

CHEYENNE METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE MEETING MINUTES

September 29, 2009

County Commissioner's Conference Room
310 W. 19th St. Suite 300
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
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Others

Tom Bonds	FHWA-WY
Kevin McCoy	Planner, WYDOT
Gary Kranse	Director, Laramie County Planning
Craig LaVoy	Public Works Engineer, City of Cheyenne
Joe Dougherty	Director, Cheyenne Transit Program (CTP)
Nancy Olson	Planner, MPO
Matt Ashby	Director, Urban Planning
Thomas Cobb	NOLTE Associates, Inc.
Gene MacDonald	Ayres Associates
Andrew Dana	Ayres Associates

AGENDA:

- 1. Call meeting to order 3:03 pm**
- 2. Approval of the June 23, 2009 minutes**

Mayor Kaysen moved to approve. Mr. Gould seconded and minutes were approved.
- 3. Discussion and approval of FY '09 Unified Planning Work Program Budget Revisions**

Tom hands out revision sheets and explains how the MPO is ending the fiscal year. Projected to the end of Sept. what expenses would be. Encumbered contracts and salaries equaling \$303,311 were explained. Recommended budget amounts should be adjusted to include the \$45,000 that WYDOT said was added to the year. Email communications discussed how that money could be used and it was approved to go to the Interstate Enhancement Visualization Workbook by Nolte (\$8160) and County Road Standards by Benchmark (\$8600). A contract modification for the Wayfinding Plan in the amount of \$15,364 could be approved today. Approximately \$20,712 would then be left as an unencumbered expense. This could be added to next year for the I-25 /Central Ave. /Gate 5 study WYDOT has requested. Motion was made by Mayor Kaysen, seconded by Jay G. to approve budget changes. Approved.

 - Jay asked why the MPO was hurrying to allocate the funds. Tom Bonds answered that FHWA had no problem with carrying over the \$20,000 amount, but in the past FHWA did have a problem when the program was carrying over several hundred thousand dollars. The MPO long range goals are something that Jay wants to discuss with Policy Committee soon.
- 4. Discussion and approval of FY '10 UPWP**

Tom explains the FY '10 UPWP starting with the new budget that is a combination of 5303 transit funds, WYDOT PL funds and local match. FY '10 budget is \$745,731 + \$20,712 carry-over = \$766,443. Local match 50/50 split City/County= \$36, 444. Tom goes over the items of the proposed budget line by line. He then went over each anticipated product. The MPO will contribute money to the I-25/Central Ave./Gate 5; S. Greeley Highway (if WYDOT is interested at this time)

and Fox Farm Rd.; On-Street Bike Plan (last done in 1993 by never implemented) with 25 miles of Greenway completed and 5 more immanent. Now is a good time to update this (also MPO has asked Parks and Rec if they are ready to update the Greenway Master Plan so these two can be combined); MPO contribution to GIS Cooperative for new aerial photography flight in April 2010; UDC Road Standards contribution; official mapping US 30, E. Dell Range and Christensen/Pershing ROW; roundabout education (will assist City as E. Pershing goes into final design); and HPMS traffic count program. Ongoing implementation of Safety Management Plan should have been added to the UPWP and will depend on if S. Greeley Hwy stays in Program.

- Mayor Kaysen asked if the \$25,000 Cambridge contract for next year has been signed yet. It has not been signed yet. The Mayor also asked how you determine what amount goes to which line item in the work program. Tom explained how he prepares the budget by utilizing the previous year's data.
- Jay Gould S. - Greeley it will be a long time before funding becomes available. A study on S. Greeley that would take a look at concepts instead of detail would be appropriate. So as development continues to occur, the City, County and WYDOT are in concert as to what is appropriate for access. Should it be a five lane section, raised median or whatever? No need for a 35% plan because it could constrain the engineering design further along in the process. Plan should move forward but at a 10% conceptual plan. Sidewalks will be problematic because the County has been paying for snow removal because the County has no ordinance to make adjacent property owner do maintenance. Plan should address this.
- Mayor asked if any future 'stimulus' money was coming and do we need more shovel ready projects. Gary K. of the County states that their goal is to keep development within corridor adhering to some standards that include sidewalks, transit stops, accesses and policy issues. WYDOT did reconstruction of S. Greeley between College Dr. to I-80 over 15 years ago.
- Matt A. asked if the plan should also relook at that section and develop a consistent plan for the corridor. Not just College south but I-80 to Wallick.

Tom suggests that the S. Greeley Hwy project go to \$65,000, Safety Management Plan Implementation - \$25,000, and Fox Farm 100,000.

Approved unanimously.

5. Review of the *Surface Transportation Program – Urban Project Sequence List.*

Kevin McCoy reports WYDOT has an STP-U balance of 5.5 million remaining after the Summit Dr. project. MPO receives 1.15 million annually. Tom said in 2006 Policy Committee approved how the MPO was planning on spending the STP-U funds. Summit was just completed, then W. Pershing is next on list, (probably will take all programmed 4 million). There are several unknowns: #1) Issue Highway bill in Congress; if the Wyoming Transportation Commission continues the STP-U program, at what funding level and how it might be distributed throughout Wyoming. #2) this priority list after W. Pershing Project should be re-examined to fit with which projects have finished plans and which are still progressing. Fed Highway bill funds STP-U are most flexible and WYO has 4700 miles of highway that could use these funds, so WYDOT has a great need for these monies.

Tom Bonds clarifies that the Fed Program wants to be certain that Federal objectives are being met when Fed. Dollars are being spent. Cities, Counties and States need to work with the Legislature to look for funding not just from the Federal Government. Kevin McCoy reports that WYDOT is proceeding with program as usual until he is instructed differently.

6. Presentation and Approval of the *2007 Greenway Extension Plan*

Tom Cobb from Nolte gives a short presentation of the Greenway Plan. The plan has been acknowledged by the City Governing Body. Approval by the Policy Committee is the last step before the MPO is finished. Plan is on the MPO website. Mayor Kaysen shares with group that UP is becoming increasingly concerned about Greenways being very close to the RR ROW and is currently devising standards that may be imposed by Omaha that would require higher fencing that might affect future construction of Greenway near RR ROW. Four million dollars is the estimated cost of all planned sections. 6th Penny funds are currently being collected for the South Connectors

and Holliday Park Connector. The Sun Valley detention pond section is not. Plan approved unanimously.

7. Presentation and approval of the *East Pershing Corridor and Intersections Plan*

Gene MacDonald and Andy Dana with Ayres give a presentation of this project. This plan has been adopted by the City Governing Body and it recommended the design be followed for the construction project. The plan can be viewed on the MPO website. Gene described the recommended road section from Dunn to Converse. One important consideration was pedestrian safety. Three different road sections will be used at different locations along the corridor and most of the project will be done within the current City ROW. Pedestrian facilities are moved back as far from the roadway as possible.

Landscaping will be added where appropriate, with low water and low maintenance landscaping and decorative concrete or hardscape.

Two intersections were under consideration: Logan and Concord has an interim (existing configuration and optimal signal timing) and long term alternative which will be triggered by the relocation of Carey Jr. High. The ultimate recommendation would be a standard 4 legged intersection design which would have crash reduction of 35% and the LOS works well into the year 2035. The 19th /Pershing/ Converse intersection: looked at 6 intersection designs and ended up with the modern roundabout because it outperforms all others with respect to safety (highest % reduction in crashes) capability to handle and move traffic LOS C thru 2035 and very cost effective up front and usefulness beyond 2035. It had better design for pedestrian safety. AARP recognized and endorses the roundabout as good for pedestrian safety.

- Jeff Ketcham asked about property acquisition along the E. Pershing Corridor. Gene answered only at the Video Store and at Salem for the Church parking lot. Logan for a “T” intersection will need one house on S.E. side. We also need easements for retaining walls.
- Jay asked if they looked at the Turban Roundabout. It is a new idea and an alternative to multi-lane roundabouts.
- Mayor Kaysen asked, what were the costs of acquiring the properties along the N. side of Pershing? Several millions of dollars to get the properties even before the costs of realignment both sides of the several blocks. Why are sidewalks 6’ and 8’, instead of 7’ and 7’? 8’ is multi-use path standards and 6’ is road standards. Lane width in the roundabout varies because they are not concentric - minimum of 12’. Buses, sanitation trucks, fire trucks, WB62 large semis all can negotiate it because outside of roundabout is 250’ diameter.
- RFP for design is being written now. First of Nov. proposals due. Take a year to design and start construction after W. Pershing. Motioned for approval by Jay, seconded by Mayor Kaysen. Approved.

8. Update on current and upcoming projects

1. **City of Cheyenne** – Tom and Craig – Deming Dr. is coming close to completion in Nov. Norris Viaduct - ribbon cutting, parade and celebration, Oct. 7th, 11:00 pm.
2. **Laramie County** – Gary Kranse reports that Clear Creek Parkway is coming along. Campstool W. HR Ranch to Highway S. of Pine Bluffs is other project.
3. **WYDOT** –
 - a. I-25/Randall Ave. opens the 15th of Oct. Ahead of schedule by one season.
 - b. I-25/Missile Dr. interchange is reconfigured to a diamond intersection except. S. Bound off-ramp which will still be a cloverleaf.
 - c. W. Lincolnway is well underway. N. side completed this fall. Do the S. side by Frontier Days next year.
 - d. I-180 enhancement going on now.
 - e. Letting Speer Interchange next week with roundabouts (High Plains Interchange)
 - f. Need City and MPO participation for the public meeting for the Vandehei interchange with roundabouts at either ends. Scheduled for FY 2011 so City Vandehei overlay might have to wait. Challenges: 1) deal with neighborhood resistance, 2) how to phase the construction, 3) school district inconvenience vs. tourist inconvenience, 4) traffic diversion during construction.

4. Others

- a. Joe Dougherty gave a quick update on the ARRA bus stop project. 43 locations were under contract to be designed. All but K Mart & Wal-Mart are ready to go. Go to bid late winter or early spring but are still in the process of acquiring 7 or 8 pieces of ROW. Coming along nicely. \$1,200,000 price tag.
- b. Tom Bonds reported that the Senate is still discussing the Highway Bill and we do not know if an extension or reauthorization will result.

9. Discussion on Cheyenne MPO Long-Range Goals

Jay G. asked for the Policy committee, MPO Director, representatives of the MPO Technical committee and FHWA to sit down and discuss: What is the MPO doing, what direction is it headed and is the current spending on planning projects the correct amount? Decrease of funding in the short term is probable. Jay stated he is hesitant to focus on large projects that will take a long time to implement. Signal timings across the community, safety studies to decrease crash rates are examples of projects that could be done to improve transportation and have more short term or immediate effects.

Another issue Jay has is that the MPO is viewed as part of Cheyenne City government and Jay would like to have more discussion around the image of the MPO. Mayor Kaysen asked Tom to list all the projects over a 5- 10 year period that the MPO has worked on and which entity have they benefited. Jeff thinks that it is mostly because of the geographic location in City Building. The Mayor points out that with decreased funding it might be the wrong time to physically separate the MPO from its current location. Agenda will be prepared for this special meeting by Jay Gould and Tom and be circulated.

Gene MacDonald from Ayres suggested a simple name change might be enough to distinguish the MPO in the Cheyenne area.

10. Other Business

a. Pavement Management Changes

The City Public Works department has bought the pavement management software. A contract of \$110,000 for data collection and sign inventory is being done by the City Public Works. So the MPO is out of the picture. Craig is now the project leader for this.

b. Pedestrian/SRTS Plan Workshop October 22 Kiwanis Community House 6 to 8 pm

c. WyoPass/Western Planner Conference

The MPO Wayfinding Plan Phase One won Plan of the Year and Sreyoshi Chakraborty is in Portland, OR; Oregon office of the Federal Highway and Oregon MPO Administration invited her to be a part of a panel with a large MPO to talk about MPO Safety Management Plans.

d. Norris Grand Opening Oct. 7, 2009

e. Next meeting is November 24, 2009