

Cheyenne Metropolitan Planning Organization
Policy Committee Meeting
December 21, 2022
City of Cheyenne Mayor's Conference Room



Attendance:

Voting Members:	Patrick Collins Ralph Tarango Troy Thompson	City of Cheyenne, Mayor, Vice-Chair WYDOT, District Engineer Laramie Co. Commissioner, Chair
Non-Voting Members:	Wes Bay Molly Bennett Charles Bloom Tom Cobb Richard Duran Kevin Erickson Tim Morton Juli Monahan Vicki Nemecek Wayne Shenefeld Ryan Shields	City Engineering Laramie County Public Works City Planning & Development City Engineer FHWA Community Planner WYDOT Resident Engineer WYDOT Maintenance Engineer WYDOT Planning City Public Works WYDOT Resident Engineer WYDOT Construction Engineer
Staff:	Tom Mason Valerie Pickard Ginni Stevens	MPO Director MPO Office Manager MPO Senior Transportation Planner
Guests:	Julie Goode Skyler Helffrich Darci Hendon Scott Larson	Benchmark Engineering Y2 Summit Engineering Benchmark Engineering

- 1) Meeting was called to order at 3:01 p.m. by Troy Thompson
- 2) **Introductions** were made for in-person attendees.
- 3) **Approval of the September 14, 2022, Meeting minutes** - Motion was made and seconded. No discussion, motion passes.
- 4) **Approval of the FY '23 Unified Planning Work Program Amendment #1.**

Tom Mason provides an UPWP budget amendment which included the following: **1)** The final unencumbered funds from FY '23 was calculated at \$240,029 and was added to FY '23; **2)** The contract amount for Van Buren is \$103,190; **3)** The contract amount for Southwest Drive is \$116,480; **4)** Increased West Crow Creek Greenway to \$120,000; **5)** Increased East Allison Plan to \$100,000; **6)** Increased Amtrak Station Plan to \$57,092.

Mayor Collins: Asked about Van Buren stormwater and road resurfacing.

Tom Mason: Eventually the entire corridor will be in the City and to City Standards.

Motion to approve by Mayor Collins, seconded by Ralph Tarango. Motion approved.

5) Approval of the Southwest Drive Plan Contract

Tom Mason: Southwest Drive Plan is from Lincolnway to College Drive, Benchmark was the selected consultant. Language in our Master Plan states that our Policy Committee reviews consultant contracts prior to City adoption process. The City of Casper has a one-page document that summarizes the project to move forward to get this project approved by the Fiscal Agent. We are here to have you vote on this project before moving on to the City.

Mayor Collins: It seems strange that Casper MPO is different,

Ralph Tarango: We should follow the statues that are in place.

Juli Monahan: Asked what section it was in?

Tom Mason: It is in our ~~Financial Agreement~~. (Correction – Appendix B Contract Agent and Fiscal manager Addendum of the Master Agreement)

Mayor Collins: Pointed out that in section 8 of the contract, if they are working in their office on this plan and have a drink, it will violate this contract, pointing out this doesn't seem right.

Motion to approve by Mayor Collins, seconded by Ralph Tarango, motion passes.

6) Presentation and adoption (sent 11/16/22)

a) East Pershing Plan

Tom Mason: We are presenting our finalized plan, we have gone through the city council and county commissioners and our last step is asking for Policy Committee approval.

Skyler Helffrich: Existing conditions: elementary schools, Christensen Rd, Kiwanis Park traffic analysis: speeding, pedestrian safety, three lane section is more adequate, we decided a roundabout would be best at Whitney and Pershing, public engagement: social pinpoint, 2 open houses, 1273 total visits to website survey, proposed corridor treatments: three lane with shared left turn, curb & gutter, bike lanes and alternating 6' and 8' widths, drainage review: there are 4 discharge locations, open ditch drainage. Drainage improvements update: open ditch clean-up.

Mayor Collins: What is the cost benefit analysis comparing open ditch vs piped drainage?

Skyler Helffrich: I am not sure of the cost comparison, maybe WYDOT would have a better idea?

Short term corridor improvements: pedestrian accommodations, safety enhancements: reduce speed signage, 4-way stop at Whitney and Pershing and stripping the bike lane.

Mayor Collins: How much do the feedback speed signs cost?

Ralph Tarango: those signs cost between 500-1,000.

Skyler Helfrich: Long-term corridor improvements: bridge widening, roundabout and reducing multiple private driveways.

Mayor Collins: Our City council had a hard time with differing widths. The choice to alternate widths was based on the density of the area. As East Pershing develops there may be an opportunity to widen the path.

Motion to adopt by Mayor Collins, seconded by Ralph Tarango, motion passes.

b) East Park Greenway and Drainage Plan

Darci Hendon: this is a 35% plan for the drainage from East (Kiwanis) Park. All of the water from Dry Creek runs through the Park and drains to one outlet through the UPRR ROW and under the main-line track. We cannot add to the flooding on the neighboring property to the west. The water that goes through the tunnel must be mitigated. We will be asking the UPRR if this structure can be used as a pedestrian Greenway and an emergency spillway for a 500-year event.

Troy Thompson: When are we going to Annex East Park?

Charles Bloom: We cannot have a City initiated annexation and create a county pocket (island).

Mayor Collins: What are the cost savings if we can mitigate Dry Creek upstream from the Park?

Darci Hendon: If we mitigate Dry Creek upstream of the park we still have the issue that there is water being impounded against the RR embankment and the potential for a breach.

Thompson: Is there property acquisition with this?

Darci Hendon: Yes, the City is looking at acquiring the Winkler property.

Motion to adopt by Mayor Collins, seconded by Ralph Tarango, motion passes.

c) Walterscheid Plan

Scott Larson of Benchmark: The project is from Deming to College, recommending a 3-lane with additional right-of-way which will be needed in a few areas, mainly intersections.

Roundabout at Deming, and at Fox Farm. The Fox Farm intersection is scheduled by the City in 2024. Interim Improvements: The southern portion of the City/County line runs down the middle of Walterscheid and should be cleaned up.

Mayor Collins: would the sidewalks be attached or detached? Depends on location.

Are there a lot of accidents at Fox Farm and College?

Scott: at least at Fox Farm it is a convoluted intersection, and a lot of people were excited to see a roundabout going in for traffic control.

Motion to adopt by Mayor Collins, seconded by Ralph Tarango, motion passes.

7) Update on MPO Planning Projects

a) Transit Development Plan

Ginni Stevens: The final plan has been drafted and the council work session was held last Friday.

Mayor Collins: Were there any surprises in this plan?

Ginni Stevens: Surprises included the back log on CDL drivers and finding parts for transit buses. Tom Mason: Our TDP takes all of this into consideration.

Ginni Stevens: The final Transit Development Plan has been drafted, and a Council Work Session was held on December 16th. The TDP will now begin the process of going through all necessary committees for approval according to the following schedule:

Technical and Citizens' Advisory Committees: January 11

City Planning Commission: January 17

County Planning Commission: January 26

County Commission Meeting: February 21

City Council Public Service Committee: February 22

City Governing Body final approval: February 27

MPO Policy Committee: March 22

Ginni Stevens; Not only are we doing the phased approach, but there is a lot of efficiency in the proposed routes. We will continue the micro-transit option.

b) CO/WY Transit Feasibility Study

Ginni Stevens: This project is in its final stages as the second online self-guided meeting concluded on December 19. The project team has drafted a final plan and sent it out for review, leaving space for the additional public comment from the last online self-guided meeting. We received excellent public comments during both outreach meetings, and have received a lot of press from TV, radio and the newspaper on this study. The final document is anticipated to be completed in the next two weeks. Out of all the partners in this project, only the Cheyenne MPO traditionally takes plans before the local government before the Policy approval. WYDOT and MPO staff discussed how to treat the plan's completion based on how it originated with CDOT preparing the scope-of-work and contract with HDR, that the Policy Committee approval will be sufficient, if the Policy Committee agrees. HDR is scheduled to present to the Policy Committee during the March meeting. If the Policy Committee would like this plan to go through the traditional process, Tom Mason would do the presentations before planning commissions and governing bodies as the consultant does not have this work scoped or budgeted for in their contract.

Mayor Collins: I am hearing that there is a demand for this service.

Ginni Stevens: we had an overwhelming support for this project, we received 100's of respondents to the survey, and great support from the public.

Mayor Collins: And who would run this service?

Ginni Stevens: there are providers in Colorado that could manage this, as a private service provider. However, getting it started and who would be the leader is up in the air.

And the funding would come from where?

Ginni Stevens: there is the infrastructure bill and other options available for funding.

Tom Mason: we had discussions about this with the steering committee, to have this put out to bid to have someone support this project.

c) Powderhouse Plan

Ginni Stevens: This plan is in its initial stages of data collection, and we had the first open house on October 5th, which was very well attended with over 120 participants in person and 41 in person responses to the questionnaire. The project has a virtual story map which is linked on the MPO project page. On the story map, participants can sign up to receive future emails and email the project team with any comments. Preliminary design is anticipated in January with a second open house tentatively scheduled for February.

d) Van Buren Plan

Ginni Stevens: This project is just beginning with Y2 Consultants. A kickoff meeting was held on December 1st with the Project Team. The consultants are currently collecting data and doing document reviews. The first open house is scheduled for January.

8) Update on current and upcoming local construction projects

a) City of Cheyenne

Wes Bay: Pavement management, city overlay #1 ADA upgrades, mill & overlay, concrete work, curb & gutter and sidewalk. City overlay #2 ADA upgrades, mill & overlay, concrete work, curb & gutter and sidewalk. We will be doing another 30 miles of crack seal during upcoming construction projects: 17th street lighting and sound system, 5th and Crow Creek bridge project. Van Buren storm sewer project between the developer and the City, hoping to get this out to bid in January, tying into Whitney Ranch drainage to Van Buren into Dry Creek. Hawk systems for Western Hills Blvd in front of McCormick and Baggs, a TAP grant was awarded for this project. A signalization design, and a Planning project for Dry Creek Master Plan update. Reed Ave rail, approaching BNSF in January and added to the scope to have Quandel to help with negotiations. East Dell Range reconstruction project from Ridge to College, from College to west of Van Buren a complete reconstruction. Storey Blvd extension, Pershing Blvd and Windmill Rd, signal upgrade. Nationway and Ridge Rd Scope for the 18th Street reconstruction project.

Charles Bloom: US 30 Greenway underpass, moving existing underpass that gets flooded

b) Laramie County

Molly Bennett: Draft of RFP's for Wallick & Division, we are in coordination with BOPU, pavement management RFP is due today.

c) WYDOT

Ryan Shields: Terry Ranch project was awarded last week.

Mayor Collins: Project Cosmo is going well?

Ryan: 2 bridge rehabs, I-80 work on Roundtop, a few safety projects around town. Install safety lights for bridge height. Left turn lane off Chalk Bluffs.

d) Others

Tom Mason: our priorities moving forward are getting the county road impact fee and the SRTS plan, and an update to our Travel Demand Model support.

Mayor Collins: Are there any concerns as Cosmo connects into Terry Ranch Rd?

Ryan Shields: Yes, we are tracking.

Charles Bloom: There has been discussion regarding the migration of the MPO website to the City's, working internally to update the website and social media posts. We plan on contracting with WEC on a month-to-month basis.

9) Other Business

a) Preparation of a new Master and Financial Agreement

Tom Mason: Casper and Cheyenne are still working on providing our comments to WYDOT.

We hope to wrap this up in the next 3 months.

Next Meeting March 22, 2023 – Commissioner's Meeting Room

Meeting adjourned at 4:46