

**Cheyenne Metropolitan Planning Organization**  
Policy Committee Meeting  
February 2, 2024  
Mayor's Conference Room



**Attendance:**

Voting Members:	Patrick Collins Linda Heath Ralph Tarango	City of Cheyenne, Mayor, Chair Laramie Co. Commissioner (Zoom) WYDOT, District Engineer
Guests	Molly Bennett Charles Bloom Tom Cobb Richard Duran Ed Fritz Tim Morton Juli Monahan Vicki Nemecek Brenden Schaefer Wayne Shenefelt Ryan Shields	Laramie County Public Works City Planning & Development City Engineer FHWA Community Planner WYDOT Systems Planning WYDOT Maintenance Engineer WYDOT Planning City Public Works WYDOT Systems Planning Engineer WYDOT Resident Engineer WYDOT Construction Engineer
Staff:	Jeff Noffsinger Valerie Pickard Ginni Stevens Christopher Yaney	MPO Director MPO Office Manager MPO Senior Transportation Planner MPO Senior Transportation Planning Tech

1) Call to Order

2) Approval of Minutes – December 6, 2023

Tarango did not receive the most current version of the previous meeting minutes. Motion to approve by Heath seconded by Tarango. Motion passes conditionally after review by Tarango. Staff will review minutes.

3) Review of Rail Station Site Selection Study

Noffsinger: Meeting in December with Randy Grauberger from Quandel for a scope and fee for project. We are working with them to identify three sites in our community: Reed Rail Corridor, the Depot and the Visitors Center. They have listed their tasks of deliverables from Quandel on this project.

Tarango: What is the Technical Committee's recommendation on this?

Noffsinger: This did not go before the Technical Committee; we didn't feel it was necessary since it

was already a placeholder in the Unified Planning Work Program (UPWP).

Tarango: The Technical is required to approve/review the UPWP. But they are not required to review amendments. But I do recommend that it does go before the Technical Committee. There has been a lot of email communication back and forth on if this meets FHWA stewardship agreement for Planning money.

Monahan: We will have to talk with FHWA about whether this meets the criteria. The process is to be selected from a list, and the consultant was not, no one else was considered. The Technical Committee should have been involved in the selection process.

Noffsinger: I think this is a little premature. This came out of the Passenger Rail Commission as an action item. I am bringing this before you to see if this is something the MPO would like to pursue. We will be going through a public selection committee if we proceed.

Heath: We need to take some time to look at this. I would like to see the Technical Committee take a look at this first. I would like to hear their opinion.

Mayor: When is the next Technical meeting?

Noffsinger: There is not currently a meeting scheduled.

Bennett: I would like to see the back history on this project presented to the Technical. How we got to this point.

#### 4) Presentation of Amended UPWP

No discussion needed. Item postponed. Tarango would like to see a cover page and see both the original and the amendment with highlighted changes.

#### 5) Review of STP – Urban Systems Projects List

Noffsinger: We met with WYDOT on High Plains Road project. There is about \$10.7 million in this fund. If we were to use these funds, we would have to address the sequencing. Proposal from Olsson was \$165,000 for preliminary design then we can submit to BNSF for their approval to be move forward to final design. Is this something that you see fits with these funds?

Bennett: I think this is a good way to proceed, I have some ideas and thoughts on the stipulations of the funds.

Monahan: STP funds are for design and construction.

Bennett: It looks like the last time this was updated was 2020. Could we get an update on US 30/Dell Range project?

Tarango: We need to see updated numbers on these projects and this account. We need further discussion on this.

Mayor: When would it be possible to review those numbers, what is a good timeline?

Tarango: Changing the priority list of the STPU, we need to clarify this in the Master Agreement. The Technical Committee can give us recommendations.

Mayor: I hear you saying that we are not opposed to approving this but need to, but we have to go through some steps.

Sheilds: I think the cost estimate is in a good spot to get those numbers.

Cobb: For reference; we did shorten the Converse project because of the cost.

Bloom: Division between College and Wallick project, we have the STP money for that. Would this be a supplement to any shortfall from the 6<sup>th</sup> penny tax?

Bennett: I do not have an updated cost estimate, we are going off of 2015. We are just now under contract with HDR.

Mayor: When are you planning on completing Wallick and Division?

Bennett: We are in the process of acquiring ROW. We have a kickoff meeting in a couple weeks. We are discussing phasing with HDR.

Mayor: We are going to update the budget numbers; our number one priority is not changing according to staff recommendations.

Tarango: I think the priority list is changing. I would recommend that we also take this to the Technical Committee.

Mayor: Let's get this to the Technical Committee. This is a very important project.

Tarango: Where are we going on the scope for this? Are we trying to get BNSF approval?

Noffsinger: Concept approval of 30% by BNSF.

Mayor: Is that alright to use STP-U dollars for this?

Tarango: Yes.

Heath: I agree with Ralph on this, we need to have these numbers updated.

#### 6) Safe Routes to School Update

Stevens: The consultant has been working on products and summaries. We had three public open houses. In person attendance was mediocre. There were 485 responses from the survey. We had responses from parents, faculty, public and students. The consultant built a website and in November/ December the website had over 15,000 hits. We have a principal survey getting ready to go out. These results will hopefully be presented at a steering committee meeting in March.

#### 7) Southwest Drive Corridor Study Update

Noffsinger: Received the final draft yesterday from Benchmark. We will be taking for Committee/Board reviews.

#### 8) West Crow Creek

Stevens: We have been working with stakeholders and the consultant on the options for this project. We are working to clarify these options before we go to the public. The next step would be to have a public open house, to present these realistic options.

Mayor: We have to make sure that our underpasses are hydraulically separated from the Creek.

Stevens: It was clear in the scope of work that this is a requirement for the consultant.

#### 9) County Road Impact Fee Study Update

Noffsinger: We have a meeting with our Steering Committee on Feb 13<sup>th</sup> then a presentation to the County Commissioners once the draft is complete. We have preliminary figures to review and ensure accuracy.

Bennett: We need to have public outreach and a report from the presentation.

#### 10) Directors Report – Complete Streets, The Peanut!, Grant Opportunities, FRA Workshop, Election of Officers, Transit Request

Noffsinger: We have a draft of the Complete Streets plan before we take this to a public open house.

Tarango: Will this involve WYDOT Roadways?

Noffsinger: No, these are practices that could be implemented depending on the reviewer of the document. We have excluded WYDOT roads from this document.

Noffsinger: The Peanut! There was a study done in 2010 from Ayers of Missile Dr and 19<sup>th</sup> Street. This is on the radar for Engineering. The Peanut is essentially a double roundabout, traffic calming device.

Cobb: We will have a Steering Committee so we can look at the entire area to include drainage.

Bloom: We are also working with Jeanie Anderson-Shrednik on placement of the Greenway path.

Noffsinger: Ginni and I met with Renee on grant options. There is a lot of money out there and we want to make sure that we have a plan together for the grants that are out there.

Noffsinger: I will be headed to the FRA (Federal Rail Administration) meeting in Seattle next week. Dan Bilka from All Aboard Northwest presented at our last Rail Commission meeting.

Noffsinger: We will need to conduct election of Officers at our next meeting.

Noffsinger: Transit is asking for a 17% increase in their budget. I am just bringing this to your attention.

Nemececk: Increase is in administrative costs and software.

#### 11) Other Business

Bennett: We have our 100% plan for County Road 142. Hopefully construction will begin this summer. Underpasses along Allison Draw - we are working with CivilWorx to develop a plan set that we could use for a dredging project every 5 years with a sediment mitigation options.

Sheilds: We had a pre-construction meeting for US 30 project. We have a public meeting for this on Feb 13<sup>th</sup> at Cheyenne Hills Church.

Tarango: We would like to have a monthly meeting between WYDOT Planning and the MPO, so that we are all on the same page. The Planning Department and the FHWA will be scheduling an educational meeting on how the funds can be used.

*Next Meeting March 13<sup>th</sup>, at County Commissioners Conference Room.*

Meeting adjourned at 11:09am.