

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

September 29, 2008

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



PERSONS ATTENDING

Voting Members

Jack Spiker, Chair	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
Scott Smith	Urban Planning
Gary Kranse	Laramie County Planning, Director
Don Beard	Laramie County Public Works, Director
Joe Dougherty	Director, Cheyenne Transit Program (CTP)
Nancy Olson	Planner, MPO
Matt Ashby	Director, Urban Planning
Sreyoshi Chakraborty	Planner, MPO
Tom Bonds	FHWA-WY

Meeting called to order

By Mayor Spiker

Approval of the June 19, 2008 minutes

Jeff Ketcham: made a motion for approval. Approval seconded by Jay Gould.
Kevin McCoy made a request for the rewording of a sentence in the WyDOT report. Jay Gould's title is wrong.

Discussion and approval of changes to the FY '08 Unified Planning Work Program

Tom Mason: Handout provided to committee with changes to the FY '08 budget. Three projects that did not spend all their allotted funds –CTP TDCP \$1900, Crow Creek Greenway and Floodway mapping -\$1700, County Rd Standards update \$3150. FY 07 \$6811.53
MPO budget - \$662,672 - New amount with Fed and local match funds \$720,394. Big changes:

1. Permanent Traffic Counter (2) \$21,507 Installed on Dell Range, W. of Converse and on Converse South of Dell Range. These are solar powered.
2. West Lincolnway median not \$28,800 now \$49,000 with detailed drawings of medians
3. Missile Dr. \$6330 this years FY08 budget. Rest is out of FY09 budget. Total is \$114,255
4. All of Allison Rd. in FY08 \$106,700
5. Wayfinding increased slightly by \$2250 making this phase \$17,250. \$34,500 total is split with CACVB.

Tom Bonds: What is your time frame on permanent counters? Tom M: Bids are already in and with the committees approval today, can be ordered tomorrow.

Mayor Spiker: Jay, can the city piggy back onto WYDOTs contracts for permanent counters? James to check MPO bid prices with ITS people at WyDOT.

Mayor Spiker: What are the advantages of a permanent counter versus the old way? Is it accuracy or manpower?

Jay Gould: Can relocate - do counts, record speeds, do classifications, download into a

computer program and get 85 percentile speeds, run 10 mph paces, versatility, easy to install and don't have to break the pavement, read both directions of traffic at same time, and do any kind of pavement maintenance – doesn't affect counter. WYDOT wants to set variable speed limits on I80 around the Elk Mountain area to see what speeds the vehicles are running and then make an assessment of what the speeds should be in inclement weather.

Jay Gould: Why is Allison Rd. project so much more than original estimate? Tom M: I guess. We realize that with projects like Allison, Missile and Pershing, costs of doing planning work is significantly higher than it used to be. Original prices were even higher so we worked persistently with the consultants to get the prices down.

Discussion and approval of the draft FY '09 Unified Planning Work Program

Tom Mason: WYDOT provided the numbers to use for FY '09 Consolidated Planning Grant with the amount of \$456,000 and FTA 5303 funds \$178,000 with a local match at 90/10. Additional grant money was from a WYDOT Safety Grant but now the \$22,102 will come from WYDOT's MPO 1/3rd share. Another Grant through Jeff Wiggins for SRTS of \$30,000 was added to MPO UPWP. The total now is \$752,438.

Project development studies:

Transit advertisement \$6500 are dollars well spent. \$5200 is for Transit planning services.

East Pershing project was split over three years and the last amount is \$82,319.

Missile Dr. Project will be paid for this fiscal year.

Pedestrian Walkability and Safe Routes to School Plan 100 % of Federal SRTS grants and \$23,000 of MPO funds. This will include the prioritization of pedestrian improvements around the Cheyenne area.

Tom Bonds: Safe Routes to School Coordinator at WYDOT wanted the SRTS Grant to focus on School and a plan for safely walking elementary school children to school, not pedestrian walkability. Tom M.: Assuredly they will get their money's worth. Cheyenne has received a grant for two years to construct SRTS paths which was used in the South Park area and along the Johnson-Goins School corridor.

The MPO is building upon the Safety Management Plan with \$20,000 grant from WYDOT to identify high crash areas that have the highest probability of benefiting from some physical improvements and may include safety audits to determine improvements. NOTE: Transportation Safety Management Plan won the AMPO Innovative Practice Award.

Highway Performance Monitoring System Counts \$7500.

The MPO has budgeted \$1000 to State Dept of Employment for yearly updates to commuting data.

The MPO plans to do official mapping for US 30 and Dell Range Intersection design to secure the corridor and intersection identified in the plan.

The MPO wants to hire a graphic artist to provide aesthetic enhancement plans that include before and after illustrations of the Interstate interchanges.

Jeff Ketchum moved to accept '09 UPWP. Seconded by Jay Gould. Motion is passed.

Discussion and approval of the newly formed Citizens' Advisory Committee members

Nancy: Guidelines for the committee were passed out. The objective of the committee is to gather direct input from citizens about MPO projects and also speak about those projects to other citizens. A list of the members was handed out as well. Jeff K. asked how these members were selected and if the positions were advertised. Nancy: Yes on four different dates and on the MPO website. Tom B.: What happened with the Planning Commission that used to be the Citizen's Input group for the MPO? Tom M.: The Regional Planning commission was dissolved and both the city and county have their own now. We still participate with those groups, but we will go to them when we need to hold public hearings for plan adoptions. The MPO took the opportunity with the planning commission's split form this committee. Nancy asked for the Policy Committee's feedback on the Guidelines. Tom B. had comments on the bylaws. Jay G. motioned to accept, seconded by Jeff K. Motioned carried.

Approval of the US 30 and Dell Range Plan

Sreyoshi reported: Not much in the way of updates. The MPO presented the plan to the City and County Planning Commissions where it was recommended for approval. Also it was taken before the City Council and the Board of County Commissioners and was approved there. Jay Gould suggested that before the plan go directly to the WYDOT executive staff for their approval so the city, county and state are in agreement with the access and alignment of the project intersection. The motion was made by Jeff K. to approve with the condition of acceptance of the WYDOT executive staff. Jay G. seconded and the motion passed.

Approval of the Transportation Safety Management Plan

Sreyoshi reported the TSMP was adopted by the Governing Body on July 28, 2008. The MPO wants to move forward with the implementation that includes short term strategies. One strategy is looking at high crash areas and developing a methodology to prioritize those dangerous locations. Also doing detailed analysis through road safety audits or a cost/ benefit statistical analysis to determine what best could be done to reduce crashes in the future at these locations. Scope of work is being finalized at this time for phase 2. Motioned by Jay to approve and seconded by Jeff. Vote carried and plan adopted.

Approval of the Transit Development Plan

Joe Dougherty reported that the last year has been spent planning for the 5 year Transit Development Plan. The process started in August 2008 with LSC consultants from Colorado Springs. They have made a series of short term and long term recommendations including route adjustments and regional service. A resolution was brought to city council late spring/early summer by transit asking for approval of the transition to designated boarding areas and the adoption of this plan as a flexible planning tool. The Plan helps transit keep aligned with the community needs. Transit has grown since 2001 when it provided 147,000 rides to the current 260,000 rides a year. The system is doing well but a time will come when CTP will need to run on shorter headways to attract more riders. Funding is the key to expansion. Motion for approval was made by Jeff and seconded by Jay. Vote carried and plan was adopted.

Update and discussion on planning projects:

East Pershing Corridor Plan and Intersections

Nancy reported that the plan has not come to a final recommendation of the street option between Dunn and Converse, but she showed the draft map and recommended cross-sections. The possible future Carey Jr. High relocation will give the opportunity to straighten out the intersection of Logan and Concord for better safety. Time frame for completion: Planning process will be over in less than a year and the city has funds for design of the 19th Converse, Pershing intersection. 5th penny funds and STP-U will also be used. Construction is probably two to three years out. Jay asked if the consultants have looked at a safety and capacity analysis of the result of dropping two 11' lanes and maintaining a boulevard section. Nancy replied that they had.

Greenway Planning

Nancy reported that the Greenway plan is near completion. Remaining work to be done is surveying on Nationway with mapping, Keller property alignment adjacent to South Park, Holliday Park/Lincolnway crossing options, and GIS coordinates inconsistency.

VANGO

Nancy reported on the progress of getting the VanGo program extended into Laramie County:

- The NFRMPO and MPO staff prepared a presentation for the Interim Joint Transportation, Highways and Military Affairs legislative committee. The meeting is on October 15th and we hope for support from Senate chair Michael Von Flatern.

- Staff has been making business contacts to gather support and testimonial statements regarding their Colorado commuting employees, such as CRMC, Frontier Refinery, Walmart and Lowes.
- Representative Mary Throne will be the sponsor of the bill. She has talked personally to trial lawyers in the Senate and Ian Shaw who is now working for LSO as a staff attorney
- Staff is contacting legislators personally

Update on Summit and West Pershing/I-25 Randall Interchange/Gate 1 STP-Urban

Tom reported: The Consultants are working on a fee proposal for a more intense public involvement process. I25 Randall interchange is scheduled for an Oct. letting. Matt reports that enhancements of the interchange including the gateway feature with bridge piers foundation agreement approved by the city. Basics of the design package are in place and agreed to. STP-U funds for Summit Dr. will be let in Oct.

Speer Interchange Update

Tom reported that the MPO and the County are working with the State to explore funding and enhancement work for the interchange. Design is moving along and hopes to have completed within a year. Meetings have been scheduled with everyone.

Update on local construction projects.

Norris Viaduct Project – no report

City of Cheyenne – no report

Laramie County – Don B. reported the County just finished about a million dollars worth of chip seal around the MPO boundary area, including Yellowstone Highway. Allison Draw Phase 3 is in bid package prep. The bid to construct will occur this winter and be completed in spring '09.

WYDOT

Jay: I-25 is near completion with traffic moved over to their own lanes both N. and S. but still single lane and median is left to finish. Randall Ave. to be let in Oct. as previously reported. WYDOT will let reconstruction of Happy Jack Rd for another 10 miles past landfill this fall. Summit Dr. in Oct. They are moving along with the design on Speer and are ready to go to contract in Oct. of '09 but the Developer will have to build road.

Other Business - Mayor Spiker's last meeting.

Chairman Mayor Jack Spiker called the meeting to an adjournment.