

Cheyenne Metropolitan Planning Organization

Policy Committee Meeting

June 28, 2017

County Commissioners Board Room, 310 W. 19th Street
3:00pm



Attendance:

Voting Members:	Marian Orr (Vice-Chair) Tom DeHoff Buck Holmes (Proxy for Troy Thompson)	City of Cheyenne, Mayor WYDOT, District Engineer Laramie Co. Commissioner
Non-Voting Members:	Nathan Beauheim Rob Geringer Martin Kidner Kevin McCoy Walt Satterfield Jim Voeller	City Engineering County Public Works WYDOT WYDOT FHWA City Engineering
Guests:	Bryan Cawley	FHWA, Division Administrator
Staff:	Tom Mason Nancy Olson	Cheyenne MPO, Director Cheyenne MPO, Planner

-Meeting was called to order at 3:00 p.m. by Vice-Chair Marian Orr, in Chair Troy Thompson's absence. Introductions were made.

1. Approval of the March 22, 2017 minutes:

- a. Mr. Holmes made a motion to approve the minutes and Mr. DeHoff seconded. The March 22, 2017 MPO Policy Committee meeting minutes were approved unanimously.

2. Discussion and Approval of the FY `18 - `21 Transportation Improvement Program:

- a. Tom Mason went through the proposed TIP, explaining its purpose and structure. The City's Transportation Alternatives Program application for the West Allison School Crossing was pointed out. Tom DeHoff said that the WYDOT projects were in order.
- b. Mr. Holmes made a motion to approve the FY `18 - `21 Transportation Improvement Program. Mr. DeHoff seconded. The TIP was approved unanimously.
- c. Tom had the Policy Committee members and their representative sign the MPO self-certification document.

3. Discussion and Ratification of an FY `17 Unified Planning Work Program Budget Amendment

- a. Tom Mason presented the budget and went over line-by-line the changes that were to be ratified. The purpose is to ratify the email approvals that have already been conducted. Mr. DeHoff asked if CFD is going to contribute funding for the CFD Traffic Study? Tom M. had made a request to the CFD CEO to contribute 21%. But they had already

approved their budget for the year, so they could not contribute that amount. However, they did agree to pay 9.51% (the local match) of the entire project; around \$8,500. Tom moved to approve. Buck seconded and then amended the motion of approval providing CFD provides the 9.51%. Amendment approved. Main motion was approved unanimously.

4. Discussion and Approval of the *Downtown Strategic Parking Management Plan*:

- Mr. Mason presented a PowerPoint presentation. Funded by the MPO; Kimley Horn was the hired consultant. The goal for the plan was to guide the decision makers on governance, technology, enforcement recommendations and steps forward for the city parking program. Another goal is to improve the perceptions of downtown parking. The plan also helps to position the parking program as a contributor to downtown economic development and provide recommendations of how to provide a parking program.
- Large public participation for this project shows it is very important to our community. Tom went over all the recommendations. Mr. Cawley asked if the City has any plans to implement. Mayor Orr answered the question by pointing out that the Council “acknowledge receipt of the plan” and would expect the DDA to be the entity that might implement the plan. Ms. Orr stated that parking enforcement will now be done by The Cheyenne Police Department. She also pointed out that the Plan identifies the UP lot as another lot the City needs to partner with the Union Pacific with to see if it could be made more efficient so that a part of it might be usable by the public.
- Commissioner Holmes suggested “acknowledgment of receipt” as per the council action. Mayor Orr suggested the committee might do the same. Mr. DeHoff suggested that the plan needs to be supported and shared with the public as an education tool. Mr. Mason stated that the Policy Committee’s approval would say to the public that we funded the study and think it is well done. Mr. Holmes moved to approve. The motion was approved unanimously.

5. Presentation on WYDOT/MPO Performance Measures – Martin Kidner

- Martin Kidner reported on the Safety Performance Measures. He told the committee that the second to the last Federal Transportation Legislation; MAP 21, told DOTs to set up a way of measuring what the federal dollars are being spent on and if we are making any improvements to the system because of those expenditures. WYDOT has to set a target and then there are ways to gauge if you are meeting the targets. How you can meet the target is by getting to the actual number of targets or meeting a five-year average. The MPO’s clock to set targets starts in August once WYDOT sets their own targets. Mr. Kidner also went over how WYDOT set their targets for safety. Mr. Kidner said that WYDOT would be back to brief the MPOs on other performance measure targets that they will be setting in the future. Mr. Mason told the group that the Cheyenne MPO currently has set our own safety targets because of our adopted *Transportation Safety Management Plan* and updates and *PlanCheyenne*. They are also publishing the *Annual Safety Report* in the next few weeks as well. Mr. Kidner suggested to let the Committee consider adopting WYDOT’s Targets and if they want to, vote on it at the next meeting. The time frame to adopt is next February. Mr. Satterfield told the group that many MPOs are already setting aspirational targets like “towards 0” but the MPO must be careful not to set itself up to miss the targets. Mr. Mason would like to wait to compare WYDOTs safety targets vs. the MPOs which are already in place.

6. Update on Planning Projects:

a. Converse and Converse and Dell Range Intersection Traffic Safety Plan:

- Ms. Olson reported and showed a few slides. After working on this project for approximately a year, HDR delivered the Draft Plan in June. The plan is going through internal review now, then it will be presented to the steering Committee for their review. After that we will begin the approval process starting with the City Planning Commission likely at the end of the summer.
- The preferred recommendations had to weigh; if spending a significant amount on implementation of a redesign warranted a large enough level of improvement in safety and traffic operations.
- Due to the lack of near-term funding (nothing before 5-6 minimum) to implement a new intersection design, the plan recommends 3 intersection designs be reanalyzed in future (Modified CFI, modern roundabout and Dual Left-Turns).
- However, the plan recommends a robust list of minor, low-cost modifications to be made in the near-term (1-3 years) as part of the “No-build” recommendation.

b. Cheyenne Safe Streets Safety Campaign:

- Ms. Mason reported. A website has been set up at: www.SafeStreetsCheyenne.com. We are doing two safety campaigns this year; one for the roundabout and one for bicyclists. The roundabout one will be starting next month and the bike and vehicle safety campaign will start in June. West Edge Collective is producing the materials. They will be using Facebook and Google ads. We will also do some press releases by reaching out to the local media outlets.

c. Whitney Road 10% Design Plan:

- Ms. Olson reported the goals were to develop a 10% conceptual design for the narrow rural cross-section of Whitney Road between U.S. 30 and Beckle Road/ Storey Blvd., improve intersection designs at Dell Range and US 30, and address considerations such as drainage and snow drifting.
- AVI has been working on this project since early this year. The first Steering Committee was held on May 9 – members include WYDOT, Laramie County, and utility companies. The process will consider all players and create a comprehensive plan that will optimize safety and handle growth for decades.
- We are now working on an innovative public input plan to solicit input from corridor and area residents who want to tell us their concerns.

d. Reed Ave. Rail Corridor Plan:

- Kimley Horn is the consultant firm working on this. The big news is last week there was a three-day charrette where up to 8 consultants of the team were in town working. Many small stakeholder meetings and steering committee meetings were held. The planners and artist were drawing ideas for the corridor right there with the public to watch. These ideas were summarized and presented at a public meeting in the evening on the third day. In the fall, Kimley-Horn will be back to present the plan. Mayor Orr asked about mixing people and bikes with the railroad and what about the liability of that mix. Mr. Mason said the consultants have a lot of railroad experience and a lot of

experience with planning these types of projects with great success. Martin Kidner asked where similar corridors were? Examples included: Lawrence, KS; Salt Lake City, Denver and San Diego including Northwest of Denver (Louisville and RiNo)

e. Southeast Greenway Trails Connector:

- This project is a 35% design plan with the main objective to get the Greenway across the UPRR tracks south of the Sun Valley Neighborhood.
- The plan will choose the optimal location for the future Greenway by evaluating options for crossing **over and under** the UPRR tracks, gauge the usability and convenience to the greenway user, and expected costs. It is known that any way will be expensive.
- A month-long survey-monkey was put out with over 85 received (the survey received 110 altogether) responses along with Open House held on June 15th
- Ayres will take the stakeholders preferred option(s) to UPRR officials to seek approval.
- After getting some agreement from UP, a 35% design will be prepared.

f. Traffic Counting:

- The MPO received three bids from traffic counting consultants. The MPO will sign a contract soon and the counts will be collected all over the urban area after school starts.
- Nancy explained that the annual Bicycle and Pedestrian counts will also be collected by volunteers this spring and summer.

2. Update on current and upcoming projects:

a. STP-Urban projects sequence - the Prairie/Frontier Mall Dr. roundabout is the project that is next in line. Mr. Escobedo reported that consultant HDR are currently at 95% design completion. He explained that the transition from a two-lane road to a single-lane roundabout is of concern. Queue and speeds of vehicles at the transition need to be resolved. City Engineering wants more public input. Mr. Beauheim said his wish for this new roundabout would be to also address longstanding access concerns and the high number of crashes along Prairie at the Petco, Wendy's and Browns Shoe Fit business accesses.

b. City of Cheyenne: Mr. Voeller reported. They are under construction for the 26th St. Interceptor Storm Water Project; there are four grind and overlay projects (8th Avenue, Pershing, Windmill, Big Horn and Albany); the City will open the first chip seal contract and put out to bid another one this Friday; the City is starting to review the Christensen final plans and the design review project and construction management will be out to bid shortly. The Evers Blvd. design project will also for out for bid this fall as well as. Long-term planning is going to start working on an East Side plan that will extend to Archer.

c. Laramie County: Mr. Geringer reported that the county is reviewing the cooperative agreement with WYDOT regarding construction of the Division and Wallick project which is next on the STP-Urban Project Sequence list. It will be a consultant driven design. There are no rehab projects for this season. Oil drilling operators might be asked to pave Iron Mountain if drilling activity goes way up. Building permits are steady and Microsoft will be done with construction of Phase II next year.

d. **WYDOT:** Mr. DeHoff reported that Tim Morton is moving to Laramie for his new job as District Construction Engineer. Some areas in downtown Cheyenne on Lincolnway are getting slab repair with replaced curb and gutter. US-85 will be getting an overlay as it comes into Cheyenne. Crews are working on I-25 to Wheatland. Also, I-80 is getting repaired. They are doing some bridge rehab projects on I-80. WYDOT will be giving the State Transportation Improvement Program (STIP) presentation in the WYDOT auditorium on July 31 at 9:00 AM. Planned future projects in the year 2022 or `23 include the reconstruction of US 30 east to the Archer Railroad crossing into a five-lane section. The Parsley structure on I-80 will be replaced in 2022 or `23 also. It is now time to do the Parsley Plan between Ames and College.

e. **Others:** none

3. Other Business:

- FTA is in town to conduct the Cheyenne Transit Triennial Review.

- Mayor Orr announced that the City Municipal Court needs to vacate the County Building. This means that the City Council Office will move to the North wing in the City Building, displacing Planning and Development as well necessitating the need for the MPO to move out of the City Building. Mayor Orr said she will work with MPO staff to find other offices for the MPO in West Edge or Downtown. This needs to happen by mid to late fall.

- The meeting was adjourned at 4:35 p.m.

Respectfully Submitted:
Nancy Olson