

Cheyenne Metropolitan Planning Organization
Policy Committee Meeting
March 22, 2023
Laramie County Commissioners Conference Room



Attendance:

Voting Members:	Patrick Collins Linda Heath Ralph Tarango	City of Cheyenne, Mayor, Chair Laramie Co. Commissioner, Vice-Chair WYDOT, District Engineer (Zoom)
Non-Voting Members:	Molly Bennett Charles Bloom Tom Cobb Richard Duran Kevin Erickson Ed Fritz Tim Morton Juli Monahan Vicki Nemecek Brandon Shaffer Wayne Shenefelt Ryan Shields	Laramie County Public Works City Planning & Development City Engineer FHWA Community Planner WYDOT Resident Engineer WYDOT Systems Planning WYDOT Maintenance Engineer WYDOT Planning City Public Works WYDOT Systems Planning Engineer WYDOT Resident Engineer WYDOT Construction Engineer
Staff:	Tom Mason Valerie Pickard Ginni Stevens Christopher Yaney	MPO Director MPO Office Manager MPO Senior Transportation Planner MPO Senior Transportation Planning Tech (Zoom)
Guests:	Ian Chase AT Stoddard	HDR (ZOOM) LSC Consultants (ZOOM)

- 1) Meeting was called to order at 3:01 p.m. by Mayor Collins**
- 2) Introductions**
- 3) Election of Chair and Vice-chair**, Mayor Collins nominated as Chair motioned by Ralph Tarango seconded by Linda Heath. Linda Heath nominated as Vice Chair by Ralph Tarango and seconded by Mayor Collins. Motions pass.
- 4) Approval of the December 21, 2022, minutes.** Motion to approve by Ms. Heath, seconded by Mr. Tarango. Minutes approved.
- 5) Approval of the FY '23 Unified Planning Work Program Amendment #2.** Unencumbered funds were miscalculated, and the error has been fixed on this budget report. The second change is on the payroll for COLA increase. Because of the budget adjustment, we took that out of the Amtrak plan.

East Allison is a higher priority than the Amtrak plan. Motion to make adjustment by Linda Heath, seconded by Ralph Tarango. Motion passes.

6) Presentation and adoption - CO/WY Transit Feasibility Study

Tom Mason: Introduces Ian Chase with HDR.

Ian Chase: Study Background: This is a joint study looking into transit between Cheyenne and the Front Range communities. This is a partnership between WYDOT, CDOT, and the Cheyenne MPO. We conducted a feasibility analysis to examine a transit connection. We have examined the regional transit markets, service models, route options and technologies and developed recommendations from that. The engagement process was a 3-prong effort. We held several stakeholders' interviews and met with the guidance committee along with a community engagement piece to include the project website, and two online open houses with a lot of public comment. The transit market analysis looked at current and future demand for the proposed services. We analyzed the existing travel patterns as well as the demographics. We used StreetLight data to provide trip origin-destination patterns along with data pre-COVID and daily trips between these regions. Trip data was normalized by the zone, so we didn't have a larger area that skewed the data. The Downtown area in Cheyenne had the highest trip origin-destination patterns going to and from the North Front Range MPO area.

Ian Chase: We looked at the Travel Demand Model with traffic analysis models, the Cheyenne MPO demand area and the NFR MPO model and the CDOT statewide model.

Transit Propensity Analysis: we focused on 9 demographic characteristics of travelers that are more likely to use transit, we used all that data and scored those zones weighted by population and normalized by the block group area. Key focus areas to consider for transit service are determined through three evaluations. In the Cheyenne Area: we have Downtown, east of Downtown, Frontier Mall and South Greeley. Northern Colorado: Downtown Ft Collins, the I-25 corridor, Downtown Loveland and Greeley, and Wellington. Working with the project team and guidance committee we developed 6 different alignments. The recommended alignment that comes out of this can be adjusted further to potentially add additional stops. The screening criteria we are focused on 5 areas, connectivity, feasibility, community support, equity and environmental health. The guidance committee preferred alignments 1, 3 and 2. The online public meeting feedback with a survey at the end. The alignments that were preferred were 5, 1 and 2.

Mayor Collins: How do you determine stakeholders?

Mr. Chase: We reached out to a handful of individuals, looking throughout the community.

Cheyenne MPO, WYDOT and CDOT, communication with LEADS and the North Front Range MPO, transit providers in Greeley, Loveland and Ft Collins. As well as the transportation director from the Airforce Base.

Mr. Mason: We included the VA and Chamber of Commerce.

Mr. Tarango: Was there a survey used to determine if the busses would be used?

Mr. Chase: We had opportunities for Public Outreach at our meetings.

Mr. Chase: We tried to rely on WYDOT, CDOT the Cheyenne MPO and the North Front Range MPO to get the word out on the public open houses. We also sent out some hard copy surveys. We had over 1,000 visitors to the website with over 300 surveys filled out.

Mayor Collins: Motion to accept the plan by Ralph Tarango, seconded by Linda Heath. Motion passes.

7) Presentation and adoption - *Transit Development Plan*

AT Stoddard: We started this plan about a year ago, reviewing existing documents, evaluating existing services and ridership. We did a lot of analysis of the system, ridership decreased steadily from 2014 for fixed route services. The direct service has been consistent throughout all the years it has been offered. Review of routes and stops pre-pandemic. We have offered community input via community survey, user survey, community meetings and a website. Our proposed transit service plan is 3 phases over the next 3 years. Phase one brings back 2 of the fixed routes, one on the east side and one on the west side, operating with hourly service with transfers downtown and the Northside Walmart, this includes complementary paratransit service. Phase 2 will add two more routes to the south, these will cover the east side and the south side, from Lincolnway, College to Pershing to the Eastside Walmart, with opportunities for transfers. Phase 3 will not add additional routes but expand the services provided, extending Miro transit until 10:00pm and Sunday service from 10:00am to 5:00pm, strictly on-demand. The comparison of previous fixed routes, our new plan there are very few stops that are not covered by the new plan. We can cover a larger area with micro transit and cover the key areas with our fixed route service. Capital Improvements: Fleet replacement, electric vehicles, and potential transfer sites and hubs to include curbside and on-street. Public comment opportunities are an online video presentation, online survey and the website.

Ms. Heath: Have we considered a park-n-ride in some of these areas?

AT Stoddard: Staff is looking at moving all 3 phases to be in place as soon as possible. As far as park-n-ride facilities, there is a hub on Westland with could serve as that. But the challenge is that Cheyenne is not that big, they could probably be to their destination before getting to and transferring to the bus system.

Ms. Nemecek: The speed of the implementation revolves around the funding. We have a new CDL program and increased the part-time wages. We hope to get these going soon.

Ms. Heath: Motion to approve the TDP and seconded by Ralph Tarango. Motion passes.

8) Performance Measure Agreement approval

Mr. Mason: Federal requirements for DOT's and MPO's, we have to develop these performance measures.

Mr. Fritz: In 2018 federal law requires MPO's to set performance measures. The penalty is that the MPO is required to explain how they will measure and meet those requirements moving forward. The issue with Cheyenne and Casper is the roads that are covered with Performance Measures are owned by WYDOT.

The performance measures that we are talking about are the WYDOT targets, 5 safety measures and 3 transit measures. We are asking for the Policy committee to adopt the WYDOT standards and not

continue with the MPO standards, is that from 2018-2021 the measures that were established were not met.

Motion to use WYDOT standards for performance measures, seconded by Linda Heath. Motion passes.

9) New members for Technical and Citizens' Advisory Committee approval

Mason: We recommend Leif Peterson for CAC. And we recommend Sam Weinstein to the TAC.

Motion to recommend approval from Linda Heath, seconded by Ralph Tarango.

10) Master and Financial Agreement plus contract approval issue

Mr. Mason: We will be communicating with you on the details of this agreement. There is still a lot of work to do before we are ready to present to the Policy Committee. Part of the agreement says that the contracts for our plans that we take to the City Governing Body for approval first must be approved by the Policy Committee. We have not been doing this.

Mr. Tarango: I would rather follow the policy that is in our Master Agreement.

Mayor Collins: Maybe we could call a special meeting on Zoom?

Mr. Tarango: Yes, that would be fine.

11) Update on planning projects

- a. **Powderhouse Plan** – We had a meeting with our consultant this week and the draft plan should be to the MPO by April. They will have their 2nd public open house in June.
- b. **Van Buren Plan** – Our first public meeting was in January. The consultant is working on their draft plan. The second public open house will be held in May.

Mayor Collins: That is from Dell Range to US30?

Ms. Stevens: Yes

Mr. Cobb: I will probably have a storyboard and have a staff member attend the open house.

Ms. Stevens: We have asked our consultant to work closely with the Engineering Dept.

- c. **Southwest Drive Plan** – We just signed with Benchmark Engineers. So, this is just getting started.
- d. We did publish our SRTS RFP, and we are accepting proposals.

12) Update on current and upcoming local construction projects

- a. **City of Cheyenne** – We are running about 600k over budget. Capital construction we are looking at about 9.5 million to include the bridge over Crow Creek. We have about 460k in drainage maintenance, 80k from the County and 80k from the City.

- b. **Laramie County** – Ms. Bennett: We are focusing on the planning stages of our Pavement Management contract. There are two things for construction coming up, Railroad Rd between Road 136 and Road 137, culvert work and pavement. Road 142 from our 6th penny, we are finalizing plans.
- c. **WYDOT** – Mr. Shields: Terry Ranch Rd overlay and bridge replacement. Bridge rehab on I-80 near the Walmart distribution center. Pine Bluffs paving project. 2 bridge rehabs in town over Lincolnway and the railroad. Small pavement project on South Greely Hwy. Turn lane will be added south bound I-25 to Chalk Bluff Road. Over height warning system will be installed on I-80.
- d. **Others** - End of year financial report from the MPO.

13) Other Business

Next Meeting June 21, 2023 – Mayor’s Conference Room

Meeting adjourned at 4:46