

**AMES AREA METROPOLITAN PLANNING ORGANIZATION (AAMPO)
TRANSPORTATION POLICY COMMITTEE ACTION FORM**

SUBJECT: DRAFT FY 2013 TRANSPORTATION PLANNING WORK PROGRAM

BACKGROUND:

As a part of the federal regulations governing Metropolitan Planning Organizations (MPO), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) provide planning funds to reimburse these agencies for transportation planning activities. The Iowa Department of Transportation (IDOT) administers this program.

The Transportation Planning Work Program (TPWP) includes several elements to ensure an integrated transportation system. One element is review of development plans to determine impact on the transportation system. Beyond subdivision and major site development activity, this includes reviewing potential changes to the Land Use Policy Plan or Urban Fringe Plan, which are closely linked to the transportation system. Other elements of the TPWP include the general work of administering the MPO transportation activities, as well as public involvement. The AAMPO planning staff went through the quadrennial MPO Transportation Planning Review conducted by FHWA and FTA on June 29, 2011. A final report was prepared and sent containing findings of both recommendations for improvements as well as commendations for quality activities of the AAMPO's transportation planning process. These recommendations have been included in the TPWP under the respective work elements to improve the AAMPO's transportation planning process. The AAMPO's draft FY 2013 TPWP is attached as well as the final report from the planning review.

ALTERNATIVES:

1. Approve the Draft FY 2013 TPWP and set May 22, 2012, as the date for the public hearing.
2. Modify the Draft FY 2013 TPWP and set May 22, 2012, as the date for the public hearing.

ADMINISTRATOR'S RECOMMENDATION:

The AAMPO Technical Committee has developed and now recommends approval of this document. Therefore, it is recommended by the Administrator that the Transportation Policy Committee adopt Alternative No. 1, thereby approving the Draft FY 2013 TPWP and setting May 22, 2012, as the date for the public hearing.



TRANSPORTATION PLANNING WORK PROGRAM

FY 2013

DRAFT

March 27, 2012

"The preparation of this report has been financed in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104(f)] of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation."

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Introduction

The Ames Area Metropolitan Planning Organization (AAMPO) was officially designated on March 17, 2003. This designation was the result of the Ames urbanized area having a population of greater than 50,000 people in the 2000 census. The AAMPO boundary was then designated based on the existing urbanized areas and the City of Ames Land Use Policy Plan (LUPP). The majority of the area is within the corporate limits of Ames. Small areas outside of the corporate limits in Story County and Boone County are included in the MPO boundary because of the need to plan for the eventual inclusion of these areas within the City.

The AAMPO is generally the stand-alone metropolitan area of Ames. Ames is located in central Iowa and is served by I-35, U.S. Highway 30, and U.S. Highway 69. Surface transportation needs are met through over 200 centerline miles of streets. The community has a very progressive mass transit system, CyRide, which carries over 5 million bus passengers per year. While the majority of transit users have Iowa State University ties, the bus system serves the entire Ames community. The MPO is served by the Ames Municipal Airport, which serves general aviation needs for business, industry, and recreation users. On average 119 aircraft operations occur per day at the Ames Municipal Airport. Union Pacific Railroad provides freight service to the area by dual east-west mainline tracks and a northern agricultural spur.

The City of Ames City Council, the Story County Board of Supervisors, and the Boone County Board of Supervisors approved a 28-E Agreement that provides for the governing of the organization by a Transportation Policy Committee. That committee is made up of the following individuals show below in Table 1:

Table 1: Transportation Policy Committee Membership		
Member	Title	County, City or Agency Represented
Ann Campbell	City Mayor	City of Ames
Jeremy Davis	City Council Member	City of Ames
Matthew Goodman	City Council Member	City of Ames
Jami Larson	City Council Member	City of Ames
Peter Orazem	City Council Member	City of Ames
Victoria Szopinski	City Council Member	City of Ames
Thomas Wacha	City Council Member	City of Ames
Mike O'Brien	County Supervisor	Boone County
Wayne Clinton	County Supervisor	Story County
Vacant	Transit Board Member	CyRide
Craig O'Riley	Non-Voting Representative	Iowa Department of Transportation
Tracy Troutner	Non-Voting Representative	Federal Highway Administration
Mark Bechtel	Non-Voting Representative	Federal Transit Administration

In addition, the Transportation Policy Committee will appoint various committees, as appropriate, to advise them. In particular, a Transportation Technical Committee was appointed to provide advice on the programming decisions that involve project issues. Members of the Transportation Technical Committee are shown below in Table 2:

Table 2: Transportation Technical Committee Membership		
Member	Title	County, City or Agency Represented
Tracy Warner	Municipal Engineer	City of Ames
Damion Pregitzer	Traffic Engineer	City of Ames
Corey Mellies	Operations Manager	City of Ames
Steve Osguthorpe	Planning and Housing Director	City of Ames
Charlie Kuester	Long Range Planner	City of Ames
Sheri Kyras	Transit Director	CyRide
Cathy Brown	Campus Planning Asst. Director	Iowa State University
Bob Kieffer	County Engineer	Boone County
Darren Moon	County Engineer	Story County
Phil Mescher	Non-Voting Representative	Iowa Department of Transportation
Tracy Troutner	Non-Voting Representative	Federal Highway Administration
Mark Bechtel	Non-Voting Representative	Federal Transit Administration

Funds shown for the 2013 fiscal year include new funds and carryover funds from the previous Transportation Planning Work Programs. A budget summary of these funds is found in the FY 2013 Budget Summary section of this document.

TPWP Development

Overall, the Transportation Planning Work Program (TPWP) is a living, working plan that is utilized throughout the year through the course of coordination with other governmental and transportation agencies, technical committee members, and private citizens. This is accomplished through a continuing, cooperative, and comprehensive transportation planning process. There is a multi-phase public participation process carried out in creating the TPWP. In addition to informal input throughout the year, there is formal input sought at the Policy Committee public hearings for the Draft and Final TPWP and at a Public Input session. In an effort to increase public awareness and involvement, AAMPO staff meets with community groups such as Iowa State University classes and committees, Ames Chamber of Commerce, and civic organizations such as Rotary International. The TPWP also includes elements gathered at other meetings and events such as Passenger Transportation Plan meetings, MPO quarterly meetings, and public informational meetings. Also, information was presented and public comment gathered at City Council sessions regarding Context Sensitive Solutions and Complete Streets.

Work Elements

In general, the overall metropolitan planning goals for the AAMPO are to:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
- Increase the safety of the transportation system for motorized and non-motorized users
- Increase the security of the transportation system for motorized and non-motorized users
- Increase the accessibility and mobility of people and for freight
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
- Promote efficient system management and operation
- Emphasize the preservation of the existing transportation system

The following documents are developed, updated, or maintained on an annual basis:

- Transportation Planning Work Program (TPWP)
- Transportation Improvement Program (TIP)
- Public Participation Plan (PPP)
- Long-Range Transportation Plan (LRTP)
- Passenger Transportation Plan (PTP):

As part of an effort to coordinate and develop services with human service agencies and other transit agencies, a Passenger Transportation Plan has been developed, and is updated annually. CyRide, representing AAMPO, has met locally with human service agencies and transportation providers in an effort to further this goal.

Administration

Task Objective: Administration of AAMPO Transportation Planning.

Project Description: The Fiscal Year (FY) 2013 TPWP and the budget will be monitored and amended as necessary.

The FY 2014 TPWP and budget will be prepared. The financial audit for FY 2012 will be initiated.

Payment will be made for the participation in the Statewide Urban Standard Design and Specifications manuals and the Pavement Management program through the STP funding in the TIP.

Staff: Administrator (Public Works Director)
Municipal Engineer
Traffic Engineer
Transportation Planner
Transit Planner
City Clerk
Public Works Administrative Assistant
Finance Director
Clerical

Time: 700 hours

Cost: \$25,433 (20%)

Work Products:

- FY 2013 TPWP maintenance, budget monitoring (on-going)
- FY 2014 TPWP development (May 2013)
- Self Certification (March 2013)
- Planning funding reimbursement submittals (quarterly)
- Title VI training for employees and monitoring of plan documents (on-going)

Previous Work:

- FY 2012 TPWP maintenance, budget monitoring
- FY 2013 TPWP development
- Self Certification
- Identify and analyze potential changes to the Transportation Policy Committee structure

Transportation Improvement Program

Task Objective: State and federal project programming for AAMPO member agencies.

Project Description: The Federal Fiscal Year 2013 – 2016 Transportation Improvement Program (FFY 2013 – 2016 TIP) will be maintained and amended as necessary. The FFY 2014 – 2017 TIP for Surface Transportation Projects and Enhancement Projects will be developed. Coordination with the Iowa DOT Statewide Transportation Improvement Program (STIP) will also be undertaken.

Staff: Administrator (Public Works Director)
Municipal Engineer
Traffic Engineer
Transportation Planner
Transit Planner
City Clerk
Public Works Administrative Assistant
Finance Director
Clerical
Transit Director
Transit Coordinator
Budget Officer

Time: 600 hours

Cost: \$25,433 (20%)

Work Products:

- Maintain the FY 2013 – 2016 TIP (on-going)
- Prepare the FY 2014 – 2017 TIP (Draft due June 15th, Final Due July 15th)
- Revise and amend the FY 2013 – 2016 TIP (as necessary)

Previous Work:

- Completed the FY 2013 – 2016 TIP
- Maintained, revised, and amended the FY 2012 – 2015 TIP

Comprehensive Planning

Task Objective: Integrate transportation planning and land use planning for AAMPO member agencies.

Project Description:

- Review subdivisions and development projects to determine transportation impact
- Forecasting activities related to transportation planning
- Attend relevant conferences and training pertaining to MPO planning issues
- Updating/amending the bikeways plan, as necessary
- Updating/amending the LUPP and Urban Fringe Plan, as necessary
- Traffic counts along area streets
- Traffic accident data analyses
- Street alignment and traffic signal concept layouts
- Utilization of the regional ITS architecture when applicable
- Research mobility issues relating to walks, paths, safe routes, etc.
- Participation in and support of Highway 30 Coalition activities

Staff: Administrator (Public Works Director)
Municipal Engineer
Traffic Engineer
Transportation Planner
Transit Planner
Planning Staff

Time: 350 hours

Cost: \$25,433 (20%)

Work Products:

- Update Safe Routes to School maps (as necessary)
- Participation in CIRTPA Bicycle Roundtable (on-going)
- City of Ames Bicycle Map update (as necessary)
- Integrate multi-modal (non-motorized) LOS (as directed)
- Maintain/update transportation network model (on-going)
- Development of pavement management system (on-going)
- City-wide count program and traffic signal synchronization review (on-going)
- Review/update ADA Transition Plan (as necessary)
- Performance Measures tracking (annually)
- Analyze potential alternative funding sources (as requested by member agencies)

Previous Work:

- Analyze fringe area growth impacts on transportation
- Safe Routes to School map updates
- Downtown parking map update
- Central Iowa Bicycle Roundtable
- Neighborhood traffic calming coordination
- Update street functional classification map

Transit Planning

Task Objective: Enhance a coordinated, accessible, and efficient transit system

Project Description: Planning efforts will reflect prioritization of the following areas:

- Incorporating safety and security in transit (transportation) planning
- Participation of transit operators in metropolitan and statewide planning
- Coordination of non-emergency human service transportation
- Planning for transit system management and operation to increase ridership
- Make transit capital investment decisions through effective systems planning

This item involves transit planning issues related to land use and development issues, ridership surveys and analyses, plans to manage transit agency in accordance to the Federal Transit Administration guidelines, and the study of student and commuter service. Meetings will be held to facilitate the (locally developed) coordinated public transit/human-services transportation plan to improve transportation services for the low-income, aging and disabled populations within the community. Efforts will concentrate on improving operating efficiencies of current services and eliminating gaps where and when transportation is not available. The Transportation Planner may conduct various planning and ridership studies throughout the year.

Staff: Administrator (Public Works Director)
Traffic Engineer
Transportation Planner
Transit Planner
Transit Director
Transit Coordinator
Transit Operations Supervisor

Time: 700 hours

Cost: \$19,075 (15%)

Work Products:

- Various transit plans, administration and audits of the following programs requiring annual certification by the transit agency: EEO, Title VI, and Limited English Proficiency (LEP), Disadvantaged Business Enterprise (DBE), etc (annually)
- Work towards maintenance/update of the PTP (Draft due Feb. 1st, Final due May 1st)
- Capital/Financial planning to analyze fleet and facility needs for five-year period (on-going)
- Corridor and facility expansion studies (as necessary)
- Bus stop amenities planning (on-going)
- Intermodal facility project development & performance measures (on-going)
- Administration of Ames Alternative Analysis Study (on-going, description follows)
- Administration of Ames – Des Moines Corridor Study (on-going, description follows)

Previous Work:

- Ongoing planning activities

- Participation in TIP and TPWP development
- Leading human service/transportation provider coordination
- Update of PTP
- Ames Alternatives Analysis Study and Corridor Study
- Intermodal Facility Study

Special Transit Studies

Alternative Analysis Study (in an approved transit grant)

Task Objective: Conduct Alternative Analysis study of Orange Route corridor between Iowa State Center and Iowa State University campus

Project Description: An Alternatives Analysis (AA) Study will be conducted of the Iowa State Center to Iowa State University campus corridor identified currently as the Orange Route. The Ames Transit Agency completed a smaller Transit Feasibility Study in June 2007 looking at seven corridors in the community that had either current transportation/growth issues or future identified growth. The study identified transportation options to resolve corridor problems of which the Orange Route is operating at near maximum capacity. It was determined through the Transit Feasibility Study that the Orange Route may qualify for Small New Starts funding to establish a Bus Rapid Transit corridor which would operate more like a light rail type system only using more cost-efficient buses. The AA study will analyze specific route options in more depth regarding transit-only corridors, provide detailed information on bus stop upgrades, and analyze route speed increases that could be realized with extended-green technology. This study will also analyze the financial capacity/needs of the Ames community to undertake a project such as Bus Rapid Transit. At the conclusion of the AA Study, a locally preferred alternative – the “proposed action” – will be determined.

Federal (5339)	\$160,000
Local (CyRide)	\$40,000
Total Cost	\$200,000

Ames-Des Moines Corridor Study

Task Objective: Selection of a consultant to conduct a study of the I-35 corridor between Ames and Des Moines to determine the feasibility of implementing transit alternatives as opposed to the single occupant vehicle travel along this corridor.

Project Description: This planning study would determine the feasibility of implementing transit improvements to reduce single occupant automobile traffic along Interstate 35 between the City of Ames and City of Des Moines. The study would provide essential information to key decision-makers in Des Moines, Ames and Ankeny to implement future transportation improvements along this corridor. The study would examine the following:

- Identify need/potential ridership in the Ames-Des Moines corridor
- Analyze potential transportation modes to serve forecasted ridership demand
- Refine best alternative details

- Identify potential funding sources
- Identify benefits of implementation

The Des Moines Area Regional Transit Authority, Heart of Iowa Regional Transit Agency and CyRide could co-sponsor the project through a coordinated effort from the following potential organizations: Iowa State University, City of Ames, City of Ankeny, Greater Des Moines Partnership, Des Moines Area Metropolitan Planning Organization (DMAMPO) and the Iowa DOT's Office of Public Transit. This study would further the results from the state-wide needs corridor analysis recently completed in December 2009. Local funding could be derived from the DMAMPO, Des Moines DART and CyRide, but is undetermined at this time.

State (STA)	\$80,000
Local (TBD)	\$20,000
Total Cost	\$100,000

Public Participation

Task Objective: Incorporate a public involvement process that fosters public participation throughout the planning and transportation decision-making process.

Project Description: Informational meetings, as well as public hearings, will be held to obtain public input and feedback on ongoing activities of the AAMPO. The Public Participation Plan (PPP), along with other pertinent documents maintained and developed by the Ames Area Metropolitan Planning Organization, is posted online at <http://www.cityofames.org/index.aspx?page=211>. These documents will be transferred to the AAMPO website during the duration of this work plan.

Currently, the City of Ames maintains a website on which the activities of the AAMPO are included. Items include the meeting schedule and the approved TIP and TPWP as well as links to LRTP and PTP information. An additional goal will be to review the AAMPO Public Participation Plan (PPP) to make suggestions for improving outreach activities and strengthening public input.

Staff: Administrator (Public Works Director)
Municipal Engineer
Traffic Engineer
Transportation Planner
Transit Planner
Transit Director
Clerical Staff
Planning staff
Public Relations Officer and Intern

Time: 350 hours

Cost: \$12,717 (10%)

Work Products:

- Public meetings for TIP and TPWP input (tentative)
 - Public Input Session for TPWP and TIP – May 2013
 - Public Hearing for TPWP – May 2013
 - Public Hearing for TIP – June 2013
- Update letters to neighborhood groups and interested parties (on-going)
- Maintain and update the PPP (as necessary)
- Maintain and update AAMPO webpage (on-going)
- Enhance AAMPO web presence and capabilities (on-going)
- Promote the AAMPO for public recognition and branding (on-going)

Previous Work:

- Public meetings for TIP, TPWP, and PTP
- Public meetings for project input sessions
- Update letters to neighborhood groups and interested parties

Committee Support

Task Objective: Provide information, background material, and viable alternatives to the committees to assist them in making fully informed decisions.

Project Description: Support for the Transportation Policy Committee and Transportation Technical Committee will be conducted on an as needed basis. Work elements include reports, records management, correspondences, planning of meetings, and supporting materials.

Staff: Administrator (Public Works Director)
Municipal Engineer
Traffic Engineer
Transportation Planner
Transit Planner
Transit Director
Planning Staff
City Clerk
Clerical Staff
Operations Manager

Time: 150 hours

Cost: \$12,717 (10%)

Work Products:

- Technical Committee and Policy Committee meetings/minutes (tentative)
 - Technical Committee Meeting – March and April 2012
 - Policy Committee Meeting – March, May and June 2012
- Conduct Citizen Advisory Committee meetings (as necessary)
- Policy and Technical Committee composition discussions (on-going)

Previous Work:

- Technical Committee and Policy Committee meetings/minutes

Long Range Transportation Plan

Task Objective: Provide framework for orderly, efficient growth of an integrated, multi-modal transportation network.

Project Description: The 2035 Long Range Transportation Plan was adopted by the Transportation Policy Committee on October 12, 2010. The updated LRTP is compliant with SAFETEA-LU requirements. Work activities that have taken place for the update include evaluation of the LUPP for compliance, reviewing traffic impact studies for major site developments, alternative network development and analysis, updated transit analysis, update the transportation model, public participation opportunities, and completion of the final report.

Staff: Administrator (Public Works Director)
Municipal Engineer
Traffic Engineer
Transportation Planner
Transit Planner
Transit Director
Transit Coordinator
Public Works Administrative Assistant
Long Range Planner
Finance Director
Budget Officer
City Clerk/Clerical Staff

Time: 100 hours

Cost: \$6,358 (5%)

Work Products:

- Maintain and amend 2035 LRTP (as necessary)

Previous Work:

- Maintain and amend 2035 LRTP (as necessary)

FY 2013 Budget Summary

Table 3: Funding Sources		
FY 2013 Targets		
FTA 5303	\$ 27,658	** Estimate
FHWA PL	\$ 68,572	** Estimate
Carryover Funds		
FTA 5303	\$ -	
FHWA PL	\$ 5,502	
Local Match	\$ 25,433	
TOTAL	\$ 127,165	

Cost Allocation Plan

The local match for salaries and other expenses is a part of the 2012/13 City of Ames Program Budget adopted by the City Council for all personnel and associated expenses. Costs billed will be for those specified. The main source of local-match funds will come from the City of Ames Road Use Tax allocation. New FY 2013 funds have been combined with the carryover amounts for expense allocations. **Carryover funds will be used first before new allocations.** The AAMPO does not charge indirect costs and therefore does not submit a DBE worksheet to Iowa DOT.

Table 4: Budget Summary

		Federal Funds				Local Match	% of Funding	Total Staff Hours
Work Element	Total Cost	FTA 5303 Carryover	FTA 5303 New	FHWA PL Carryover	FHWA PL New			
Administration	\$ 25,433	\$ -	\$ 5,532	\$ 1,100	\$ 13,714	\$ 5,087	20%	700
TIP	\$ 25,433	\$ -	\$ 5,532	\$ 1,100	\$ 13,714	\$ 5,087	20%	600
Comprehensive Planning	\$ 25,433	\$ -	\$ 5,532	\$ 1,100	\$ 13,714	\$ 5,087	20%	500
Transit Planning	\$ 19,075	\$ -	\$ 4,149	\$ 825	\$ 10,286	\$ 3,815	15%	600
Public Participation	\$ 12,717	\$ -	\$ 2,766	\$ 550	\$ 6,857	\$ 2,543	10%	350
Committee Support	\$ 12,717	\$ -	\$ 2,766	\$ 550	\$ 6,857	\$ 2,543	10%	150
L RTP	\$ 6,358	\$ -	\$ 1,383	\$ 275	\$ 3,429	\$ 1,272	5%	100
Totals	\$ 127,165	\$ -	\$ 27,658	\$ 5,502	\$ 68,572	\$ 25,433	100%	3,000
% of Total	100%	80%				20%		