

Cheyenne Metropolitan Planning Organization

Technical Advisory Committee Meeting

August 20, 2025

10:00 AM

Conference Room 208



Attendance:

Voting Members:	Connor White Erin Gates Dante Rushton Julianne Monahan Craig Lavoy Andrea Allen Molly Cook Justin Arnold Kristy Richardson Matt Butler Scott Sprakties	City of Cheyenne Planning & Development, Planner II City of Cheyenne Engineer Cheyenne LEADS WYDOT Transportation Planner City of Cheyenne Public Works WYDOT Project Development Laramie County Public Works Director Laramie County Program Planner Mayor's Council – Disabilities Representative Laramie County Emergency Management South Cheyenne Water & Sewer Utilities
Guests:	Jean Shrednik Brenden Schaefer Renee Smith Amber Ash Pete Laybourn Pamela Cypher Tom DeHoff Bryce Sanchez Vicki Bonds Samuel Gudmestad Morgan Dennis	City of Cheyenne Parks & Greenway Planner WYDOT Systems Planning Engineer City of Cheyenne Economic Resource Administrator City of Cheyenne Chief of Staff City Council Federal Highway Administration (FHWA) AVI Engineering WYDOT Engineer Laramie County School District #1, Planner City of Cheyenne Planning & Development, Planner I City of Cheyenne Planning & Development, Planner I
Staff:	Christopher Yaney Jennifer Corso Athen Mores Gisele Pacheco	MPO Director MPO Senior Planner MPO Planner Transportation Specialist MPO Office Manager

Item 1: CALL TO ORDER/ ROLL CALL

Connor White, Chair, called the meeting to order at 10:00 AM.

Item 2: INTRODUCTIONS

Item 3: APPROVAL OF MINUTES: May 21, 2025

Molly Cook, Laramie County Public Works Director, made the motion to approve the meeting minutes from May 21, 2025. Justin Arnold, Laramie County Program Planner, seconded the motion.

No further discussion of the May 21, 2025, meeting minutes, and all approved at 10:10 AM.

Item 4: MASTER AGREEMENT

Christopher Yaney, Metropolitan Planning Organization (MPO) Director, provided an update on the Master Agreement and noted that the MPO and the Wyoming Department of Transportation (WYDOT) have spent over a year updating the agreement. Mr. Yaney advised that the Technical Committee review and provide any adjustments prior to approval. He also noted that the title should include the Federal Highway Administration (FHWA) and a signature area for FHWA.

Julianne Monahan, WYDOT Transportation Planner, asked if the Master Agreement had been recorded.

Mr. Yaney responded that it was recorded.

Ms. Monahan clarified that the last one should not be matched.

Mr. Yaney asked if it was not needed.

Ms. Monahan explained that it was intentionally removed, and that the Federal Transit Administration (FTA) had been removed as well.

Mr. Yaney asked if any committee members had further discussion regarding the Master Agreement document.

Connor White, Planner II, referenced previous discussions with Charles Bloom, Planning and Development Director, regarding Section 3.D of the document and the appropriateness of adding language related to the potential termination of the MPO Director.

Mr. Yaney recalled the conversation and explained that Mr. Bloom had mentioned adding information about notifying the Policy Committee in the event of a director's termination to ensure understanding and facilitate any necessary adjustments.

Ms. Monahan noted that one of the previous versions included language related to termination decisions.

Mr. Yaney asked if the format of the document was sufficient.

Ms. Monahan responded that the format was not sufficient for WYDOT. She explained that while the Master Agreement dates back to 2014, the major updates involve revisions to legal language from the Attorney General's office. WYDOT also took the opportunity to include more detailed descriptions and deadlines for the various products the MPO produces—elements that were not included in prior versions. She added that Title VI funding has now been included in the Master Agreement, which was absent from previous documents. Additionally, the Urban Systems Funds have been incorporated into the presented Master Agreement to reflect processes used by other MPOs. She noted that these funds are typically obligated and, unlike other MPOs, the Cities of Cheyenne and Casper have not previously had a master agreement for them.

Jennifer Corso, MPO Senior Planner, asked if Ms. Monahan was referring to the Federal Planning Funding.

Ms. Monahan confirmed that the Federal Planning Funding includes the Consolidated Planning Grant (CPG) funds, which are combined with FTA funds.

Mr. Yaney confirmed that the Federal Planning Funding consists of CPG funds combined with FTA funds, which also include cost shares.

Ms. Monahan added that the Urban System Funds can be found in Section 14: Urban System Funding.

Mr. White asked if there were any further questions or discussion from the members.

Molly Cook, Laramie County Public Works Director, asked whether Christopher Yaney was requesting feedback on the document or if additional requirements were needed.

Mr. Yaney confirmed that input from the committee is all that is required.

Ms. Monahan noted that input is all that is required, as the Master Agreement is still under attorney review.

Amber Ash, City of Cheyenne Chief of Staff, asked if concerns with the formatting of the Master Agreement could be addressed, noting that previous redline versions demonstrated only minor format changes.

Ms. Monahan explained that a section had been changed to create recitals, which is not part of the Attorney General's format. She added that the Master Agreement is similar to the City of Casper agreement, with the goal of providing consistency across Master Agreements for different entities while covering similar concepts, even if formats differ between cities. She clarified that the template originates from the Attorney General and was modified by the office.

Mr. Yaney asked if it was recommended that recitals be removed and parties properly positioned.

Ms. Monahan confirmed that this would be the correct format. She also explained the initial thought process behind the Master Agreement, noting that it is updated with each transportation bill and could undergo additional changes in the future.

Mr. Yaney requested additional information on Section 7: Federal Planning Funding, noting that the document references the distribution allocation and that it is governed by a Memorandum of Understanding (MOU) between WYDOT and the MPO.

Ms. Monahan noted that there is a separate funding agreement and asked whether a copy should be provided.

Mr. Yaney confirmed that a copy of the separate funding agreement was needed and asked if it should be attached to the Master Agreement.

Ms. Monahan commented that including the separate funding agreement as an exhibit had been considered, but the decision should be left to the Attorney General. She also noted that FHWA is a party and should remain separate.

Brenden Schaefer, WYDOT Systems Planning Engineer, asked if the agreement changes yearly.

Ms. Monahan responded that it does not.

Mr. Schaefer asked if the section addresses the process for cost shares rather than specific dollar amounts.

Ms. Monahan confirmed that the section outlines the process for cost shares, not the specific amounts.

Mr. Yaney mentioned that the cost shares are one-third for each party.

Ms. Monahan clarified that the one-third cost share was incorrect, as there is additional cost sharing between the two MPOs.

Mr. Yaney asked how the two-thirds would be allocated between the MPOs and based on what criteria.

Ms. Monahan explained that the allocation is based on different percentages, with Cheyenne receiving a larger share than Casper.

Mr. Yaney asked for additional clarity on why WYDOT has not reviewed this allocation over the 44 years it has been in place to reduce the amount WYDOT receives.

Ms. Monahan noted that Brenden Schaefer has discussed this issue with Mayor Collins.

Mr. Schaefer noted that the money is used for all other urban planning items. He also provided additional information regarding his conversation about the proportions with Mayor Collins.

Mr. Yaney stated that Mayor Collins will likely want to pursue more direction on the proportions and determine the funding source, and that this will continue to be an ongoing conversation.

Mr. Schaefer noted that a meeting occurs approximately every other year.

Mr. Yaney added that, to gain better clarity, he will find out why all items have been allocated in the current manner and determine how to move forward.

Ms. Monahan noted that the percentage cost shares have not been in place the entire time.

Mr. Yaney confirmed that the percentage allocation has not been in place the entire time.

Ms. Monahan mentioned that WYDOT was previously 50/50 and contributed significantly in going from a half to one-third.

Mrs. Corso asked if Ms. Monahan knew the approximate date when the change occurred.

Ms. Monahan noted that a copy of the spreadsheet will be forwarded to the MPO.

Mr. Yaney asked if the Committee should establish a review of the distribution every three to five years and whether it should be written into the Master Agreement.

Ms. Monahan noted that such a review would be administration specific.

Mr. Yaney asked if the review should be conducted on an as-needed basis.

Ms. Monahan noted that it could be on an as-needed basis, but there have been times when other MPOs have traded funding for other funding.

Mr. Yaney requested additional details following the meeting.

Mr. Yaney asked if there were any further questions or discussion from the committee. Hearing none.

Item 5: UPWP FISCAL YEAR '26

Christopher Yaney, Metropolitan Planning Organization (MPO) Director, provided information regarding the Unified Planning Work Program (UPWP). He noted that the MPO has been determining Fiscal Year 2026 projects and highlighted that the MPO currently has a vehicle with a salvage title due to hail damage, which needs to be replaced. Funds within the budget, including carryover, may be used to purchase a new vehicle to allow safer travel around Cheyenne and outside the Cheyenne area. Additionally, a large portion of the carryover funds will be allocated toward Fiscal Year 2026 projects.

The MPO advised that the Committee review the six projects listed in the agenda document to determine which should be included in the UPWP for Fiscal Year 2026. The proposed projects are:

- a. Parsley Boulevard & Wallick Drive Extensions – Estimated \$450,000.00
- b. Greenway Connections: Henderson Drive to Cahill Park – Estimated \$207,500.00
- c. West 15th Street Corridor – Estimated \$175,000.00
- d. Missile Drive Right-Sizing Corridor – Estimated \$350,000.00
- e. Ames Avenue Corridor: Pumphouse Access Study – Estimated \$180,000.00
- f. Southwest Cheyenne Connector Bypass: I-25 to I-80 Corridor – Estimated \$500,000.00

Mr. Yaney noted that after discussion with Charles Bloom, Planning and Development Director, it was advised to replace the West 15th Street Corridor project with the Lincolnway Corridor from Warren Avenue to Nationway.

This change will increase the estimated project cost to \$250,000–\$300,000. He also reminded the Committee that the rollover amount totals approximately \$850,000, which could be used for the mentioned projects. This allows for three projects to be completed or until the \$850,000 has been fully utilized. Any remaining funds will roll over to existing projects that still need completion.

Jennifer Corso, MPO Senior Planner, asked if there were any questions or discussion from the Committee.

Connor White, Planning and Development Planner II, noted that the reason for replacing the West 15th Street Corridor with the Lincolnway Corridor from Warren Avenue to Nationway is due to the quicker redevelopment potential.

Erin Gates, City of Cheyenne Engineer, asked about the limits of the project.

Mr. Yaney stated that the limits are from Warren Avenue to Nationway, which is a larger area than the West 15th Street Corridor, resulting in the increased project cost.

Julianne Monahan, WYDOT Transportation Planner, asked about the East Allison Road Corridor study.

Mr. Yaney noted that the East Allison Road Corridor study will be drafted within the month as part of a Request for Qualifications (RFQ) and will use one of the funds from the rollover.

Mrs. Corso asked the Committee if the first three projects are sufficient and should remain the priority.

Craig LaVoy, City of Cheyenne Public Works, noted that the first three projects are sufficient and could remain the focus.

Pete Laybourn, City Council, spoke about project five on the list, the Ames Avenue Corridor: Pumphouse Access Study. He provided context regarding the West Edge project, highlighting its effects on the Ames Avenue greenway path and the importance of maintaining the connection through the city. He also provided details regarding the pumphouse and advised that the Ames Avenue Corridor project be moved to a higher priority.

Mr. Yaney asked the Commission if there were any further suggestions on which three projects should be prioritized within the \$850,000 rollover portion of the budget.

Jean Anderson-Shrednik, City of Cheyenne Park and Greenway Planner, noted that based on the budget for the Parsley Boulevard & Wallick Drive Extensions, Greenway Connections: Henderson Drive to Cahill Park, and the increased estimate for the Lincolnway Corridor, the three projects would exceed the \$850,000 budget.

Mrs. Corso asked if \$250,000 would be a reasonable estimate for the Lincolnway Corridor instead of \$300,000.

Mr. Yaney confirmed that \$250,000 seems sufficient until more accurate numbers are calculated.

Mrs. Anderson-Shrednik suggested that the Ames Avenue Corridor: Pumphouse Access Study could be elevated in priority if the Lincolnway Corridor is deemed a lower priority. She asked Mr. Laybourn if the project involves a road or a greenway.

Mr. Laybourn clarified that if it concerns access off Ames Avenue, a road would be needed to connect to the pumphouse.

Mrs. Anderson-Shrednik asked for clarification on whether the greenway alignment would be analyzed on city-owned property or easements.

Mr. Yaney confirmed that the study will include an analysis of greenway alignment.

Ms. Monahan asked Pete Laybourn if he stated that the city is still deciding whether the pumphouse should be demolished or refurbished.

Mr. Laybourn confirmed that the city is still deciding whether the pumphouse should be demolished or refurbished.

Ms. Monahan asked how the connection would be affected based on the decision.

Mr. Laybourn noted that the project design and concept would be determined later, while the decision to demolish or refurbish the pumphouse is expected in several months. He provided additional information on the route of the pumphouse and the procedures occurring prior to any decision or potential sale of the property.

Mrs. Corso asked if there were any further questions or discussion from the Committee.

Mr. Yaney asked if the Committee agrees to deem the Ames Avenue Corridor: Pumphouse Access Study a higher priority.

Ms. Gates asked if the Parsley Boulevard & Wallick Drive project could be split for funding purposes.

Mr. Yaney noted that Parsley Boulevard & Wallick Drive could be split into two separate projects.

Mrs. Anderson-Shrednik noted that Parsley Boulevard & Wallick Drive should be a higher priority due to its urgent attention needs.

Mr. Yaney asked Molly Cook and Justin Arnold about the importance of Parsley Boulevard & Wallick Drive.

Justin Arnold, Laramie County Program Planner, confirmed that Parsley Boulevard & Wallick Drive should be a higher priority and the first project to consider.

Molly Cook, Laramie County Public Works Director, agreed that Parsley Boulevard & Wallick Drive should be the first project due to its urgent attention requirements.

Mr. Yaney asked if there were any additional suggestions and noted that when projects are submitted for planning, the budget amount could be adjusted in consultation with the consultant to meet project needs.

Mrs. Corso clarified that the MPO will issue a Request for Proposal (RFP) for one plan per quarter: Parsley Boulevard & Wallick Drive in the first quarter (October 2025), Greenway Connections: Henderson Drive to Cahill Park in the second quarter (January 2026), and Ames Avenue Corridor: Pumphouse Access Study in the third quarter (March 2026). She noted that project order can change and is not final.

Mrs. Anderson-Shrednik commented that West 15th Street and 16th Street projects do not need to occur immediately, and next year may be more ideal.

Mr. White noted that the West 15th Corridor (Lincolnway Corridor from Warren Avenue to Nationway) is considered the fourth project on the list and could begin work based on the remaining budget.

Mrs. Anderson-Shrednik advised that the Ames Avenue Corridor: Pumphouse Access Study should occur before the West 15th Street Corridor (Lincolnway Corridor from Warren Avenue to Nationway).

Mr. White noted that the Planning and Development Department must rezone the area and complete additional work with City Council prior to the Corridor study.

Ms. Monahan asked Jeanie Anderson-Shrednik if the term should be inserted.

Mrs. Anderson-Shrednik confirmed that the Ames Avenue Corridor: Pumphouse Access Study should be inserted as the third project on the list.

Mr. Yaney noted that the Lincolnway Corridor from Warren Avenue to Nationway needs to be inserted into the project list.

Mr. White stated that the West 15th Street Corridor should be replaced with the Lincolnway Corridor from Warren Avenue to Nationway.

Ms. Gates asked if the West 15th Street Corridor should be removed.

Mr. White confirmed that Charles Bloom, Planning and Development Director, would advise its removal at this time.

Ms. Gates noted that the cost estimate is still unknown.

Mr. Yaney confirmed that the estimate is unknown and additional information will be provided once it has been determined.

Mr. White added that Charles Bloom will consider the West 15th Street Corridor at a later time, but the Lincolnway Corridor is being prioritized now due to redevelopment potential.

Mr. White asked if there were any further questions or discussion from the committee. Hearing none.

Item 6: SAFE ROUTES TO SCHOOL

Christopher Yaney, Metropolitan Planning Organization Director, provided updates on the Stantec Safe Routes to School project. The project has been presented to the Policy Committee for final approval, and the Policy Committee requested that Stantec add eight additional schools to the study. Stantec has completed the evaluation of these eight schools and incorporated the information into the Safe Routes to School study. Stantec is preparing to present these updates to the Policy Committee on September 3, 2025. The additional costs are being shared through a cost-share agreement between the City of Cheyenne and Laramie County.

Public School:

1. Willadsen Elementary (K-6) 645 Harriman Road, Granite Canyon, WY

Private Schools:

2. Cheyenne Hills Christian Academy (Pre-K - 6th Grade) 7505 US Highway 30, Cheyenne, WY

3. Cheyenne Classical Academy (K-12) 5200 Ridge Road, Cheyenne, WY

4. Destiny Christian Academy (K-12) 215 E 8th Street, Cheyenne, WY 82007

5. St Mary's Catholic School (Pre-K -6th Grade) 2200 O'Neil Ave., Cheyenne, WY

6. Laura E Mason Christian Academy (K-8) 723 Story Blvd., Cheyenne, WY

7. Trinity Lutheran Church and School (K-12) 1111 E 22nd St., Cheyenne, WY

8. Harvest Time Christian Academy (Pre-K - 4th grade) 4700 Ocean Loop, Cheyenne, WY

Mr. White asked if there were any questions or discussion from the committee. Hearing none.

Item 7: West Crow Creek Greenway

Christopher Yaney, Metropolitan Planning Organization Director, provided updates on the Ayres: West Crow Creek Greenway project. The project continues to progress, after a six-month delay due to work on the Missile Drive and 19th Street project. The West Crow Creek Greenway project is scheduled to be finalized in the first quarter of 2026.

Mr. White asked if there were any questions or discussion from the committee. Hearing none.

Item 8: Connect 2050

Christopher Yaney, Metropolitan Planning Organization Director, provided updates on the Connect 2050 Long Range Transportation Plan. He noted that Kimley-Horn is making progress and recently held a meeting to discuss project suggestions and adjustments. Updates have been made to the maps and information within the plan

based on input from recent public surveys. The consultants are also preparing for an upcoming presentation, and the project appears to be on track to meet the completion goal of December 2025.

Mr. White asked if there were any questions or discussion from the committee. Hearing none.

Item 9: SAFE STREETS FOR ALL COMPREHENSIVE ACTION PLAN

Christopher Yaney, Metropolitan Planning Organization Director, provided updates on the Felsburg, Holt & Ullevig (FHU) Safe Streets for All Comprehensive Action Plan. FHU has collected all information from the Metropolitan Planning Organization and is currently analyzing the data. Public engagement has occurred through pop-up events and email exchanges that included surveys and information about the plan's process. Approximately 87 individuals have provided comments on the project.

Mr. White asked if there were any further questions or discussion from the committee. Hearing none.

Item 10: UPDATE: LOCAL CONSTRUCTION PROJECTS

Christopher Yaney, Metropolitan Planning Organization Director, noted that the Local Construction Projects list has been updated to include city, county, and WYDOT projects along with the current status.

Erin Gates, City of Cheyenne Engineer, provided updates to the City of Cheyenne projects.

Projects	Status
PAVEMENT MANAGEMENT	
2025 Miscellaneous Crack Seals	Fall 2025 Completion
Patch and Seal (2024 Crack Seal)	Fall 2025 Completion. Patching complete.
Mill and Overlay 1 (Cheshire Drive)	Fall 2025 Completion
Mill and Overlay 2 (Dell Range)	August 24, 2025 start. 60 day schedule
Downtown Curb and Gutter and Sidewalk Program	Joint Effort with the DDA and Downtown Businesses for Curb and Gutter Repair. On-going
Thermoplastic (schools, City Streets)	Fall 2025 Completion.
CAPITAL CONSTRUCTION	
College Drive Regional Detention Pond (Thomas Heights)	Late fall completion. Issues with weather delays, contractor scheduling, and labor delays.
Storey Blvd. Extension	Utility conflicts redesign contract being executed. Expect to bid this calendar year.
Belvoir Ranch Trailhead	Fall 2025 Completion.
5th and Deming Bridge Replacement	Late fall or early winter bidding. Construction anticipated to begin in early winter 2026.
Additional Radar installs	Deploying devices on Manewal Drive and Ridge Road Fall 2025.
DRAINAGE MAINTENANCE	
Misc. Dredging Project	Bid anticipated early Fall for construction Late Fall 2025/ Winter 2026.

Mr. White asked if there were any questions or discussion from the committee regarding city projects. Hearing none.

Molly Cook, Laramie County Public Works Director, provided updates to the Laramie County projects.

- **Design for the Wallick and Division Corridor:** Sixth Penny project. Laramie County received direction and feedback, but the Federal Grant was not awarded. A meeting with commissioners has occurred to determine next steps. The design will extend from College Drive south to the existing roadway on Angie Street. Additionally, design work will occur on Wallick Road between South Greeley Highway and through the intersection at Division Avenue.
- **Road 164 Design & Build:** The State Line Road project in eastern Laramie County was a Sixth Penny project. The project will convert the road back to gravel and will be delivered as a design build, rather than designing first and contracting separately with a contractor.
- **Roundtop Road Design:** The project is currently out for a Request for Proposal (RFP), and individuals will be contacted to serve on the selection team. The project will include design and construction of

Roundtop Road from Horse Creek south to the railroad tracks. Construction will be completed in three segments due to bond funding.

- **Chalk Bluff:** The project is still in progress, and specific details and plans are currently unknown. An update will be provided once additional information becomes available.

Mr. White asked if there were any questions or discussion from the committee regarding county projects. Hearing none.

Andrea Allen, WYDOT Project Development, provided updates to the Wyoming Department of Transportation (WYDOT) projects.

2025 Season:

- **Warren Avenue (24th St to Pershing Boulevard):** Leveling has begun. One block still requires curb, gutter, and sidewalk replacement.
- **College Drive & 12th Avenue:** Pavement is complete. Concrete is being replaced at the intersection, and striping has started.
- **Pedestrian Overpass Lighting Upgrades:** Work has started at I-25 (near McCormick Junior High) and I-80 (east of Parsley Boulevard).
- **Rework of I-80:** Paving has started on I-80, from Roundtop to South Greeley Highway. A company from New York, specializing in high-performance wearing courses, has been contracted for this phase.

2026 Season:

- **Missile Drive/Happy Jack Interchange Concrete Slabs:** The project will work around CFD.
- **I-25 & Clear Creek Bridge Overlays:** Milepost 8.44.

Mr. White asked if there were any questions or discussion from the committee regarding WYDOT projects. Hearing none.

Item 11: OTHER BUSINESS

Connor White, Planning and Development Planner II, opened the meeting for any other business from staff or members.

Christopher Yaney provided the following updates:

- Next Meeting: November 19, 2025

Item 12: MEETING ADJOURNED: 11:11 AM