

**CHEYENNE METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING MINUTES**

June 19, 2008

**Mayor's Conference Room
2101 O'Neil Avenue, Suite 310
Cheyenne, WY**



PERSONS ATTENDING

Voting Members

Ken Lewis, Chair	Proxy for Mayor, City of Cheyenne
Jay Gould, Vice-Chair	District Engineer, WYDOT
Jeff Ketcham	County Commissioner, Laramie County

Secretary

Tom Mason	Director, Cheyenne MPO
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Guests

Kevin McCoy	Planner, WYDOT
Martin Kidner	WYDOT
Mike Abel	Director, Public Works
Jim Brown	City Council Representative
Joe Dougherty	Director, Cheyenne Transit Program (CTP)
Nancy Olson	Planner, MPO
Matt Ashby	Director, Urban Planning
Sreyoshi Chakraborty	Planner, MPO
Tom Bonds	FHWA

Meeting called to order

Approval of the February 14, 2008 minutes

Jeff Ketcham made the motion to approve the minutes and Jay Gould seconded with no discussion.

Discussion and Approval of the *FY '08 – '11 Transportation Improvement Program Amendments and TEAL Grant Application*

Staff report by Tom Mason:

City's TEAL grant application for '09 – [Jeff Wiggins](#)

This application is for 2.65 miles of soft surface trail in the SE corner of town. It provides an opportunity to offer a different experience to trail users, commuters and recreational users. It provides a redundant option paralleling the HR Ranch road Greenway built by JL Ranch developers. Greenway has been paved now along with many subdivision roads. Currently we do not have a soft surface trail but people have been asking for this; joggers and equestrian users. Alignment follows a 150 ft. swath of land the city acquired in two pieces; the southerly piece was 75 ft. of abandoned BNSF rail line for a \$20,000 purchase; the northerly 75 ft. from plat of JL Ranch Subdivision. To the S. and E. is open space and view of ridge line. Trail head

parking lot to the NE along Campstool Rd. Total application is for \$187,500 with 20% local match being \$37,500. This will be paid for by land donations from Mr. Lowham of the BNL land company. The city hopefully will be able to pay Mr. Lowham \$20,000 for the northerly portion and some 35 acres in the floodway and floodplain will be given to us. Future connectivity will be: towards the east along the WAPA corridor out to the Archer complex; to the west, connecting to the Sun Valley Detention Area that will be built this summer.

Tom: TIP amendments Two year cycle redo the entire TIP, this is the off year.

Tom contacted WYDOT, CTP, County, City, and Airport Board for their updates to proposed projects for the next three to four years. Red borders on projects show what was changed or moved around on the list.

Ken with procedural question: Q. 2 items; Teal grant and TIP amendment, to be adopted separately or together? A. Can lump together.

Tom Bonds: Please put the Starting and ending point of greenway applications so if you just looked at the web and didn't have a map, you would know where this project goes.

Jeff Ketcham: Summit Rd. has been moved up, Allison Draw will get started, Paving and Chip seal this summer. What about the item "repair airport terminal overhang"? Are they using 6th penny money? TM: It was moved to 2009 and has \$2000 local dollars which is probably the tax. Jay Gould moves to approve TIP amendments and TEAL grant. Jeff seconds.

Passes by vote

Technical Committee Voting Members - Tom

emailed to all the discussion of updates of city and county voting members to the MPO Technical Committee. County = Don Beard, Gary Kranse and Leo Pando (County Road and Bridge) City = Nathan Beauheim, Mike Abel, Ken Lewis. State = Tom DeHoff, Tony Laird, Kevin McCoy.

FY '08 Budget Update -Tom

Requesting minor budget revision #1 Email communication- moved money innovative finance plan to HPMS counts (\$6990). #2 adding Walkability Audit \$7000 with the difference added to short range plan. Innovative finance plan was to be done with the County Fee that would allow both entities to keep up with subdivision development and its impact on the maintenance of county road system. County Commissioners delayed this project.

Walkability audit - there are a lot of issues in developments where we need to build good walking connections to or within subdivisions, to schools, parks. National expert, Dan Burden will come to town on Wed. Sept.3rd to work with city and county staff to do tours around town to see existing sidewalk and ADA issues. He will work with us throughout the day to discover what is important in Walkability. In the evening a public meeting will be held to highlight Walkability issues and educate townspeople about its importance. This is good timing with the city as it is working on creating a (UDC) Unified Development Code = putting together the subdivision regs, city codes, road standards into one document. \$7000 for this one day event and the next fiscal year we will do a full pedestrian plan. JK: Q. Include bicycling? TM: No just pedestrians. JG: Q.

Main goal is to increase awareness of this issue? TM: Increase understanding by the public and developers to educate all of the importance of pedestrian connections and sidewalks.

Tom Bonds: Q. What do you anticipate the full Walkability Plan costing? TM: A. Don't know. TB:

Be careful not to exceed the city policies of \$25,000, which is cumulative to a consultant, and would need to go out to RFP. TM: A. We would go out for an RFP.

Anticipate fine tuning salary and equipment budget later in summer.

JG: concerned about the two projects being too far apart. Build on the momentum.

Jeff: Other funding for Walkability Study – City received \$30,000 from WYDOT for a Safe Routes to School for a safe routes plan. LCSD1 Safety Plan and Crash Data will be pulled together into a plan. Will partner with MPO to create a city-wide pedestrian plan that identifies some of the best practices that shed lights on good and bad examples and gives guidance where to head with principles with specific projects list that is prioritized.

JG moved to approve. Jeff seconds. Vote passed.

Update and discussion on planning projects

East Dell Range and US 30 - Sreyoshi

Plan is now completed. First couple of weeks of June-presented to city and county planning commissions. Coming up we are presenting to City Council and County Commissioners and will offer to the State Transportation Commission. The plan is for future transportation improvements along both Dell Range and E. US 30 corridors. The plan includes the Christensen railroad overpass which did not make the 6th penny cut for vote this past Spring. Steering committee considered 18 design alternatives. Preferred cross-sections of both corridors were shown and no recommendations were decided upon with this plan. The plan moves the intersection west of current location. Jeff: Q. ROW purchase? Tom: A. We will need some small property acquisitions.

Tom: Christensen overpass between E. Pershing and US 30 will be built when those properties develop and the ROW acquisition is low on the planning priority list. No public monies predicted to be used. Roundabout is proposed for Whitney Rd. and Dell Range.

Transit Development Plan – Final Presentation Joe Dougherty

Every five years we do a TDP and this year we attempted to do a Coordination Transportation Plan. Process began in August, 2007. To date we have had a series of 6 public meetings. At City Council on Monday June 23rd he is presenting a resolution for this planning document and this will be last public meeting. Joe summarized the plan. CTP provided 260,000 rides last year. Providing shorter headways is our goal. West route had a 42% increase last year.

Recommended to change a few routes, purchase an updated dispatch system with GIS, and implement designated boarding areas. Changes begin Sept. 2nd. Mid/long term goals- deviated routes, evening and Sunday service, 30 minute headways on some routes and implement regional routes. Add Kohl's and go out west to Little America. Joe called for help with getting westbound bus stops along Lincolnway. Q. Can you bring bikes on the bus? Y. Almost all have bike racks. Q. Boarding Areas need pull outs built. Jay mentioned that pull outs need to be designed right away, project almost done.

East Pershing Corridor Plan – Nancy Olson

1st phase, the roadway portion, almost finished. The consultant doing the plan is Ayres

Associations. Public input consisted of a May 3rd corridor walk (reached about 1/3 of residents and a May 20th public open house (attended by about 30-40 people). What the people said was: Don't bring roadway closer to my house, move sidewalks off street and make wider, concerns about speed of traffic and they don't want to lose front driveway access. Snow removal of city is the one concern. Consultants will decide on preferred alternative soon, Next phase, Fall of '08 with the intersection study and public process. Consultants will tie the two together and the plan should be finished late summer '09. Q. Still looking at the roundabout? A. Yes it is still being considered. Jim Brown; nobody wants a roundabout, nobody wants street widened and no one wants faster speeds.

Greenway update – Nancy & Jeff Wiggins

Nolte is the consultant firm the MPO hired to do the 2007 Greenway Extension plan. The three areas will be planned to the 35% design. Sun Valley Detention Ponds, getting along Nationway to Holliday Park, and connecting the Safe Routes to Schools paths in south Cheyenne. Public open house was held on May 27th. Most people are positive about Greenway being constructed and no real concerns. Three alternatives were presented to get into Holliday Park, two under one over. Consultant is showing a possible future alignment of a grade separated crossing of Walterscheid south of Deming Dr. because future development and growth will cause traffic ADTs to be high enough to not have a greenway at grade crossing. Identify parcels to acquire; only one parcel behind Messinger's. One underpass option and overpass received positive feedback by public.

Wayfinding Plan - Sreyoshi

Done in two phases; Phase one broader conceptual report what kind of sign program we wanted in Cheyenne, key destinations, Phase one is completed. Scope of work for Phase two is progressing. Design program for specific signs and locations. MPO is teaming up with the Cheyenne Convention and Visitors Bureau on this project. The hierarchy from highest to lowest would be regional gateway, city gateway, directional signage, and specific destinations and neighborhoods. Jeff Ketcham would like to see the same thing for entrances to Laramie County along major highways and road; these should have gateway or entrance monuments like the city's in Lions Park. Kevin McCoy suggests that County hook up with travel and tourism.

Safety Management Plan - Sreyoshi

This plan is a data driven process using crash data. MPO formed a steering committee of technical experts that deal with transportation safety on a day to day basis like police, EMT. The committee developed emphasis areas that the plan is based on. Safety Summit produced wonderful recommendations. The plan is now complete. Consultants are getting the plan finished and the MPO should have it very soon to get approval from City and County governing bodies. Meantime we are taking small steps towards the implementation. Now we are applying for State Highway Safety Grants to help police department take action on a few of the suggestions. WYDOT tentative will provide funds for road safety audits.

Commuter Data Report - Nancy

MPO has contracted with the Department of Employment, Research and Planning section to provide us with commuter data. We received the data on June 10th.

An inflow for work of approximately 3500 worker transactions from other Wyoming counties.

Colorado has approximately 3300 worker transactions coming to Laramie County. Work transactions from employees that live and work in Laramie County – this shows that the amount of jobs has steadily grown from 2000 to the present. 28,000 to 36,000.

Inflow to Laramie County by counties and states -

- Approximately 3500 workers come from other counties to Laramie County with Albany County with 824, Natrona County with 609, and Platte with 391
- 3304 work transactions are from Colorado with over a third (1076) from Larimer County and 713 from Weld County

Inflow table - for worker transactions by industry – Top ones are:

- Leisure and hospitality approx -2500
- Retail trade approx -2400
- Construction fourth quarter '07 was 1600 *down from 2300 at a seasonal high in 2007*
- Professional and business services -2000
- State Government -1200 in 2007
- Health care -1300
- Education -900

Unknown – No DMV records but do have a Wyoming SSN and are working here. The likely explanation is that people have moved away to places like CA 836, CO 503, TX 496, NE 392, SD or MT, now are returning to work, but haven't gotten their WY license yet.

Who lives here but travels to other counties for work?

Largest number of worker transactions - Albany (518), Natrona (401), and Colorado (500)

What industries are attracting out of county workers?

- Professional and business services 396
- Construction 337
- Leisure and hospitality 264

Missile Dr. and Allison Rd. - Tom

RFPs and SOWs for both projects are being prepared now.

- Missile Dr. A 10% conceptual plan between Lincolnway and I25 has previously been done but this plan will take us to a 35% design.
- Allison Rd. is a road that goes in and out of the city and county and is a narrow two-lane county road. The road goes through roundabout at Snyder Ave. at the entrance to S. High School. It also goes through residential neighborhoods and very wide in one section. It is a mix of different cross-sections so we want to come up with only one cross-section for the entire corridor. The plan will go from S. Greeley Highway to Parsley Blvd. If we determine it is wise to intersect with Parsley Blvd., it will mean acquiring one to three homes.

Update on Summit and West Pershing/I 25 Randall Interchange/F.E. Warren Gate 1 STP-Urban projects

Jay Gould: Summit is about ready to go and should be signing a contract in October. BOPU has been asked to put water in before pavement, but no agreement has been reached.

Ken: W. Pershing – Because there was no consensus on options at this time and the public expressed vigorous interest, we are going through a beefed up public involvement process to get all issues ironed out. WYDOT is producing a contract modification with the engineering firm to handle that.

Jay: I25 at Randall should go this fall; October or later. “We would like to see some bus stops out that way too.” **Joe D. Jay** says that Joe needs to get involved at the city or MPO review level. Ken will ask Jeff Fanning to get Joe plans to review from the city engineer’s office.

Tom: City and state has worked together to come up with an enhancement package for this interchange, as well. Plan includes columns, and other details.

Speer Interchange Updates

Jay – Design is moving forward. Last Public meeting on the EA was held June 3rd; only one written comment. This is on schedule, but question is: “When is the developer going to build the road on the west side?” IRP is moving forward, but need a couple of miles of road that need to be constructed; can’t build an interchange to nowhere. **Jeff:** Water from the Sherrard treatment plan? Initial project will have water coming from wells.

Update on local construction projects

Norris Viaduct Project – **Ken:** The bids came in very good. Cheyenne Co. Rieman was the low base bidder and came in lower than the engineers cost estimate. The bid was a little less than 20 million if council decides to do all the alternatives. Notice to proceed will be issued in about a week and the city expects the contract in about 5 weeks. The process of this magnitude of a project takes a very long time. The EIS took about 1 ½ years to complete and to city cannot go out to bid until each step in the process is completed

City of Cheyenne – **Ken:** Very busy, any specific questions? **Tom Bonds:** How about Deming and Walterscheid? **Ken:** the mylars are in our hands and we are checking them to see if everything has been done correct. Then we will put out to bid in a month or two.

Laramie County – **Jeff K.** The big buck project is N. Yellowstone Rd. There is also chip-sealing going on around the County that Don Beard is doing.

WYDOT – **Jay G.** I25 southbound. On US 30 we’re finishing up the turn lanes out there.

Working on the interchange design for I25 and I80 (Tom M. is involved with this as well) the consultants are taking a look at the plans now, Roundtop Rd. at Missile Dr. we are doing away with the northbound access to I25. Some public meetings will be held with respect to that.

WYDOT is also concerned with how outlying interchanges would look like with what is proposed. The main message is where do we want to be in the future, (how we want to look and function) and then communicate this message to the public.

Tom M. All materials with respect to this project have been placed on the city’s S. (share) drive.

Other Business

Tom M. – One last thing, the Greenway underpass of US 30 starts in a week

Chairman Ken Lewis called the meeting to an adjournment.