

Cheyenne Metropolitan Planning Organization
Citizens Advisory Committee
November 6, 2024
6:00 pm
Council Conference Room



Attendance:

Voting Members:	C.J. Brown	Zoom
	Leif Paulson	Zoom
	Barbara Boyd	Zoom
	Boyd Wiggam -Chair	Zoom
Guests:	Ben Weaver	Stantec-Consultant
Staff:	Christopher Yaney	MPO Director
	Jennifer Corso	MPO GIS Coordinator
	Valarie Pickard	MPO Office Manager

Call to Order-Christopher Yaney asked C.J. Brown if he would be Chair for the meeting as Boyd Wiggam was not on call at time of order. C.J. Brown agreed to be Chairman for the meeting.

1. Approval of Minutes from 9/18/24-Motion to approve Leif Paulson, 2nd Barbara Boyd, motion approved.

2. Safe Routes to School-Christopher Yaney discussed-Presentation will be provided by Ben Weaver with Stantec-Consultant. Ben Weaver conducted presentation for this project presented via power point as outlined below:

Ongoing project management-Project started August 2023. Public engagement sessions also completed with feedback from the community.

SRTS information is on MPO website and can be printable.

Maps available for all schools with information for improvement. Recommendations as well as entity controlling the infrastructure also included. All 6 E's included, Engagement, Equity, Encouragement, Education, Evaluation, Engineering.

Next steps: Presentation of the Plan Update, Adoption of Plan, Grant Applications, Implementation of Recommendations.

Asked if there were additional questions or comments.

C.J. Brown asked what the funding was for the project. \$282,000 all grant funded, WYDOT contributed roughly \$6000.00, CRMC contributed and FORMAK also contributed.

Asked if funds still available, discussed that was a little bit of funds left, but in discussing with Stantec they are developing an interactive map that will utilize the remaining funds.

C.J. Brown commented if it was correct that if there were any other issues that came up if there would be funding for these and it would be confirmed that there would not be.

Boyd Wiggam did interject at this time that he was on the zoom meeting and did join after 6:00, around 6:05 pm.

C.J. Brown did advise that he was acting as Chair but that could turn this over to Boyd Wiggam, Boyd Wiggam said that they could discuss after this agenda item.

C.J. Brown did thank Ben Weaver for presentation and did comment that the information was important and that this can change going forward. Christopher Yaney did confirm that the information can change going forward.

Boyd Wiggam did have question on timeframe for the plan as to when this would need to be revisited under existing law or program.

Christopher Yaney clarified that last plan for SRTS was in 2010 and that was too long of a gap with changes. Discussed that they want to update this within a 5 year timeframe to allow for adjustments or changes.

Motion to accept what was presented, Barbara Boyd moved, Leif Paulson 2nd, approved by committee to continue and finish project.

C.J. Brown, Leif Paulson, Barbara Boyd and Boyd Wiggam voted to reinstate Boyd Wiggam as Chairman of meeting. Boyd Wiggam then continued as Chairman from this point.

3.Laramie County Road Impact Fee-Christopher Yaney discussed. Hired TischlerBise to complete project for County. Presentation by Colin McAweeney with TischlerBise. Went over impact fee overview. One time payment for growth related infrastructure, generally collected at the time building permits are issued, not a tax similar to contractual arrangement to build infrastructure with fee revenue, with three requirements-Need, Benefit and Proportionate.

Eligible Costs discussed: Facilities/improvements required to serve new development.

Excess Capacity in existing facilities.

Non Eligible Costs:

Improvements required to correct existing deficiencies.

Maintenance and Repairs.

Operating Costs.

Transportation Examples.

Impact Fees in Wyoming-City of Rawlins was first in Wyoming

Revenue collected is accounted for in a special revenue fund. Impact fee studies are recommended to be updated every five years. Revenue can be matched with other funding. Capital improvement plan for roadway expansion. Fee revenue spent within 10 years. Cannot charge a fee that is higher than current level of service without other revenues.

Impact Fee Study Process:

Determine existing development base, Determine existing levels of service and capital needs due to new growth, Determine appropriate indicators of demand, Evaluate methodological alternatives, Evaluate need for credits, Calculate fees, Review and input from stakeholder groups, Adoption process.

Discussed growth projections for unincorporated/incorporated information for Laramie County.

Methodology discussed. Incremental expansion, current LOS is applied to vehicle trip increase to determine 10 year need. Unincorporated analysis-not looking to collect fee within city/town, demand factor is using vehicle trip rates.

Next steps: Need for roadway Capital Improvement Plan(CIP), justify collection and benefit to fee payors, need for benefit zones, ensures benefit of fee program.

C.J. Brown did have question regarding unincorporated areas if this was just Laramie County or if other counties. Colin McAweeney clarified that this was just Laramie County. He also clarified that this was entire county no particular area. Boyd Wiggam asked to clarify if this was outside of MPO boundaries, C.J. Brown wanted to expand on this to make sure that this included all small towns in Laramie County not just outside of Cheyenne. Colin McAweeney clarified that this was for all unincorporated but not incorporated towns.

C.J. Brown had concern regarding the 7 million dollar coverage and time limit proposed as well as amount of money per mile. Colin McAweeney clarified that they could only charge at current level of service but not over as this would overburden new growth and potentially put the program at risk. Boyd Wiggam made a statement that he wasn't sure if this made enough of an impact to justify a permit and discussed more rural areas and questioned if they were contemplating including those areas due to that this may be difficult to define for those areas.

Boyd Wiggam brought up Ranchettes and due to that type of community if this fee would justify paved road. Questioned if this would be considered an advanced level of service or enhanced roadway.

Collin McAweeney discussed that MPO does have this information in their master plan, discussed how this would be considered regarding justification for potential paved road vs gravel road and level of congestion in comparison to trips per mile.

Boyd Wiggam wanted to clarify that the funds would be not be used for maintenance, example of this was wash board roads already existing and how this would apply to these roads. Collin McAweeney discussed that funds would be for expansion not for existing issues to the roadways.

C.J. Brown questioned that this impact fee would be for arterial roads rather than the local interactive roads. Collin McAweeney did clarify that this is correct as these are considered collectors/collector roadways. C.J. Brown wanted to clarify that the 7 mile radius did seem small in how all of the roadways are considered.

Boyd Wiggam asked if there were any objections and Christopher Yaney did clarify that this was just a suggestion for a motion to move forward to technical committee.

Boyd Wiggam asked for motion to move this forward to technical committee. C.J. Brown made motion to recommend impact fees in the county to better address development in a defined area. Recommending impact fees to be used in the county to better address development in a defined area.

Motion 2nd by Barbara Boyd and Leif Paulson also agreed to motion to recommend that the county adopt impact fee study applicable to a defined area. Motion passed.

4. West Crow Creek Greenway-Christopher Yaney discussed-No change as this is ongoing project. Still on schedule and working with consultant on 19th and Missile on issues in that area. Jeannie is still heading project and making sure that everything is on track.

Boyd Wiggam wanted to know if the intersections of 19th/Missile and 20th will be less congested.

Christopher Yaney clarified that 19th and Missile will be more of a T intersection, Happy Jack will tie into Missile Drive. MPO and engineering department has had discussions about Missile Drive and about how the roadway is not being adequately utilized.

5. Travel Demand Model Update-Christopher Yaney discussed-Kimley Horn is doing contract and has all data from MPO. Once this is input by them will send back to MPO to double check and once this is complete will be ready for next part of project.

TAZ zones clarified as Boyd Wiggam asked what this was. Christopher Yaney clarified that this was a Traffic Analyst Zone.

6. Connect 2050-Christopher Yaney discussed just got signed contract for long range transportation plan update, last one that was done was 5 years ago Connect 2045. Kimley Horn received contract through selection committee of City, County and WYDOT. MPO in process of getting contract signed and for Kimley Horn to start project. Anticipated completion date is 12 months from November 2024 to allow time to analyze information before year end 2025.

Boyd Wiggam clarified if this was just for transportation plan and Christopher Yaney clarified that this is for transportation plan and future land use incorporating all areas that were not in plan before.

7. Passenger Rail Study Site Selection-Christopher Yaney discussed that there was October 8th open house meeting and also presented to rail coalition group including Mayor Collins. Had high turnout of 40 people at open house and over 150 surveys for the project. Number one location is Reed Avenue Corridor next to Lincolnway, second highest location is Happy Jack, adjacent to Happy Jack, Missile Drive and BNSF.

Boyd Wiggam asked how this Happy Jack location was in relation to the greenway that had just been discussed. Christopher Yaney clarified that the greenway that is currently being looked at is to run by Happy Jack, road would be cutoff from both sides and only pedestrians would be using the underpass. One of the car dealerships in this area is looking at building pathway, wasn't specified which dealership. Boyd Wiggam asked if these projects would interfere with one another. Christopher Yaney clarified that there would be no interference and that if this turned out to be the Happy Jack site this would work out quite well for the pedestrians as well as busing traffic. Greyhound bus drop off could be incorporated and City transit as well to assist with the passenger rail delivery.

Boyd Wiggam asked if these were the only two sites that were moved forward and Christopher Yaney confirmed that these are the only two locations that MPO is proceeding with.

8. Public Participation Plan-Christopher Yaney discussed. FTA audit for transit was completed and was brought up to MPO that the Public Participation Plan needed to be updated, this needs to be updated every 3 to 4 years. Title VI also needs to be updated along with this. Plan is on MPO website with changes and is ready for approvals.

Vote needed cast to see if updated Participation Plan needed to be sent to Technical Committee. Boyd Wiggam called for motion to move forward, Barb Boyd motioned and Leif Paulson 2nd second, motion approved.

9. Update on Local Construction Projects-City of Cheyenne Updates-Christopher Yaney discussed that listing attached with status for 2024 and 2025 season so that the members could see what the upcoming events would be and what had been completed. Nothing to discuss just general information on projects.

10. Other Business-Boyd Wiggam asked if there was any information on committee membership/recruitment and if there was any interest. Christopher Yaney discussed that they have been reaching out to persons with not much response, will be posting information in upcoming weeks to see if there is any additional interest on getting spots filled.

Boyd Wiggam wanted to know if there could be any solicitation from Air Force Base for positions. Christopher Yaney clarified that as this information would be posted in paper that he would hope that anyone interested would inquire further.

Next meeting set for February 12, 2025.

Motion to adjourn meeting by Leif Paulson, 2nd by Barb Boyd, meeting adjourned at 7:45 pm.