August 31, 2023. The first round of target setting for these measures occurred in 2017, and the same approach has been used each year since. Because of the relatively short-term nature of the targets, the methodology being utilized focuses on historical information and creates a forecast based on trends. The approach relies on the use of prediction intervals around the trend model forecast to inform a “risk-based” target setting method.

A prediction interval is defined as: “In statistical inference, specifically predictive inference, a prediction interval is an estimate of an interval in which future observations will fall, with a certain probability, given what has already been observed.”¹ A prediction interval approach enables a focus on the acceptable risk of meeting, or failing to meet a target, which allows stakeholders at all levels of the organization to understand the targets in better context. Since 2017, the safety targets working group has annually evaluated several prediction intervals and, in the past, recommended a prediction interval of 75%. This year, due to a re-evaluation of consequences, management agreed with the recommendation to use an 85% confidence level for target setting, meaning that there would be 85% confidence that the actual number of fatalities and injuries would be lower than the targets.

For each measure, a time-series model was developed. An integrated moving average (IMA) model has been used since 2017. The following pages show the model’s output and predictions at various confidence levels for each measure. This helps illustrate the level of risk associated with various confidence levels, as well as the fact that higher confidence levels lead to more conservative targets. The final page shows the 2020-2024 safety targets.

The safety data used in the forecast can be obtained from the Iowa Crash Analysis Tool (ICAT, <https://icat.iowadot.gov/>) and Motor Vehicle Division daily fatality count (<https://www.iowadot.gov/mvd/stats/daily.pdf>).

¹ https://en.wikipedia.org/wiki/Prediction_interval, 2019-May-02

Measure 1: Number of fatalities

Figure 1 shows the historical series (black line), the integrated moving average (IMA) model (red line), the model's forecast values (black dots), and a set of prediction interval (PI) bounds (blue lines). The blue lines shown in this figure correspond to the 85% confidence level used for targets. Table 1 shows fatalities from 2020-2022, the model's forecast of fatalities for 2023 and 2024, and the upper prediction interval value at different confidence levels.

Figure 1: IMA model and forecast for annual fatalities

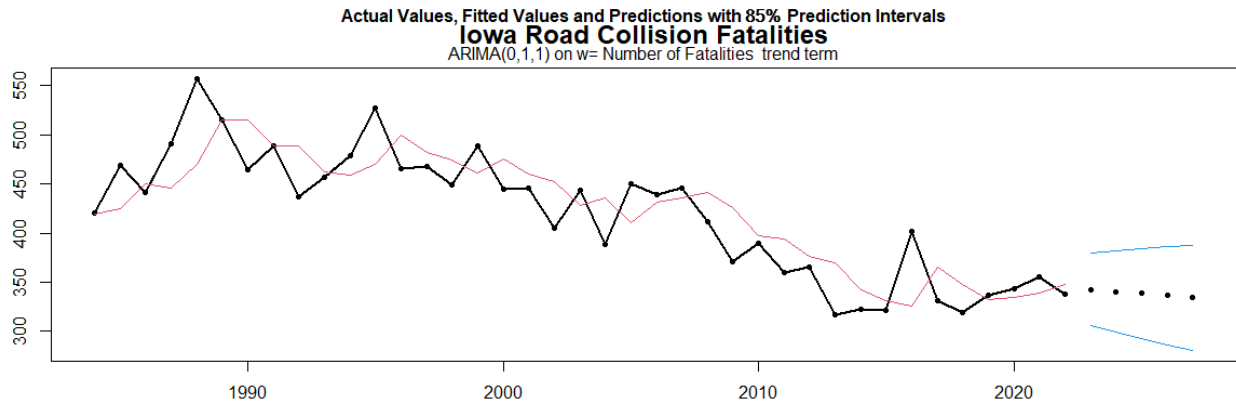


Table 1: Historical and forecast road fatalities with upper prediction values at selected probability levels

Year	Fatalities	Forecast	Prediction Interval – Confidence Level				
			70%	75%	80%	85%	97.5%
2020	343						
2021	356						
2022	338						
2023		343	362	367	373	380	413
2024		341	362	368	375	383	420
5-Year Rolling Average Target		344.2	348.4	349.6	351.0	352.6	360.0

To be 85% confident of the 2024 target value, the five-year rolling average target for 2020-2024 would be set by averaging:

- The number of fatalities for 2020 (343), 2021 (356), and 2022 (338)
- The forecast value of 343 for 2023
- The 85% PI value of 383 for 2024

The five-year rolling average target for fatalities is presented in Table 1 and all targets are presented in Table 7.

Measure 2: Fatalities per hundred million vehicle miles traveled

This measure is a rate conversion, using the forecast developed for Measure 1 and the estimated VMT for the forecast period. The forecast values of VMT were provided by the Systems Planning Bureau using their preferred methodology, linear ETS, which is an exponential smoothing approach. The linear ETS method provides the most reasonable results and adjusts for seasonality or fluctuations in the data. The annual VMT forecast by this method for 2024 is expected to be 33.5 billion (33,503,000,000).

Table 2: Historical and forecast road fatality rates and forecast values at selected probability levels

Year	Fatalities	HMVMT	Fatality Rate*	Forecast	Prediction Interval – Confidence Level				
					70%	75%	80%	85%	97.5%
2020	343	298.82	1.148						
2021	356	333.84	1.066						
2022	338	332.66	1.016						
2023	343	333.85		1.027	1.084	1.099	1.117	1.138	1.237
2024	341**	335.03		1.018	1.081	1.098	1.119	1.143	1.254
5-Year Rolling Average Target				1.055	1.068	1.071	1.075	1.080	1.102

*Per Hundred Million Vehicle Miles Traveled (HMVMT).

**2024 fatalities value based on forecast value, not 85% prediction interval value, which is applied to the rate.

To be 85% confident of the 2024 target value, the five-year rolling average target for 2020-2024 would be set by averaging:

- The fatality rates for 2020 (1.148), 2021 (1.066), and 2022 (1.016)
- The forecast value of 1.027 for 2023
- The 85% PI value of 1.143 for 2024

The five-year rolling average target for fatality rate is presented in Table 2 and all targets are presented in Table 7.

Measure 3: Number of serious injuries

The figure below shows the historical series (black line), the model (red line), the model’s forecast values (black dots), and a set of prediction interval bounds (blue lines) for the number of serious injuries resulting from collisions. In this case, due to a discontinuity between 2000 and 2001, the model is constructed using only data from 2001 and later.

Figure 3: IMA model and forecast for serious injuries

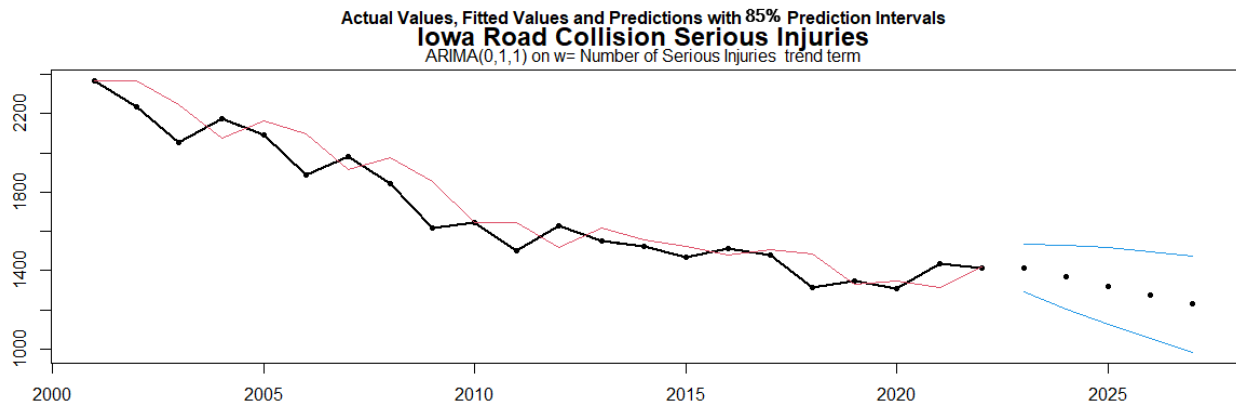


Table 3: Historical and forecast road serious injuries and forecast upper prediction values at selected probability levels

Year	Serious Injuries	Forecast	Prediction Interval – Confidence Level				
			70%	75%	80%	85%	97.5%
2020	1,308						
2021	1,435						
2022	1,412						
2023		1,414	1,475	1,492	1,512	1,535	1,642
2024		1,368	1,450	1,473	1,499	1,530	1,674
5-Year Rolling Average Target		1,387.4	1,403.8	1,408.4	1,413.6	1,419.8	1,448.6

To be 85% confident of the 2024 target value, the five-year rolling average target for 2020-2024 would be set by averaging:

- The number of serious injuries for 2020 (1,308), 2021 (1,435), and 2022 (1,412)
- The forecast value of 1,414 for 2023
- The 85% PI value of 1,530 for 2024

The five-year rolling average target for serious injuries is presented in Table 3 and all targets are presented in Table 7.

Measure 4: Serious injury rate per hundred million vehicle miles traveled

This measure is a rate conversion, using the forecast developed for Measure 3 and the estimated VMT for the forecast period. The forecast values of VMT were provided by the Systems Planning Bureau using their preferred methodology, linear ETS, which is an exponential smoothing approach. The linear ETS method provides the most reasonable results and adjusts for seasonality or fluctuations in the data. The annual VMT forecast by this method for 2024 is expected to be 33.5 billion (33,503,000,000).

Table 4: Historical and forecast road serious Injury rates and forecast values at selected probability levels

Year	Serious Injuries	HMVMT	Serious Injury Rate*	Forecast	Prediction Interval – Confidence Level				
					70%	75%	80%	85%	97.5%
2020	1,308	298.82	4.377						
2021	1,435	333.84	4.298						
2022	1,412	332.66	4.245						
2023	1,414	333.85		4.235	4.418	4.469	4.529	4.598	4.918
2024	1,368**	335.03		4.083	4.328	4.397	4.474	4.567	4.997
5-Year Rolling Average Target				4.248	4.297	4.310	4.326	4.344	4.430

*Per Hundred Million Vehicle Miles Traveled (HMVMT).

**2024 fatalities value based on forecast value, not 85% prediction interval value, which is applied to the rate.

To be 85% confident of the 2024 target value, the five-year rolling average target for 2020-2024 would be set by averaging:

- The serious injury rates for 2020 (4.377), 2021 (4.298), and 2022 (4.245)
- The forecast value of 4.235 for 2023
- The 85% PI value of 4.567 for 2024

The five-year rolling average target for serious injury rate is presented in Table 4 and all targets are presented in Table 7.

Measure 5: Number of non-motorized fatalities & serious injuries

The figure below shows the historical series (black line), the model (red line), the model's forecast values (black dots), and a set of prediction interval bounds (blue lines) for the number of non-motorized fatalities and serious injuries resulting from collisions with a vehicle. The model is constructed using all available data from 2013 and later.

Figure 5: IMA model and forecast for annual non-motorized fatalities and serious injuries

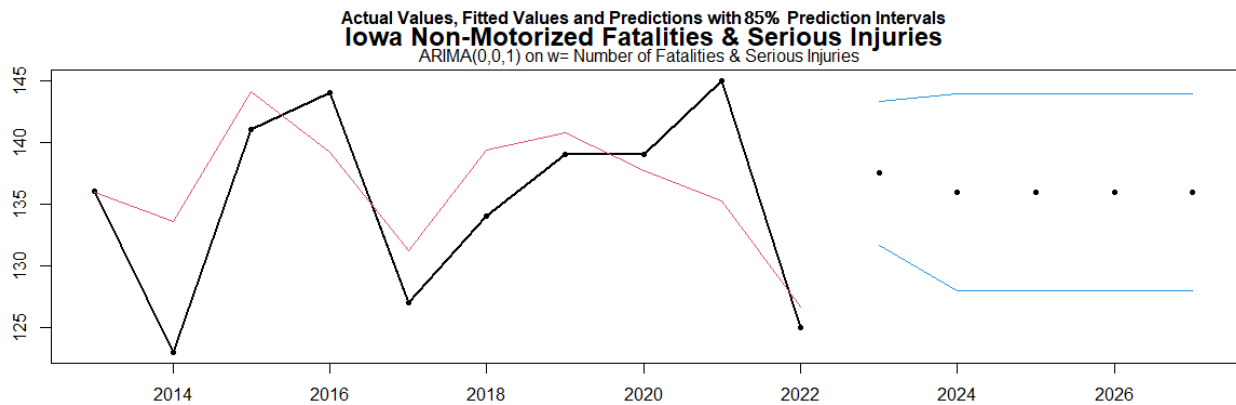


Table 5: Historical and forecast road non-motorized fatalities and serious injuries and forecast upper prediction values at selected probability levels

Year	Non-Motorized Fatalities and Serious Injuries	Forecast	Prediction Interval – Confidence Level				
			70%	75%	80%	85%	97.5%
2020	139						
2021	145						
2022	125						
2023		138	141	142	143	144	149
2024		136	140	142	143	144	151
5-Year Rolling Average Target		136.6	137.4	137.8	138	138.2	139.6

To be 85% confident of the 2024 target value, the five-year rolling average target for 2020-2024 would be set by averaging:

- The number of non-motorized fatalities and serious injuries for 2020 (139), 2021 (145), and 2022 (125)
- The forecast value of 138 for 2023
- The 85% PI value of 144 for 2024

The five-year rolling average target for non-motorized fatalities and serious injuries is presented in Table 5 and all targets are presented in Table 7.

Iowa DOT 2020-2024 safety targets

While the preceding forecasts were developed for each year, the targets are required to be set as five-year rolling averages, as crashes are subject to significant year-to-year variability. The following table gives the actual numbers of fatalities, serious injuries, non-motorized injuries and fatalities, and the vehicle miles traveled (VMT, in millions) for each respective year, which are the basis for the five-year rolling averages presented in Table 7.

Table 6: Annual data summary

Year	Fatalities	Fatality Rate	Serious Injuries	Serious Injury Rate	Non-motorized Serious Injuries and Fatalities	VMT
						(millions)
2013	317	1.005	1,545	4.898	136	31,542
2014	322	0.996	1,522	4.707	123	32,332
2015	321	0.970	1,471	4.443	141	33,109
2016	402	1.209	1,513	4.549	144	33,263
2017	332	0.984	1,480	4.385	127	33,751
2018	319	0.952	1,312	3.916	134	33,507
2019	337	0.998	1,349	3.994	139	33,779
2020	343	1.148	1,308	4.377	139	29,882
2021	356	1.066	1,435	4.298	145	33,384
2022	338	1.016	1,412	4.245	125	33,266

Table 7 shows the historical and predicted five-year rolling averages for the five targets. The highlighted numbers represent Iowa’s 2020-2024 safety targets.

Table 7: 5-year rolling average actuals and 2024 targets

Five-Year Rolling Averages					
Year	Fatalities	Serious Injuries	Non-motorized Serious Injuries and Fatalities	Fatalities per Hundred Million VMT	Serious Injuries per Hundred Million VMT
2013-17	338.8	1,506.2	134.2	1.033	4.596
2014-18	339.2	1,459.6	133.8	1.022	4.400
2015-19	342.2	1,425.0	137.0	1.022	4.257
2016-20	346.6	1,392.4	136.6	1.058	4.244
2017-21	337.2	1,376.8	136.8	1.030	4.194
2018-22	338.6	1,363.2	136.4	1.036	4.166
Forecast 85% prediction interval value					
2019-23	343.4	1,383.6	137.2	1.051	4.230
2020-24 targets	352.6	1,419.8	138.2	1.080	4.344

TRANSPORTATION POLICY COMMITTEE ACTION FORM

SUBJECT: **TRANSIT ASSET MANAGEMENT (TAM) TARGETS**

BACKGROUND:

Each year, CyRide develops a Transit Asset Management (TAM) Plan, as required by the Federal Transit Administration (FTA). This TAM Plan includes new performance targets for the next five-year period starting the following year. These targets are shown in the following table:

Class	Performance Target	2023 Target	2023 Year-End Results	2024	2025	2026	2027	2028
Rolling Stock 40'-60' Buses	% of fleet exceeds CyRide's ULB of 15 yrs.	27%	27%	27%	34%	30%	38%	31%
Rolling Stock Cutaways	% of fleet exceeds FTA ULB of 8 yrs.	0%	22%	0%	0%	0%	0%	0%
Equipment Shop Trucks	% of fleet exceeds CyRide's ULB of 10 yrs.	0%	0%	0%	0%	0%	0%	0%
Facilities Admin./Maint.Facility	% of facilities rated under 3.0 on TERM scale	0%	0%	0%	0%	0%	0%	0%
Facilities Ames Intermodal Facility	% of facilities rated under 3.0 on TERM scale	0%	0%	0%	0%	0%	0%	0%

CyRide provided the following information to the MPO pertaining to their TAM performance targets:

Review of FY 2023 Performance Targets:

- **Large Buses:** CyRide met its 27% FY 2023 target as projected. CyRide received 11 large buses over the past year including 8 diesel HD 40' buses, 2 battery-electric 40' buses and 1 articulated 60' bus. As a result, 22 of CyRide's total fleet of 83 large buses still exceed the ULB of 15 years at the end of FY 2023.
- **Cutaways:** CyRide did not meet its 0% FY 2023 target as desired. CyRide had planned on replacing 2 high-floor LD buses with 2 low-floor LD buses but had issues with the pricing of buses continually increasing this year. Bus manufacturers communicated with transit agencies that they could no longer guarantee the bid proposal prices offered in response to the state DOT's invitation for bid that Iowa transit agencies utilize to procure buses. Prices were renegotiated with the state and contracts between the state and bus manufacturers were adjusted as a result that Iowa transit agencies could procure buses from for their fleet replacement. The Iowa DOT then

allocated additional federal funding to transit agencies that held existing bus contracts to help agencies with their price shortfalls. Transit agencies were then required to identify additional local match for these federal funding increases. CyRide's low-floor light duty cutaways that originally cost \$170,000 are now going to cost \$213,000 resulting in a 25% price increase. As a result, two buses, or 22% of the fleet, remain past their ULB. These buses will be replaced by the end of FY 2024 with two low-floor cutaways, which have been ordered with an estimated delivery of May 2023.

- **Shop Trucks:** CyRide met its target of 0% of the fleet past the ULB for FY 2023, and no work was needed in FY 2023 within this asset category.

Performance Targets for FY 2024 – FY 2028:

- **Rolling Stock:** Within the rolling stock categories, CyRide intends to replace zero large buses and two cutaways in FY 2024, seven in FY 2025, and three in FY 2026. While funding has not been allocated yet, CyRide estimates that seven large buses will be replaced in FY 2027 and five in FY 2028 through the state DOT process. In total, CyRide anticipates replacing 22 large buses and 3 cutaways over the next five years. At the same time CyRide is replacing buses, an additional 25 large buses will reach the useful life benchmark threshold over the next five years, increasing the targets back to 31% by the end of this plan. Altogether, CyRide will add another twelve large buses past the ULB in 2025 and 13 in FY 2027. To lower out-year performance targets and not progress back up to 31%, CyRide anticipates that future requests for discretionary grant awards from FTA will be required.
- **Equipment:** No replacement of shop truck equipment will be necessary within the life of this TAM plan.
- **Facilities:** Facilities are rated on FTA's Transit Economic Requirements Model (TERM) Scale, with 5.0 as the highest rating and 1.0 being the lowest. A 3.0 rating means the facility has not exceeded its useful life. Any score below 3.0 signifies that a facility needs repair or replacement and has exceeded its useful life. Facilities conditions are required to be calculated every four years. CyRide's target for its two facilities is that 0% of the facilities rate under 3.0 on the TERM scale. An analysis of the Admin/Maintenance facility and the Intermodal facility has been performed, and both facilities have rated a 4.0 on the TERM Scale. Improvements to CyRide's admin/maintenance facility will occur over the life of the TAM Plan.
- CyRide foresees improvements to the heating, ventilation and air conditioning (HVAC) in FY2024 and shop area rehabilitation improvements to connect the east and west mezzanines thereby increasing parts storage and functions of this area in FY2025. In FY2026, plans are to improve the building fire suppression where battery electric buses park and to possibly implement spill free fueling/gasoline fueling areas for vehicles in FY2027. In FY2028, CyRide hopes to expand bus storage to the facility.

It is federally mandated that CyRide provides its updated TAM Plan and associated targets to the MPO. However, the MPO is not required to update or modify its performance targets to match CyRide's. Even though the MPO is not required to update or modify targets, it is typical that the MPO adopts CyRide's updated TAM targets within 180 days of receiving CyRide's TAM Plan so that MPO planning efforts reflect the most up-to-date TAM targets. Since CyRide submitted its TAM Plan to the MPO on October 12, 2023, it would be appropriate that the MPO updates its TAM targets to match CyRide's by April 9, 2024.

Upon approving new TAM targets, the Ames Area MPO will be required to reflect the new targets in all future planning document updates such as Metropolitan Transportation Plans and Transportation Improvement Programs. **Each update to the Metropolitan Transportation Plan reports baseline conditions and system performance progress towards achieving these targets.** Transportation Improvement Programs are required to describe how implementation of the TIP anticipates making progress towards achieving the targets.

ALTERNATIVES:

1. Adopt the transit asset management targets as established by CyRide.
2. Adopt the transit asset management targets provided by CyRide, with modifications.
3. Do not adopt new transit asset management targets for the AAMPO at this time.

MPO DIRECTOR'S RECOMMENDED ACTION:

The proposed transit asset management (TAM) targets were developed by CyRide as a part of its Transit Asset Management Plan. Adopting these targets would allow MPO planning efforts to reflect the most up-to-date TAM targets. Additionally, these targets were unanimously recommended for approval by the Transportation Technical Committee. Therefore, it is the recommendation of the MPO Director that the Transportation Policy Committee adopt Alternative No. 1, as noted above.

ITEM #: 5
DATE: 01-23-24
DEPT: AAMPO

TRANSPORTATION POLICY COMMITTEE ACTION FORM

SUBJECT: **AAMPO METROPOLITAN PLANNING AREA BOUNDARY**

BACKGROUND:

The AAMPO Metropolitan Planning Area (MPA) boundary defines the extents for which the AAMPO is responsible for conducting planning activities and developing transportation planning documents such as the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP). The requirements for MPA boundaries are stated in [23 CFR § 450.312](#). The two primary requirements of a MPA are:

1. Encompass the entire existing urbanized area as defined by the U.S. Census Bureau as well as the urban area established by the Federal Highway Administration (FHWA).
2. Encompass the contiguous area expected to become urbanized within a 20-year forecast period.

After each Census, MPOs (in coordination with the State DOT and Regional Planning Affiliation (RPA) review the existing MPA boundary to ensure that they encompass the updated urbanized area, encompass the latest projected 20-year growth areas, as well as to determine if any additional adjustments should be made to ensure that the MPA reflects the most comprehensive boundary to foster an effective planning process.

AAMPO staff and the Transportation Technical Committee have reviewed the existing MPA for the AAMPO and recommend making minor modifications to the MPA, as shown in Attachment A.

MPA boundaries must be approved by the MPO's Transportation Policy Committee. The Central Iowa Regional Transportation Planning Alliance (CIRTPA), Central Iowa's RPA, must also approve these modifications to the AAMPO's MPA boundary. **CIRTPA's Transportation Policy Committee plans to consider approval at their next meeting (anticipated to occur in March).** Following all necessary approvals, the updated MPA boundary will be provided to the Iowa DOT, FHWA and the FTA.

ALTERNATIVES:

1. Adopt the updated Metropolitan Planning Area Boundary for the AAMPO, as shown on Attachment A.
2. Direct staff to make further modifications to the Metropolitan Planning Area Boundary and present an updated boundary to the AAMPO and CIRTPA Transportation Policy Committees for approval.

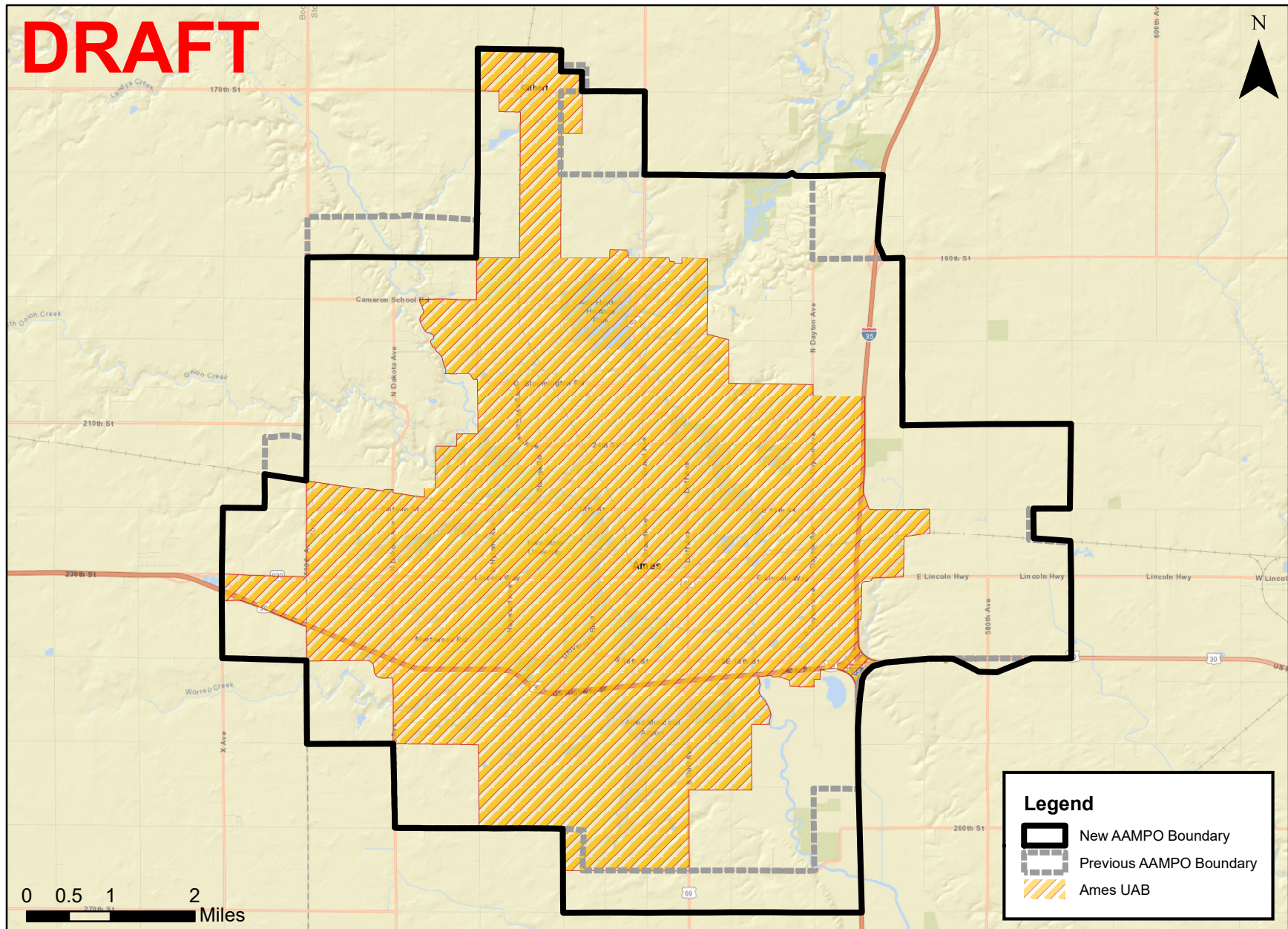
MPO DIRECTOR'S RECOMMENDED ACTION:

The updates to the AAMPO MPA Boundary incorporate the 2020 Ames Urban Area Boundary, encompass anticipated future growth in the next 20 years, and better encompass and align with the current and future roadway network. The AAMPO Transportation Technical Committee recommended approval of the presented MPA boundary. Therefore, it is the recommendation of the MPO Executive Director that the Transportation Policy Committee adopt Alternative No. 1, as noted above.

ATTACHMENT(S):

[Attachment A - Proposed MPA Boundary](#)

ATTACHMENT A: Updated AAMPO MPA Boundary



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ITEM #: 6
DATE: 01-23-24
DEPT: AAMPO

TRANSPORTATION POLICY COMMITTEE ACTION FORM

SUBJECT: **TRANSPORTATION POLICY COMMITTEE BYLAWS**

BACKGROUND:

The Transportation Policy Committee (TPC) is the governing body responsible for directing the activities of the Ames Area Metropolitan Planning Organization (AAMPO). The TPC adopts a set of bylaws for the transaction of its duties. These bylaws establish the voting representation of the committee, establish committee officers, establishing meeting rules and voting procedures, and detail the primary purpose and functions to be carried out by the TPC.

Historically, the TPC has reviewed its existing bylaws with the completion of the decennial Census and subsequent update to the AAMPO Metropolitan Planning Area (MPA) Boundary. The existing bylaws (see **Attachment A**) were adopted on March 26, 2013, coinciding with the last update to the AAMPO MPA Boundary after the 2010 Census. **Since the AAMPO is currently undergoing the process to update its MPA Boundary after the 2020 Census, now is an appropriate time to conduct a review of the bylaws and make any appropriate updates.**

AAMPO staff conducted a review of the existing bylaws and has developed recommended amendments that are reflected in new set of bylaws (see **Attachment B**). **The following are the primary changes from the existing bylaws:**

1. More explicitly defining the primary functions that the TPC must perform and adhere to. These functions are listed in Article II of the proposed bylaws.
2. More clearly defining procedures pertaining to voting representation on the TPC including the appointment of representatives and alternate representatives to the TPC by MPO member agencies and the process to amend voting representation on the TPC. Article III of the proposed bylaws discusses representation.
3. More clearly establishing the role of the Transportation Technical Committee (TTC) as well as formally granting the authority of the Story County Transportation Collaboration to act as the AAMPO's Transportation Advisory Group (TAG) for the development of CyRide's Passenger Transportation Plans. Committees are discussed in Article VI of the proposed bylaws.

Note that the purpose of the proposed changes from the existing bylaws is primarily to improve clarity and better define various functions and processes. No significant functional changes are proposed from the previous bylaws. Critical items such as voting representation on the TPC, committee officers, and meeting and voting procedures remain unchanged from the current bylaws.

ALTERNATIVES:

1. Approve the proposed amendments to the Transportation Policy Committee Bylaws, reflected in Attachment B.
2. Approve the proposed amendments to the Transportation Policy Committee Bylaws, with modifications.
3. Do not amend the Transportation Policy Committee Bylaws and continue operating under the existing bylaws.

MPO DIRECTOR'S RECOMMENDED ACTION:

The proposed amendments to the Transportation Policy Committee Bylaws will improve the structure and readability of the bylaws as well as better define the various functions of the TPC and its processes. Therefore, it is the recommendation of the MPO Director that the Transportation Policy Committee adopt Alternative No. 1, as noted above.

ATTACHMENT(S):

[Attachment A - Existing Bylaws.pdf](#)

[Attachment B - Proposed Amended Bylaws.pdf](#)



BYLAWS

of the **Transportation Policy Committee** of the Ames Area Metropolitan Planning Organization

Approved March 26, 2013

Article I - Name

Section 1: The name of this body shall be the Transportation Policy Committee of the Ames Area Metropolitan Planning Organization (hereinafter referred to as the TPC).

Article II - Purpose

Section 1: The TPC shall serve as the Metropolitan Planning Organization for the Ames Metropolitan Area and is organized under the provisions of 23 U.S.C. 134 and Section 8 of the Federal Transit Act which requires that the metropolitan area has a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs that consider all transportation modes and supports metropolitan community development and social goals. These plans and programs shall lead to the development and operation of an integrated, intermodal transportation system that facilitates the efficient, economic movement of people and goods.

Section 2: The TPC shall annually: adopt a one-year Transportation Planning Work Program outlining planning activities and their cost; adopt a 4-year Transportation Improvement Program listing federal-aid projects within the planning area; and certify to the Federal Highway Administration and the Federal Transit Administration that the metropolitan planning process meets all applicable requirements.

Article III - Membership

Section 1: The membership of the TPC shall include:

City of Ames	7 representatives (incumbent mayor and city council members)
Boone County	1 representative
Story County	1 representative
Ames Transit Agency	1 representative
City of Gilbert	1 representative
Iowa Department of Transportation	1 representative (nonvoting advisory)
Federal Highway Administration	1 representative (nonvoting advisory)
Federal Transit Administration	1 representative (nonvoting advisory)
Iowa State University	1 representative (nonvoting advisory)

Section 2: Representatives to the TPC shall be appointed by the respective governing body of each member agency.

Section 3: Each member agency may appoint alternates in a total number not greater than the number of its voting representatives. Alternates shall, in accordance with such procedure as is established by the member agency, have full voting rights at meetings of the TPC whenever a member agency's regular representative is absent.



Section 4: Representation to the TPC may be amended to ensure appropriate representation for any expansion of the metropolitan planning area or additional major transportation modes.

Section 5: Representatives of other transportation modes or systems may petition for membership on the TPC. The approval of any such request shall be the sole prerogative of the TPC.

Article IV - Officers

Section 1: The officers of the TPC shall be: a Chairperson who shall be the incumbent mayor of Ames and a Vice Chairperson, who shall be the Mayor Pro Tem of Ames, who shall perform the duties of the Chairperson in his or her absence or inability to act. The Chairperson shall be responsible for presiding over meetings, executing all documents authorized by the TPC, appointing persons to committees as necessary, and all other such additional duties and powers customary to the office or as designated by the TPC.

Section 2: Any vacancy occurring in the office of the Vice Chairperson of the TPC shall be filled by a majority vote of the TPC. The officer so appointed shall serve until the replacement Mayor Pro Tem of Ames is selected.

Article V - Meetings

Section 1: The TPC shall meet at the call of the Chairperson at such time and place as determined by the TPC or the Chairperson.

Section 2: A quorum shall consist of a majority of the total-voting representatives of the TPC. A simple majority of the voting members present shall be required for approval of actions by the TPC.

Section 3: The presiding officer may participate in discussion, but shall not make a motion.

Section 4: The meetings shall be conducted in general accordance with the current edition of Roberts Rules of Order.

Section 5: Agendas and supporting materials for regularly scheduled meetings shall be mailed to primary representatives at least three (3) days in advance of the meeting.

Section 6: Special meetings may be called by written request to the Chair signed by a minimum of four (4) voting members of the TPC. At least five (5) days notice shall be given for a special meeting.

Article VI - Committees

Section 1: The TPC will establish a Transportation Technical Committee (TTC). The TPC may also establish such committees as may be necessary to carry out their duties. Committees may be appointed by the Chairperson and may consist either of members of the TPC or such technical advisors as may be necessary.

Section 2: Those members of the Transportation Technical Committee (TTC), not designated by specific title, shall be appointed by the respective governing body.

Article VII - Amendment

Section 1: A majority vote of all voting members of the TPC shall be required to amend these Bylaws.

BYLAWS
of the
TRANSPORTATION POLICY COMMITTEE
of the
AMES AREA METROPOLITAN PLANNING ORGANIZATION

ARTICLE I – PURPOSE

These bylaws shall be used by the Transportation Policy Committee (hereinafter referred to as “TPC”) of the Ames Area Metropolitan Planning Organization (hereinafter referred to as “AAMPO”) for the transactions of its duties pursuant to the Articles of Agreement of the AAMPO.

ARTICLE II – FUNCTION

Section 1: The TPC shall act as the governing body of the AAMPO and shall conduct its business in accordance with all applicable federal, state, and local laws.

Section 2: The TPC shall conduct a continuing, cooperative, and comprehensive transportation planning process in the adoption of plans, programs, and initiatives. Plans, programs, and planning activities shall lead to the development and operation of an integrated, intermodal transportation system that facilitates the efficient and economical movement of people and goods.

Section 3: The TPC shall annually adopt a one-year Transportation Planning Work Program and associated budget, adopt a four-year Transportation Improvement Program, and certify that the AAMPO is conducting its transportation planning processes in accordance with all applicable regulations, policies, and procedures.

Section 4: Every five years, the TPC shall adopt a Metropolitan Transportation Plan (Long-Range Transportation Plan) with a planning horizon of twenty-five years.

Section 5: The TPC shall adopt other plans and documentation on an as needed basis including, but not limited to, a Public Participation Plan, Passenger Transportation Plan, Title VI documentation, Safety Action Plan, and Regional ITS Architecture documentation.

ARTICLE III – REPRESENTATION

Section 1: Representation on the TPC shall be open to any member agency of the AAMPO pursuant to the requirements of the Articles of Agreement.

Section 2: Representatives on the TPC will be established as a full-voting representative or serve as a non-voting advisory representative, pursuant to the requirements of the Articles of Agreement.

Section 3: The representatives serving on the TPC shall be as follows:

Member Agency (# Reps)	Representation
City of Ames (7)	Incumbent Mayor and City Council Members
City of Gilbert (1)	Incumbent Mayor
Story County (1)	Supervisor
Boone County (1)	Supervisor
Ames Transit Agency (1)	Board of Trustees Member
Iowa State University (1)	1 representative (non-voting advisory)
Iowa Department of Transportation (1)	1 representative (non-voting advisory)
Federal Highway Administration (1)	1 representative (non-voting advisory)
Federal Transit Administration (1)	1 representative (non-voting advisory)

Section 4: Representatives to the TPC shall be appointed by the respective governing body or administration of each member agency.

Section 5: Each member agency may appoint alternate representatives in a number not to exceed the number of its regular representatives. Alternate representatives shall have the same voting rights at meetings of the TPC as the member agency’s regular representative they are substituting for.

Section 6: Member agencies must provide appropriate resolution or documentation for the designation of a new representative or alternative representative on the TPC before the first meeting of a given calendar year.

Section 7: TPC representation noted in Section 3 above may be amended or modified at any time through amending these bylaws, pursuant to Article VII, to ensure appropriate representation for any expansion of the metropolitan planning area or the addition or removal of member agencies.

ARTICLE IV – OFFICERS

Section 1: The TPC shall have two officers, a Chairperson and Vice Chairperson. The Chairperson shall be responsible for servings as the presiding officer over meetings, executing all documents authorized by the TPC, appointing persons to committees as necessary, and all other such duties and powers customary of the office or as designated by the TPC. The Vice Chairperson shall perform the duties of the Chairperson in their absence or inability to act.

Section 2: The Chairperson of the TPC shall be the incumbent mayor of the City of Ames and the Vice Chairperson shall be the Mayor Pro Tem of the City of Ames.

Section 3: Any vacancy occurring in the office of the Vice Chairperson shall be filled by a majority vote of the TPC. The officer so appointed shall serve until the replacement of the Mayor Pro Tem of the City of Ames is selected.

ARTICLE V – MEETINGS

Section 1: The TPC shall meet at the call of the Chairperson at such time and place as determined by the TPC or the Chairperson.

Section 2: A quorum shall consist of a majority of the total voting representatives of the TPC. A simple majority of the voting members present shall be required for approval of actions by the TPC.

Section 3: The presiding officer may participate in discussion and vote but shall not make a motion.

Section 4: The meetings shall be conducted in general accordance with the current edition of Roberts Rules of Order.

Section 5: Agendas and supporting materials for regularly scheduled meetings shall be sent to primary representatives at least three (3) days prior to the meeting.

Section 6: Special meetings may be called by written request to and approval by the Chairperson. At least five (5) days of notice shall be given for a special meeting.

ARTICLE VI – COMMITTEES

Section 1: Pursuant to the Articles of Agreement, the TPC hereby establishes the Transportation Technical Committee (hereinafter referred to as “TTC”) to serve as the primary advisory committee to the TPC. The TTC shall be composed of representatives from member agencies and other appropriate regional agencies and organizations. The TTC shall establish its own bylaws, which shall establish purpose, function, representation, officers, meeting procedure, and amendment procedure.

Section 2: The TPC hereby grants the authority for the Story County Transportation Collaboration to act as the Transportation Advisory Group (TAG) for the development of Passenger Transportation Plans.

ARTICLE VII – AMENDMENTS

A majority affirmative vote of all voting representatives of the TPC shall be required to amend these bylaws.

ITEM #: 7
DATE: 01-23-24
DEPT: AAMPO

TRANSPORTATION POLICY COMMITTEE ACTION FORM

SUBJECT: **AAMPO ARTICLES OF AGREEMENT (28E)**

BACKGROUND:

The Ames Area Metropolitan Planning Organization (AAMPO) was officially designated as the MPO of the Ames urbanized area by the Governor of Iowa in March 2003. An "Articles of Agreement" document (28E) was established at that time between the AAMPO's member agencies to: 1) establish the MPO, 2) designate its powers and purposes, 3) establish its member agencies and membership procedures, 4) provide a framework of organization for the MPO, and 5) establish how the MPO would be financially supported by its member agencies.

These original Articles of Agreement were filed with the Secretary of State as a 28E Agreement on April 4, 2011 (see Attachment A). The City of Ames, Story County, Boone County, Ames Transit Agency (CyRide), Iowa Department of Transportation (Iowa DOT), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA) were listed as participants in the 28E Agreement.

Since the original Articles of Agreement were established with the formation of the MPO, the MPO has undergone several changes regarding how it operates, as well as changes to its membership with the addition of the City of Gilbert as a voting member and Iowa State University as a non-voting member in March 2013. The addition of the City of Gilbert was a result of the previous expansion of the AAMPO Metropolitan Planning Area (MPA) Boundary in November 2012. However, the 28E was not revised at that time to reflect these changes.

To better define and reflect how the MPO currently operates as well as to account for the addition of the City of Gilbert and Iowa State University as member agencies of the MPO, a new Articles of Agreement 28E has been drafted by staff, in consultation with the City of Ames Legal Department (see Attachment B). This new version of the Articles of Agreement would replace the existing Articles of Agreement. The following are the primary changes from the original Articles of Agreement:

1. Membership & Representation:

- Clearly defining that membership to the AAMPO shall be contingent upon: 1) acceptance of the Articles of Agreement by the governing body or administration of the agency seeking membership, and 2) the inclusion of at least one representative on the Transportation Policy Committee (which would be done through the amendment of the Transportation Policy Committee's Bylaws).
- The composition of the Transportation Policy Committee, which was previously stated directly in Article VI of the existing Articles of Agreement, would now only need to be specified in the Bylaws of the Transportation Policy Committee. This change simplifies the process for a new member agency to formally join the AAMPO, as the Articles of Agreement would not need to be amended to reflect changes in Transportation Policy Committee composition.

- A proposed change includes a requirement that member agencies enact a measure of approval for any amendments to the Articles of Agreement within 60 calendar days of the approval of the amendments by the Transportation Policy Committee. This change is reflected in Article VIII.

1. **Finances & Staffing:**

- Under the current Articles of Agreement, the AAMPO is supposed to require payment of an annual assessment of each member agency to fund the local share of the MPO planning activities. If member agencies do not pay this assessment, the agreement states that they would be ineligible to receive MPO project funding. Because the proportionate share of each member is a de minimis amount and all the projects awarded have been within the jurisdiction of the City of Ames, the AAMPO has been financially supported totally by the City of Ames. The proposed updated Articles of Agreement would directly designate the City of Ames as the primary fiscal sponsor of the MPO, which reflects the current practice. This responsibility would include providing administrative, planning, and accounting services to the MPO, as is current practice.
- A section is proposed to be added to detail which member agencies are responsible for staffing the MPO. The City of Ames would provide the MPO with the services typically performed by an Executive Director and Transportation Planner. The Ames Transit Agency would provide the MPO with the services typically performed by a Transit Planner. These staffing requirements reflect how the MPO is currently staffed.

To amend the existing Articles of Agreement, an affirmative vote by the Transportation Policy Committee is required. Once amended by the Transportation Policy Committee, all member agencies would need to approve the amended Articles of Agreement (28E agreement) within 60 calendar days. Once all measures of approval are received, the amended Articles of Agreement would be submitted to the Secretary of State as an amendment to the existing 28E Agreement.

ALTERNATIVES:

1. Approve the amendment to the AAMPO's Articles of Agreement and request for all AAMPO member agencies to formally adopt the amendment within 60 calendar days.
2. Direct staff to make further modifications to the Articles of Agreement to be considered for future approval.
3. Do not approve an amendment to the AAMPO's Articles of Agreement and continue operating under the existing agreement.

MPO DIRECTOR'S RECOMMENDED ACTION:

The proposed amendment to the AAMPO's Articles of Agreement will improve overall clarity, better define the roles and responsibilities of the AAMPO and its member agencies, simplify the membership process for the AAMPO, and modify the financial support and staffing responsibilities to better match how the AAMPO operates today. Therefore, it is the recommendation of the MPO Director that the Transportation Policy Committee adopt Alternative No. 1, as noted above.

ATTACHMENT(S):

[Attachment A - Existing Articles of Agreement.pdf](#)

[Attachment B - Proposed Amended Articles of Agreement.pdf](#)



Matt Schultz
Secretary of State
State of Iowa

28E
Agreement

FOR OFFICE USE ONLY:

FILED

M504268

4/4/2011 10:59:47 AM

PLEASE READ INSTRUCTIONS ON BACK BEFORE COMPLETING THIS FORM

Item 1. The full legal name, organization type and county of each participant to this agreement are:

	Full Legal Name	Organization Type	*County
Party 1	City of Ames	City	Story
Party 2	Story County	County	Story
Party 3	Boone County	County	Boone
Party 4	Ames Transit Agency (CyRide)	City	Story
Party 5	Iowa Department of Transportation	State Agency	Story

**Enter "Other" if not in Iowa*

Item 2. The type of Public Service included in this agreement is: 560 Planning
(Enter only one Service Code and Description) Code Number Service Description

Item 3. The purpose of this agreement is: *(please be specific)*
 The purpose of the AAMPO shall be to assist the participating members in studies and planning, make recommendations to public agencies, coordinate planning for the various governmental units and provide such services as are agreed to by the AAMPO.

Item 4. The duration of this agreement is: *(check one)* Agreement Expires _____ Indefinite Duration
[mm/dd/yyyy]

Item 5. Does this agreement amend or renew an existing agreement? *(check one)*
 NO
 YES Filing # of the agreement: _____
(Use the filing number of the most recent version filed for this agreement)
 The filing number of the agreement may be found by searching the 28E database at: www.sos.state.ia.us/28E.

Item 6. Attach two copies of the agreement to this form if not filing online.

Item 7. The primary contact for further information regarding this agreement is: *(optional)*

LAST Name Koester **FIRST** Name Rudy
 Title Transportation Planner Department Transportation Planner
 Email rkoester@city.ames.ia.us Phone 515-239-5245

**ARTICLES OF AGREEMENT
of the
AMES AREA METROPOLITAN PLANNING ORGANIZATION**

**ARTICLE I
NAME**

The name of this organization shall be the Ames Area Metropolitan Planning Organization, hereinafter referred to as AAMPO.

**ARTICLE II
AREA AND DURATION**

Section 1: The area for which AAMPO shall be created and maintained is that included within the boundary that shall be adopted by the governing body for AAMPO as established by Article VI of this Agreement.

Section 2: This Agreement shall be of perpetual duration except that it may be terminated in the manner as is provided for in this Agreement

**ARTICLE III
PURPOSES**

The purpose of the AAMPO shall be to:

Assist the participating members in studies and planning, make recommendations to public agencies, coordinate planning for the various governmental units, facilitate state and federal transportation grants for the members, and provide such services as are agreed to by the AAMPO and its members.

**ARTICLE IV
POWERS**

Section 1: The AAMPO shall have all the powers for joint or cooperative action by public agencies now and hereafter provided by Chapter 28E of the Code of Iowa.

Section 2: Nothing in this Agreement shall be construed to remove or limit the powers of the cooperating governmental units.

Section 3: The AAMPO, acting through the votes of its governing body, is solely responsible for official actions of the AAMPO. No member agency, AAMPO representative, committee of the AAMPO, or staff member can act in the name of the AAMPO without duly delegated authority.

**ARTICLE V
MEMBER AGENCIES**

Membership in the AAMPO shall be open to all general purpose local governments within its adopted boundary. Membership of an agency in the AAMPO shall be contingent upon the acceptance of these ARTICLES OF AGREEMENT by the governing body of the agency seeking membership and financial participation in the expenses of the AAMPO.

**ARTICLE VI
ORGANIZATION**

Section 1: The activities of the AAMPO shall be directed by a governing body named the Transportation Policy Committee, composed of the following:

City of Ames	7 representatives consisting of the incumbent mayor and the incumbant members of the city council
Boone County	1 representative
Story County	1 representative
Ames Transit Agency	1 representative
Iowa Department of Transportation	1 representative (non-voting advisory)
Federal Highway Administration	1 representative (non-voting advisory)
Federal Transit Administration	1 representative (non-voting advisory)

Section 2: The duties of the Transportation Policy Committee shall include policy direction for the AAMPO activities, adoption of budgets and other financial instruments, development of work programs, submitting applications for grants, execution of contracts, hiring of consultants, employment of staff, establishment of a Transportation Technical Committee, and establishment of other advisory committees as needed.

Section 3: The Transportation Policy Committee shall adopt bylaws for the transaction of its duties.

Section 4: Representatives to the Transportation Policy Committee shall be appointed by the respective governing body of each member agency.

Section 5: All appointments shall be until a successor is appointed. If a vacancy should occur on the Transportation Policy Committee due to resignation or loss of qualifications, such vacancy shall be filled for the unexpired term by the member agency which appointed such representative in the first instance. A representative shall continue to serve until he or she has been reappointed or a successor has been appointed.

Section 6: Each member agency may appoint alternates in a total number not greater than the number of its voting representatives. Alternates shall, in accordance with such procedure as is established by the member agency, have full voting rights at meetings of the Transportation Policy Committee whenever a member agency's regular representative is absent.

Section 7: Representation to the Transportation Policy Committee may be amended to ensure appropriate representation for any expansion of the metropolitan planning area or additional major transportation modes. Such action shall not require formal redesignation of AAMPO.

Section 8: Representatives of other transportation modes or systems may petition AAMPO to participate on AAMPO's Transportation Policy Committee. The approval of any such request shall be the sole prerogative of AAMPO's Transportation Policy Committee.

ARTICLE VII FINANCIAL SUPPORT

Section 1: Annually, the Transportation Policy Committee shall approve an annual budget and an assessment schedule. The assessment for each member agency shall be proportionate to the population of the member agency that resides within the adopted boundary of the AAMPO. Each member agency shall be notified annually, on or before February 1 prior to the coming fiscal year of the amount of the annual assessment to be levied on each member agency for that fiscal year. The annual assessment shall be due and payable on or before August 15 of that fiscal year. No member agency shall be eligible for a state or federal transportation grant if its assessment has not been paid as aforesaid.

Section 2: In addition to the obligation for funding in Section 1, member agencies may annually approve additional support as they deem appropriate to meet individual needs and/or may contract for additional services.

ARTICLE VIII TERMINATION OF MEMBERSHIP OR AGREEMENT

Section 1: Member agencies may terminate their membership by filing written notice with the AAMPO no later than March 1 of any year, to take effect on July 1 of the following calendar year (16 months minimum advance notice).

Section 2: Member agencies filing notice to terminate membership shall remain obligated for budgeted financial support until the termination takes effect.

Section 3: Upon complete termination of this Agreement, should that occur, the assets and liabilities, if any, of the AAMPO shall be distributed to or liquidated by the member agencies in proportion to their respective assessments.

ARTICLE IX AMENDMENT OF ARTICLES OF AGREEMENT

Amendments to these Articles of Agreement become effective upon one affirmative vote by the Transportation Policy Committee.

**ARTICLE X
APPROVAL PROCESS**

The parties shall execute this agreement by enacting a measure of approval. A copy of the measure shall be sent to the other members on request.

Ames Area Metropolitan Planning Organization Agreement, 110702
rev. 112102, 11-27-02, 12-13-02, 12-20-02

**FIRST AMENDMENT TO THE
ARTICLES OF AGREEMENT OF THE
AMES AREA METROPOLITAN PLANNING ORGANIZATION**

This Amendment to the Articles of Agreement of the Ames Area Metropolitan Planning Organization,

WITNESSES THAT:

WHEREAS, the said Articles of Agreement does not establish a separate legal entity to conduct the joint or comperative action by the parties to that agreement; and,

WHEREAS, the said parties, acting through Transportation Policy Committee established by said agreement has determined that a separate legal entity should be created to carry out the purposes of that agreement,

NOW, THEREFORE, pursuant to Article IX of the said Articles of Agreement, by one affirmative vote of the Transportation Policy Committee, the said Articles of Agreement are hereby amended by adding to Article I thereof the following:

Pursuant to the provisions of Section 28E.4 Code of Iowa, AAMPO shall be a separate legal entity in the nature of a municipality of limited power. As such AAMPO shall have the power to cooperate with, contract with, and accept and expend funds from federal, state, and local agencies, public or semi-public entities, private individuals, profit and non-profit corporations, and any and all other legal entities for the purposes stated in Article III.

DONE effective the 8th day of July, 2003, by vote of the Transportation Policy Committee.

AMENDED AND SUBSTITUTED ARTICLES OF AGREEMENT
of the
AMES AREA METROPOLITAN PLANNING ORGANIZATION

ARTICLE I – ESTABLISHMENT

The Ames Area Metropolitan Planning Organization (hereinafter referred to as “AAMPO”) is hereby established and created to serve as the official Metropolitan Planning Organization of the Ames urban area, as defined by the U.S. Census Bureau.

ARTICLE II – PURPOSE

The purpose of the AAMPO shall be to carry out metropolitan transportation planning processes and activities for its member agencies in accordance with procedures established by applicable federal, state, and local law.

ARTICLE III – POWERS

Section 1: Pursuant to the provisions of Iowa Code Section 28E.4, the AAMPO shall have the powers to carry out the purpose established in Article II.

Section 2: The AAMPO shall have the power to cooperate with, contract with, and accept and expend funds from federal, state, and local agencies, public or semi-public entities, private individuals, profit, and non-profit corporations, and all other legal entities for the purpose stated in Article II.

Section 3: This Agreement shall not remove or otherwise limit the powers of the AAMPO’s member agencies.

Section 4: The AAMPO, acting through the votes of its governing body, is solely responsible for the official actions of the AAMPO. No member agency, AAMPO representative, committee of the AAMPO, or staff member can act in the name of the AAMPO without duly delegated authority.

ARTICLE IV – MEMBERSHIP

Section 1: Membership in the AAMPO shall be open to all eligible governmental agencies located wholly or partially within the AAMPO’s adopted metropolitan planning area.

Section 2: Membership of an agency in the AAMPO shall be contingent upon the acceptance of these Articles of Agreement by the governing body or administration of the agency seeking membership and inclusion of at least one representative on the Transportation Policy Committee established in Article V.

Section 3: Member agencies may terminate their membership by filing written notice to the AAMPO no later than March 1 of any year, to take effect on July 1 of the following calendar year (sixteen (16) months minimum advance notice).

ARTICLE V – REPRESENTATION

Section 1: The activities of the AAMPO shall be directed by the Transportation Policy Committee.

Section 2: The Transportation Policy Committee shall adopt bylaws for the transaction of its duties. The Transportation Policy Committee bylaws shall, at a minimum, establish the voting representation of the committee, establish committee officers, establish meeting rules and voting procedures, and detail the primary purpose and functions to be carried out by the committee.

Section 3: Representation shall be established in the Transportation Policy Committee bylaws with consideration given to the respective population and land area within the AAMPO boundary of each member agency. The Iowa Department of Transportation, Federal Highway Administration, and Federal Transit Administration shall each have a minimum of one nonvoting advisory representative on the Transportation Policy Committee.

Section 4: Representation may be amended through the Transportation Policy Committee bylaws to ensure appropriate representation for any expansion of the metropolitan planning area or the addition or removal of member agencies.

Section 5: Representatives to the Transportation Policy Committee shall be appointed by the respective governing body or administration of each member agency. Each member agency may appoint alternate representatives in a number not to exceed the number of its regular representatives.

Section 6: Alternate representatives shall have the same voting rights at meetings of the Transportation Policy Committee as the member agency's regular representative for which they are substituting for.

Section 7: The Transportation Policy Committee shall establish a Transportation Technical Committee composed of representatives from member agencies and other appropriate regional agencies and organizations. The Transportation Technical Committee shall establish its own bylaws, which shall establish purpose, function, representation, officers, meeting procedure, and amendment procedure. The primary function of the Transportation Technical Committee shall be to serve as the advisory body of the Transportation Policy Committee, which shall include the review and development of recommendations to the Transportation Policy Committee on all matters referred to it by the AAMPO.

Section 8: A voting representative or alternate representative cannot not serve on both the Transportation Policy Committee and Transportation Technical Committee simultaneously nor can they serve on behalf of multiple agencies and organizations on any committee of the AAMPO.

Section 9: The Transportation Policy Committee may establish other committees as needed.

ARTICLE VI – FINANCES AND STAFFING

Section 1: The Transportation Policy Committee shall approve a budget for each fiscal year annually through the AAMPO’s Transportation Planning Work Program.

Section 2: The City of Ames shall be the primary fiscal sponsor for the AAMPO. Other member agencies may annually provide additional support to the AAMPO as deemed appropriate.

Section 3: All staff responsibilities, services, and duties to be performed by the AAMPO shall be performed by employees of the City of Ames and Ames Transit Agency. The City of Ames shall provide to the AAMPO the services typically performed by an Executive Director and Transportation Planner. The Ames Transit Agency shall provide to the AAMPO the services typically performed by a Transit Planner. Member agencies may provide additional staffing and services to the AAMPO as needed.

Section 4: The City of Ames shall provide accounting services and an accounting system for the AAMPO’s finances.

ARTICLE VII – TERMINATION

Section 1: This Agreement and the AAMPO may be terminated upon an affirmative vote of the Transportation Policy Committee.

Section 2: Upon termination of this Agreement and the AAMPO, should that occur, any assets and liabilities shall be distributed to or liquidated by the member agencies in proportion to their respective fiscal contribution to the AAMPO during the previous five completed fiscal years.

ARTICLE VIII – AMENDMENTS

Section 1: These Articles of Agreement may be amended upon an affirmative vote of the Transportation Policy Committee.

Section 2: All member agencies shall enact a measure of approval of any amendments to these Articles of Agreement or shall forfeit their membership in the AAMPO. Member agencies shall be granted sixty (60) calendar days from the approval of amendments to these Articles of Agreement by the Transportation Policy Committee to provide the AAMPO their measure of approval.

ARTICLE IX – APPROVAL AND DURATION

Section 1: Member agencies shall execute this agreement by enacting a measure of approval.

Section 2: This Agreement shall be of perpetual duration except that it may be terminated in the manner described in Article VII or amended in the manner described in Article VIII.