

TRANSPORTATION TECHNICAL COMMITTEE ACTION FORM

SUBJECT: TRANSIT ASSET MANAGEMENT (TAM) PERFORMANCE 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 their updated TAM Plan and associated targets to the MPO. However, the MPO is not required to update or modify their 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. Recommend adoption of the Transit Asset Management targets as established by CyRide.
2. Recommend adoption of the Transit Asset Management targets with modifications from what was provided by CyRide.
3. Recommend that the AAMPO not update its Transit Asset Management targets at this time.

MPO DIRECTOR'S RECOMMENDED ACTION:

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

TRANSPORTATION TECHNICAL 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)*

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. MPO’s can either choose to support the State’s target or set their own quantifiable targets in a process approved by the Iowa DOT.**

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 be required 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. Recommend that the AAMPO support the Roadway Safety targets as established by the Iowa Department of Transportation.

2. Recommend that the AAMPO set its own quantifiable targets for the roadway safety targets 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. Therefore, it is the recommendation of the MPO Executive Director that the Transportation Technical Committee adopt Alternative No. 1.

ITEM#: 4
DATE: 01-11-24

TRANSPORTATION TECHNICAL 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.

MPO staff has reviewed the existing MPA for the AAMPO and recommends making the following minor modifications to the MPA (see **Attachment A**):

1. Modify the MPA boundary to encompass the entire 2020 Ames Urban Area Boundary (as submitted by Iowa DOT to FHWA).
2. Modify the MPA boundary to encompass all anticipated future growth in the next 20 years (including the future growth shown in the City of Ames' 2040 Comprehensive Plan). *See **Attachment B**
3. Modify the MPA boundary to better encompass and align with the existing, planned, and potential future roadway network including:
 - a. Encompassing the future US 30 & 580th Ave Interchange.
 - b. Encompassing the entire I-35 & 190th St Interchange and following I-35 to 180th St.
 - c. Following US 69 to 170th St.
 - d. Following 180th St to Y Ave.
 - e. Following 210th St to XL Ave.
 - f. Following I-35 to the South Skunk River.

MPA boundaries must be approved by the Transportation Policy Committee as well as, according to 23 CFR § 450.312, through an agreement between the MPO and the Governor. The Central Iowa Regional Transportation Planning Agency (CIRTPA) should also agree to and approve any modifications to the AAMPO's MPA boundary. Following necessary approvals, the MPA boundary must be provided to the FHWA and the FTA for informational purposes.

After review and recommendation by the Transportation Technical Committee, the MPA boundary is expected to be presented to the AAMPO and CIRTPA Transportation Policy Committees for their reviews and approvals.

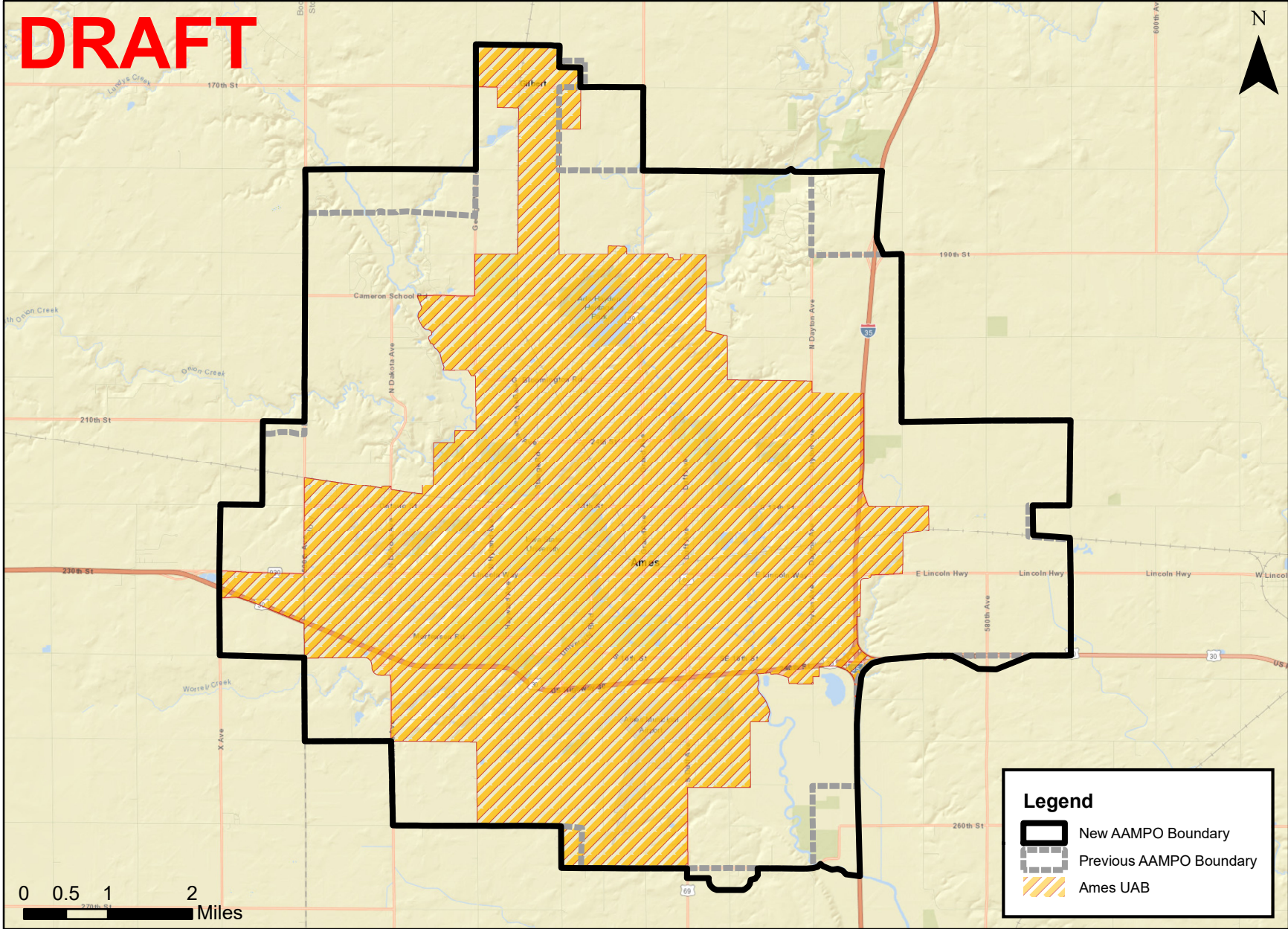
ALTERNATIVES:

1. Recommend approval of the updated AAMPO MPA boundary.
2. Recommend approval of the updated AAMPO MPA boundary, with modifications.

MPO DIRECTOR'S RECOMMENDED ACTION:

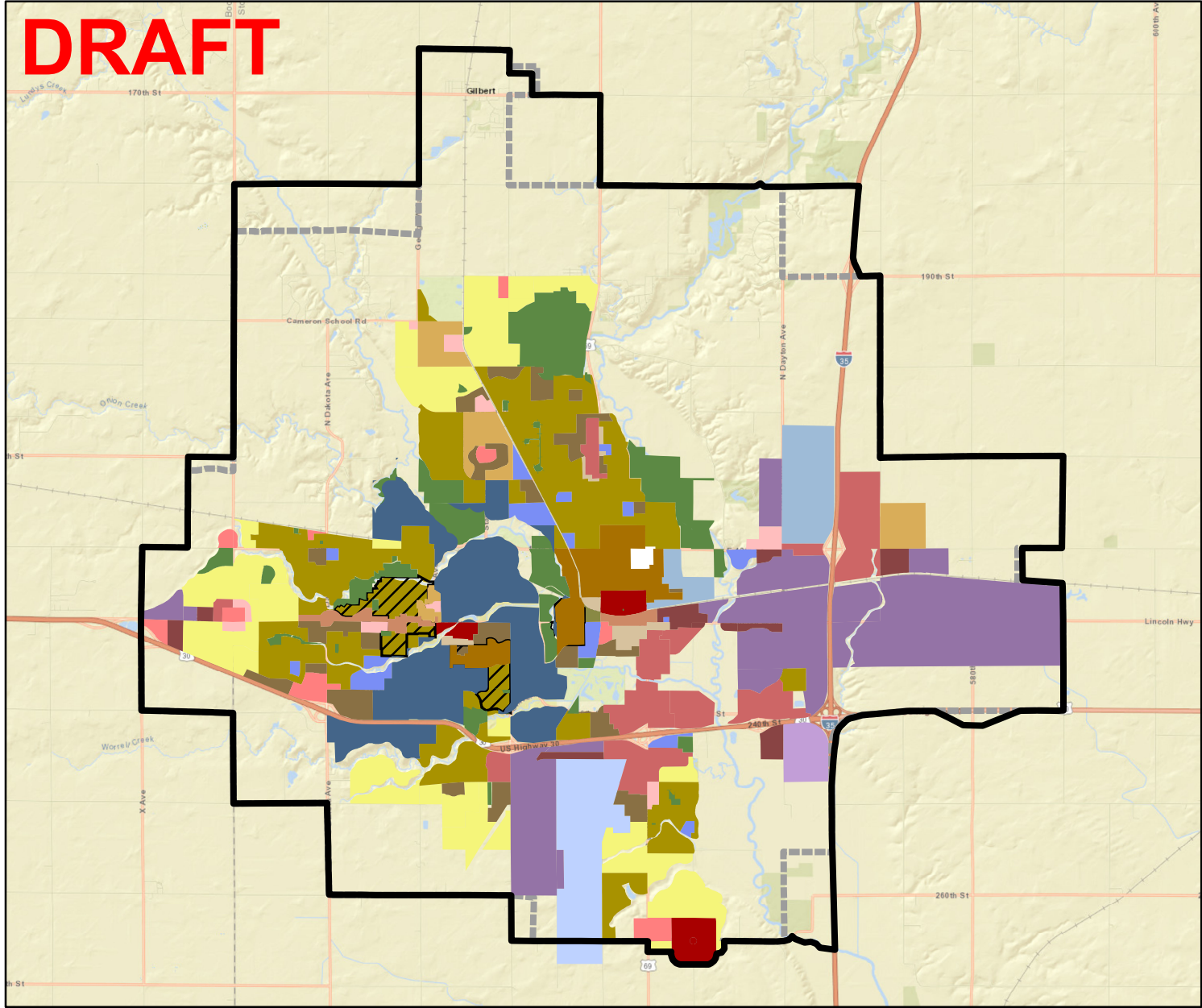
Staff developed the updated AAMPO MPA boundary to incorporate the 2020 Ames Urban Area Boundary, encompass anticipated future growth in the next 20 years, and to better encompass and align with the current and future roadway network. Therefore, it is the recommendation of the MPO Executive Director that the Transportation Technical Committee adopt Alternative No. 1.

ATTACHMENT A: Draft AAMPO MPA Boundary



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ATTACHMENT B: Draft AAMPO MPA Boundary (w/ Ames Plan 2040 Future Land Use)



Legend

- New AAMPO Boundary
- Previous AAMPO Boundary
- Residential Neighborhood 1 - Traditional (RN-1)
- Residential Neighborhood 2 - Established (RN-2)
- Residential Neighborhood 3 - Expansion (RN-3)
- Residential Neighborhood 4 - Village (RN-4)
- Residential Neighborhood 5 - Multi-family (RN-5)
- Neighborhood Core
- Neighborhood Core - Mixed Use
- Community Commercial/Retail (RN-4)
- General Commercial
- Core
- Core Redirection
- Redirection
- Urban Corridor
- Employment
- Quarry
- Park
- Open Space
- Civic
- Civic - University
- Airport
- Public
- Hospital/Medical Special Area
- Near Campus Overlay

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ITEM#: 5
DATE: 01-11-24

TRANSPORTATION TECHNICAL COMMITTEE ACTION FORM

SUBJECT: TRANSPORTATION TECHNICAL COMMITTEE BYLAWS

BACKGROUND:

The Transportation Technical Committee serves as the primary advisory body to the Transportation Policy Committee for the AAMPO. Although the Technical Committee is established by the Policy Committee, the Technical Committee has the authority to establish and maintain its own set of bylaws within the parameters of the AAMPO's Articles of Agreement. **A majority vote by the Transportation Technical Committee's voting members is required to amend the bylaws.**

The Transportation Technical Committee has historically conducted a review and update to its bylaws with the completion of the Decennial Census and consequent update to the AAMPO Metropolitan Planning Area (MPA) Boundary. The existing bylaws (see **Attachment A**) were adopted on April 11, 2012, coinciding with the last update to the AAMPO MPA Boundary after the 2010 Census. **Since the AAMPO is current 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, if necessary.**

AAMPO staff conducted an initial review of the existing bylaws and has developed a new set of bylaws (see **Attachment B**) for consideration of approval. **The newly proposed bylaws were reviewed by the City of Ames' Legal Department. The following are the two significant changes from the existing bylaws:**

1. **Addition of four (4) new voting members** to the Transportation Technical Committee
 - a. City of Ames - Parks & Facilities Superintendent
 - b. City of Ames – Civil Engineer II
 - c. City of Gilbert – 1 Representative
 - d. Gilbert Community School District – 1 Representative
2. Removing the requirement to hold an annual election of a Chairperson and Vice Chairperson at the first meeting of every calendar year. In the updated bylaws, **the Chairperson and Vice Chairperson would serve until a vacancy in either position occurs or until a motion is made to elect a new Chairperson and Vice Chairperson.**

ALTERNATIVES:

1. Approve the amendment to the Transportation Technical Committee bylaws.

2. Approve the amendment to the Transportation Technical Committee bylaws, with modifications.
3. Do not approve the amendment to the Transportation Technical Committee bylaws and continuing operating under the existing bylaws.

MPO DIRECTOR'S RECOMMENDED ACTION:

This update to the Transportation Technical Committee bylaws will improve voting representation on the committee, improve the structure and readability of the bylaws, and remove the tedious requirement to hold an annual election of a chair and vice chairperson at the first meeting of every calendar year. Therefore, it is the recommendation of the MPO Executive Director that the Transportation Technical Committee adopt Alternative No. 1.

Attachment A

EXISTING Transportation Technical Committee Bylaws

(Approved: 04/11/2012)



BYLAWS

of the

Transportation Technical Committee of the Ames Area Metropolitan Planning Organization

Article I - Name

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

Article II - Purpose

Section 1. The Transportation Technical Committee (TTC) shall serve as the advisory body to the Transportation Policy Committee (TPC) which 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 TTC shall annually recommend to the TPC that the TPC shall annually: adopt a one-year Transportation Planning Work Program outlining planning activities and their cost; adopt a 3-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 TTC shall include:

Voting Members

- (1) Ames Municipal Engineer
- (1) Ames Traffic Engineer
- (1) Ames Operations Administrator
- (1) Ames Director of Planning and Housing
- (1) Ames Long Range Planner
- (1) Transit Director (CyRide)
- (1) Iowa State University
- (1) Boone County representative
- (1) Story County representative
- (1) Ames Community School District Director of Planning and Management
- (1) Ames Economic Development Commission chamber staff member

Non-voting members

- (1) Federal Highway Administration
- (1) Federal Transit Administration
- (1) Iowa Department of Transportation



Section 2. Those representatives not designated by title, 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 TTC whenever a member agency's regular representative is absent.

Article IV - Officers

Section 1. The officers of the TTC shall be: a Chairperson and a Vice-Chairperson 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 TTC, appointing persons to committees as necessary, and all other such additional duties and powers customary to the office or as designated by the TTC.

Section 2. The Chair and Vice Chair shall be elected by a majority vote of the TTC membership. The election shall be held at the first meeting of each calendar year.

Article V - Meetings

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

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

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 or emailed 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 TTC. At least five (5) days notice shall be given for a special meeting.

Article VI - Committees

Section 1. The TTC may 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 TTC or such technical advisors as may be necessary.

Article VII - Amendment

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

Attachment B

PROPOSED AMENDED Transportation Technical Committee Bylaws

(For Approval)

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

ARTICLE I – PURPOSE

These bylaws shall be used by the Transportation Technical Committee (hereinafter referred to as “TTC”) 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 TTC shall serve as the advisory body of the Transportation Policy Committee (hereinafter referred to as “TPC”) and shall conduct its business in accordance with all applicable federal, state, and local laws.

Section 2: The TTC shall conduct a continuing, cooperative, and comprehensive transportation planning process in the evaluation and recommendation 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 TTC shall annually recommend to the TPC a one-year Transportation Planning Work Program and a four-year Transportation Improvement Program.

Section 4: Every five years, the TTC shall assist with the development of a Metropolitan Transportation Plan (Long-Range Transportation Plan) with a planning horizon of twenty-five years and making a recommendation for adoption to the TPC.

Section 5: The TTC shall evaluate and recommend other plans, initiatives, and documentation to the TPC on an as needed basis or as directed by the TPC.

ARTICLE III – REPRESENTATION

Section 1: Representation on the TTC shall be open to any AAMPO member agency as well as any other appropriate agencies and organizations within the metropolitan planning boundary.

Section 2: Representatives on the TTC may be established as a full-voting representative or may serve as a non-voting advisory representative.

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

Agency/Organization (# Reps)	Representation
City of Ames (7)	<u>Public Works (4)</u> Traffic Engineer Civil Engineer II Municipal Engineer Operations Manager <u>Planning & Housing (2)</u> Director of Planning & Housing Planner <u>Parks & Recreation (1)</u> Parks & Facilities Superintendent
City of Gilbert (1)	1 Representative
Story County (1)	County Engineer
Boone County (1)	County Engineer
Ames Transit Agency (1)	Transit Director
Iowa State University (1)	1 Representative
Ames Community School District (1)	1 Representative
Gilbert Community School District (1)	1 Representative
Ames Economic Development Commission (1)	1 Representative
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 TTC shall be appointed by each respective 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 TTC as the member agency’s regular representative they are substituting for. Alternative representatives should have similar knowledge or expertise as the regular representative.

Section 6: Representation on the TTC may be amended or modified at any time through amending these bylaws, pursuant to Article VI, 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 TTC shall have two officers, a Chairperson and Vice Chairperson. The Chairperson shall be responsible for serving as the presiding officer over meetings and all other such duties and powers customary of the office or as designated by the TTC. The Vice Chairperson shall perform the duties of the Chairperson in their absence or inability to act.

Section 2: The Chairperson and Vice Chairperson of the TTC shall be established by a majority vote of the TTC.

Section 3: The Chairperson and Vice Chairperson shall serve until a vacancy in either position occurs or until a motion is made to elect a new Chairperson and Vice Chairperson.

ARTICLE V – MEETINGS

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

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

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 an approval by the Chairperson. At least five (5) days of notice shall be given for a special meeting.

ARTICLE VI – AMENDMENTS

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