

**CHEYENNE METROPOLITAN PLANNING ORGANIZATION  
POLICY COMMITTEE MEETING  
September 27, 2011  
Commissioners Meeting Room  
309 W. 20<sup>th</sup> Street**



**Attendance:**

<b>Voting Members:</b>	Diane Humphrey, Chair Pat Persson Rick Kaysen,	Laramie County Commissioner WYDOT, District Engineer City of Cheyenne, Mayor
<b>Non Voting Members:</b>	Martin Kidner Kevin McCoy Jeff Purdy Gary Kranse Don Beard Jeff Wiggins Jim Elias Doug Vetter Matt Ashby	WYDOT, Planning Engineer WYDOT, Planning FHWA Laramie County Planning, Director Laramie County Public Works, Director City Greenway Coordinator City Public Works, Director City Engineering, Director City Planning Services, Director
<b>Staff:</b>	Tom Mason Nancy Olson	Cheyenne MPO, Director Cheyenne MPO, Planner

The Chair, Diane Humphrey, brought the meeting to order.

- 1) Approval of the June 28, 2011 minutes - Mayor Kaysen moves for approval. Minutes approved as submitted.
- 2) Discussion and approval of the FY `11 Budget Revision -  
Tom went over the End of Year Estimates sheet. The MPO wishes to amend the FY '11 budget that leaves \$187,559 for the rest of the fiscal year. Enhancement Plan and 8<sup>th</sup> Street & Carey Ave. are the two projects that will carry over into the next fiscal year. Pat asked what happens to the FY '10 unencumbered funds. Tom answers that the roundabout education will happen next year and the money for the Interchange Enhancement Workbook will be expended soon. Pat moves to amend the budget revisions. Motion passed.
- 3) Discussion and approval of the FY `12 Unified Planning Work Program -  
Tom reported that Cheyenne gets 54.2% of the Federal 5303 Transit Fund which is the same as last year. The PL funds are \$472,579 plus \$202,233 from 5303 transit equals \$674,812 federal funds (could be subject to change due to SAFETEA-LU extension) with local match of \$35,460 each from County and City. Add in the estimated carry over from FY'11; \$187,559 it then adds up to a total of \$933,290 to be used this next fiscal year.  
Tom then went over the programs and projects for the year. The first part outlines salaries, overhead, training, advertising, equipment, hardware/software, supplies etc. The second is the project development studies which, for the most part are done by consultants. Ongoing annual projects are Safety Management Plan Implementation, Transit Marketing, and HPMS annual traffic counts. New projects will be Fox Farm Phase II/S. Industrial Road/ Burlington Trail; W. Lincolnway Landscaping-southside; Dell Range Traffic Safety and Complete Street Study; Downtown Lincolnway Enhancement Plan (Dinneen); Turning Movement Counts at signalized intersections (to retime signals); and E. Lincolnway Pedestrian Plan - Logan to Hot Springs.

The selected consultant for the Street Enhancement Plan came in \$5,000 lower so funds are re-budgeted and the 8<sup>th</sup> and Carey Plan could be adjusted as well.

Pat Persson asked about HPMS counts. MPO does the local counts and provides them to WYDOT. They are used in modeling and for public requests. Mayor Kaysen moved to approve. Motion passed.

4) Discussion and approval of the PlanCheyenne Update Contract

Tom started the discussion by stating that Clarion is the consultant for the five year update for the Land Use and Transportation Plan of PlanCheyenne. The contract amount is for \$304,692. City Governing Body recommended that a bullet point be added to *Section 3.1 Urbanization Strategy* stating “• Explore City and County Annexation Growth Agreements”. Council approved the Contract with the addition. Doug asked the schedule for the contract. Tom said 16 months. Mayor Kaysen moved for approval of the contract. Motion carried.

5) Update on MPO Planning Projects

- a) On-Street Bike/Greenway Plan – Jeff Wiggins summarized that a Bicycle Advisory Committee (BAC) was formed with all the necessary representation. In June the BAC toured Ft. Collins on bike to experience the types of bicycle facilities considered. In Aug the BAC looked at recommendations of location of facilities and the priorities of construction. The project is now in the draft recommendation stage. He pointed out the Bike Network will join on-street facilities and the Greenway. The consultants will come up with five on-street and five off-street priorities and provide plan and profile sheets. Public input has been provided with two open houses and two on-line surveys. After the draft final plan is finished the MPO will take it through the adoption process late fall or early winter. Diane asked if Campstool is on the network. It is an informal route with a lot of semi-truck traffic.
- b) South Greeley Highway Plan – Nancy reported that the plan is near completion by FHU. Public input opportunities have included two public, four steering committee and two stakeholder committee meetings. The consultants are now preparing the draft plan. FHU provided a Jefferson Rd. report to WYDOT that recommends a signal at the SGH and Jefferson location and how it could work with current progression. An Open house is scheduled for November. Several one-on-one meetings with key landholders to discuss the median and access closure templates will be scheduled and then the plan will be finalized. Adoption would occur early 2012.
- c) I-180 Pedestrian and ADA Improvement Plan – Tom reported that FHU provided short and long term suggestions to complete and improve the pedestrian facilities with ADA ramps and improved sidewalks. These were shown immediately after the SGH steering committee meeting to those involved with this project. The plans will be edited slightly and are on track to be done about the same time as the S. Greeley project.
- d) Fox Farm Road Plan – Nancy’s report started with noting that the S. Greeley Plan and the Fox Farm Plan have intentions to completely mesh at the intersection of S. Greeley and Fox Farm. AVI is progressing on the plan and has finished the conceptual land use map. This map is overlain with the road and pedestrian network and possible special activity areas. Two public and two steering committee meeting have occurred with another public input opportunity scheduled for November. Intersections are next for analysis. Possibly this spring this phase will be done.

- e) Carey and 8th Avenue Neighborhood Transportation Management Plan – Tom reported that interviews will be the first Thursday of October for this plan to make the intersection safer and the corridor able to accommodate all modes of transport.
  - f) Street Enhancement Plan – AECOM, out of Ft. Collins, is on board for this at a price of \$24,000. The MPO will be getting the contract done soon and the contract won't need to go through the City because it is under \$35,000.
  - g) Interstate Interchange Enhancement Guidebook – This plan is done and ready to go to both Planning Commissions for public hearings and then go through the Governing Bodies.
- 6) Update on current and upcoming projects

a) City of Cheyenne –

Doug reported the city finished their 2010 City overlay project and are wrapping up 2011 overlay. The current storm sewer work on Snyder is a precursor to the W. Pershing project. Westland Road rehabilitation project is taking longer than originally thought. Recently started the Ames underpass project to replace and reconstruct the pavement. This should be done before WYDOT starts on the I-180 rehab of the abutments. A road signal upgrade project starts next spring. Design on East Pershing is essentially complete but they are mired in land acquisition. The City is working with WYDOT on the W. Pershing reconstruction which should begin in the spring.

Jeff Wiggins talked about three Greenway projects under construction. Morrie Ave. and Avenue C; Connection of Sun Valley Greenway heading west under College Dr. on UP property; and Norris connector heading from Logan to Hot Springs.

Jim Elias reported the Transit program triennial review went very well.

Matt reported the Brownfields grant's proposals are due later this week. An MOU between the DDA, City, and County for this project is on the County's agenda next week. The third week of October will be the interviews. Another grant application will be completed with the Housing and Urban Development office to go after a HUD sustainability grant for another million dollars to complement this Brownfields project.

b) Laramie County -

Gary Kranse gave an update on Archer where the paving is almost done and the water tower is nearly finished. They hope to have it wrapped up by end of October. The Dry Creek Wetlands Project will have a Public Open House on October 11, 3 - 6 PM at Whitney Rd. just south of Pershing. The Dry Creek wetland is also a bikeway destination. This could be a regional detention area that may be able to solve many drainage problems in the larger area.

Don Beard reported that the fourth phase of the Clear Creek Parkway is almost complete. Avenue C is finished and looks great. It is a good example of how the County has worked with a neighborhood to fit the transportation project into the existing right of way and design down some instead of impacting the neighborhood by requiring the project to rigidly fit standards. An overlay project is completed on Chalk Bluffs. Chip seal on Campstool was done with money from Anadarko and State Mineral Impacted Lands funds. Don informed those present about the WYDOT training requirements for managing projects using Federal dollars. Martin Kidner and Kevin McCoy explained further.

c) WYDOT -

Pat Persson reported that WYDOT is advertising the Burns overpass this fall and

beginning this winter. Maintenance projects are underway such as crack and chip sealing, contract patching, etc. WYDOT has taken a new direction with the preservation of the pavement which will be in full swing by 2015. This won't leave much money for other projects. I-25 north of Cheyenne from milepost 24 to 30 will be milled and pavement replaced. W. Pershing reconstruction from I-25 to Pioneer is on schedule. An open house will be scheduled to show the public the plans. This project will require the matching of historic district retaining walls. Laramie County has been allocated \$400,000 to address railroad quiet zones, possibly at Southwest Drive. The I-180 two bridge abutments repair will take place during the winter November-December.

d) Others – none

7) Other Business –

Mayor Kaysen brought forth for discussion the theory that one way streets in downtown areas hurt businesses. Tom agreed. Matt stated the City has downtown plans that recommend the conversion of Carey and Pioneer to two-way streets for downtown vitality. The recommendation does not include Central and Warren because they make up a state highway route.

Kevin reported that Cheyenne, Laramie County, and WYDOT have a written agreement with the urban systems program. Summit was the last project built with this programmed money. Current projects that have funds allocated are W. Pershing and E. Pershing. The Census is done every 10 years and this affects allocation. Cheyenne fell to \$1,124, 822, a \$25, 972 drop. Moneys are allocated on October 1 at the discretion of the Wyoming Transportation Commission. Uncertain times require that WYDOT now allocate year to year.

8) Next meeting is December 13, 2011