



## Agenda

Policy Board Meeting  
City of Morgantown Council Chambers  
January 15, 2026  
6:00 PM

1. Call to Order
2. Public Comment
3. Election of Officers
4. Approval of Minutes
5. Committee Reports
  - a. Citizens Advisory Committee
  - b. Finance Report
  - c. Executive Directors Report
6. TIP Amendments
7. RFQ For Greenbelt Complete Streets Project
8. Audit
9. Stewartstown Road Point Marion Road Intersection Analysis (Informational)
10. FY 2026-2027 UPWP Development
11. Other Business
12. Meeting Adjournment



## Memorandum

To: MPO Policy Board Members

From: Bill Austin, Executive Director

Date: January 8, 2026

Subject: January 15 Policy Board Meeting Agenda Items

Policy Board Members please find below information on items to be considered at the January Meetings.

### **TIP Amendments**

Mountain Line Transit and WVDOH have requested that the MPO amend the TIP to include several projects. Please find enclosed with the Agenda a memorandum documenting the requested amendments. The TTAC recommended approval of the TIP Amendments to the Policy Board.

### **Greenbelt Complete Streets RFQ**

Please find attached an RFQ for the UPWP's Complete Streets Study. This document has been reviewed by the partners participating in the Greenbelt plan development. The partners include WVU, the WV Land Trust and the City of Morgantown. It is our intention to utilize the MPO's on call to select a consultant to implement this study after review by the Policy Board. The TTAC unanimously recommended approval of the RFQ.

### **Audit**

Please find attached a copy of the MPO's FY 2024-2025 Audit. The auditors had no findings. It is respectfully requested that Policy Board accept this audit.

### **Stewartstown Road-Point Marion Intersection Study**

Please find included in the Agenda a memorandum detailing the findings of the MPO Synchro model of the subject intersection. This memorandum identifies how and when the intersection is failing. The MPO Policy Board has authorized the use of suballocated funds for this project. This is not an action item. A TIP Amendment will be proposed in March for this project.

### **Draft Unified Planning Work Program**

Following is the draft budget table for FY 2026-2027. Staff welcomes the Policy Board's input into work items that should be completed in the upcoming fiscal year.

## DRAFT Morgantown Monongalia MPO Operating Budget FY 2026-2027

Cost Allocation Rate Table	
All work performed outside program areas shall be charged at an hourly rate to cover actual expenses. Reimbursement/allocation rates are as follows:	
Position	Hourly Rate
Executive Director	\$ 73.41 Incl. benefits + Overhead
Planner II	\$ 46.77 Incl. benefits + Overhead
Shared Planner (50% MPO)	\$ 41.84 Includes benefits + Overhead
Additional Travel	US Gov Rate as adjusted
Note: The Director and the Planner II are salaried positions. Therefore, all holidays, vacation and sick leave benefits are included in the base wage rate. Hourly rate is calculated using a 2080 hour work year as the base line for full time employees. For the shared employee a 1,040 hour work year is used.	

Proposed Line Item Fixed Operating Expenses					
Category	Consolidated Federal Planning Funds	WVDOT	City/County/M PO/Other	Total Cost Allocation	
<b>Salaries*</b>					
Director	\$ 84,000	\$ 10,500	\$ 10,500		\$105,000
Planner 2	\$ 54,093	\$ 6,762	\$ 6,762		\$67,617
Shared Planner	\$ 23,730	\$ 2,966	\$ 2,966		\$29,663
Benefits (see below)	\$ 68,667	\$ 8,583	\$ 8,583		\$85,834
<b>Contracted/Capital Expenses</b>					
Contracted Services	\$ 24,000	\$ 3,000	\$ 3,000		\$30,000
Consulting Services*	\$ 40,000	\$ 5,000	\$ 5,000		\$50,000
Computer Equipment	\$ 1,600	\$ 200	\$ 200		\$2,000
Software	\$ 4,000	\$ 1,200	\$ 1,200		\$12,000
Public Notices/Publishing	\$ 2,000	\$ 250	\$ 250		\$2,500
<b>Overhead</b>					
Travel & Training	\$ 11,200	\$ 1,400	\$ 1,400		\$14,000
Utilities (phone, internet, web site)	\$ 1,600	\$ 200	\$ 200		\$2,000
Copier lease, supplies, postage	\$ 400	\$ 50	\$ 50		\$500
<b>Total</b>	<b>\$ 315,291</b>	<b>\$ 40,111</b>	<b>\$ 40,111</b>		<b>\$401,113</b>

Employee Benefit Expenditure Detail (Calculated on Total Wages = \$205,678)				
Description	Consolidated Federal Planning Funds	WVDOT	City/County/ Other	Total Cost Allocation
FICA (6.2%)	10,033	1,254	1,254	12,541
Worker's Compensation (2.3%)	3,722	465	465	4,652
Medicare (1.45%)	2,346	293	293	2,933
Retirement (9.0%)	12,428	1,554	1,554	15,536
Health Insurance 2026 + 4%	37,337	4,667	4,667	46,671
Dental & Vision Insurance	2,800	350	350	3,500
<b>Total Employee Benefit Package</b>				<b>85,834</b>



## POLICY BOARD MEETING

City of Morgantown  
389 Spruce Street  
Morgantown, WV  
November 21, 2025, 6 PM

### Members Present:

Chairman Russ Rogerson - Morgantown Area Partnership, Board Vice-Chairman, Maria Smith-Mountain Line Transit Authority, Mike Kelly – Board of Education, Mayor Patricia Lewis - Town of Granville, Mark Downs – City of Morgantown, Mayor Joe AbuGhannam - City of Morgantown, Tom Bloom - Monongalia County, Jeff Arnett – Monongalia County, Sean Sikora – Monongalia County Brian Carr, WVDOT – DOH, Ron Justice – West Virginia University, Steve Blinco, Recorder, Star City, Bob Lucci – Mayor of Westover

**Others Present:** Jing Zhang, Jackie Peate, Christiaan Abildso- CAC Chair

**MPO Director:** Bill Austin, AICP

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### 1. Call to Order

With a quorum present, Chairman Rogerson called the meeting of the Morgantown Monongalia Metropolitan Planning Organization (MMMPO) Policy Board to order at 6:02 PM.

### 2. Public Comment

No Public Comments.

### 3. Approval of Minutes

Commissioner Arnett moved to approve the minutes; seconded by Mr. Kelly. The motion passed unanimously.

### 4. Committee Reports

#### *a. Citizens Advisory Committee*

Mr. Abildso stated their meeting last Thursday had a quorum and they unanimously recommended approval of the 2025 – 2055 MTP plan.

#### *b. Finance*

Mayor Lewis noted the beginning balance in August had a \$0.20 difference from the ending balance in July. It was a keying error and has been fixed.

Mayor Lewis provided the financial report for the months of August, September, and October. The beginning balance in August was \$77,154.66, there was 1 deposit totaling \$2,948.76, with 25

disbursements totaling \$43,676.92, leaving the ending balance at \$36,426.50. This carried over into September with 2 deposits totaling \$30,781.68, and 17 disbursements totaling \$29,028.85, leaving the ending balance at \$3,179.33. This carried over into October with 4 deposits totaling \$40,365.51, with 19 disbursements totaling \$29,056.32, leaving an ending balance of \$49,48.52.

Councilman AbuGhannam moved to approve the Financial Report; seconded by Mr. Justice. The motion passed unanimously.

*c. Executive Director*

Mr. Austin provided the Executive Director's report. He stated the Harmony Grove IJR has been submitted and the Federal Highway Administration has approved it. The NEPA process will be occurring in the Spring. The Exit 155 modification project is moving forward. Mr. Austin also noted that the bids have come in and WVDOH has found a qualified bidder for the temporary signals at Exit 155. Construction should be ongoing in the summer. WVDOH held a public meeting on Tuesday night for the Greenbag Rd design phase 2, with 95 people participating. While there was confusion on if the meeting was for Phase 1, there was support for Phase 2. It was a successful meeting. The MPO audit is underway and should be ready for the January meeting. He also noted he attended his last meeting as a member of the AMPO Board.

## **5. 2025-2055 Metropolitan Transportation Plan (MTP) Adoption**

Mr. Austin stated the MMMPO has been in the process of a minor update of the MTP since late spring of 2025. The Policy Board has reviewed the proposed changes to the MTP as this process has progressed including multiple presentations on the projects to be included in the revised Plan. The memorandum included in the agenda summarizes the primary recommendations and public involvement for the 2025 Metropolitan Transportation Plan Update. Project additions would include-

- Downtown Microsimulation Study Recommendations including: Closure of Grumbein's Island, Realignment of Willey Street to Snider Street, Coordination and optimization of the signal system including leading pedestrian intervals at crossings, Various intersection improvements, and Actions to reduce speed and improve Beechurst Avenue operations.
- Brookhaven Road Improvements- These improvements are proposed in advance of anticipated growth along Brookhaven Road in the vicinity of WV 7.
- Monongalia County Connectivity Improvements-These proposed projects were developed in coordination with Monongalia County Planning. The improvements identify anticipated opportunities for non-motorized improvements. It is anticipated that these projects will be implemented as part of the growth in the target area. The subject areas are identified as Ackerman Area, West Run Pedestrian improvements and Valley View area improvements.

The other changes include changes to the MPO's Priority List. Until the State decides a process, the MPO will continue to categorize Tier 1, but not rank them. Signal Timing Optimization in Morgantown Downtown Area, Snider Street Realignment, and Grumbein's Island Closure would become Tier 1. Point Marion Road/Stewartstown Road Intersection Project would be moved from Tier 1 to funded by MMMPO Suballocated Funds. Morgantown Downtown Area Intersection and Corridor Projects would be Tier 3.

Additional information on the Public Outreach process and the prioritization of projects may be found in memorandums included in the email transmitting the Policy Board Agenda for the November 20, 2025 Meeting.

MPO Staff is recommending approval of the plan, with authorization from the Policy Board for the Chair, Bill Austin, to make non-substantive technical corrections to the final documents as necessary. The TTAC and CAC recommend adoption of the new MTP.

Commissioner Sikora moved to approve the 2025 – 2055 Metropolitan Transportation Plan (MTP); seconded by Ms. Smith.

Commissioner Sikora had a few questions about the priority list. He asked if everything on this list is fiscally constrained and what the ceiling is. Mr. Austin stated they are constrained and it is \$90 million. Commissioner Sikora had some questions about the movement of projects into Priority 1 and how it balanced fiscally. Mr. Austin stated it was not a one-to-one move, but some Priority 1 projects had been completed, opening more room.

Councilman AbuGhannam asked about the downtown signalization and if its for a specific intersection. Mr. Austin clarified it is for the whole downtown system.

Commissioner Bloom referenced the letter from WVU Student Body Government. They are in support of the closure of Grumbein's Island, but have some concerns, one notably about access to the parking garage. Commissioner Bloom agreed with their concerns, stating those are why he cannot support this. One of the big concerns was there only being one north/south road once it is closed. Mr. Blinco agreed. Mr. Austin stated putting the project in Tier 1 is step one and these concerns will and need to be addressed. There needs to be a more in-dept study on downtown that includes traffic, and land use for the implementation of the project.

Mr. Carr had a concern with the Improvements on Beechurst Ave being Tier 3 with the rest of the Downtown Study Recommendations in Tier 1. He is worried this sequence will cause issues.

Chair Rodgerson said he sees this as the first step of many that is needed to move on and produce more in-dept projects.

After discussion, the motion passed 10 – 3.

## **6. TIP Amendments**

Mr. Austin stated these amendments are for the month of November. He noted that this item was not submitted in time to meet the regular requirements for public comment under the MPO's Public Involvement Policy. The proposed amendment has been advertised and the public comment period ends on November 30th 2025. It is respectfully requested that the Policy Board authorize the Executive Director to approve the TIP Amendments if there are no negative public comments received during the Public Comment period.

### Amendment Request

MORGANTOWN INDUSTRIAL PARK ACCESS ROAD (CONVERT AC). Federal ID: STBG2024025D. FFY 2026. Type of Work: CONST NEW ROAD & BRIDGE. Funding Source: STBGFLEX. Action: federal funding decreases from \$10,000,000 to \$5,200,000; total funding decreases

from \$10,000,000 to \$5,200,000. FFY moves from 2025 to 2026. The project is identified as a non-groupable project.

SABRATON TO CHEAT LAKE. Federal ID: NHPP0068223D. FFY 2026. Construction. Type of Work: RESURFACING. Funding Source: NHPP. Federal Funding: \$8,000,000. Total funding: \$10,000,000. Location Description: I-68 from Exit 4 at Sabraton to county boundary near Exit 15.

SABRATON TO CHEAT LAKE. Federal ID: NHPP0068222D. FFY 2026. Engineering. Type of Work: RESURFACING. Funding Source: NHPP. Federal Funding: \$60,000. Total funding: \$75,000. Location Description: I-68 from Exit 4 at Sabraton to county boundary near Exit 15.

CHEAT RD AND S PIERPONT RD TRAFFIC SIGNAL. Federal ID: CMAQ0857026D. FFY2026. Construction. Type of Work: SIGNALS. Funding Source: TAP. Federal Funding: \$440,000. Total funding: \$550,000. Location Description: Cheat Rd (CR857) and Old Cheat Rd Intersection (CR 73/12), southeast of Point Marion Rd and Cheat Rd intersection.

Mr. Kelly moved to allow Mr. Austin to approve the TIP Amendments if there are no negative public comments received during the Public Comment period; seconded by Commissioner Arnett. The motion passed unanimously.

## **7. Safety Performance Measures**

Ms. Peate stated that the Safety Performance Management Measures regulation supports the Highway Safety Improvement Program (HSIP) which requires State Departments of Transportation (DOTs) and Metropolitan Planning Organizations (MPOs) to set targets for 5 safety performance measures (Fatalities, Fatality Rate, Serious Injuries, Serious Injuries, and Non-Motorist Combined Fatalities and Serious Injuries). According to 23 CFR § 490.209, MPOs must establish safety performance targets within 180 days of the State DOT establishing and reporting targets in the State HSIP annual report. Part of the MPOs federal funds is utilized for these targets. The Safety Performance Measures include Fatalities, Fatality Rate, Serious Injuries, Serious Injuries, and Non-Motorist Combined Fatalities and Serious Injuries for both annual and five-year target goals. They are shown in the tables included in the memorandum. The last adopted values were from 2020-2024. The current adopted values for 2021-2025 are shown in the tables below, and they have been adjusted to reflect the actual performance of the system since that time. The MPO is asking the Policy Board to adopt the Morgantown area values and the State wide values.

Commissioner Bloom moved to adopt the Safety Performance Measures; seconded by Councilman AbuGhannam. The motion passed unanimously.

## **8. 2026 Meeting Dates**

Mr. Austin stated there is a Memorandum in the Agenda that informs the Advisory Committees of the 2026 Meeting Dates. The May TTAC meeting has been moved to Monday May 11th 2026 due to Primary Election Day.

## **9. List of Obligated Projects (Informational)**

Mr. Austin stated these are all the projects that the state has obligated over the last year in our area. They are included in the agenda packet.

#### **10. FY 2026-2027 UPWP Development**

Mr. Austin stated the MPO is asking for input on future projects as the MPO is making their budget for the next year.

He requested an Executive Session to discuss personal issues for the upcoming fiscal year. Ms. Smith moved to go into Executive Session; seconded by Mayor Lewis. The motion passed unanimously.

#### **11. Other Business**

Chair Rogerson selected officers for the Nominating Committee for officers of the Policy Board. He selected Maria Smith, Mayor Lewis, and himself on the committee. Commissioner Sikora moved to approve; seconded by Mr. Kelly. The motion passed unanimously.

#### **12. Meeting Adjournment**

The meeting adjured at 6:49pm.



Type	Date	Num	Name	Memo	Split	Amount	Balance
Centre-Checking (voucher checks)							<b>49,488.52</b>
Depos	11/06/2025		Monongalia County	JP Salary reimburse 1/2 APA dues	Salary	3,000.09	52,488.61
Depos	11/06/2025		WVDOH	Deposit	PL Funds (Funds)	3,800.00	56,288.61
Check	11/14/2025	6365	Jing Zhang	Electronic Transfer	Salary	-1,801.27	54,487.34
Check	11/14/2025	6366	Jacqueline G. Peate	Electronic Transfer	Salary	-1,783.99	52,703.35
Check	11/14/2025	6367	J. William B. Austin	Electronic Transfer	Salary	-3,068.59	49,634.76
Check	11/14/2025	6368	ICMA. Retirement Corp		Salary	-1,985.84	47,648.92
Check	11/14/2025	941	IRS	Electronic Transfer	Salary	-2,113.34	45,535.58
Check	11/15/2025	9825	Greenmont Neighborhood Assoc.		Community Garden Proj.	-1,402.17	44,133.41
Check	11/15/2025	9826	Kimley Horn	Dwntwn Study PB wkshp	Consulting	-4,700.00	39,433.41
Check	11/15/2025	9827	Public Employees Insurance Ag.		Salary	-4,342.92	35,090.49
Check	11/15/2025	9828	Retiree Health Benefit Trust Fund		Salary	-36.00	35,054.49
Check	11/15/2025	9829	Service Plus		Accounting	-141.10	34,913.39
Check	11/28/2025	6369	Jing Zhang	Electronic Transfer	Salary	-1,801.26	33,112.13
Check	11/28/2025	6370	Jacqueline G. Peate	Electronic Transfer	Salary	-1,784.00	31,328.13
Check	11/28/2025	6371	J. William B. Austin	Electronic Transfer	Salary	-3,068.57	28,259.56
Check	11/28/2025	6372	ICMA. Retirement Corp		Salary	-1,985.84	26,273.72
Check	11/28/2025	112825	WV Dept of Tax and Revenue	Electronic Transfer	Salary	-616.00	25,657.72
Check	11/28/2025	112826	IRS	Electronic Transfer	Salary	-2,113.38	23,544.34
Check	11/28/2025	9830	Caliper Corporation		Computer Software	-2,000.00	21,544.34
Check	11/28/2025	9831	Fringe Benefits Management Co		Salary	-285.92	21,258.42
Check	11/28/2025	9832	Jing Zhang	Mileage for Charleston Mtg.	Travel & Ent	-224.00	21,034.42
Check	11/28/2025	9833	Ogden Newspapers	MTP AD	Public Notices	-598.40	20,436.02
Check	11/28/2025	9834	Preston Videography	11/20 PB mtg.	Public Notices	-150.00	20,286.02
Check	11/28/2025	9835	Centra Bank - Mastercard	\$46.24 MTP Ad \$45.99 sftwre	Travel & Ent	-92.23	20,193.79
TOTAL							<b>20,193.79</b>

Total Centre-Checking (voucher checks)

TOTAL

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Centra-Checking (voucher checks)									<b>20,193.79</b>
Depo:	12/09/2025		WVDOH	Deposit			PL Funds	23,740.59	43,934.38
Depo:	12/10/2025		Monongalia County	Deposit			Salary	2,948.76	46,883.14
Chocl	12/15/2025	9836	Public Employees Insurance Ag				Salary	-4,342.92	42,540.22
Chocl	12/15/2025	9837	Retiree Health Benefit Trust Fund				Salary	-36.00	42,504.22
Chocl	12/15/2025	9838	Service Plus				Accounting	-191.10	42,313.12
Chocl	12/15/2025	6373	Jing Zhang	Electronic Transfer			Salary	-1,801.27	40,511.85
Chocl	12/15/2025	6374	Jacqueline G. Peate	Electronic Transfer			Salary	-1,784.00	38,727.85
Chocl	12/15/2025	6375	J. William B. Austin	Electronic Transfer			Salary	-3,068.58	35,659.27
Chocl	12/15/2025	941	IRS	Electronic Transfer			Salary	-2,113.34	33,545.93
Chocl	12/15/2025	6376	ICMA. Retirement Corp				Salary	-1,985.84	31,560.09
Chocl	12/31/2025	6377	Jing Zhang	Electronic Transfer			Salary	-1,801.26	29,758.83
Chocl	12/31/2025	6378	Jacqueline G. Peate	Electronic Transfer			Salary	-1,783.99	27,974.84
Chocl	12/31/2025	6379	J. William B. Austin	Electronic Transfer			Salary	-3,068.58	24,906.26
Chocl	12/31/2025	6380	ICMA. Retirement Corp				Salary	-1,985.94	22,920.32
Chocl	12/31/2025	941	IRS	Electronic Transfer			Salary	-2,113.38	20,806.94
Chocl	12/31/2025	1230	WV Dept of Tax and Revenue	Electronic Transfer			Salary	-616.00	20,190.94
Chocl	12/31/2025	9839	Balestra Harr and Scherer CPA	Audit			Accounting	-4,000.00	16,190.94
Chocl	12/31/2025	9840	Centra Bank - Mastercard				Computer Software	-49.98	16,140.96
Chocl	12/31/2025	9841	Fringe Benefits Management Co				Salary	-285.92	15,855.04
Chocl	12/31/2025	9842	Ogden Newspapers	MTP Update and TIP			Public Notices	-623.36	15,231.68
Chocl	12/31/2025	9843	Scotts Run Settlement House	Scotts Run complete			Community Garden Proj.	-3,843.41	11,388.27
Chocl	12/31/2025	9844	WV Corp	Liability Insurance			Administrative Overhead	-286.00	11,102.27
Total Centra-Checking (voucher checks)									<b>11,102.27</b>
TOTAL									



## Memorandum

Date: Dec 17, 2025

To: TTAC, CAC, and Policy Board

From: MMMPO Staff

**Subject: TIP Amendment and Adjustments - January, 2026**

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This memorandum is to document the amendment and administrative adjustments requested to the MPO's Transportation Improvement Program (TIP) for January, 2026.

## Administrative Adjustments

### Removing Obligated Projects

**SMITHTOWN ROAD TRAFFIC SIGNAL.** Federal ID: HSIP0119501D, HSIP0119502D. Type of Work: Install Signal. Funding Source: HSIP. Total Cost (ROW and CON): \$3,800,000.

**I-79 EXIT 155 RAMPS TEMPORARY TRAFFIC SIGNAL.** Federal ID: CARB1924001D. Type of Work: Install Signal. Funding Source: CRP 50-200K POP. Total Cost (CON): \$750,000.

### Adding New Projects

**SPRUCE ST +4.** Federal ID: STBG0119589D, FFY 2026, ENG, Type of Work: Resurfacing, Funding Source: STBG 50-200K POP. Federal Funding: \$28,000. Total Funding: \$35,000.

**SPRUCE ST +4.** Federal ID: STBG0119590D, FFY 2027, CON, Type of Work: Resurfacing, Funding Source: STBG 50-200K POP. Federal Funding: \$1,200,000 Total Funding: \$1,500,000.

**DUG HILL BRIDGE +1.** Federal ID: STBG0119590D, FFY 2027, CON, Type of Work: Resurfacing, Funding Source: STBG 50-200K POP. Federal Funding: \$360,000 Total Funding: \$450,000.

## TIP Amendments

Mountain Line Transit Authority requested the TIP Transit Project for the four Federal Fiscal Years ended September 30, 2029, as the following:

FYY 2026 -2027

		2026		2027	
	Source	Federal	Local	Federal	Local
Operating Assistance(1)	5307 -	\$3,375,864	\$3,375,864	\$3,443,143	\$3,443,143
Federal 5311(f) Intercity (2)	5311	\$345,000	\$345,000	\$300,000	\$300,000
Operating Assistance (3)	5310	\$98,000	\$24,500	\$98,000	\$24,500
Operating Assistance - Capital (4)	5307	\$250,000	\$62,500	\$250,000	\$62,500
Revenue Rolling Stock Replacement (5)	5339	\$447,362	\$111,841	\$150,000	\$37,500
Revenue Roof Replacement (6)	5339	\$1,400,000	\$350,000		
Bus Rolling Stock replacement (7)	5339	\$500,000	\$340,000		

FYY 2028 -2029

		2028		2029	
	Source	Federal	Local	Federal	Local
Operating Assistance(1)	5307 -	\$3,443,143	\$3,443,143	\$3,443,143	\$3,443,143
Federal 5311(f) Intercity (2)	5311	\$300,000	\$300,000	\$300,000	\$300,000

		2028		2029	
		Source	Federal	Federal	Local
Operating Assistance (3)	5310	\$98,000	\$24,500	\$98,000	\$24,500
Operating Assistance - Capital (4)	5307	\$250,000	\$62,500	\$250,000	\$62,500
Revenue Rolling Stock Replacement (5)	5339	\$150,000	\$37,500	\$150,000	\$37,500
Revenue Roof Replacement (6)	5339				
Bus Rolling Stock replacement (7)	5339				

(1) Costs necessary to operate, maintain, and manage a public transportation system. Operating expenses usually include such costs as driver salaries, fuel, and items having a useful life of less than one year.

(2) Regularly scheduled bus service for the general public that operates with

(3) Mobility management is a capital project activity that consists of short-range planning and management activities and projects for improving coordination among public

(4) 5307 Preventative Maintenance

(5) For purchase of revenue producing

(6) For Roof Replacement

(7) For purchase of revenue producing



# Request for Qualifications

## **Greenbelt Van Voorhis / West Run Section Complete Street Study**

Released: TBD

Due Date: TBD

243 High Street Room 026, Morgantown, WV 26505

1. Release Date N/A	2. Due Date N/A	3. Interview Period N/A
4. Task Name Greenbelt Van Voorhis / West Run Section Complete Street Study		
5. Job Title Transportation Planning and Engineering Consultant		7. Contact Information Bill Austin, AICP, Executive Director Phone: 304-291-9571 Email: baustin@planttogether.org 243 High Street Room 026 Morgantown, WV 26505
6. Contract Morgantown Monongalia Metropolitan Planning Organization 243 High Street Room 026 Morgantown, WV 26505		
8. Partnering Agencies N/A		9. Funding Source USDOT Complete Streets
10. Supplementary Notes N/A		
11. Scope of Work Abstract The MPO is soliciting professional engineering and planning services to conduct a Complete Streets Study and develop Preliminary Engineering Designs (20%) for the Van Voorhis Road and West Run Road corridors. The primary focus of this study is to resolve critical pedestrian safety deficiencies while improving multimodal connectivity to the planned Greenbelt network and addressing vehicular conflicts at key intersections. Study Area: <ul style="list-style-type: none"> <li>• Van Voorhis Rd: From Ackerman Rd to Clearview Ave.</li> <li>• West Run Rd: From Van Voorhis Rd to the WVU Woodlot/Bakers Ridge Trailhead.</li> </ul> Scope: Includes roadway segments, intersections, adjacent intersecting streets, and relevant floodplain/trail interface zones.		
12. UPWP FFY 2025-2026	13. Planning Horizon N/A	14. Scale Subarea

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# Section I - General Information

## 1.1 Background

The Morgantown Monongalia Metropolitan Planning Organization (MPO) is soliciting proposals from qualified consulting firms to conduct a comprehensive Complete Streets Study and Preliminary Engineering Design (20%) for the sections of West Run and Van Voorhis Road corridors. This project represents a critical step in advancing the Morgantown Greenbelt initiative—an interconnected loop of multimodal trails and infrastructure intended to connect neighborhoods, commercial districts, schools, parks, and other recreational and commercial assets in the greater Morgantown urban area.

### *About the Greenbelt*

The Greenbelt is a network of walking and biking routes that connects communities across the Morgantown and adjacent area. It is anchored by a ‘primary’ trail system, a high-standard, 6-10 foot wide natural- or paved-surface trail that partially exists in the Mon River and Deckers Creek Rail-Trails, new sections of high-standard trails, and supported by an on-road network that serves as a complementary feeder and connector. The Greenbelt represents a collaborative effort among the Mon Valley Greenspace Coalition, West Virginia University, the City of Morgantown, West Virginia Land Trust, and the Morgantown Monongalia MPO. The Greenbelt network is intended to connect city, county, and university assets as well as public and private lands and infrastructure, creating a comprehensive active transportation and recreation network for the area .

Below is a picture of the Greenbelt Conceptual Map and the methodology used to create the map.

### **Greenbelt Conceptual Map**

A high resolution map is available by clicking on the link below.

<https://drive.google.com/file/d/1fzIEBoACrLZ05Ou95WX-ZhvfoZgqAids/view?usp=sharing>

## 1.2 Point of Contact

The point of contact for purposes of this Request for Proposals (RFP) is the MPO Director, hereafter referred to as Director or Procurement Officer as shown below:

Bill Austin, Executive Director

Morgantown Monongalia Metropolitan Planning Organization

243 High Street Room 026

Morgantown, WV 26505

Phone: 304-291-9571

Email: [baustin@plantogether.org](mailto:baustin@plantogether.org)

## Section II

### 2.1 Project Objective

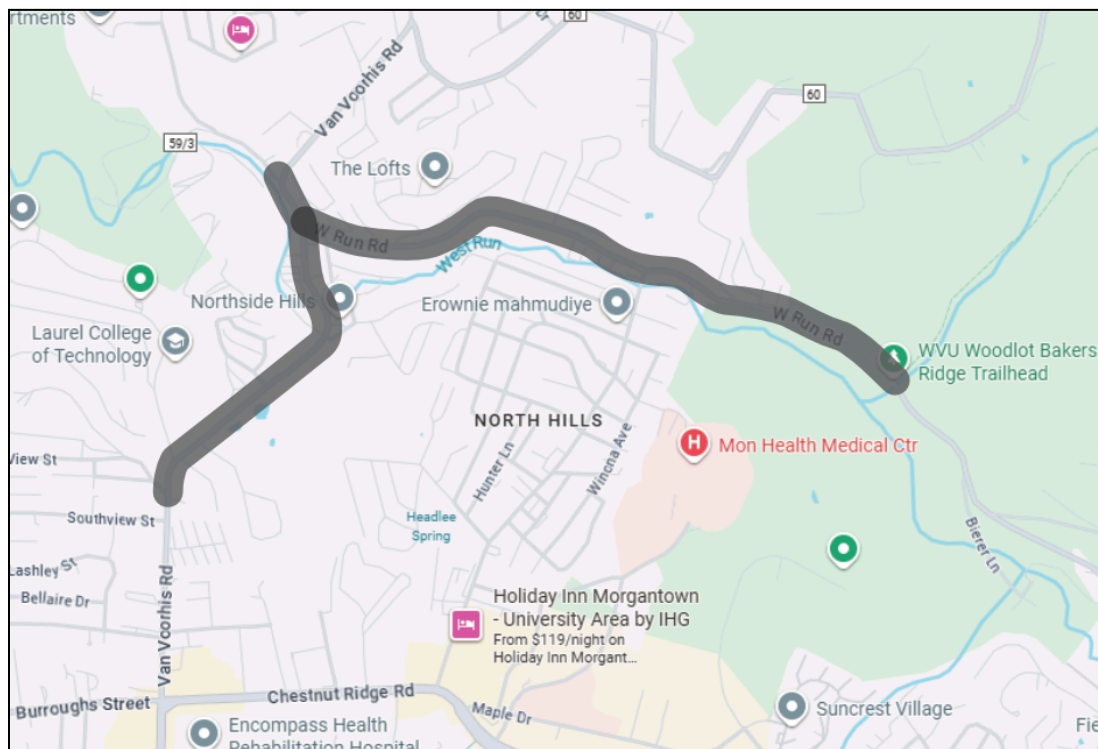
The objective of this project is to conduct a comprehensive Complete Streets Study and develop Preliminary Engineering Designs for the Van Voorhis Road and West Run Road corridors. The primary goal is to enhance pedestrian safety, improve multimodal connectivity to the planned Greenbelt trail network, and design the infrastructure that, when built, will resolve vehicular conflicts at key intersections.

### 2.2 Study Area

The project limits are defined as:

- Van Voorhis Rd: From Ackerman Rd to Clearview Ave.
- West Run Rd: From Van Voorhis Rd to the WVU Woodlot/Bakers Ridge Trailhead.

The study area includes all mentioned street segments, intersections, and the immediate approaches of adjacent intersecting streets.



### **2.2.1 Key Challenges of the Area**

The implementation of complete streets improvements in the project area faces several physical and contextual constraints. The challenges primarily relate to:

- Existing development intensity;
- Roadway geometry;
- Steep and hilly terrain along Van Voorhis Road, the West Run Corridor;
- Recent and ongoing developments along the corridor influence the proposed improvements; and
- Retaining walls and other mitigation measures may be required to address safety and constructability issues.

## **2.3 Scope of Services**

### **Task 1: Existing Conditions & Data Analysis**

Review existing roadway geometry, right-of-way (ROW) widths, utility locations, drainage/floodplain constraints, and existing pedestrian facilities.

### **Task 2: Pedestrian & Trail Connectivity Evaluation**

Identify treatments to improve safety and connectivity. This includes feasibility analysis for:

- Corridor-Wide Pedestrian Safety: Recommendations for pedestrian infrastructures and traffic calming along Van Voorhis Rd and West Run Rd.
- Trail Connections:
  - Van Voorhis crossing on West Run Creek: Crossing design adjacent to the floodplain to accommodate trail connections.
  - Riddle Ave crossing on West Run Creek: Crossing adjacent to West Run Creek floodplain for trail connection.
  - Suncrest Connectivity: Crossing on Van Voorhis Rd to connect WVU Van Voorhis Woods to the west/north-west side, connecting to Clearview Ave and Valley View St.
  - Greenbelt Access: Identification of safe access points from West Run Rd to the potential West Run section of the Greenbelt trail.
  - WVU Woodlot: Access point design for the Bakers Ridge Trailhead.

### **Task 3: Intersection & Crossing Improvements**

The Consultant shall evaluate and propose geometric improvements for pedestrian safety at the following intersections:

- Ackerman Rd & Van Voorhis Rd
- Riddle Ave & West Run Rd
- St. Clair Hill Rd & West Run Rd (N.B. A proposed development is seeking to modify the configuration of this intersection.)

#### **Task 4: Preliminary Engineering**

For the recommended improvements identified in Tasks 2 and 3, the Consultant shall prepare a Preliminary Engineering (PE) Plan sufficient to advance the projects toward detailed design and implementation, including the following elements:

- Development of preliminary project concepts, including proposed alignments, typical sections, and recommended improvement treatments.
- Identification of measures to address the environmental and operational impacts, including challenges mentioned in 2.2.1 Key Challenges of the Area. The considerations shall include but not limited to: terrain, geotechnical considerations, drainage, right-of-way limits and preliminary acquisition needs, adjacent land use, and utility conflicts.
- Documentation of key risks and implementation challenges that may affect project feasibility, cost, schedule, or constructability.
- Identification of applicable environmental, regulatory, and permitting requirements, including anticipated coordination with federal, state, and local agencies.

#### **Task 5: Cost Estimates & Implementation Plan**

- Opinion of Probable Cost: Itemized construction cost estimates for all recommended improvements, including contingencies for engineering and unknown utilities.
- Phasing Plan: A prioritized list of projects (e.g., "Short-term/Low-cost" vs. "Long-term/Capital Intensive") based on safety impact and feasibility.

## **2.4 Design Standards**

All improvements must be evaluated against and compliant with:

- Relevant City/County standards.
- *AASHTO Guide for the Planning, Design, and Operation of Pedestrian Facilities.*

- ADA (Americans with Disabilities Act) and PROWAG (Public Right-of-Way Accessibility Guidelines).

## Section III – Responses to the RFP

A transmittal letter must accompany the Qualifications & Experience, Technical Proposal and Financial Statement. The purpose of this letter is to transmit the proposal and acknowledge the receipt of any addenda. The letter is to be signed by the individual who is authorized to commit the Responder to the services and requirements as stated in the RFP. While there is no page limit requirement for the transmittal letter, brevity is encouraged.

The Qualifications & Experience, Technical Proposal and Financial Statement must be submitted in separate sealed packages and must be clearly labeled appropriately as Qualifications & Experience, Technical Proposal and Financial Statement and must bear the name and address of the Responder, the name of the RFP (“MPO General Transportation Planning Services Proposal”) and the submission date of the RFP (i.e., “07-01-2020”) on the outside of the package. Inside the package, an electronic original on USB drive shall be provided. In addition, the Financial Statement package must also include one bound hard copy original. All pages in the proposal should be sequentially numbered. There is a 25-page limit requirement for the Qualifications & Experience, Technical Proposal and Financial Statement. Brevity is encouraged.

### 3.1 Qualifications & Experience

All Responders must identify themselves and any proposed sub-contractors (other than DBE sub-contractors) in accordance with the following format:

- Name
- Address
- Telephone
- Contact Person with e-mail address and phone number
- Primary Business Expertise

### 3.2 References

Project References – Summaries or brief descriptions of projects performed by the prime contractor and/or subcontractors which are most related to the various requirements of this

procurement should be included. Limit descriptions to those most relevant to this procurement and most representative of the team's capabilities. Project experience should present and briefly describe relevant project experience for each task and subtask, with the performing organization clearly noted for each project description.

Client References - References must be for relevant projects completed within the past five (5) years. For each reference, provide a contact person's name, title, phone number, fax number and email address for verification.

### ***Sub-contractor(s) Role***

An explanation of the role any subcontractor(s) may perform should be included under the Qualifications and Experience section of the response. A brief description of the subcontractor's relevant experience and capabilities should be included.

Include Disadvantaged Business Enterprise Certification number, if applicable. Include non DBE subcontractor(s) roles in relation to each task.

## **3.3 Understanding of the Scope of Services**

Responders should submit a narrative indicating a thorough understanding of and recommendations for conducting the work specified in this RFP with illustrations of Responder understanding and a plan for accomplishing all of the activities to be performed.

### **Experience—Key Personnel**

All key personnel (project manager, transportation planner and modeler) from the responder's organization that are proposed to work under this contract must be included in the qualifications and experience proposal describing each individual's qualifications, familiarity with and understanding of the elements of the Scope of Work, planning/design practices, programs, policies and procedures, and previous experience on multi-modal / active transportation connectivity projects. In general, resumes (maximum of one page each) will be an acceptable format. However, additional information regarding special expertise or experience relating to the fulfillment of this RFP should be highlighted.

All key personnel (project manager, transportation planner and modeler) from any and all subcontractors proposed to be used to fulfill the requirements of this RFP shall also submit information describing each individual's qualifications, familiarity with and understanding of the elements of the Scope of Work, planning/design practices, programs, policies and procedures and previous experience on similar projects. In general, resumes (maximum of one page each) will be an acceptable format. Additional information regarding special expertise or experience relating to the fulfillment of this RFP should be highlighted.

On certain projects the MPO may require that certain proposed key personnel be assigned to the project. In this instance, said key personnel will be identified in the approved Task Order Agreement. If one or more of the aforementioned personnel becomes unavailable for

continuation of the work assignment, the consultant shall replace said individual(s) with personnel of substantially equal ability and qualifications. However, any changes to designated key personnel will require the prior written approval of the MPO designated Liaison. If acceptable, changes shall be affected without additional cost to the MPO and without formal modification of the Agreement.

### **3.4 Qualifications**

The following employee classifications are to be assigned to the various projects performed under this contract depending upon the project scope. Not all classifications will be required for all project assignments. Required classifications will be determined prior to issuing the Notice to Proceed.

#### ***Project Manager/Engineer***

This position will be the MPO's point of contact with the Consultant. More than one project manager may be approved under this contract; though only one shall be assigned to a specific project.

The Project Manager will be qualified to oversee all aspects of an assignment.

Qualifications shall include:

- Minimum of seven (7) years of experience in related areas.
- Minimum of two (2) years of project management experience in related areas.
- Professional Engineer, AICP Certified Planner or Project Manager Professional, dependent upon the project assignment.

#### ***Transportation Planner***

This position will assist the Project Manager in completing assigned tasks. Typical areas of responsibility may include one or more of the following aspects of engineering: traffic analysis and design, travel demand modeling, air quality analysis and other activities associated with transportation planning. Qualifications shall include:

- Minimum of four (4) years of engineering experience, similar in nature to the work required by the assignment.
- Significant knowledge and experience with all applicable reference material and design software.
- Professional Engineer/EIT, AICP Certified Planner, or demonstration of appropriate skill set based upon experience.
- Significant knowledge and experience with GIS.
- Preliminary identification of potential impacts to private and public properties. Should be able to thoroughly analyze and use tax and property maps in the area.



### 3.5 Technical Proposal Instructions

**Under separate sealed cover**, the contractor must submit an electronic original on USB Drive of the Technical Proposal. For all tasks, any work previously performed within the MPO region should be highlighted.

#### *Engineer & Design*

Upon receiving a grant for implementing transportation project(s), the MPO would request Responder to perform engineer and design tasks for specific project(s). Technical response should describe the Responder's experience relevant to this task and should describe how the Responder would tailor its relevant experience to this task. Of particular interest would be demonstrating knowledge and experience in 1) design of pedestrian and bicycle facilities, as well as roadway improvements for motor vehicles; and 2) the visualization of engineering design for community information.

### 3.6 Financial Statement Instructions

#### **Financial Statement Format**

Under separate sealed cover from the Qualifications & Experience and Technical Proposals and clearly identified with the same information noted on the Qualification & Experience and Technical Proposals, the Contractor must submit an electronic original on USB Drive and one (1) bound copy of the **Financial Statement**.

The Responder must submit the following with the Financial Statement:

1. Evidence that the Responder has the financial capacity to provide the services. 2. Copies of the last two (2) year-end financial statements or best available equivalent report. 3. An analysis of those financial statements/reports.

#### **State Documentation**

- Documentation of WVDOH approved audited overhead rate (for Consultant and Sub consultant(s)).
- Copy of Certificate of Authorization from WV PE Board and/or current business registration from WV Secretary of State.

#### **Alternative Proposals**

Should the Responder find that additional employee classifications are necessary or if they wish to propose a more innovative technical or pricing proposal approach, such information should be specifically addressed in the Technical Proposal in a separate section labeled

Alternate Approach.

## Section IV – Evaluation and Selection Procedures

### 4.1 Evaluation Criteria

All Proposals submitted in response to this RFP will be evaluated according to the following criteria:

#### ***1. Organizational Expertise and Qualifications (Total Score 100)***

- a. Ability to completely perform the activities as described in the RFP Scope of Work on time and within approved budgets. (20)
- b. Capacity, availability and responsiveness of Responder resources and personnel to meet expected project schedules and completion times of the MPO with regard to current commitments of the Responder. (20)
- c. Breadth of Responder technical resources and specialized expertise within the firm. (20)
- d. Relationship of prime and subcontractor(s). (20)
- e. Geographical relationship to the MPO region. (10)
- f. Information provided by Client references. (10)

#### ***2. Experience of Responder and Responder's personnel (Total Score 100)***

- g. Prior experience of firm and key staff with Transportation Planning and Capital Programming. (50)
- h. Qualification of personnel to be assigned to this contract including relevant education, experience and training. Assurance of professional licenses, certifications, and registrations required under this RFP. (40)
- i. Previous experience on other MPO contracts. (10)

### ***3. General Quality and adequacy of response to the Scope of Services (Total Score 100)***

- j. Responders must demonstrate a complete understanding of and approach to the work to be performed. This should include examples of previous work performed by the firm as it relates to each task. (40)
- k. Quality and completeness of the proposal document submitted, including the innovation in addressing challenges as outlined the RFP (30)
- l. Ability to meet the procurement's goal and objectives. (20)
- m. Adherence to proposal instructions. (10)

## **4.2 Selection Process**

A Selection Committee will be set up by the MPO to review all responses. At the sole discretion of the Selection Committee, Responders may be required to make one or more oral presentations in order to clarify their proposals and to respond to the questions of the Selection Committee. Only those Responders whose proposals have been judged to be reasonably susceptible of being selected for award, or potentially so, will be invited to make oral presentations. Presentations may be scheduled as virtual meetings.

If required, these oral presentations will be scheduled at the convenience of the MPO after the initial review and as part of the overall evaluation of the proposals. Representations made during an oral presentation must be reduced to writing and shall become part of the Responder's proposal and are binding if the contract is awarded.

If it is determined by the Selection Committee that a proposal has not met the standards and criteria listed in this RFP the Responder shall be disqualified from further consideration.

Once the selection is completed, the MPO will begin the process of negotiating an hourly rate with the selected Responder(s). The rate will be negotiated for each job title to be contracted, and it must include a firm, fully loaded, fixed unit price that is inclusive of all costs, including all direct and indirect costs. For a multiyear contract, the rate for each job title will be negotiated on an annual basis. MPO has the right to revoke the selection decision if the rate negotiation fails.



**bhm cpa group, inc.**  
CERTIFIED PUBLIC ACCOUNTANTS

RFP: 23-138  
Monongalia County

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**MORGANTOWN MONONGALIA  
METROPOLITAN PLANNING ORGANIZATION**

**REGULAR AUDIT**

**For the Year Ended June 30, 2025  
Fiscal Year Audited Under GAGAS: 2025**

MORGANTOWN MONONGALIA  
METROPOLITAN PLANNING ORGANIZATION  
YEAR ENDED JUNE 30, 2025

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## **Independent Auditor's Report**

Morgantown Monongalia Metropolitan Planning Organization  
243 High Street, Room 110  
Morgantown, West Virginia 26508

To the Members of the Organization:

### ***Report on the Audit of the Financial Statements***

#### ***Opinions***

We have audited the financial statements of the governmental activities and the major fund of the Morgantown Monongalia Metropolitan Planning Organization, Monongalia County, West Virginia (the Organization), as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Organization's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund, of the Morgantown Monongalia Metropolitan Planning Organization, Monongalia County, West Virginia as of June 30, 2025, for the year then ended in accordance with the accounting principles generally accepted in the United States of America.

#### ***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are required to be independent of the Morgantown Monongalia Metropolitan Planning Organization, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the *management's discussion and analysis*, and schedules post-employment benefit liabilities and other post-employment benefit contributions be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The Organization has omitted the management's discussion and analysis. Our opinion on the basic financial statements is not affected by this missing information.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated December 19, 2025, on our consideration of the Organization's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "BHM CPA Group". The letters are cursive and slightly slanted to the right.

BHM CPA Group, Inc  
Huntington, West Virginia  
December 19, 2025



**MORGANTOWN MONONGALIA  
METROPOLITAN PLANNING ORGANIZATION  
STATEMENT OF NET POSITION  
JUNE 30, 2025**

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	<b>Governmental Activities</b>
<b>Assets</b>	
<b>Current Assets:</b>	
Equity in Pooled Cash and Cash Equivalents	\$ 18,954
<b>Total Current Assets</b>	<u>18,954</u>
<b>Capital Assets:</b>	
Equipment and Furniture	53,527
Accumulated Depreciation	<u>(50,546)</u>
<b>Total Capital Assets Net of Depreciation</b>	<u>2,981</u>
<b>Total Assets</b>	<u>21,935</u>
<b>Deferred Outflows</b>	
OPEB Related	<u>261</u>
<b>Total Assets and Deferred Outflows</b>	<u>22,196</u>
<b>Liabilities</b>	
<b>Current Liabilities:</b>	
Line of Credit	35,000
<b>Total Liabilities</b>	<u>35,000</u>
<b>Deferred Inflows</b>	
OPEB Related	<u>2,856</u>
<b>Total Deferred Inflows</b>	<u>2,856</u>
<b>Net Position</b>	
<b>Net Position:</b>	
Net Investment in Capital Assets	2,981
Unrestricted	<u>(18,641)</u>
<b>Total Net Position</b>	<u>(15,660)</u>
<b>Total Liabilities, Deferred Inflows and Net Position</b>	<u>\$ 22,196</u>

*The notes to the basic financial statements are an integral part of this statement.*

**MORGANTOWN MONONGALIA  
METROPOLITAN PLANNING ORGANIZATION  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2025**

	<b>Program Revenues</b>		<b>Net (Expenses) Revenues Changes in Net Position</b>
	<b>Expenses</b>	<b>Operating Grants and Contributions</b>	<b>Governmental Activities</b>
<b>Governmental Activities</b>			
Transportation Planning	\$ 449,281	\$ 397,337	\$ (51,944)
Total Governmental Activities	<u>\$ 449,281</u>	<u>\$ 397,337</u>	<u>(51,944)</u>
Change in Net Position			(51,944)
Net Position Beginning of Year			<u>36,284</u>
Net Position End of Year			<u><u>\$ (15,660)</u></u>

*The notes to the basic financial statements are an integral part of this statement.*

**MORGANTOWN MONONGALIA  
METROPOLITAN PLANNING ORGANIZATION  
BALANCE SHEET  
JUNE 30, 2025**

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	<b>General Fund</b>
	<hr/>
<b>Assets</b>	
Equity in Pooled Cash and Cash Equivalents	\$ 18,954
	<hr/>
Total Assets	\$ 18,954
	<hr/> <hr/>
<b>Fund Balances</b>	
Unassigned	\$ 18,954
	<hr/>
Total Liabilities and Fund Balance	\$ 18,954
	<hr/> <hr/>

*The notes to the basic financial statements are an integral part of this statement.*

**MORGANTOWN MONONGALIA  
METROPOLITAN PLANNING ORGANIZATION  
RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE TO  
NET POSITION OF GOVERNMENTAL ACTIVITIES  
JUNE 30, 2025**

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<b>Total Governmental Fund Balances</b>	<b>\$</b>	<b>18,954</b>
---	-----------	---------------

*Amounts reported for governmental activities in the  
Statement of Net Position are different because:*

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. These assets consist of:

Depreciable capital assets	53,527	
Accumulated depreciation	(50,546)	
Total capital assets		2,981

Certain long-term liabilities and the deferred inflows and outflows related to OPEB are not required to be reported in the funds but are required to be reported at the government wide level

Deferred Outflows - OPEB	261	
Deferred Inflows - OPEB	(2,856)	
Total OPEB		(2,595)

Long-term liabilities, including notes payable, are not due and payable in the current period and therefore are not reported in the funds:

Notes Payable		(35,000)
---------------	--	----------

<b>Net Position of Governmental Activities</b>	<b>\$</b>	<b>(15,660)</b>
--	-----------	-----------------

*The notes to the basic financial statements are an integral part of this statement.*

**MORGANTOWN MONONGALIA  
METROPOLITAN PLANNING ORGANIZATION  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN  
FUND BALANCE**

**JUNE 30, 2025**

	<b>General Fund</b>
<b>Revenues</b>	
Grants PL Funds	\$ 299,620
MPO (City)	20,000
MPO (County)	22,617
Other Income	55,100
	<u>397,337</u>
Total Revenues	
<b>Expenditures</b>	
Salaries and Related Expenditures	248,809
Supplies	6,437
Equipment and Internet	17,726
Public Notices	1,676
Travel	10,912
Professional Services	155,056
Administrative Overhead	8,390
	<u>449,006</u>
Total Expenditures	
Excess (Deficiency) of Revenues Over Expenditures	(51,669)
<b>Other Financing Sources</b>	
Proceeds from Note	35,000
	<u>35,000</u>
Total Other Financing Sources	
Net Change in Fund Balances	(16,669)
Fund Balances Beginning of Year	35,623
Fund Balances End of Year	<u><u>\$ 18,954</u></u>

*The notes to the basic financial statements are an integral part of this statement.*

**MORGANTOWN MONONGALIA  
METROPOLITAN PLANNING ORGANIZATION  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGE IN FUND BALANCE OF GOVERNMENTAL FUND  
TO THE STATEMENT OF ACTIVITIES  
JUNE 30, 2025**

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<b>Net Change in Fund Balance - Governmental Fund</b>	<b>\$</b>	<b>(16,669)</b>
---	-----------	-----------------

*Amounts reported for governmental activities in the  
Statement of Activities are different because:*

Capital outlays are reported as expenditures in the governmental fund. However, in the Statement of Activities, the cost of capital assets is allocated over their estimated useful lives as depreciation expense. In the current period, these amounts are:

Capital asset acquisition	(1,721)	
Depreciation expense	946	(775)

Except for the amounts reported as deferred inflows/deferred outflows, changes in net OPEB liability are reported as expenditures in the governmental funds		500
---	--	-----

The issuance of long-term debt provides current financial resources to governmental funds, but has no effect on net position. In addition, repayment of bond, note and capital lease principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.

Notes issued		(35,000)
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<b>Change in Net Position of Governmental Activities</b>	<b>\$</b>	<b>(51,944)</b>
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*The notes to the basic financial statements are an integral part of this statement.*

**MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the Fiscal Year Ended June 30, 2025**

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**NOTE 1 - ORGANIZATION**

The Morgantown Monongalia Metropolitan Planning Organization (the Organization) is organized to fulfill the requirements governing urban transportation planning under Federal Highway Administration title 23 CFR, Part 450, subpart C. and Federal Transportation Administration program regulations title 49 CFR, part 613, subpart A to implement 23 U.S.C. 134 and Section 8 of the Federal Transit Act.

The Board of the Morgantown Monongalia Metropolitan Planning Organization consists of three Monongalia County Commissioners, three officials from the City of Morgantown, an official from the Town of Blacksville, an official from the Town of Granville, an official from the Town of Star City, an official from the City of Westover, an official from the Monongalia County Board of Education, an official of the Mountain Line Transit Authority, an official from West Virginia University, and an official from the West Virginia Department of Transportation.

Statewide and metropolitan transportation planning processes are governed by Federal law (23 USC 134 and 135). Applicable state and local laws are required if federal highway or transit funds are used for transportation investments. Federal planning regulations are codified in 23 CFR 450.

Presently, most metropolitan planning organizations have no authority to raise revenues (e.g., levy taxes) on their own; rather, they are designed to allow local officials to collaboratively decide how available federal and non-federal transportation funds should be spent in urbanized areas. The funding for the operations of the metropolitan planning organization agency itself comes from a combination of federal transportation funds and required matching funds from state and local governments.

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Organization prepares its financial statements in accordance with accounting principles generally accepted in the United States of America as applied to governmental units. The Governmental Accounting Standards Board is the accepted standard setting body for establishing governmental accounting and financial reporting principles. Significant accounting policies of the metropolitan planning organization are described below.

Government-Wide and Governmental Fund Financial Statements – The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the activities of the government.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Indirect expenses have been included as part of program expenses on the statement of activities. Program revenues include grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not properly included among program revenues are reported as general revenue.

The Organization has only one governmental fund (General Fund) which is supported primarily by intergovernmental revenues. There are no business-type activities at the Organization.

**MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the Fiscal Year Ended June 30, 2025**

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**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Measurement Focus and Basis of Accounting – The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Organization considers revenues to be available, if they are collected within 90 days after the end of the current fiscal year. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Grants and similar items are recognized as revenue in the fund financial statements as soon as all eligibility requirements imposed by the provider have been met and the resources become available.

Fund Accounting – The accounts of the Organization are organized on the basis of funds or groups of accounts, each of which is considered a separate accounting entity. The Organization has one fund (General Fund). The operations of the fund are accounted for by providing a separate set of self-balancing accounts, which comprise its assets and deferred outflows of resources, liabilities and deferred inflows of resources, fund balance, revenues and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in the fund based upon the purposes of which they are to be spent and the means by which spending activities are controlled.

The fund in this report is reported under the following broad fund category:

- 1) General Fund

Government-wide – The Government-wide is the general operating fund of the Organization. It is used to account for all financial resources.

Revenues – Non-Exchange Transactions – Non-exchange transactions, in which the Organization receives value without directly giving value in return, include grants and donations. On an accrual basis, revenue from grants and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted, matching requirements, in which the Organization must provide local resources to be used for those specific purposes, and expenditure requirements, in which the resources are provided to the Organization on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must be available before it can be recognized.

Expenses/Expenditures – On an accrual basis of accounting, expenses are recognized at the time they are incurred. The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable.



**MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the Fiscal Year Ended June 30, 2025**

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**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Capital Assets – The Organization capitalizes at cost purchased property and equipment (See Note 4) costing \$500 and greater and with a useful life greater than one year. Capital assets are depreciated using the straight-line method over the following estimated useful lives less any salvage value:

<u>Description</u>	<u>Estimated Lives</u>
Furniture and Equipment	5 years

Restricted Fund Balance – In the fund financial statements, governmental funds report restrictions of fund balance for amounts that are legally restricted by outside parties for use for a specific purpose or are not available for expenditure in the government fund balance sheet. Unreserved fund balance indicates that portion of fund equity, which is available for spending in future periods. If restricted and unrestricted assets are available for the same purpose, then restricted assets will be used before unrestricted assets.

Net Position – Net position represents the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources. Investments in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction, or improvement of those assets. Restricted net position would consist of monies and other resources, which are restricted to satisfy debt service requirements as specified in debt agreements.

Cash and Cash Equivalents – The investment and deposit of the Organization’s monies are governed by the provisions of the West Virginia Code. In accordance with these statutes, only banks located in West Virginia and domestic building and loan associations are eligible to hold public deposits. The statutes also permit the Organization to invest its monies in certificates of deposits, savings accounts, money market accounts, and obligations of the United States government and certain agencies thereof. The Organization may also enter into repurchase agreements with any eligible depository or any eligible dealer who is a member of the National Association of Securities Dealers for a period not exceeding 30 days.

The Organization is prohibited from investing in any financial instruments, contract, or obligation whose value or return is based upon or linked to another asset or index, or both, separate from the financial instruments, contracts, or obligation itself (commonly known as a “derivative”). The Organization is also prohibited from investing in reverse purchase agreements. Public depositories must give security for all public funds on deposit. These institutions may either specifically collateralize individual accounts in excess of amounts insured by the Federal Deposit Insurance Corporation (FDIC), or may pledge a pool of government securities valued at least 105 percent of the total value of public monies on deposit at the institution or may deposit surety company bonds which when executed shall be for an amount in excess of collateral requirements. Repurchase agreements must be secured by the specific government securities upon which the repurchase agreements are based. These securities must be obligations or of guaranteed by the United States and must mature or be redeemable within 5 years of the date of the related repurchase agreement. The market value of the securities subject to a repurchase agreement must exceed the value of the principal by 2 percent and be marked to market daily. State law does not require security for public deposits and investments to be maintained in the Organization’s name.

**MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the Fiscal Year Ended June 30, 2025**

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**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Income Taxes – The Organization is exempt from federal income tax under §501(c) (1) of the Internal Revenue Code of 1954.

Use of Estimates – The preparation of financial statements in conformity with auditing standards generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Budgets - Budgets for the general and special revenue fund are prepared annually on a modified accrual method by the staff and approved by the Organization. Budgets are reviewed on an ongoing basis and amendments are proposed as necessary. The amendments are approved by the Policy Board.

Pensions - The Organization does not participate in the West Virginia Consolidated Retirement System.

Other Post-Employment Benefit (OPEB) Liability - For purposes of measuring the net OPEB liability and deferred outflows/inflows of the resources related to OPEB expense, information about the fiduciary net position of the Board's West Virginia Retiree Health Benefits Trust Fund (RHBT), and additions to/deductions from the RHBT's fiduciary net position have been determined on the same basis as they are reported by the RHBT. RHBT recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**NOTE 3 – DEPOSITS AND INVESTMENTS**

Concentration of Credit Risk - Cash deposits were maintained in a checking account at United Bank. The deposit balance at June 30, 2025 was \$55,649 and the carrying amount was \$18,954. This amount was covered by the Federal Depository Insurance Corporation.

**NOTE 4 – CAPITAL ASSETS**

Capital asset activity for the fiscal year ended June 30, 2025 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Capital assets being depreciated:				
Equipment and Furniture	\$ 51,806	\$ 1,721	\$ -	\$ 53,527
Machinery and equipment				
Less: accumulated depreciation	<u>(49,600)</u>	<u>(946)</u>	<u>-</u>	<u>(50,546)</u>
Total capital assets being depreciated, net	<u>\$ 2,206</u>	<u>\$ 775</u>	<u>\$ -</u>	<u>\$ 2,981</u>

**MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the Fiscal Year Ended June 30, 2025**

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**NOTE 4 – CAPITAL ASSETS (Continued)**

Depreciation expense was charged to the funds of the Organization as follows:

Transportation Planning	\$946
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**NOTE 5 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

The Organization prepares a yearly Unified Planning Work Program for the organization, which is reviewed by the participating agencies. Each task the Organization will undertake is included in this document along with the applicable budget for each identifying allowable expenditure and the source of funding.

**NOTE 6 – RISK MANAGEMENT**

The Organization is exposed to various risks of loss related to torts, theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries insurance with the West Virginia State Board of Risk for umbrella (general liability) insurance for these various risks.

Workers' Compensation Fund (WCF): West Virginia utilizes a single private insurance company, Brick Street Insurance, to provide workers' compensation coverage to all employees in the state. Other private insurance companies may begin to offer coverage to private sector employees beginning July 1, 2008, and to government employers July 1, 2010. For the most part, all employers in the State, including governmental entities, must have coverage. The cost of all coverage, as determined by Brick Street, is paid for by the employers. The WCF risk pool retains the risk related to the compensation of injured employees under this program.

**NOTE 7 – CONTINGENCIES**

The Organization receives a majority of its support from the West Virginia Department of Highways, the West Virginia Department of Transit, the City of Morgantown, and the Monongalia County Commission. Any significant reductions in the level of support from the West Virginia Department of Highways, the West Virginia Department of Transit, the City of Morgantown, and the Monongalia County Commission could have a material effect on the Organization's programs and activities.

**NOTE 8 – EMPLOYEE 401K PLAN**

**A. Plan Descriptions, Contribution Information and Funding Policies**

The employees of the Organization may elect to participate in a self-directed Deferred Compensation Program (IRS 457) provided through ICMA-RC.

The employees contributed \$26,261 to the Deferred Compensation Program for the year ended June 30, 2025, and the employer contributed \$27,301.

**MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the Fiscal Year Ended June 30, 2025**

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**NOTE 9 – COMPENSATED ABSENCES**

Compensated absences are those for which employees have a right to receive consideration for expected future absences. The amount of the liability is not considered to be material.

**NOTE 10 - OTHER POST-EMPLOYMENT BENEFITS**

**General Information about the OPEB Plan**

*Plan description.* The Board contributes to the West Virginia Postemployment Benefit Plan (the Plan), a cost-sharing, multiple-employer defined benefit postemployment healthcare plan. The financial activities of the Plan are accounted for in the West Virginia Retiree Health Benefit Trust Fund (RHBT), a fiduciary fund of the State of West Virginia. The Plan is administered by a combination of the West Virginia Public Employees Insurance Agency (PEIA) and the RHBT staff. Plan benefits are established and revised by PEIA and the RHBT management with approval of the Finance Board. The Finance Board is comprised of nine members. Finance Board members are appointed by the Governor, serve a term of four years and are eligible for reappointment. The State Department of Administration cabinet secretary serves as chairman of the Board. Four members represent labor, education, public employees and public retirees. The four remaining members represent the public at large. The Plan had approximately 43,000 policyholders and 63,000 covered lives at June 30, 2025. The RHBT audited financial statements and actuarial reports can be found on the PEIA website at [www.peia.wv.gov](http://www.peia.wv.gov). You can also submit your questions in writing to the West Virginia Public Employees Insurance Agency, 601 57<sup>th</sup> Street, SE, Suite 2, Charleston, WV 25304.

*Benefits provided.* The Plan provides medical and prescription drug insurance and life insurance. The medical and prescription drug insurance is provided through two options: 1) Self-Insured Preferred Provider Benefit Plan (primarily for non-Medicare-eligible retirees and spouses) and 2) External Managed Care Organizations (primarily for Medicare-eligible retirees and spouses).

*Contributions.* Paygo premiums are established by the Finance Board annually. All participating employers are required by statute to contribute this premium to the RHBT at the established rate for every active policyholder per month. The active premiums subsidized the retirees' health care by approximately \$150 million for both fiscal years ending June 30, 2024 and June 30, 2025. Contributions to the OPEB plan from the Organization were \$0 for the current fiscal year.

**OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB**

At fiscal year-end, the Organization reported the liability shown below for its proportionate share of the net OPEB liability. The net OPEB liability, deferred inflows and deferred outflows of resources and OPEB expense were determined by an actuarial valuation date as of June 30, 2024, rolled forward to June 30, 2025, which is the measurement date. The Organization's proportion of the net OPEB liability was based on a projection of the Organization's long-term share of contributions to the OPEB plan relative to the projected contributions of all participating governments, actuarially determined. NOTE: These amounts differ from the net OPEB liability reported on the Statement of Net Position due to rounding and changes to the allocation schedules; however, the differences in these amounts are considered immaterial. At June 30, 2025, the Organization's proportion, and the change from its proportion measured as of June 30, 2024 are shown below.

**MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the Fiscal Year Ended June 30, 2025**

**NOTE 10 - OTHER POST-EMPLOYMENT BENEFITS (Continued)**

	<u>OPEB</u>
Amount for proportionate share of net OPEB asset	\$0
Percentage for proportionate share of net OPEB asset	0.000000000%
Increase/(decrease)% from prior proportion measured	(100.00)%

For the year ended June 30, 2025, the Organization recognized the following OPEB expenses:

	<u>OPEB</u>
OPEB Expense	<u>\$1,048</u>

The Organization reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ -	\$ -
Differences between expected and actual earnings on plan investments	-	-
Changes in Assumptions	-	-
Changes in proportion and differences between government contributions and proportionate share of contributions	261	2,856
	<u>\$ 261</u>	<u>\$ 2,856</u>

The amount reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2026. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ended June 30</u>	
2026	\$(649)
2027	(649)
2028	(649)
2029	(648)
	<u>\$(2,595)</u>

**Actuarial Assumptions**

The net OPEB liability was determined by an actuarial valuation as of June 30, 2024, rolled forward to June 30, 2025, using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

**MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the Fiscal Year Ended June 30, 2025**

**NOTE 10 - OTHER POST-EMPLOYMENT BENEFITS (Continued)**

<i>Inflation</i>	2.50%
<i>Salary increases</i>	Rates based on 2015-2020 OPEB Experience Study and dependent on pension plan participation and attained age, and range from 2.75% to 5.18%, including inflation. Rates were first applied to the 2020 valuation.
<i>Investment rate of return</i>	7.40%, net of OPEB plan investment expense, including inflation
<i>Healthcare cost trend rates</i>	Trend rate for pre-Medicare and Medicare per capita costs start at 5.0% medical and 8.0% drug. The trends increase over four years to 7.0% and 9.5%, respectively. The trends then decrease linearly for 5 years until ultimate trend rate of 4.50% is reached in plan year end 2033.
<i>Mortality rates</i>	Postretirement: Pub-2010 General Healthy Retiree Mortality Tables (100% males, 108% females) projected with MP-2021 for TRS. Pub-2010 General Below Median Healthy Retiree Tables (106% males, 113% females) projected with MP-2021 for PERS. Pub-2010 Public Safety Healthy Retiree Mortality Tables (100% males, 100% females) projected with Scale MP-2021 for Troopers A and B.

The actuarial assumptions used in the June 30, 2025 valuation were based on the results of an actuarial experience study for the period July 1, 2015 through June 30, 2020.

**Investment Asset Allocation**

The long-term rates of return on OPEB plan investments are determined using a building-block method in which estimates of expected future real rates of returns (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentages and by adding expected inflation. The strategic asset allocation consists of 55% equity, 15% fixed income, 10% private equity, 10% hedge fund and 10% real estate invested. Short-term assets used to pay current year benefits and expenses are invested with the WVBTL. Best estimates of long-term geometric rates are summarized in the following table:

Asset Class	Long-term Expected Real Rate of Return
Equity	7.4%
Fixed Income	3.9%
Private Credit and Income	7.4%
Private Equity	10.0%
Real Estate	7.7%
Hedge Funds	4.5%

**MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the Fiscal Year Ended June 30, 2025**

**NOTE 10 - OTHER POST-EMPLOYMENT BENEFITS (Continued)**

**Discount Rate**

The discount rate used to measure the OPEB liability was 7.40 percent. The projection of cash flows used to determine the discount rate assumed that contributions would be made at rates equal to the actuarially determined contribution rates, in accordance with prefunding and investment policies. The OPEB plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability. Discount rates are subject to change between measurement dates.

**Sensitivity of the Organization's proportionate share of the net OPEB liability to changes in the discount rate.**

The following chart presents the Organization's proportionate share of the net OPEB liability, as well as what the proportionate share of the net OPEB liability would be if it were calculated using a discount rate that is 1 – percentage point lower or 1 – percentage point higher than the current rate:

	1% Decrease 6.40%	Discount Rate 7.40%	1% Increase 8.40%
Net OPEB liability/(asset)	\$ -	\$ -	\$ -

**Sensitivity of the Organization's proportionate share of the Net OPEB liability to changes in the healthcare cost trend rates.**

The following chart presents the Organization's proportionate share of the net OPEB liability, as well as what the proportionate share of the net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1 – percentage point lower or 1 – percentage point higher than the current healthcare cost trend rates described in the actuarial assumptions:

	1% Decrease	Healthcare Cost Trend Rate	1% Increase
Net OPEB liability/(asset)	\$ -	\$ -	\$ -

**OPEB plan fiduciary net position**

Detailed information about the OPEB plan's fiduciary net position is available in the separately issued financial report available at the West Virginia Public Employee Insurance Agency's website at [peia.wv.gov](http://peia.wv.gov). That information can also be obtained by writing to the West Virginia Public Employee Insurance Agency, 601 57<sup>th</sup>. Street, Suite 2, Charleston, WV 25304.

**MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the Fiscal Year Ended June 30, 2025**

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**NOTE 11 – LINE OF CREDIT**

The Organization maintains a line of credit with United Bank providing up to \$75,000 in borrowing capacity. As of June 30, 2025, \$35,000 was drawn, with \$40,000 available.

**NOTE 12 – SUBSEQUENT EVENTS**

The Organization has considered all subsequent events through December 19, 2025, the date the financial statements were made available.



**MORGANTOWN MONONGALIA METROPOLITAM PLANNING ORGANIZATION**  
*REQUIRED SUPPLEMENTARY INFORMATION*  
**SCHEDULE OF ORGANIZATION'S PROPORTIONATE SHARE OF THE NET OPEB LIABILITY**  
**WEST VIRGINIA RETIREE HEALTH BENEFIT TRUST FUND**  
**LAST EIGHT YEARS\***

	<b>2025</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Total plan OPEB liability/(asset)	\$ 1,903,880,796	\$ 1,637,416,883	\$ 1,736,270,764	\$ 1,643,289,292	\$ 1,666,333,746	\$ 2,750,793,325	\$ 3,108,550,896	\$ 3,282,900,408
Plan net position	1,945,516,893	1,795,666,000	1,624,972,000	1,673,024,000	1,224,642,000	1,091,661,000	963,115,000	823,911,315
Net OPEB liability/(asset)	\$ (41,636,097)	\$ (158,249,117)	\$ 111,298,764	\$ (29,734,708)	\$ 441,691,746	\$ 1,659,132,325	\$ 2,145,435,896	\$ 2,458,989,093
Organization's proportion of the net OPEB liability/(asset)	0.00000000%	0.00195442%	0.00238825%	0.00315862%	0.00234676%	0.00213175%	0.00207879%	0.00193380%
Organization's proportionate share of the net OPEB liability/(asset)	\$ -	\$ (3,093)	\$ 2,658	\$ (939)	\$ 10,365	\$ 35,369	\$ 44,599	\$ 47,552
Organization's covered-employee payroll	\$ 62,521	\$ 60,689	\$ 57,524	\$ 52,167	\$ 40,190	\$ 41,041	\$ 43,920	\$ 41,135
Organization's proportionate share of the net OPEB liability/(asset) as a percentage of its covered-employee payroll	0.00%	-5.10%	4.60%	-1.80%	25.80%	86.20%	101.50%	115.60%
Plan fiduciary net position as a percentage of the total OPEB liability/(asset)	102.2%	109.7%	93.6%	101.8%	73.5%	39.7%	31.0%	25.1%

\* - Information for years prior to 2018 was not available.

**MORGANTOWN MONONGALIA METROPOLITAM PLANNING ORGANIZATION**  
*REQUIRED SUPPLEMENTARY INFORMATION*  
**SCHEDULE OF ORGANIZATION CONTRIBUTIONS**  
*WEST VIRGINIA HEALTH BENEFIT TRUST FUND*  
*LAST EIGHT YEARS\**

	<u>2025</u>	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Contractually required contribution	\$ -	\$ -	\$ 1,960	\$ 2,808	\$ 5,760	\$ 4,104	\$ 4,392	\$ 4,248
Contributions in relation to the contractually required contribution	<u>-</u>	<u>-</u>	<u>(1,960)</u>	<u>(2,808)</u>	<u>(5,760)</u>	<u>(4,104)</u>	<u>(4,392)</u>	<u>(4,248)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Organization's covered-employee payroll	\$ 62,521	\$ 60,689	\$ 57,524	\$ 52,167	\$ 40,190	\$ 41,040	\$ 43,920	\$ 41,135
Contributions as a percentage of covered-employee payroll	0.00%	0.00%	3.40%	5.40%	14.30%	10.00%	10.00%	10.30%

\* - Information for years prior to 2018 was not available.



**Independent Auditor's Report on Internal Control Over Financial Reporting and on  
Compliance and Other Matters Required by *Government Auditing Standards***

Morgantown Monongalia Metropolitan Planning Organization  
243 High Street, Room 110  
Morgantown, West Virginia 26508

To the Members of the Organization:

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable of financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of governmental activities, and the major fund of the Morgantown Monongalia Metropolitan Planning Organization, (the Organization) which comprise the statement of net position as of and for the year ended June 30, 2025, and the related statement of revenues, expenses and changes in net position, and the related notes to the financial statements, which collectively comprise the Organization's basic financial statements and have issued our report thereon dated November 28, 2025.

***Report on Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purposes of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Organization's financial statements will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

***Report on Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the Organization's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and accordingly, we do not express such an opinion. The results of our tests disclosed no instance of noncompliance or other matters we must report under *Government Auditing Standard*.

***Purpose of this Report***

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "BHM CPA Group". The letters are cursive and slightly slanted to the right.

BHM CPA Group, Inc  
Huntington, West Virginia  
December 19, 2025



## Memorandum

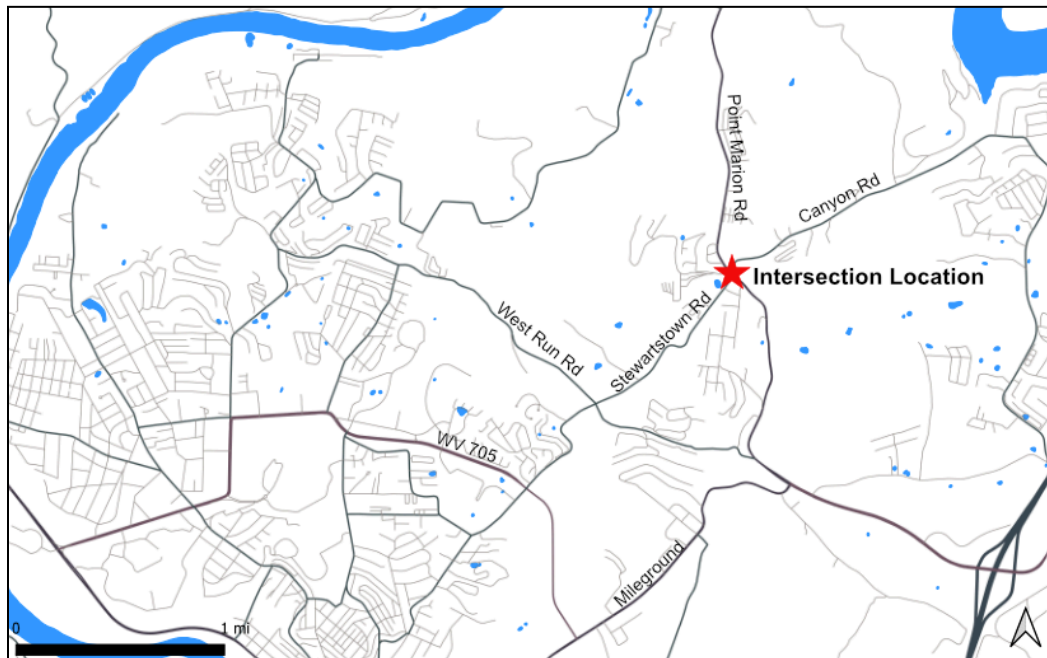
Date: December 30, 2025

To: MMMPO Staff

From: MMMPO Committees

**Subject: Point Marion-Stewartstown Intersection Data Collection and Analysis**

This memorandum documents observations conducted at the intersection of Point Marion Road and Stewartstown Road/Canyon Road during AM and PM peak periods. MPO staff conducted initial field observations on September 16 and 17, focusing on peak hours, queues, and general conditions in the intersection area. MPO staff did a follow-up traffic count and evaluation on September 30, focusing on traffic delay, movement pattern and signal timing.



## Synchro LOS Analysis

Geometrically, the intersection has five legs; however, the signal timing operates as a four-leg intersection. The Farm View Road approach is controlled by the same signal phase as the southeastbound (SEB) approach on Point Marion Road. Due to this configuration, and for the purpose of LOS analysis, traffic volumes from Farm View Road are combined with the SEB volumes on Point Marion Road rather than being analyzed as a separate approach.



The following table summarizes the analysis outcome. A more detailed report of this analysis is attached to the memo as an appendix.

Street Name		Stewartstown Rd	Canyon Rd	Point Marion Rd	
Direction		NB	SB	SEB	NWB
AM Peak	v/c Ration	1.37	0.95	1.37	1.56
	Approach Delay (second)	222	83	199	258
	Approach LOS	<b>F</b>	<b>F</b>	<b>F</b>	<b>F</b>
PM Peak	v/c Ration	1.56	0.36	1.34	1.08
	Approach Delay (second)	299	45	192	87
	Approach LOS	<b>F</b>	<b>D</b>	<b>F</b>	<b>F</b>

## Key Findings

### AM Peak Hours

- **Peak Hour Times.** The AM Peak hour starts around **6:45 AM** and ends at 7:45 AM. Traffic on the north leg of Point Marion Road experienced backups extending approximately 0.5 - 0.8 miles north of the intersection.
- **Intersection Delay & LOS.** The average delay on the north log of Point Marion Rd is approximately 3–4 minutes, which far exceeds the Level of Service (LOS) F threshold of 80 seconds.

### PM Peak Hours

- **PM Peak Times.** The PM Peak hours span from 2:30 PM to 6:30 PM.
  - North leg of Point Marion Rd. The congestion extends about 0.5 miles during the peak period from 2:30 PM to 4:00 PM. During peak traffic, it takes up to three full signal cycles for a vehicle to pass through the intersection.
  - South leg of Point Marion Rd. The leg experienced backups of approximately 0.3 miles beginning around 4:30 PM.
  - Stewartstown Road. Traffic on Stewartstown Road began to queue at approximately 4:30 PM, extending 0.3 miles.
- **Intersection Delay & LOS.** All three legs experienced approximately 3-5 minutes delay, which far exceeds the Level of Service (LOS) F threshold of 80 seconds.

### Signal Timing Setup

- **Exclusive Phasing.** The intersection is signalized with dedicated green phases for the Canyon Road and Stewartstown Road legs, due to safety considerations caused by the terrain.
- **Actuated Phasing.** The intersection is operated with actuated, uncoordinated traffic signals. During peak hours, signal timing adjusts dynamically to prioritize approaches with higher traffic volumes. For example, the green phase for southbound traffic on Point Marion Road varies between 25 and 55 seconds, depending on traffic conditions. On Canyon Road, the green phase transitions to yellow immediately when no vehicles are detected in the queue.
- **Farm View Road Access.** The northbound approach includes a dedicated left-turn phase serving traffic turning onto Farm View Road. This phase is actuated and activates only when vehicles are present in the left-turn bay. Providing this dedicated movement is essential to ensure access to the high-density residential development on Farm View Road and to prevent left-turn queues from impeding through traffic.

### Turning Movement Pattern

- **Canyon Road Approach:** Traffic is primarily through movements (66.7%), with left turns accounting for 22.2% and right turns for 11.1%. Canyon Road functions mainly as a minor arterial through approach with some local left-turn demand.
- **Stewartstown Road Approach:** Stewartstown has a high proportion of left turns (43.6%), with through and right-turn movements both at 28.2%. This reflects a strong turning demand.
- **Point Marion Road Northbound and Southbound Approach:** Both approaches are heavily dominated by through traffic (73.0% - 79%), with left turns at 11.1% and right turns at 15.9%. The strong through demand confirms that Point Marion Road is the primary corridor.

### Surrounding Land Use

The observed congestion corresponds with student drop-off and pick-up times at University High School, when parents drive their children. Point Marion Road serves as the primary arterial connecting the school to major urban destinations, including university campuses, hospitals, commercial and employment centers as well as residences along the WV 705 corridor, and southern parts of Morgantown. This intersection is the only access point for traffic from north of Point Marion Rd toward the WV 705 corridor and the Mileground/Cheat Road areas.

### **Conclusion and Next Step**

The intersection functions as a critical link within the eastern portion of the MPO's urban area. During peak periods, operational deficiencies are evident, driven primarily by school-related traffic, constrained intersection capacity, and geometric limitations. Analysis indicates that three of the four approaches (excluding Farm View Road) are currently operating at LOS F during peak periods, an indication of significant delay.

The intersection is controlled by an actuated signal system, which adjusts phase timing in response to traffic volumes. This control strategy has enhanced overall capacity and mitigated congestion to some extent; however, peak-hour volumes exceed the operational limits of signal control.

















MPO staff recommend a detailed engineering study to evaluate feasible intersection improvement alternatives, first using designs identified in the 2022-2050 MTP.



# Lanes, Volumes, Timings

1:













12/30/2025

												
Lane Group	NBL	NBT	NBR	SBL	SBT	SBR	SEL	SET	SER	NWL	NWT	NWR
Lane Configurations												
Traffic Volume (vph)	132	88	99	34	180	38	57	780	160	95	680	125
Future Volume (vph)	132	88	99	34	180	38	57	780	160	95	680	125
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Width (ft)	12	12	12	12	12	12	12	12	12	12	12	12
Grade (%)		8%			10%			0%			0%	
Storage Length (ft)	0		0	0		0	0		0	0		0
Storage Lanes	0		0	0		0	0		0	0		0
Taper Length (ft)	0			0			0			0		
Satd. Flow (prot)	0	1679	0	0	1722	0	0	1816	0	0	1818	0
Flt Permitted		0.745			0.870			0.875			0.688	
Satd. Flow (perm)	0	1276	0	0	1509	0	0	1594	0	0	1257	0
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		20			8			14			12	
Link Speed (mph)		30			30			30			30	
Link Distance (ft)		239			1035			1443			2605	
Travel Time (s)		5.4			23.5			32.8			59.2	
Confl. Peds. (#/hr)												
Confl. Bikes (#/hr)												
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Growth Factor	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Heavy Vehicles (%)	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
Bus Blockages (#/hr)	0	0	0	0	0	0	0	0	0	0	0	0
Parking (#/hr)												
Mid-Block Traffic (%)		0%			0%			0%			0%	
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	347	0	0	274	0	0	1084	0	0	978	0
Turn Type	Perm	NA		Perm	NA		Perm	NA		Perm	NA	
Protected Phases		8			4			5			5	
Permitted Phases	8			4			5			5		
Total Split (s)	23.0	23.0		23.0	23.0		53.5	53.5		53.5	53.5	
Total Lost Time (s)		4.5			4.5			4.5			4.5	
Act Effct Green (s)		18.5			18.5			49.0			49.0	
Actuated g/C Ratio		0.19			0.19			0.49			0.49	
v/c Ratio		1.37			0.95			1.37			1.56	
Control Delay		222.2			83.4			199.0			285.8	
Queue Delay		0.0			0.0			0.0			0.0	
Total Delay		222.2			83.4			199.0			285.8	
LOS		F			F			F			F	
Approach Delay		222.2			83.4			199.0			285.8	
Approach LOS		F			F			F			F	
Queue Length 50th (ft)		~284			169			~916			~889	
Queue Length 95th (ft)		#461			#331			#1167			#1132	
Internal Link Dist (ft)		159			955			1363			2525	
Turn Bay Length (ft)												
Base Capacity (vph)		253			287			792			625	
Starvation Cap Reductn		0			0			0			0	
Spillback Cap Reductn		0			0			0			0	
Storage Cap Reductn		0			0			0			0	

# Lanes, Volumes, Timings

1:

12/30/2025

												
Lane Group	NBL	NBT	NBR	SBL	SBT	SBR	SEL	SET	SER	NWL	NWT	NWR
Reduced v/c Ratio		1.37			0.95			1.37			1.56	
Intersection Summary												
Area Type:	Other											
Cycle Length:	99.5											
Actuated Cycle Length:	99.5											
Offset:	0 (0%), Referenced to phase 2: and 6:, Start of Green											
Control Type:	Pretimed											
Maximum v/c Ratio:	1.56											
Intersection Signal Delay:	221.8						Intersection LOS: F					
Intersection Capacity Utilization	118.1%						ICU Level of Service H					
Analysis Period (min)	15											
~ Volume exceeds capacity, queue is theoretically infinite. Queue shown is maximum after two cycles.												
# 95th percentile volume exceeds capacity, queue may be longer. Queue shown is maximum after two cycles.												

















Splits and Phases: 1:



# Lanes, Volumes, Timings

1:

12/30/2025

												
Lane Group	NBL	NBT	NBR	SBL	SBT	SBR	SEL	SET	SER	NWL	NWT	NWR
Lane Configurations												
Traffic Volume (vph)	193	256	75	17	45	23	59	750	78	25	750	60
Future Volume (vph)	193	256	75	17	45	23	59	750	78	25	750	60
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Width (ft)	12	12	12	12	12	12	12	12	12	12	12	12
Grade (%)		8%			10%			0%			0%	
Storage Length (ft)	0		0	0		0	0		0	0		0
Storage Lanes	0		0	0		0	0		0	0		0
Taper Length (ft)	0			0			0			0		
Satd. Flow (prot)	0	1723	0	0	1687	0	0	1835	0	0	1842	0
Flt Permitted		0.840			0.835			0.813			0.950	
Satd. Flow (perm)	0	1474	0	0	1423	0	0	1496	0	0	1752	0
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		6			12			5			4	
Link Speed (mph)		30			30			30			30	
Link Distance (ft)		239			1035			1443			2605	
Travel Time (s)		5.4			23.5			32.8			59.2	
Confl. Peds. (#/hr)												
Confl. Bikes (#/hr)												
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Growth Factor	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Heavy Vehicles (%)	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
Bus Blockages (#/hr)	0	0	0	0	0	0	0	0	0	0	0	0
Parking (#/hr)												
Mid-Block Traffic (%)		0%			0%			0%			0%	
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	570	0	0	92	0	0	964	0	0	907	0
Turn Type	Perm	NA		Perm	NA		D.Pm	NA		Perm	NA	
Protected Phases		8			4						6	
Permitted Phases	8			4			6	6		6		
Total Split (s)	36.5	36.5		27.0	27.0		67.0	67.0		67.0	67.0	
Total Lost Time (s)		4.5			4.5			4.5			4.5	
Act Effct Green (s)		32.0			22.5			62.5			62.5	
Actuated g/C Ratio		0.25			0.17			0.48			0.48	
v/c Ratio		1.56			0.36			1.34			1.08	
Control Delay		299.4			45.9			192.8			87.6	
Queue Delay		0.0			0.0			0.0			0.0	
Total Delay		299.4			45.9			192.8			87.6	
LOS		F			D			F			F	
Approach Delay		299.4			45.9			192.8			87.6	
Approach LOS		F			D			F			F	
Queue Length 50th (ft)		~682			60			~1067			~855	
Queue Length 95th (ft)		#910			116			#1326			#1110	
Internal Link Dist (ft)		159			955			1363			2525	
Turn Bay Length (ft)												
Base Capacity (vph)		365			255			719			841	
Starvation Cap Reductn		0			0			0			0	
Spillback Cap Reductn		0			0			0			0	
Storage Cap Reductn		0			0			0			0	

PM Peak 3:48 pm 12/10/2025



Synchro 11 Report  
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# Lanes, Volumes, Timings

1:

12/30/2025

												
Lane Group	NBL	NBT	NBR	SBL	SBT	SBR	SEL	SET	SER	NWL	NWT	NWR
Reduced v/c Ratio		1.56			0.36			1.34			1.08	

## Intersection Summary

Area Type: Other

Cycle Length: 130.5

Actuated Cycle Length: 130.5

Offset: 0 (0%), Referenced to phase 2: and 6: NWSE, Start of Green

Control Type: Pretimed

Maximum v/c Ratio: 1.56

Intersection Signal Delay: 173.8

Intersection LOS: F

Intersection Capacity Utilization 113.8%

ICU Level of Service H

Analysis Period (min) 15

~ Volume exceeds capacity, queue is theoretically infinite.

Queue shown is maximum after two cycles.

# 95th percentile volume exceeds capacity, queue may be longer.

Queue shown is maximum after two cycles.

Splits and Phases: 1:

