

Cheyenne Metropolitan Planning Organization

Policy Committee Meeting

September 23, 2020

Virtual Zoom meeting

3:00pm



Attendance:

Voting Members:	Buck Holmes Tim Morton (for Ralph Tarango)	Laramie Co. Commissioner WYDOT, District Engineer
Non-Voting Members:	Charles Bloom Steven Call Bryan Cawley Tom Cobb Renaë Jording Vicki Nemecek	City Planning Director FHWA FHWA City Engineer Cheyenne Transit Program City Public Works Director
Staff:	Tom Mason Jillian Harris Nancy Olson	MPO Director MPO Senior Planner MPO Office Manager
Guests:	Barbara Boyd	MPO Citizens Advisory Committee

Meeting was called to order at 3:05 p.m. by Commissioner Holmes.

- 1. Approval of the June 22, 2020 minutes.** Moved by Mr. Morton and seconded by Commissioner Holmes. Motion passed.
- 2. Approval of the Budget Amendment to the FY '20 Unified Planning Work Program (UPWP)** Mr. Mason showed the 4th revision to end FY '20. The first section is where the time of the MPO staff is accounted for. To end the year in the black and to cover the Product Development line item in the amount of \$112,814, he reduced all the other line-item amounts. In the next section there were three changes: The HPMS Traffic Count bid was much lower than estimated so that money was used elsewhere. There needed to be a budget amendment of \$4,737.00 for Connect 2045 as the original scope intended, but did not include the consultants work to update the future land use map. Lastly, the East Park Greenway and Drainage Plan's cost was about \$8,000 higher than originally budgeted, so that was adjusted. Mr. Morton moved to approve the FY'20 budget amendment. Mr. Holmes seconded. Motion passed.
- 3. Approval of the FY '21 Unified Planning Work Program (UPWP)** Mr. Mason showed the outline for the new year's budget. The total is \$888,242.28. Adding the estimated encumbered FY '20 carryover of \$240,100 this comes to a total of a little over \$1,128,000 for FY '21. After accounting for staff salaries and overhead, this leaves a balance

of \$625,552. Considering, printing travel, advertising and dues equaling \$23,750, we are at \$601,802 remaining. Then adding in funds for computers, software and maintenance fees for an amount of \$48,450, we account for Parts and Hardware and Equip. The need for another used MPO vehicle for 25K will leave us with \$508,402 to do planning projects for FY'21. This year's proposed projects are: Transit Marketing, Converse Ave. Traffic and Drainage Study, West Edge Collective public involvement services, HPMS traffic counts, Walterscheid Ave., Avenue C and East Allison Rd. Corridor Plans, the Transit Development Plan, and the Non-motorized plan for Greenway. Specifically, where it ends at Henderson Ditch and Bellaire northward along Henderson Dr. to Pershing and then eastward to Windmill Rd.

Commissioner Holmes wanted to know when Allison Rd. would go through to College Dr. Tom said the first step is to do this plan to connect Allison to Ave. C and then eventually Hook into Allison Rd. in the Niobrara Energy Park.

Mr. Morton asked since three projects were carried over from last fiscal year, did Mr. Mason feel that the cost estimates were still enough? Mr. Mason said the MPO should know after tomorrow the cost of the Converse Plan. The others are based on knowledge of what plans cost. The Policy Committee may prioritize and even select another project if they choose due to changing prioritize.

Commissioner Holmes asked for a motion to approve the FY'21 budget. Mr. Morton moved to approve, and Commissioner Holmes seconded. Motion passed.

Mr. Call interjected. He introduced himself as an interim replacement for Mr. Walt Satterfield. He has provided FHWA's approval for this UPWP.

4. Approval of the *Municipal Complex Pedestrian Routing Plan.*

Mr. Mason stated that at the last Policy meeting the members "acknowledge receipt" of this plan due to the fact that it had not gone through the City Governing Body yet. The plan's Resolution of Adoption was passed by the City Planning Commission and the City Governing Body certified that Resolution. Mr. Mason asked the Policy Committee if they would like to change their vote today from acknowledging receipt to approving the Municipal Complex Pedestrian Routing Plan.

Mr. Holmes moved to approve, and Mr. Holmes seconded. Motion passed.

5. Presentation and consideration of an Amendment to the *Whitney and Dell Range/U.S. 30 Intersection STP-Urban Project.*

Mr. Mason showed a map that indicated approximately 1000 feet of Dell Range Blvd. that will be left untouched between the STP-U approved Whitney Rd. recon between US 30 up to and including the new roundabout at Whitney and Dell Range and the realignment of the US 30 and Dell Range intersection. This gap was brought to WYDOT and the MPO's attention. There is a recommendation to include this piece into the entire project. Mr. Mason showed the cost and said it will add approximately \$600,000 more and the County will have a larger match. Mr. Morton added that WYDOT would take an amended cooperative agreement to the County to sign and there are a few more items that would boost the cost to over \$680K. Commissioner Holmes spoke with Mr. Bumann at County Public Works and there is enough

money at the County to cover their match and it made sense to him and Mr. Bumann to go ahead and do it this way. Mr. Morton moved to approve and Commissioner Holmes, seconded the motion. Motion passed. TriHydro is the engineering firm that has been hired by WYDOT to do the design of these projects.

6. Update on Planning Projects

- a. *Whitney Plan* – Mr. Mason said the Plan is moving through and was approved at the City Planning Commission last Monday night and will be introduced to the Governing Body next week. It will be heard at the County Planning Commission on Thursday afternoon and be considered at the first October meeting of the County Commissioners. The last step is for the MPO Policy Committee to approve at a special meeting in mid October.
- b. *Connect 2045 - Master Transportation Plan Update to PlanCheyenne* Mr. Mason said the budget amendment to complete a Future Land Use Plan will be introduced soon at Council. The development of the Plan has been moving along well and on schedule with a lot of work especially MPO staff time has been high. A final draft is about ready to be hit the street! Planning Commission meetings will be in November after a month of review time for the public.
- c. *Converse Plan* – The interviews of consultants will be done and one selected by the end of the week. The contract will get approved speedily. The Walterscheid Plan is the next one coming up and the scope will be out soon.

7. Update on current and upcoming projects

- a. *City of Cheyenne* - Mr. Cobb reported for the City that upcoming in 2021 will be the 26th storm sewer project; Meadow Drive to get a mill and overlay; 24th St. is scheduled for a mill and overlay; also, Nationway will be redone from College to Logan and the intersection of Ridge and Nationway will be rebuilt with a new signal. Evers will be complete on the second of October and Christensen Overpass will be open the second week in November.
- b. *Laramie County* – Commissioner Holmes said they are working on Railroad Road/Road 215 doing several miles of mill and overlay.
- c. *WYDOT* - Mr. Morton said that WYDOT has finished several projects this year. Still working on the structures over U.P. on Central and Warren but they'll wrap up end of October. Next year look for new signals at 8th and Pershing and Lincolnway and Evans. A large project east of Cheyenne at Hillsdale will be starting late for a new bridge in the other lanes.
- d. *Others* – Tom M. said that the MPO has a traffic counting project all around town starting in the next two weeks.

Mr. Cawley from FHWA reported that the “FAST” Transportation Bill is set to expire at the end of September. Currently, there is not a continuation or reauthorization bill to keep them working. Also, the Highway Trust Fund has been experiencing more outflows than inflows and will reach a minimum threshold in May or next year. There will be cash management processes used in paying back reimbursements to DOTs

from the Federal Government.

Other Business

- a. Mr. Morton reported the new district engineer is Ralph Tarango who will be on the MPO Policy Committee. Tim will be filling in from time to time. Also, Randy Greisbach, District Traffic Engineer will be retiring in October.