

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

May 21, 2008

Conference Room 208

2101 O'Neil Avenue, Suite 205

Cheyenne, WY



Persons Attending

Tom DeHoff,	WYDOT
Tom Mason	MPO, Director
Nancy Olson	MPO
James Sims	MPO
Jennifer Corso	MPO
Erin Larney	MPO
Leo A. Pando	Laramie County Public Works
Mike Abel	City Public Works
Matt Ashby	Planning
Ken Lewis	City Planning and Development
Joe Dougherty	Cheyenne Transit
Dennis Auker	LCSD #1
Willie Foulter	Bench Mark Findings P.C.
Scott Larson	Bench Mark Engineers
Gary Kranse	Laramie County
Dale Keizer	SEWBA
Joseph Elms	F.E.Warren AFB
Darren Horstmeier	F.E.Warren AFB
Tom Bonds	FHWA-WY
Dave Haring	Cheyenne Regional Airport
Martin Matsen	City Building and Development Office
Rick Parish	Parks and Recreation Department
Kevin McCoy	WYDOT

Tom DeHoff called the meeting to order.

Approval of February 13, 2008 Minutes.

Minutes are approved without discussion.

Technical Committee Voting Members

Tom Mason: There are three votes per agency (City, County and State). From WYDOT the voters are Kevin McCoy, Tom DeHoff and Tony Laird. From the County the voters are Don Beard, Gary Kranse and Leo Pando. The City voters are Nathan Beauheim, Mike Able and Ken Lewis.

TEAL Application for FY '08

Tom Mason: The County is not putting forward a County TEAL application but the City's Greenway is putting one forward for the FY'09 application for the East Cheyenne extension of greenway, from the Henderson Drive to Dunn Ave. The TEAL application will be for \$282,000 to be matched with \$70,000 of local money. The TEAL project will be added to the TIP.

Review of FY '08 – '11 Transportation Improvement Program Amendments

Tom Mason: It is intended that the Transportation Improvement Program will undergo changes every two years. This year is an off year and there are just amendments being made. It was asked of the main agencies, including the City, County, State and the Airport Board, to review the Federal Projects and make sure they are current in the TIP and ask for modification and changes. Most of those have been received.

2008 City Projects

Jennifer Corso: Most of these projects changes concern Greenway and there was a City Funds change of Map ID #1 from \$200,000 to \$236,000. The second change was East Cheyenne Greenway Extension to Henderson Ditch was a TEAL grant for \$185,000.

Ken Lewis asks: if we are receiving state block grant funds to be used for a project would that money still be considered local?

Tom Mason responds: That money would be included in the State category. The purpose of going through the information in this way is to ensure everyone is in agreement and discrepancies and be discussed if necessary.

2009 City Projects

Jennifer Corso: There is a TEAL grant for the East Cheyenne Greenway Extension to Henderson Ditch to Dunn Ave., Map ID #9, it was lowered from \$300,000 to \$282,000 and a local source of \$70,000 was added. Map ID #3 West Crow Creek Greenway Extension, was moved to 2010.

2010 City Projects

Map ID #13 East Cheyenne Greenway Extension had an increase in local funds from \$300,000 to \$640,000. West Crow Creek Greenway Extension, Map ID #3, was

moved from 2009 and added to 2010.

2008 Transit Projects

Four replacement buses will be purchased instead of three. There is a State Loan Investment Board grant for \$50,000 and an increase in local funds from \$45,000 to \$90,000.

2008 County Projects

There were a lot of changes. The Summit Road project, Map ID #23, was moved to 2009. Phase III of the Allison Draw project, Map ID #86, was moved from 2009 to 2008, and instead of Federal Funds of \$1.2 million it is now \$2.6 million with \$50,000 of local money. Yellowstone Road North State Loan was increased from \$3.5 to \$3.6 million. There are no longer funds from the County Road Fund 1% and the local funds were changed from \$500,000 to \$900,000. There are no longer any 1% funds left for the local paving chip seal. It is all County Road Fund that was increased from \$800,000 to \$900,000.

2009 County Projects

Phase III of the Allison Draw project, Map ID #86, was moved to 2008. The Summit Road project, Map ID # 23, was moved from 2008 to 2009. The local paving chip seal project from the County Road Fund was decreased from \$900,000 to \$800,000. There is no 2010 TIP Summary for the county.

2011 County Projects

The only change is there is no longer a 1% fund for the Allison Road project, Map ID #87.

2008 Airport Board Projects

The T Hanger Pavement Construction project was removed completely. The funding for purchase of snow removal equipment has decreased slightly from \$179,550 to \$156,750 in SMatchAir and Airport funds also decreased slightly from \$9450 to \$8250. The Airport terminal overhang repair project was moved to 2009.

2009 Airport Board Projects

The 2009 airport overlay project and the Operation Vehicle replacement project were removed. The Self Fueling Development project was moved to 2010. The airport terminal Overhang project was moved from 2008. Three new projects were added: the Master Plan and Airport Appraisal, the Reimburse AIP 35 Admin costs and the GIS Implementation projects.

2010 Airport Board Projects

2010 Airport runway rehabilitation was removed. Funding for the terminal new/reconfigured design was changed; there are no longer any federal or state funds.

There is \$1.5 million in local funds, for this project. The purchase of snow removal equipment was moved to 2011. The Replacement of airfield mowers was removed. The Self Fueling Development project was moved from 2009 to this year. The new project Design Reconstruct Taxiway was added.

2011 Airport Board Projects

Phase I of the Terminal Construction project was removed and the Design/Reconstruct project was also removed, as well as the Replace Operations Vehicle project. The Purchase of snow removal equipment was moved from 2010 to 2011.

A motion for recommendation to the policy committee was made for the Transportation Improvement Program as amended. The motion is seconded and approved as amended.

Airport Board Long-Range Plans

Dave Haring: The Airport Board's last Master Plan was done in 1985 and included the plans for a new terminal. The location of the new terminal has always been planned for the tract of land at Morrie Ave. and Airport Parkway, however through stakeholder interviews it was found those interviewed would prefer the terminal to be built on the existing site. This poses the problem that if built on the existing site there are several buildings that would have to be torn down and these buildings are considered historic buildings. Another issue is if built on the site it has been planned for, the terminal would be \$5 million more expensive. He would like to hold a series of public meetings to begin discussions of these challenges. The public input showed preference for the existing site. The biggest concerns were ease of getting from the interstate to the airport and adequate signage.

Update on Planning Projects

East Dell Range/US 30 and Christensen Railroad Overpass Plan

Tom Mason: The Steering Committee has had numerous meetings and open houses and the plan is complete. The plan is ready for presentation to the City and County Planning commissions.

Scott Larson: Phase I of this project is the new intersection of Dell Range and Highway 30. The second phase is the Christensen Rd. extension. The third phase would be to upgrade Dell Range from College up to the intersection with Highway 30. The fourth phase is the widening of Highway 30 from about College Drive to Christensen Rd. The 5th phase would be dealing with the stretch of Highway 30 out to the Archer interchange. The recommendation for the intersection of Dell Range and Highway 30 is

to intersect with Highway 30 at an angle closer to 90 degrees. The only drawback is there is a steeper grade than would be desired; however, it should not pose a problem. Scott summarized the more subtle changes by showing maps of the different phases.

Tom Mason and Mike Abel asked questions regarding the frontage roads and Scott responded that the frontage road will stay in place and Horizon Loop will connect into the north frontage road.

Transit Development Plan

Joe Dougherty: In the past, a Transit Development Plan has been done every five years. This plan has been a process that started last June or July. There has been a series of recommendations. MPO PL funding was used for this project. Joe showed a layout of the existing system with a power-point presentation. The first thing that was done was a needs assessment and ridership was based on 214,000 annual one-way rides. The actual number of rides was approximately 220,000 in 2006 and approximately 260,000 in 2007. There was some discussion of projected rates of growth in the PowerPoint presentation. There was discussion of the numbers of passengers on each bus throughout the day and also the cost of new buses. There was an on-board survey conducted that showed the profile of a typical rider on that day was a male around 46 years old with an average income of less than \$15,000 per year. Sixty-two percent of the riders surveyed were traveling to or from work. There is a grant from the Wyoming Division on Aging that allows seniors over the age of 60 to ride the route system for a donation of their choosing. The lowest ratings given in the survey were for comfort and service frequency and the condition of the buses. The things the public would most like to see with the bus system were extended weekend service, extended evening service, and service for late classes at LCCC and special service to Orchard Valley. The consultant provided some recommendations like immediate route adjustments and purchases some new computerized dispatching equipment. The biggest change to the system right now is the implementation of boarding locations throughout the city. There are 250-300 stopping locations along the 6 routes that are approximately a quarter mile apart and the traffic department is in the process of putting those signs up. The new system will go into effect on September 2 of this year. The consultants suggested using a deviated routes system for the long term. It is found that this is a somewhat complicated system and it will be difficult to make it work perfectly for everyone. The curb to curb will still be available for those who cannot use the deviated route system. The city will pilot some evening service and Sunday service. The modified routes brought some routes out of a few residential areas where efficiency was low and one route now goes farther west to Little America. There is a recommendation in the plan to add a seventh route. There have been

additional demand areas in the southern part of town particularly in the South High area. Some other recommendations were to continue with the coordination strategies, develop a coordination council and some transit coalitions. The next step is to go to Council at the public meeting, June 9, and ask them to adopt this as a long term planning document.

East Pershing Corridor Plan and Intersections

Nancy Olson: The plan is proceeding well. There was a corridor walk on May 3. At that time they met with the residents and asked for their input. The most common comments were to not bring the roadway any closer to homes, the sidewalks need to be safer and need to be improved, snow removal causes major problems with driveway access and that the salt and gravel mixture was killing landscaping. There was a public open house held at Carey Jr. High on May 20th. The main issue residents brought up was they do not want to lose their Pershing Blvd. driveway access. This phase of the project is ending and the consultants will be providing a summary of the citizens' input. The final plan for this project will be around the summer of 2009. The maps and options shown at the public meeting will be on the website shortly.

Greenway Planning

Nancy Olson: The 2007 Greenway extension plan is well underway and getting close to winding down. Nolte Engineering of Ft. Collins is handling the plan. The plan options will be on display at the May 27th Open House at Cole Elementary. There are three proposals to cross Lincolnway into Holliday Park, one is an overpass and the other two options are underpasses. There are also three other proposed alignments of other sections of Greenway; the first section will run from Henderson Drive to Holliday Park, the second section that goes south from the pedestrian bridge over I-80 and connects to the safe routes to schools pathway on the north side of Johnson Junior High and into the surrounding neighborhoods, and the third section will go east from where the Sun Valley Phase III greenway is soon to be built and it will continue around the detention ponds and tie into the southern end of Taft Ave. The final plan should be ready some time this summer.

Nancy Olson showed a map to discuss the proposed Southeast Trail in the JL Ranch area near the old Burlington Northern rail bed. This will be a TEAL application. There was discussion about the TEAL Application and there was some confusion that will be straightened out upon Jeff Wiggins' return from vacation.

Way Finding Plan

Tom Mason: Phase I of this plan is completed. Currently the scope of work for Phase II is being written. Phase II is designing a look, or sign system that fits with the

character of Cheyenne. Also specifically locations where these signs will be placed and what they will be directing people to. The scope of work is being done in conjunction with the Cheyenne Area Visitor's Bureau. Once the design and location of the signs is decided there will be a cost estimate provided to the City or the Visitor's Bureau can come up with a funding plan to put the signs in place. A suggestion was made to include RV friendly signs in the Way Finding Plan so that travelers on the interstate are aware that Cheyenne can accommodate RVs.

Safety Management Plan

Tom Mason: The staff provided comments to the consultants about the preliminary draft of the plan. Once the final draft is complete it will be taken to the planning commissions, the City and the other agencies involved, for adoption. The final draft will be posted to the website.

West Pershing/I-25 Randall Interchange/Gate 1

Ken Lewis: Based on the public response from the process so far, the need to intensify the public involvement in the project has been identified. The Department of Transportation is in the process of obtaining more consultant time, to help with that work.

Matt Ashby: In regards to the I-25 Randall Interchange Enhancement Project, the City has been working with the Department of Transportation on the project to identify the area as a community gateway. They have been looking at the various enhancements that have developed in that area. A list has been submitted to the Department of Transportation to work on creating structures that add a vertical urban design element at the corners of the bridge to help create the gateway feeling. The City will be looking for funding for that portion of enhancement and the Department of Transportation is building in several other elements as part of the standard 3% enhancements for that project. Engineering should be completing their design portion soon. The project should be out to bid in October.

Darren Horstmeier: The base is planning to begin construction on the Missile Drive entry and the Central Ave entry by August of this year. To prepare for Gate 1 they will be pushing to acquire the funding so construction can start by April of 2009. The goal is to have at least two gates open at the same time.

Speer Interchange

Tom DeHoff: The notice for public comment has just been received. They are going out to public comment on the EA. It is available at the library or the contact number located on the card. The EA can also be found through the WYDOT website.

Missile Drive

Tom Mason: The City is doing an asphalt overlay on Missile Drive by I25. It

will start east of 24th but will not go all the way to the edge of the existing overlay. The overlay will be a short term fix because the MPO is preparing a scope of work for 35% design level planning work for Missile Drive. There was a 10% design plan completed for the corridor of Missile Drive between I25 and Lincolnway with the West Cheyenne Land Use Plan. Due to recent development planned to take place the MPO would like to do more work on the corridor in order to come up with the cost so the city can consider it in the upcoming 5th Penny Elections. That planning work is coming later this summer and fall.

Allison Road

This 35% design planning project is Allison Road, at South Greeley Highway to Parsley, will be done in coordination with the work done for the South High School project. There will be roundabouts built as part of the South High School project on Snyder and Allison Road. The school district is rebuilding the portion of Allison from Cribbon to Walterscheid.

Update on current and upcoming local construction projects

Norris Viaduct Projects

Ken Lewis: The bid opening date is currently scheduled for May 29th. Based on some addendums that may have to be put out it could be delayed a few weeks.

Dry Creek

Ken Lewis: Bids were opened on Monday for the series of detention basins. The bid came in \$400,000 under the engineer's estimate and is indicative of the fall in current prices of construction.

Henderson Basin

Ken Lewis: As of now the city is in the review process for an EA for some additional work. This puts the bid opening date off until midsummer.

Deming Walterscheid

Ken Lewis: The project is on track and will be put out to bid in the next few weeks.

WYDOT Projects

Tom DeHoff: I-25 South: paving should be sometime in July.

I-80 East of Cheyenne: The bridge work between Cheyenne and Pine Bluffs is being completed.

I-180 Lighting project is complete. Between I-80 and the viaducts, black light poles are up and functioning.

US-30; the widening project is being finished. As soon as paving is finished then chipping will be done from the intersection of Pershing and Lincolnway on US 30 out to Archer complex.

I-180 Lighting and Fencing project over the Warren and Central Ave. viaducts is still in the planning process. The project should be out to bid in September and will take approximately 20-25 weeks to fabricate. The fence should be in place by July of next summer.

Dennis Auker: The school district hopes to start construction in a few weeks on Saddle Ridge Elementary, Rossman Elementary, and South Cheyenne High.

Other Business

City Unified Development Code

Matt Ashby: The City is working on revising the development codes which includes zoning, subdivision regulation, and road standards. The goal is to improve the documents by combining them one document that will be easier to use and understand. The city has held several meetings on the process and the consultant is drafting the first draft. It should be available in late June for initial comment. There currently is a link to the documents on the city website.

Tom Mason: the week of Aug 5-8 the Cheyenne area planners are helping to put on the Western Planner's Conference. We expect about 150-175 planners in town during this time. Aug 13 is the tentative meeting date for the next meeting. The city is currently taking applications from community members for the newly formed Citizen's Advisory Committee.