

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

**February 23, 2010
Mayor's Conference Room
2101 O'Neil Ave
Cheyenne, WY**



ATTENDEES:

Voting Members

Jeff Ketcham, Chair County Commissioner, Laramie County
Jay Gould, Vice-Chair District 1 Engineer, WYDOT
Rick Kaysen Mayor, City of Cheyenne

Secretary

Tom Mason Director, Cheyenne MPO

Others

Tom Bonds FHWA-WY
Doug Vetter City Engineer, City of Cheyenne
Gary Kranse Director, Laramie County Planning
Jim Elias Director, Public Works, City of Cheyenne
Joe Dougherty Director, Cheyenne Transit Program (CTP)
Nancy Olson Planner, MPO
Don Beard Director, Public Works, Laramie County
Sreyoshi Chakraborty Planner, MPO
Nathan Beauheim Asst. City Engineer, City of Cheyenne
Martin Kidner State Planning Engineer, WYDOT

AGENDA:

1. **Meeting Call to Order** Jeff Ketcham
2. **Approval of the September 29, 2009 minutes**
 - a. Jay G. moved and Mayor Kaysen seconded. Motion carried
3. **Election of Chairman and Vice-Chair**
 - a. Tom M. stated that traditionally the Chair alternates between the Mayor and County Commissioner. Motion was made by Jay G. to nominate the Mayor. Jeff K. seconded. Mayor Kaysen elected as Chair. Jay G. is nominated by Mayor Kaysen, seconded by Jeff K. and elected Vice Chair.
4. **Discussion and acknowledgement of FY `10 Unified Planning Work Program Amendments**
 - a. Tom M. stated that for the record, an MPO budget change was made via email with the Policy Committee. Tom was not aware that the signed contract with Michelle Johnson for Transit Planning services lasted until the end of Dec. 2010. Therefore money was moved from I-25/Central/Gate 5 planning project back to Transit.
5. **Discussion and approval of the Proposed Surface Transportation Program – Urban Project Sequence List**
 - a. Moved up to #1 is the West Pershing Project \$4,000,000. Swapped next two projects; E. Pershing should be #2 (\$1.5 million) and Allison Road as #3. Division Ave. is #4. Plan done and design has begun for E. Pershing. The amount of \$5.5 million is available right now from WYDOT for STP-U. Transportation bill and Wyoming Transportation Commission outcomes will decide about additional funding for the W. and E. Pershing projects.

- b. Tom B. asked about the timing of W. Pershing project. Jay G. answered that it would be a couple of years.
 - c. Tom B. asked about the environmental for the Pershing, Converse and 19th intersection. Will likely be a CAT-EX. The city has used 5th penny money for design. After project sequence list is approved the City can contract with WYDOT to use the 1.5 million with a cooperative agreement between the City and WYDOT. Nathan Beauheim stated we'd use Federal money for ROW acquisition and/or construction. City would use \$4 mil. of federal money. W. Pershing is matched by \$1.7 million of City money. \$6-7 million is estimated project cost. Design will match the funding available.
 - d. Motion to approve by Jeff Ketcham, Jay seconded. Approved unanimously.
6. Presentation and approval of the *Cheyenne Urban Area Functional Classification Map*.
- a. Only change – added Archer Parkway as a collector. Map has gone through the committees and Tech Committee has recommended approval to the Policy.
 - b. Jay wanted to know the feeling for Clear Creek Parkway being an arterial vs. Collector. Tom M. – Length, connection from interchange to interchange on Interstate and is being built as an arterial. Hold access to arterial standards. Don Beard – arterial status can complicate the government responsibility issue due to our own rules and regulations. The lower the classification, the more you can require the developers to build so he would like to see it as a collector. Collector status in County still can be applied with strict access standards. Tom B. agrees that we want to be as flexible with economic development and not so restrictive.
 - c. Tom announced that the MPO has begun the process to design the arterial road system for the Rail Park to include in the Master Plan amendment. Also WYDOT's interchange plan needs to be amended in PlanCheyenne as well.
 - d. Jay Gould and Tom M. discussed how development is matched to the City's Master Transportation Plan vs. Road Classification map.
 - e. Motion of approval made by Jeff, seconded by Jay. Approved unanimously.
7. Presentation and conditional approval of the *Cheyenne Area Snow Route Map*.
- a. Jennifer and James have been working with the City/County and State to update this map as jurisdictions change. Map shows which agency plows which streets and what the planning priorities are in the City. Purpose today is conditional approval. One last look before the map goes to printing. One week for final review. Clear Creek Parkway was only change.
 - b. Jeff motioned, Jay seconded. Conditional approval unanimous
8. Update of other MPO Planning Projects
- a. Missile Drive Corridor – Sreyoshi gave an update to this project: The Consultants have been working on the traffic study several months. Public open house held on Feb. 16th. Good attendance. Sreyoshi went over the display boards for the Committee, mainly explaining the preferred alignment of Missile and 19th St. Land use concept reflects land use in PlanCheyenne: mixed use, entertainment, retail and green space. The road cross-section is two-fold. Highway type and Urban Parkway. MPO Technical Committee recommended MPO discuss with Parks and Rec. and Public Works concerning landscape issues. Hope to go to Planning Commission in April. No funding set aside yet. Approximately 6 years out at the soonest.
 - b. Pedestrian/SRTS Plan - Nancy reported that the SRTS draft plan should be arriving for review very soon with the draft Pedestrian Plan coming in a month or two. Public meeting was held on Oct. 22, 2009 for both plans. Numerous extensive reviews done by internal staff of the city and county. The School Safety Committee did a meticulous review. The Ped Plan will make recommendations and priorities for where pedestrian infrastructure needs improvements in our community. Safe Routes to Schools safety improvements for walking routes and school sites. Both Plans include programs for safety awareness, encouragement and education.

Mayor Kaysen asked if the planners had been soliciting input from the School district. Nancy responded they have done so.

Joe Dougherty asked about from Gateway South development pedestrian routes to the school campus of Johnson and Goins. His purpose was to let the group know that Walterscheid and Allison will eventually become bus routes.

- c. Transportation Safety Intersection Audits – Sreyoshi reported that the draft report is in hand and being review by WyDOT, City Engineering and MPO. The final will be completed soon. She explained the process of the audit such as reviewing crash data, narrowing the number of intersections to analyze, and field visits in the framework of a road safety audit. The final report will include countermeasures and recommendations to improve safety.

Mayor Kaysen asked what the top three problem intersections were: Dell Range and Ridge, Dell Range and Converse and College and Pershing. The intersection of Central and Yellowstone was added by the consultants. Most suggestions were low cost improvements.

- d. Transportation Safety Implementation – Sreyoshi reported that the focus area teams met in November and mid February. Impaired, Distracted, Older drivers, Younger, Unbelted, and Intersections are the focus areas.

Legislative Briefing regarding key Transportation Safety Issues was held in mid February organized with the help of a WYDOT grant. The legislators present were most interested in the topic of forming a Medical Advisory Board for Older drivers.

Mayor Kaysen asked about seatbelt usage broken down by Counties? Safety Team members include different organizations and citizens.

Next project will be about occupant protection. The last week of April will be “Battle of the Belts” between the three High Schools to see which one can have the best seat belt usage. Pre-event survey will take place followed by an Assembly event and then a post survey. Prizes will be awarded to students wearing seatbelts throughout the event and the winning school will get a cash prize.

- e. Interchange Enhancement Spec and Workbook

Tom Mason reported that he received a draft copy of the workbook. Nolte will finish the project and it will be made available to the Committee.

- f. West Allison Plan - Nancy reported the project is wrapping up. The draft report consists of two volumes; Corridor Plan and Drainage Study. Jan. 26th was the last public meeting which was well attended. Nancy went through the recommendations on the display boards that include the questionable connection of W. Allison with Parsley Blvd. The center medians in Cribbon and W. Allison would create safe havens for pedestrians and channelize traffic, and the widening of W. Allison between Walterscheid and S. Greeley Highway would provide an urban cross-section with pedestrian facilities. New proposed N/S road from Jefferson to Prosser at approximate midway point between Walterscheid and S. Greeley Hwy and storm water conveyances. Tom mentioned that the road could be fit into 65' but the southern 15' of ROW will be acquired with future development. Timing of the project was moved down and there is no funding available at this time.

- g. I-25/Central/Gate 5 – Jay G. Kick off meeting with Consultant HDR in the first week of March. The project will analyze the road from Walker Rd to Gate 5 on Warren AFB to take a look at what should be done with all the growth from the AF Base and Guard. Study will be done in June.

- h. Others - None

9. Update on current and upcoming projects

- a. City of Cheyenne – Doug V. reported that projects going on now are; Carey/Pioneer project (utilities) done this fall. New projects - currently designing E. Pershing/Converse and W. Pershing. East will be under construction in 2011 and West in 2012. Designs for summer street project are Dell Range and Vandehei overlays. Mayor asked about

Frontier Days and was told that the project will shut down during CFD.

- b. Laramie County – Don B. reported the Clear Creek Parkway project is moving forward and should be done in the fall. AVI working on design for Phase III of Allison Draw to get the Greenway in. Benchmark is looking at the floodway of Allison Draw to get the floodplain 100 yr. reduced. Better for citizens and flood insurance.
 - c. WYDOT – Jay G. reported that the contractor will get started up again of W. Lincolnway around the first of March weather permitting and be done by Frontier Days. Speer Interchange (High Plains) will be done in July. Plan to finish up Randall Interchange enhancements and landscaping this year. Drainage project on I-80. Open House about the Vandehei interchange 250 people with 75% liking the roundabout and majority wanted the project done as quickly as possible. Meet with business people to allay fears of lost business from closures.
Jeff asked about stimulus money. The West Lincolnway project and I-180 were done with that pot of money. Jeff asked if Jay had heard any more about a mileage tax. Jay said it was being discussed at the federal level.
 - d. Others - none
- 10. Summary of the MPO Workshop – Tom provided the Committee with notes from the meeting. If anything is missing please contact Tom within a week.**
- 11. Other Business**
- a. Census 2010 – Complete Count Committee is up and working. Speakers Bureau is functioning and the Census Event will be March 25th at the Library Cottonwood Room.
 - b. Joe D. reported that CTP will spend million dollars of ARRA money on Bus Shelters this summer with 50 shelters. One more public meeting in April sometime.
 - c. Next meeting is June 22 and the TIP amendment will be discussed. 3:00 – 5:00 pm