

Cheyenne Metropolitan Planning Organization

Policy Committee Meeting

December 20, 2017

County Commission's Conference Room, 19th and Carey, Third Floor
3:00pm



Attendance:

Voting Members:

Troy Thompson (Chair)
Marian Orr (Vice-Chair)
Tom DeHoff, P.E.

Laramie Co. Commissioner
City of Cheyenne, Mayor
WYDOT, District Engineer

Non-Voting Members:

Nathan Beauheim
Robert Briggs
Rob Geringer
Renaë Jording
Martin Kidner
Kevin McCoy
Tim Morton
Vicki Nemecek
Walt Satterfield

City Public Works
City Planning and Development
County Public Works
City Transit
WYDOT
WYDOT, Planning
WYDOT
City Public Works
FHWA

Guests:

Ed Fritz
Bryan Cawley
Brandon Gebhart
Talbot Hauffe
Darci Hendon
Todd Mattson
Robert Rodriguez

WYDOT
FHWA
HDR
WYDOT Transit
Ayres Associates
HDR
WYDOT Transit

Staff:

Tom Mason
Nancy Olson

Cheyenne MPO, Director
Cheyenne MPO, Planner

Meeting was called to order at 3:00 p.m. by Chair Troy Thompson.

1. **Approval of the September 20, 2017 minutes.**

- a. Mayor Orr made a motion to approve the minutes and Mr. DeHoff seconded. The June 28, 2017 MPO Policy Committee meeting minutes were approved unanimously.

- ### 2. **Discussion and Approval of the *Converse Plan and Converse/Dell Range Intersection Traffic Safety Plan*.**
- Nancy introduced the project and the consultant, HDR. Mr. Gebhart gave a PowerPoint that summarized the project steps and processes. He gave the pros and cons of the analysis of the three intersection alternatives. Mr. Thompson asked for an explanation of how the CFI modified worked. Mr. DeHoff asked what safety concerns did the Modified CFI not address. Mr. Gebhart explained it did not change the southbound or westbound left turns. He then summarized the short-term recommendations.

Mayor Orr made a motion to approve the plan and Mr. DeHoff seconded. The Plan was approved unanimously.

3. Discussion and Approval of the *Cheyenne Frontier Days Traffic Study and*

Transportation Plan. Tom Mason began by telling the committee that CFD approached the MPO last winter to ask for help with their traffic management and operations during their 10-day event and to create a transportation plan for their Master Plan. Ms. Hendon of Ayres Associates gave a presentation on this project. Darci explained that their task was to first visit with the CPD, CFD, Cheyenne Transit, and LCSD#1 to get an understanding of all the traffic and transportation issues during CFD and to figure out what to study during the event. The project goals were given. She then summarized the steps of the planning project, followed by a summary of the many recommendations. Mr. DeHoff asked about future locations for the new park and ride lot and if it was appropriate to list the potential sites as confidential in the plan because of the Federal Funds used. Tom M. said that would be fixed in the final document. Tom M. commented on the work done by Ayres and that all the stake holders were very happy with the work. Both the CFD and the SE Greenway Plans are on the Governing Body agenda tonight.

Mayor Orr made a motion to approve the CFD Plan and Mr. DeHoff seconded. Mayor Orr had a question regarding the Park N Ride lots relocation. The Mayor would like several smaller Park N Rides lots around the City, so visitors could get to downtown and around the community instead of only one site outside the city and far away from downtown. The Plan was approved unanimously.

4. Discussion and Approval of the *Southeast Greenway Trails Connector.* Nancy introduced the planning project with its purpose and goals. Darci of Ayres gave the presentation on the Plan and explained the meetings she had with WYDOT and the UPRR. She went over the two underpass options and the three overpass options and their preliminary costs. She summarized what the public desired through the survey and public meeting comment sheets. Lastly, she gave detailed explanations on why the western overpass option was chosen. Having the plan in place will help us pursue funding options.

Mayor Orr made a motion to approve the SE Greenway Plan and Mr. DeHoff seconded. The Plan was approved unanimously.

5. Discussion on *MPO Performance Measures.*

- a. ***Approval of Freight Truck Travel Time Reliability.*** Tom gave a brief description and reminded the committee that at the last meeting the explanation of the performance measure for FTTR was given by WYDOT. DOTs and MPOs are required to set these measures. Ed Fritz from WYDOT Planning gave a more detailed explanation and provided handouts. Tom suggested the MPO set the TTTR target at 1.44. Walt Satterfield talked about the responsibilities for the MPO in tying these performance measures to our planning processes. The performance measures will need to be included in the Long-Range Plan update. Also, a System Performance Report must be included that will identify the condition of the system in relation to the targets and the data that has been

collected. The TIP will include safety targets and will need to have a process for determining how our projects will contribute to meeting those targets.

Rob Geringer asked for examples of roads that this TTTR would affect. They are the two interstates. Mayor Orr made a motion to approve the 1.44 target and Mr. DeHoff seconded. The motion passed.

- b. ***Transit Asset Management Plan.*** Rob Rodriguez and Talbot Hauffe gave a presentation with handouts concerning the Cheyenne Transit Program and their capital needs: busses and facilities. The purpose of this performance measure is that the Federal Government needs to know that their assets are well maintained. Cheyenne is Tier II with under 100 vehicles. There are four main elements to review: Inventory, Condition assessment, Business Support Tool, and Prioritization. Talbot gave a proposed guideline for prioritizing transit assets. Tom M. said that before next meeting the MPO will be working with Renae at Transit to come up with the CTP targets for our assets. Martin Kidner added that it might be good to also work with WYDOT Transit to set these target and performance measurements.

6. Update on Planning Projects:

- a. ***Reed Ave. Rail Corridor Plan:*** Tom reported that this week the MPO received a draft copy of the Reed Rail Corridor Plan and he will be forwarding it out to the Steering Committee for their review. He intends to take the Plan to the February Planning Commission meeting for a public hearing and then eventually back to the Policy Committee and the Governing Body for their consideration.
- b. ***Whitney Road 10% Design Plan:*** Tom M. reported that there is a lot of development going on in that area. Besides the MPO doing this Plan from US 30 to Storey Blvd the developers of Whitney Ranch are moving ahead with their development plans. Different arms of AVI are doing the work on Whitney Road Plan and the Whitney Ranch Development Plan. The recent public meeting for the Whitney Plan had about 150 people in attendance. The consultants are working with developers to come up with the redevelopment design for Whitney Road north of Dell Range, but the section between U.S. 30 and Dell Range and the two intersections are really in need of some improved traffic control.
- c. **Next MPO Projects:**
 - PlanCheyenne Transportation Plan Update
 - Parsley Plan
 - East Dell Range and East Lincolnway

7. **Citizen Advisory Committee Membership:** Tom reported that we currently have five members on the Committee, but we could use three to four more. Tom asked the Mayor and Commissioner Thompson to consider applications for their boards and committees that were not appointed and send them our way for consideration for the MPO Citizens Advisory. The Policy Committee appoints these members after recommendation.

8. **Sweetgrass Traffic Mitigation Agreement:** Tom reported that Robert Briggs is working with the landowners/developers to craft an annexation and development agreement to sort out

mitigation measures for the City streets impacted by the development. There are many Laramie County and WYDOT roads that will be impacted. Possibly the MPO could assist in figuring out the impacts and get an agreement in place for those entities. Tom wanted to give the Policy Committee a “heads up” on this. Commissioner Thompson asked what the City’s agreement might look like. Robert gave a response. As a large development builds through its phases the real-life impacts are “truthed” against the master transportation impact study. If a particular mitigation is triggered, then the City can collect from the developer a contribution towards installing that mitigation measure. Tom suggest the Master Transportation Plan should possibly include a subset plan in regard to this development.

9. Update on current and upcoming projects:

- a. **STP-Urban projects sequence:** City engineering had a public meeting on the Prairie/Frontier Mall Dr. roundabout. They are now considering pedestrian activated signals from the comments at the meeting. The Tech Committee will have a discussion on this project in February.
- b. **City of Cheyenne:** nothing to report
- c. **Laramie County:** nothing to report
- d. **WYDOT:** Mr. Tim Morton reported that WYDOT is finalizing an RFP to go out in January for the I-25 / I-80 interchange and three-mile section state line to Laramie. Warren Avenue, Lincolnway to 24th will receive a mill and overlay, curb and gutter, bulb-outs with ADA upgrades as well as signal replacements and anything else that all utilities and the City may request. It will be programmed in FY `20 - `21 with a public meeting on the project in July.

10. Other Business

- Tom DeHoff asked Mr. Mason and Mr. Geringer, where the Wallick and Division project was as far as STP-Urban sequence. Rob answered it may be reprioritized to be after the Dell Range and US 30 corridor project; but the team is uncertain until they speak with new City Engineer.
 - The Mayor spoke about the new City Engineer, Amy Allen will be coming the later part of December.
 - Kevin said that the STP-Urban balance is \$5.2 Million but does not include the \$1.3 – \$2.4 million costs from the Prairie & Frontier Mall project.
- a. MPO Office Open House – January 12, 11 a.m. - 1 p.m.
 - b. Next meeting Wednesday, March 21, 2017 in the Mayor’s Office
- The meeting was adjourned at 4:45 p.m.

Respectfully Submitted:
Nancy Olson