



**TRANSPORTATION TECHNICAL COMMITTEE
MEETING MINUTES
JANUARY 11, 2024
AMES CITY HALL 515 CLARK AVENUE
9:00AM-HYBRID MEETING**

Attendance:

TRANSPORTATION TECHNICAL COMMITTEE MEMBERS

▲	Tracy	Peterson	Ames Municipal Engineer	
▲	Damion	Pregitzer	Ames Traffic Engineer <i>(Chair)</i>	
▲	Justin	Clausen	Ames Operations Manager	
▲	Kelly	Diekmann	Ames Director of Planning and Housing	
▲	Justin	Moore	Ames Long Range Planner <i>(Vice-Chair)</i>	
▲	Barb	Neal	CyRide Transit Director	
X	Jonathan	Bullock	Boone County Engineer	
▲	Darren	Moon	Story County Engineer	
X	Gerry	Peters	Ames Community School District	
X	Dan	Culhane	Ames Economic Development Commission	
▲	Sarah	Lawrence	Iowa State University Campus Planner	
X	Darla	Hugaboom	Federal Highway Administration	†
▲	Daniel	Nguyen	Federal Transit Administration	†
▲	Shelby	Ebel	Iowa Department of Transportation	†
▲	<i>Present</i>		<i>Alternate Attendee</i>	*
X	<i>Absent</i>		<i>Non-Voting Members</i>	†

STAFF AND GUESTS IN ATTENDANCE

1	Kyle	Thompson	AAMPO Transportation Planner
2	Mark	Gansen	Ames Civil Engineer II
3	Angie	Solberg	Iowa State University
4	Laura	Colebrooke	Ames Principal Clerk

I. CALL TO ORDER

The regular meeting of the Ames Area Metropolitan Planning Organization Transportation Technical Committee was called to order by Damion Pregitzer at 9:02AM.

II. APPROVAL OF THE MINUTES OF THE AUGUST 31, 2023, MEETING

MOTION: (Clausen/Peterson) to approve the minutes of the August 31, 2023, meeting.

MOTION PASSED: 8-0

III. RECCOMENDATION ON TRANSIT ASSET MANAGEMENT (TAM) TARGETS

Mr. Thompson explained the targets provided to the MPO by CyRide. There is a 180-day window for the MPO to approve the targets. Mr. Thompson explained the options for the targets.

MOTION: (Peterson/Diekmann) to recommend adoption of the Transit Asset Management targets as established by CyRide.

MOTION PASSED: 8-0

IV.

RECOMMENDATION ON ROAWAY SAFETY TARGETS

Mr. Thompson said these targets are submitted by the DOT to FHWA as part of the State Highway Safety Program. There is a 180-day window to approve targets. The options are to adopt the targets or to adopt their own in coordination with the DOT. Mr. Thompson explained the targets in detail. He also explained how the targets are set and predicted.

Mr. Diekmann inquired about the baseline used to determine if previous targets were met. Mr. Thompson replied how often the targets are updated.

Mr. Diekmann asked if they get a proportional share assigned to the MPO, if the MPO reports their number for the same metrics. Mr. Pregitzer replied that was correct and they report every 5 years. Mr. Pregitzer explained confidence intervals.

MOTION: (Clausen/Peterson) to recommend that the AAMPO support the Roadway Safety targets as established by the Iowa Department of Transportation.

MOTION PASSED: 8-0

V.

RECCOMENDATION ON MPO PLANNING BOUNDARY UPDATE

Mr. Thompson explained the requirements of the MPA boundary, After each census the MPO reviews the existing boundary and determine urban update impacts. The boundary update line was discussed in detail. The boundary legend was also discussed. The main benefit is to incorporate fringe projects at the MTP. Mr. Diekmann said he was concerns about area by Gilbert and north of 190th street. He said that area is rural and not really part of the MPO.

Mr. Pregitzer said road delineations were a focus for this update. Mr. Diekmann described the area where they would not be urban growth. Mr. Pregitzer discussed the Airport boundary and noted it would only increase if the runway was lengthened. Mr. Diekmann asked a question about the Right-of-Way along a road on the boundary line. Mr. Thompson explained how wide the boundary would be. Mr. Pregitzer noted most of the funding would go to maintenance projects rather than fringe projects.

Mr. Diekmann said he is not in favor of expanding in the areas where no urban growth is planned. Mr. Diekmann discussed the boundaries along Highway 69 and 180th Street and stated he was not in favor of expanding the boundary from Highway 69 to 170th Street.

Mr. Diekmann motioned to extend the boundary to 190th Street.

Further discussion ensued regarding the proposed boundary line changes. Mr. Gansen displayed the changes on the screen that were proposed by Mr. Diekmann

MOTION: (Diekmann/Peterson) to recommend Alternative 2: approval of the updated AAMPO Boundary, with the amendment of the two NW corners, expand the Southern boundary to the red line noted on the map.

MOTION PASSED: 8-0

VI. APPROVAL OF AMENDMENT TO TRANSPORTATION TECHNICAL COMMITTEE BYLAWS

Mr. Thompson discussed the TTC Bylaws. A majority vote by the TTC is required to amend the bylaws. There are two main functional changes that Mr. Thompson discussed in detail. Four new voting members are proposed to be added to the Transportation Technical Committee : Add Civil Engineer II (Mark Gansen), Parks and Facilities & Superintendent (Josh Thompson), City of Gilbert and Gilbert Community School District would each add one member. Mr. Thompson noted Gilbert is part of the MPO and it makes sense to include them as voting members. The second proposed change is to remove the requirement to hold annual election for Chair and Vice-Chair of the Transportation Technical Committee at the first meeting each calendar year. The update to the bylaws would allow the Chair & Vice-Chair to serve until a vacancy occurred or amotion for replacement was made.

It was noted the quorum for the Transportation Technical Committee will increase to eight members.

Ms. Lawrence noted since 2012 that Iowa State has undergone a lot of structural and staffing changes. At that time a campus planning unit was not in place. Ms. Lawrence suggested the addition of the Campus Planner and I-Roads Coordinator from Iowa State University to the TTC. Mr. Diekmann asked if the appropriate language for the addition would be,“ representatives from Iowa State University Operations & Finance.” Mr. Lawrence agreed with Mr. Diekmann. Mr. Pregitzer commented one representative would represent Iowa State University Planning and the other would represent Transportation Programming. The quorum number for the TTC would remain at eight.

Mr. Thompson stated Iowa State University would need to notify the MPO which representatives they would like to serve on the board. Each agency can also appoint an alternate member who could attend meetings if the primary member was unavailable. The alternate can't already be on the board. Mr. Diekmann asked if the bylaws stated who has the

authority to appointment representatives. He also asked how someone would know who the representative would be for the Ames Community School District as an example.

Mr. Pregitzer stated the individual would need to be employed by that agency. Mr. Thompson said the alternates would be appointed by each agency. Mr. Diekmann asked how that would be communicated to the TTC. Mr. Thompson stated it would have to be indicated on the membership form. Mr. Thompson said it is not stated in the bylaws but every year at the start of the year he will send out membership forms to the agencies. Mr. Diekmann asked if the bylaws needed to state the directive to do that. Ms. Peterson stated it was an administrative function.

Mr. Pregitzer stated it is the MPO's expectation that the primary member for each agency will forward communication from the MPO to their alternates. Mr. Thompson noted that if any members switched positions or retired, they would need to notify the MPO.

Mr. Diekmann asked if a two-step process should be put in place since the voting procedures for Chair and Vice-Chair are being changed. Should it be stated a motion for Chair or Vice-Chair must be put on an agenda rather than someone randomly attending a meeting and making a motion. Mr. Diekmann proposed it is clarified in Article 4 section 3; it should be amended that a motion is made to add it to a future agenda. Mr. Diekmann stated that at an MPO meeting he could theoretically make a motion to put election of officers on the agenda for the next meeting. Mr. Pregitzer stated that made sense since this is not a major priority or function of the TTC since there is not a need for that. Mr. Pregitzer went on to suggest the bylaws state a motion could be made to elect new officers and that would be on the next meeting. Mr. Pregitzer stated the person would need to be at a meeting to make the motion, the motion would have to be supported by the majority for it to be put on the next meeting agenda.

Mr. Diekmann felt there needed to be a date set for the bylaws to go into effect to allow the new members and agencies time to get their appointments submitted to the MPO.

MOTION: (Diekmann/Lawrence) to recommend alternative 2 and have the Bylaws go into effect on March 1, 2024, to add a second representative from Iowa State University to the Transportation Technical Committee, and to clarify the Chair and Vice-Chair voting procedure.

MOTION PASSED: 8-0

VII. ELECTION OF TRANSPORTATION TECHNICAL COMMITTEE CHAIR & VICE-CHAIR

Mr. Thompson said this item is not optional since the new bylaws are not effective yet. The current Chair is Damion Pregitzer and the Vice-Chair is Justin Moore. The TTC can choose to retain the same Chair and Vice-Chair or nominate new ones.

MOTION: (Diekmann/Clausen) to re-elect the current Chair and Vice-Chair of the Transportation Technical Committee.

MOTION PASSED: 8-0

VIII. OTHER NON-ACTION ITEMS OF INTEREST TO THE COMMITTEE

- A. New AAMPO Website: www.aampo.org
- B. Notice of Funding Opportunity (NOFO) for AAMPO Regional Grant Program

IX. UPCOMING DATES

- a. Transportation Policy Committee
January 23, 2024 @6:00PM-Ames City Hall (Council Chambers)
- b. Story County Transportation Collaboration
January 24, 2024 @1:00PM-Hybrid (Zoom & CyRide Conference Room)
- c. Transportation Technical Committee
February 01, 2024 @9:00AM-Hybrid (Teams & Room 235)

X. ADJOURNMENT

MOTION: (Moore) Adjourn meeting of the Technical Transportation Committee at 10:22AM.

Minutes prepared by Laura Colebrooke