



82 Hart Field Road Suite 105  
Morgantown, WV 26508  
(304) 291-9571  
[www.planttogether.org](http://www.planttogether.org)

### Agenda

MPO Policy Board Meeting  
City of Morgantown Council Chambers  
389 Spruce Street  
May 15, 2014  
7:00 PM

1. Call To Order
2. Public Comment Period
3. Approval of Minutes
4. Committee Reports
  - a. Citizens Advisory Committee Report
  - b. Finance Report
5. Executive Directors Report
6. Acceptance of Audit
7. Appointment of Citizens Advisory Committee Members
8. Transportation Improvement Program Amendments
9. Draft RFQ for I-79 Access Study
10. Presentation on Draft Green Bag Road-Kingwood Pike Intersection Study
11. Other Business
12. Meeting Adjournment



82 Hart Field Road  
Morgantown, WV 26508  
(304) 291-9571

[www.planttogether.org](http://www.planttogether.org)

### Memorandum

Date: May 8, 2014  
To: Policy Board Members  
From: Bill Austin, AICP  
Subject: May 15, 2014 CAC Agenda

Please find below a short description of the action items to be considered at the May 15, Policy Board Meeting to be held at the City of Morgantown Council Chambers at 7:00 PM.

**-Acceptance of Audit-**Please find attached to the agenda packet email a copy of the MPO's FY 2013 Audit. Hard copies of this audit were provided to the Policy Board at the April 23<sup>rd</sup> meeting. There were no significant findings in this audit. It is respectfully requested that the Policy Board accept this audit.

**-Appointment of Citizens Advisory Committee Members-**As noted at previous meetings and in my April 18<sup>th</sup> email to the Policy Board, not all eligible appointments have been made to the MPO's Citizens Advisory Committee and some previously appointed members have not been attending the meetings. Please find below a list of the MPO's current Citizen's Advisory Committee Members with the body they represent.

Christiaan Abildso, City of Morgantown  
Ken Busz, Monongalia County  
Edward Delaney, Blacksville  
Jim Gaston, Star City  
Frank Gmeindl, City of Morgantown  
Roy Nutter, City of Morgantown  
Charles Renner, Granville  
Bill Rice, Monongalia County Board of Education  
Taylor Richmond, WVU  
Ed Sneckenberger, Monongalia County Commission  
Maria Smith, Mountain Line

These representatives were appointed by the MPO Policy Board members for the community they represent. Please note that Mr. Busz and Mr. Richmond and Mr. Delaney no longer reside in Monongalia County. Mr. Renner has been inactive on the Committee. It should also be noted that Monongalia County has only appointed two representatives to the Committee when there are three positions available to the County. Mr. Rice is the Chairman of the Committee. It is respectfully requested that you review the appointments for your jurisdiction and that you please provide the MPO with an update on whether or not you wish to maintain the current representative or to appoint different representation to this Committee.

It should also be noted that I hope to be able to report on the status of the discussions with the Chamber of Commerce about how their Transportation Committee fits in with the MPO's Policy Advisory Committee as part of the Executive Directors report.

**-Transportation Improvement Program Amendments-**Please note that the West Virginia Department of Transportation has requested two TIP Amendments in addition to the removal of the Monongahela Boulevard center turn lane project. Please note that at the March Meeting the Policy Board held off on removing that project pending discussions with WVDOH on how to revive it. MPO Staff has been working with WVDOH and WVU on this issue. The two amendments WVDOH is requesting are for the WV 7 turning lane and signalization project discussed at the last CAC meeting, WVDOH has determined that the correct location of that project is at Brookhaven Road. The attached map shows the correct location. WVDOH is also requesting that the TIP be amended by removing the Engineering and Right of Way phases associated with the Monfayette Expressway Park and Ride. The work associated with this funding has already been accomplished as part of a different project.

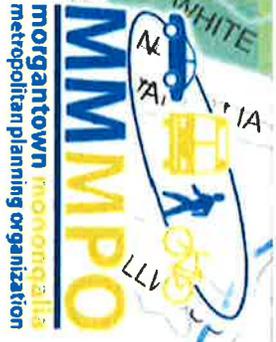
Mountain Line is requesting that the TIP be amended to reflect changes in the structure of the funding but not the ultimate total funding of the agency.

Please find on the following pages descriptions of TIP Amendments requested by Mountain Line Transit and the WVDOT Division of Highway. The Transportation Technical Advisory Committee recommended approval of the proposed TIP Amendments.

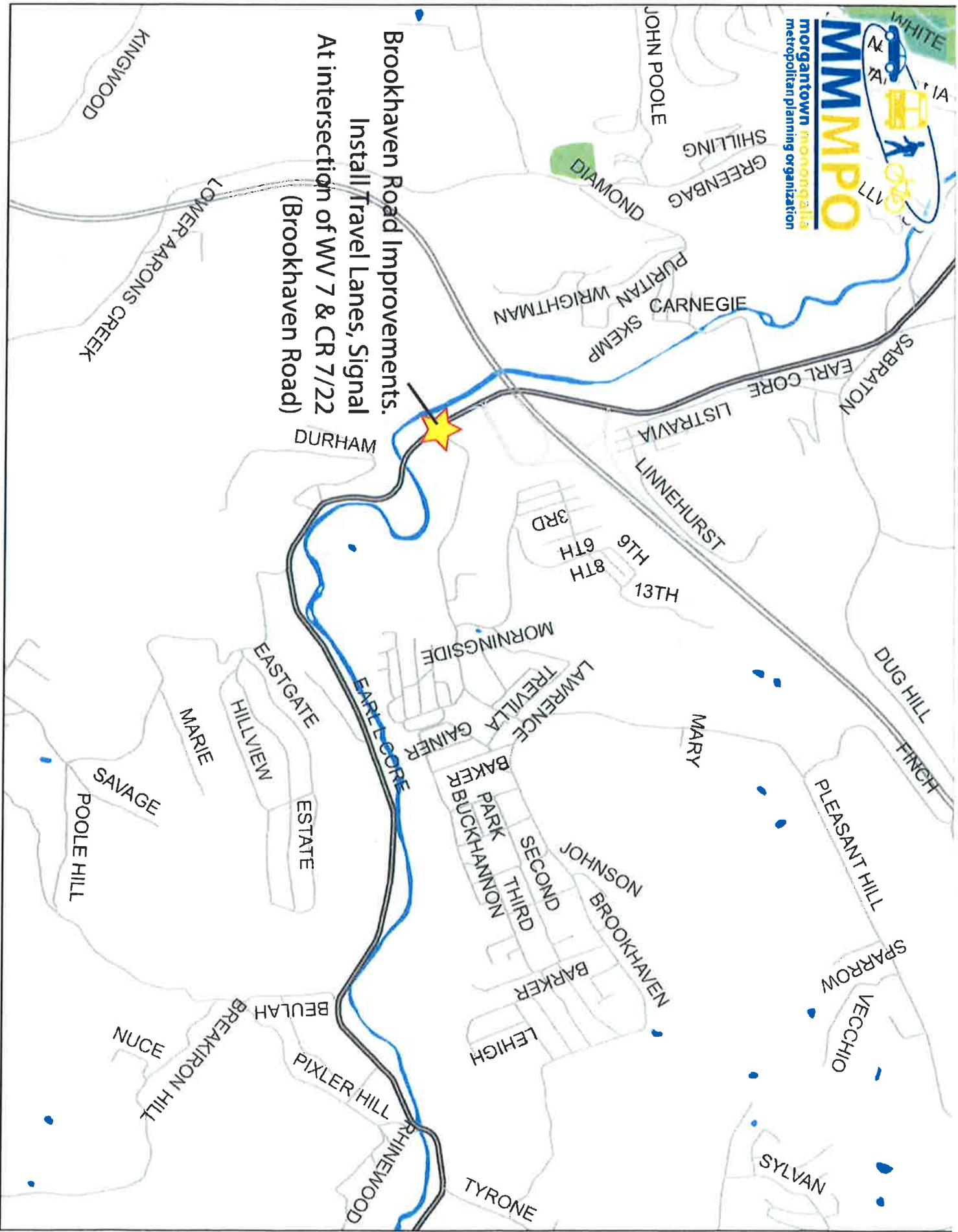
The Citizens Advisory Committee (CAC) meeting was attended by Mr. Rice, Mr. Abildso, Mr. Sneckenberger, Mr. Nutter, and Mr. Gaston. Given the MPO's bylaws requirement a quorum was present at the meeting. The CAC recommended to not approve the WV 7/Brookhaven Road TIP Amendment because they did not have justification for the project from the Division of Highways. The CAC unanimously recommended the approval of the remaining TIP Amendments.

**West Virginia  
Department of  
Transportation Division  
of Highways Proposed  
TIP Amendments**

PROJECT NAME/TYPE/LOCATION	STATUS	PROJECT NUMBERS		PHASE	FUNDING SOURCE	PHASE COST* IN FEDERAL FY		TOTAL COST
		STATE	FEDERAL			2014	2015	
1 Brookhaven Road Improvements Install Travel Lanes, Signal At intersection of WV 7 & CR 7/22 (Brookhaven Road)	Add new project	U331-7-036.20 00	CMAQ00007262D	ENG ROW CON	CMAQ CMAQ CMAQ	\$ 10,000 \$ 15,000	\$ 475,000	\$ 10,000 \$ 15,000 \$ 475,000 \$ 500,000
2 Mon/Fayette Park and Ride Construct Park & Ride Near CR 88/1	Cancel - phases work performed under different project	U331-88/1 00000 00	CMAQ0881001D	ENG ROW	CMAQ CMAQ	\$ 160,000 \$ 5,000		\$ 160,000 \$ 5,000 \$ 165,000



**Brookhaven Road Improvements.**  
Install Travel Lanes, Signal  
At intersection of WV 7 & CR 7/22  
(Brookhaven Road)



**Mountain Line Transit**

**Increase Total Section 5307 Federal Funding\***

<u>FY 2013 Fed.</u>	<u>FY 2014 Fed.</u>	<u>FY 2015 Fed.</u>	<u>FY 2016 Fed.</u>	<u>FY 2017 Fed.</u>
Current \$1.5279 million				
Proposed \$1.571 million				

**Increase Section 5307 Safety and Security Federal Funding\***

<u>FY 2013 Fed.</u>	<u>FY 2014 Fed.</u>	<u>FY 2015 Fed.</u>	<u>FY 2016 Fed.</u>	<u>FY 2017 Fed.</u>
Current \$15,500	Current \$15,500	Current \$15,500	Current \$15,500	Current \$15,500
Proposed \$16,000	Proposed \$16,000	Proposed \$16,000	Proposed \$16,000	Proposed \$16,000

\*These funding categories require a 50% local match which is programmed by Mountain Line

**Increase Section 5339 Bus and Bus Facility Formula Federal Funding\*\***

<u>FY 2013 Fed.</u>	<u>FY 2014 Fed.</u>	<u>FY 2015 Fed.</u>	<u>FY 2016 Fed.</u>	<u>FY 2017, Fed.</u>
Current TIP \$125,000				
Proposed \$131,000	Proposed \$131,000	Proposed \$131,000	Proposed \$131,000	Proposed \$131,000

**MOUNTAIN LINE TRANSIT**  
**Revise Section 5307 Mobility Manager Federal Funding\*\***

<u>FY 2014 Fed.</u>	<u>FY 2015 Fed.</u>	<u>FY 2016 Fed.</u>
Current TIP \$50,000	Current TIP \$50,000	Current TIP \$50,000
Proposed \$150,000	Proposed \$0	Proposed \$0

**Revise Section 5307 New Fit and Senior Mons Federal Funding\*\***

<u>FY 2014 Fed.</u>	<u>FY 2015 Fed.</u>	<u>FY 2016 Fed.</u>
Current TIP \$50,000	Current TIP \$50,000	Current TIP \$30,000
Proposed \$130,000	Proposed \$0	Proposed \$0

**Draft RFQ for I-79 Access Study**-Please find enclosed with your agenda packet a draft Request for Qualifications for the I-79 Access Study. This Study is recommended in the MPO's 2140 Long Range Transportation Plan. As recommended in the LRTP the Study is to review proposed locations for a new bridge over the Monongahela River. MPO and WVDOH staff have discussed the project and determined that the most useful format for the Study would be to revisit the purpose and need identified for the project LRTP to determine if a new river crossing is the appropriate direction for the area. If it is found that the project purpose and need is appropriate this work should be able to feed directly into the environmental process. If the TTAC and the Citizens Advisory Committee are comfortable with this draft we will submit it to the MPO Policy Board with contractual language for its release. If the Committee's recommend additional work we will bring a revised version back at the June meetings.

**Draft Green Bag Road/Kingwood Pike Intersection Study**-Please find enclosed for your review an executive summary of a draft operational study performed on the intersection of Green Bag Road and Kingwood Pike. This intersection is part of a larger corridor identified as a Tier One Priority in the MPO's Long Range Transportation Plan. MPO staff selected this intersection for study due to the easily identified congestion in the area and the relatively simple operation of the intersection. This made it appropriate for Staff's first in-house study while also addressing a portion of an important corridor for consideration. Full copies of the report will be available for review at the meeting. MPO Staff would appreciate the Policy Boards feedback on the format of this Study and its content. We hope that we can use this Study as a template for our work in the future.

**MORGANTOWN MONONGALIA**  
**METROPOLITAN PLANNING ORGANIZATION POLICY BOARD**  
**APRIL 17, 2014 MINUTES (DRAFT)**

**Members Present:** Chairman Anthony Giambrone-Star City, Vice-Chairman Wesley Nugent-City of Morgantown, Mayor Patricia Lewis-Granville, Mayor Jennifer Selin-City of Morgantown, Mike Kelly-Board of Education, Dave Bruffy-Mountain Line, Joe Statler-Blacksville, Councilperson Marti Shamberger-City of Morgantown, Richard Warner-WVDOH, Commissioner Tom Bloom-Monongalia County, Councilperson Janice Goodwin-City of Westover, Commissioner Eldon Callen-Monongalia County.

**Members Absent:** None

**MPO Director:** Bill Austin

**I. Call to Order**

With a quorum present, Chairman Giambrone called the meeting to order at 7:00 PM.

Chairman Giambrone noted that there are guests attending the meeting and asked the Policy Board members to introduce themselves.

**II. Public Comment**

Mr. Rice, Chair of the CAC, stated that, in 2010, the CAC recommended approval of the original proposal for the Mileground project consisting of three phases, including the roundabout at the intersection with Hartman Run Rd with a four-lane divided highway on Mileground Rd. He further stated that the first phase of the project has been accomplished and since then more information and opinions have emerged. He expected that the Policy Board will move this project forward by making a decision based on information presented tonight.

James Gianola, representing the business owners at the Mileground, stated that business owners along the Mileground support improvements and progress that benefit all stakeholders. He further stated that the five-lane option is preferable, as it provides both mobility comparable to the four-lane divided highway and the flexibility for vehicles to turn left. It is best for the businesses and residents along the Mileground.

Mr. Gianola emphasized that the Mileground business owners care about safety on the Mileground and ask for a more comprehensive consideration for the options to improve the Mileground. He mentioned that Van Voorhis Rd is a five-lane road with heavy traffic volume and it has functioned well.

He suggested that the Board reconsider the recommendation on the Mileground based on better information to be presented tonight. He noted that the business owners at the Mileground are willing to give up extra property if necessary for the five-lane to avoid the four-lane divided highway on the Mileground.

### **III. Approval of Minutes**

Chairman Giambone then introduced the approval of the Minutes. Mr. Kelly moved to approve the March minutes as submitted; second by Mr. Bruffy. The minutes were approved with Commissioner Bloom voting no.

Commissioner Bloom inquired how many members were present in the CAC meeting in which the recommendation was made on the Mileground project. Mr. Rice replied that there were eight active members in the CAC and six of them were present during that meeting.

Commissioner Bloom then stated that the MPO's By-laws demands the quorum of seven for CAC meetings, and that the recommendation on the Mileground project was made without quorum in that CAC meeting, and therefore, the recommendation should be considered invalid. He further raised a concern that the CAC may not be eligible to make recommendations in past meetings due to insufficient quorum. He also noted that the MPO is authorized not only to vote for transportation project involving federal funding, but also to perform other powers and duties as described in the MPO's By-law. He further noted that the attendance of CAC meetings has not been appropriately documented. Mr. Bloom raised his concern that the MPO has not been operating in the way that the By-laws instructs.

Mr. Statler commented that the By-law addresses occasions when inactive members are not to be counted against quorum and that the eight consistent active CAC members shall have established a legitimate quorum for its meeting. He further commented that the MPO's decision-making process is open and transparent and that it may be imprudent to say that the MPO has not been following its By-laws

Mr. Austin noted that there are seven active members in the CAC and the lowest attendance that occurred was five. He also noted that the by-laws stipulate that a member absent for two consecutive meetings eliminates that member from being considered in the number required for a quorum at the next meeting. He also noted that attendance is recorded in CAC meeting minutes which are available to the public online.

### **IV. Financial Report**

Chairman Giambone asked Mayor Lewis to present the finance report. Mayor Lewis presented the MPO's March activities as follows:

-Beginning balance in November \$7,490.13 with expenditures of \$18,061.66 and two deposits totaling \$19,034.49, leaving a balance of \$8,462.96 at the end of March.

Ms. Shamberger moved for approval of the financial report as presented; second by Mayor Selin. With no discussion, the motion unanimously passed.

### **V. Committee Reports**

None

### **VI. Directors Report:**

- a. **MPO Operations Update**-Mr. Austin stated that the MPO staff is working on a study of the Greenbag Rd and Kingwood Pike-Dorsey Ave Intersection. A presentation on that study will be

given to the Board in the May meeting. He noted that the recently purchased Synchro 8 software is being used to evaluate alternatives proposed in the intersection study.

Mr. Austin further stated that the MPO is working with the WV DOH to develop TIGER Grant applications for the area, including funding for an in-depth study on the proposed new bridge crossing on Monongahela River.

- b. Status of Previous TIP Amendment Request** –Mr. Austin stated that the Brookhaven Rd TIP Amendment has been updated with correct description and it will be represented to the Board for consideration at the next meeting. He also noted that there will be a TIP Amendment requested for Mountain Line Transit Authority as the Federal Transit Administration requested.

## **VII. Presentation on Mileground Alternatives**

A presentation was given on the Mileground alternatives by Mr. Bailey, Interim State Highway engineer with the WV Department of Transportation, Division of Highways.

At the conclusion of this presentation, Mr. Bailey stated that the five-lane allows vehicles to make left turn on Mileground Rd, which reduce the congestion at the two intersections at Hartman Run Rd and Eastern Hill during AM and PM peak hours, and that, based on engineering judgment, building five-lane on Mileground Rd is recommend by the WV DOH.

Mr. Bailey also noted that the option of building median openings allowing left turns and U-turns from the highway at certain locations on the Mileground increases the right-of-way impact of the project and is therefore not recommended.

Commissioner Callen commented that the most appropriate solution to service both business on the Mileground and traffic traveling through the Mileground is the five-lane on Mileground Rd with a roundabout at the intersection with Hartman Run Rd, which would facilitate continuous movement throughout the whole Mileground corridor. He stated that the roundabout should be large enough to accommodate merging traffic. He also noted that he thinks the Airport Blvd should be rerouted.

Mr. Bailey noted that a roundabout on the intersection of Hartman Run Rd will introduce enormous impacts upon the adjacent area and that the WV DOT tries avoid such impacts.

Mr. Bruffy commented that a roundabout at the Hartman Run intersection will smooth traffic flow from Mileground Rd, as verified by the study. He concurred with Commissioner Callen's opinion with regard to building a roundabout at that location.

Mr. Bailey pointed out that the traffic model shows that significant queues will occur on Hartman Run Rd and Airport Blvd if a roundabout is built at that intersection.

Mr. Kelly commented that the five-lane option benefits both traffic heading to the Mileground businesses and traffic leaving that business.

Commissioner Bloom suggested to separate the five-lane issue and roundabout issue and to vote them independently. He further recommended the Board to proceed to reconsider the original recommendation which supports four-lane with raised median.

Mr. Bruffy inquired if crossing pedestrians will be accommodated under the five-lane option and if any pedestrian island is being considered.

Mayor Selin commented that there are pedestrians crossing the Mileground, and that raised medians at selected locations under the five-lane option may increase the safety for those crossing pedestrians as well as reducing the crash hazard resulting from left-turning vehicles. Mayor Selin mentioned that Patterson Dr. is a five-lane road without any pedestrian islands, which is considered dangerous to crossing pedestrians.

Mr. Bailey responded that a sidewalk will be built on one side of Mileground Rd and that creating pedestrian islands at certain locations will be considered in future design-level studies.

Mayor Selin inquired about the counts for the left-turns on the Mileground and the impact of those left-turns on a potential roundabout at the intersection with Hartman Run Rd.

Mr. Bailey responded that the scenario of five-lane with a roundabout was not investigated by the traffic model.

Commissioner Bloom asked to expedite the matter and made a motion to reconsider the Mileground recommendation.

Mayor Selin commented that this meeting is to gain information regarding the Mileground issue, and it is not a decision-making meeting and a vote should not be taken.

Mr. Statler stated that he agrees with the five-lane option. He then stated that the Mileground topic is listed as a presentation in this meeting's agenda, which does not allow the Board to vote for the issue at this meeting, according to Robert's rule of order. He also stated that, to comply with the Open Government Proceeding Act, the meeting agenda should be posted 72 hour in advance, which means that the earliest meeting, in which the Mileground issue can be subject to vote, is next Wednesday.

Commissioner Bloom stated that, at the last meeting, he had requested that the Board vote for a possible reconsideration of the Mileground recommendation.

Mr. Austin stated that he did not recall that, at the last meeting, whether or not there had been a discussion of vote at this meeting. The request from the WV DOH was for a presentation on Mileground alternatives

Mr. Statler mentioned that in the January meeting, the Mileground issue was brought up and the Board agreed to take a vote on the issue in the March meeting when the presentation on Mileground alternatives was to given by the WV DOH.

Mr. Statler also mentioned that before this issue can be subject to vote at the Policy Board meeting, the TTAC and the CAC should review and make recommendations for it, as requested by the MPO's By-laws.

Commissioner Bloom noted that the CAC does not have a quorum and therefore is not eligible to make recommendation to this Board.

Commissioner Bloom suggested that the Board move a motion to reconsider the recommendation made on the Mileground improvements and put that motion on a vote, and thereafter, the issue of bylaws and procedure be discussed.

Commissioner Callen seconded the motion. The motion was approved unanimously.

Mr. Statler stated that he supports the five-lane option. He then stated that the Policy Board should take its action by following the procedure established by its By-laws, so that potential confusion or challenge to the legitimacy of that action can be avoided. Mr. Statler further noted that the earliest date for the Board to take action on this issue is next Wednesday, based on the rules articulated in the Article V, Section 7 of the MPO's By-laws.

Mr. Austin made a clarification that the nature of this action by the Board is to make a recommendation as an advisory body, which may not necessarily be governed by the rules mentioned by Mr. Statler.

Mr. Statler commented that, under the MPO's By-laws, it may not be appropriate for the Police Board to make a decision without opinions from the TTAC and the CAC, and that the validity of an expedited vote on the Mileground in this meeting may be subject to challenge under two sections of the By-laws.

Commissioner Callen concurred with Mr. Statler's opinion.

Mr. Gianola appreciated the Board's motion to reconsider the Mileground issue and agreed with Mr. Statler's opinion. He also noted that the decision is important because both public and private interests are involved.

Commissioner Bloom concurred with Mr. Statler's opinion. He further mentioned that the TTAC and the CAC are not binding bodies to this organization, and therefore, there is no necessity to take opinions from those committees in the next meeting.

Mr. Statler commented that the Board is not obligated to adopt opinions from the TTAC and the CAC, but the procedure must be followed in the event of an action involving federal funding.

Mayor Selin asked how meetings for the TTAC and the CAC can be arranged under the projected time frame.

Mr. Austin noted that an attempt will be made to schedule a meeting on next Monday or Tuesday, and an email poll can be conducted if needed. He further noted that the CAC has 7 consistently active members, which constitute a quorum for its meeting.

Mr. Rice asked that what the CAC needs to decide upon and present to the Policy Board for the next Policy Board meeting.

Commissioner Callen recommended that the subcommittees decide upon the issue of cross-section treatment on Mileground Rd and the issue of intersection treatment at the intersection with Hartman Rd.

Commissioner Bloom suggested that the subcommittees need to choose and make a recommendation between five-lane and four-lane with raised median.

Mr. Statler inquired if the study incorporates enough area to accommodate a potential roundabout.

Mr. Bailey replied that the roundabout option had been considered in previous studies and compared with the signal option.

Commissioner Callen stated that the essence of the motion from the Board at this meeting is that there will be no continuous divided highway on the Mileground

Mayor Selin commented that small medians at selected locations would create a safer environment on the Mileground.

Chairman Giambrone announced that the next Policy Board meeting will be held at 6:00 pm on Wednesday, April 23, 2014.

#### **VIII. Other Business**

Mr. Austin noted that the MPO's Audit is on the table for the Board's review and it will be distributed via email prior to the May meeting. He also mentioned that not all seats are filled at the CAC, as noted on the 2013 October MPO Policy Board Retreat, and that a list of CAC members will be forwarded to the Policy Board members, asking for evaluating the person representing their agencies and appointing new members if they are no longer able to fulfill their duties.

Chairman Giambrone thanked Mr. Bailey for the presentation, Mr. Gianola for representing the Mileground business owners, and Mr. Rice for the comments he made tonight.

The meeting adjourned at 9:12 PM.

**MORGANTOWN MONONGALIA**  
**METROPOLITAN PLANNING ORGANIZATION POLICY BOARD**  
**APRIL 23, 2014 MINUTES (DRAFT)**

**Members Present:** Chairman Anthony Giambrone-Star City, Vice-Chairman Wesley Nugent-City of Morgantown, Mayor Patricia Lewis-Granville, Mayor Jennifer Selin-City of Morgantown, Mike Kelly-Board of Education, Dave Bruffy-Mountain Line, Joe Statler-Blacksville, Councilperson Marti Shamberger-City of Morgantown, Perry Keller-WVDOH, Commissioner Tom Bloom-Monongalia County, Councilperson Janice Goodwin-City of Westover, Commissioner Eldon Callen-Monongalia County.

**Members Absent:** None

**MPO Director:** Bill Austin

**I. Call to Order**

With a quorum present, Chairman Giambrone called the meeting to order at 6:00 PM.

Chairman Giambrone noted that during the public comment session, each person or a group has five minutes to speak.

**II. Public Comment**

Mr. Bill Rice, the chairman of the MPO Citizen Advisory Committee, a member of the Morgantown Utility Board, and a member of the West Run Board of Zoning Appeals, stated that since the last meeting there were effective email communications between the CAC and the Policy Board, and that the MPO now possesses better information to make a recommendation on how to improve the Mileground. He also noted that the Mileground is currently not in the West Run Planning District and is, therefore, not subject to any planning or zoning control.

Mr. Rice further stated that people should be allowed to make left turns to access businesses on the Mileground and that the best solution is to build a four-lane highway with median openings at appropriate locations to allow vehicles to make left turn.

Mr. Statler asked if the comments made by Mr. Rice is a recommendation from the CAC or a personal opinion.

Mr. Rice responded that it was his personal opinion, as there was no report from the CAC.

Mr. Ron Justice, representing the Monongalia County Development Authority, stated that he opposes the divided highway on the Mileground and supports the five-lane alternative. He noted that it is best for the business owners on the Mileground and the development of the county as a whole.

Mr. Don Spenser, a former MPO Policy Board Member, pointed out the benefits of a divided four-lane cross section on the Mileground. The benefits include less right-of-way acquisition, much safer environment for both vehicles and pedestrians, better compatibility to the potential roundabout, and more continuous traffic flow.

Mr. Christiaan Abildso, a member of MPO Citizen Advisory Committee, former member of traffic commission of City of Morgantown, the chairman of the Morgantown Pedestrian Safety Board, and a member of Morgantown Bicycle Board, stated that he supports the alternative of four-lane highway with a raised median and roundabout at the intersection with Hartman Run Rd, as originally recommended by the Policy Board. He cited data and analysis from reports presented by the WV DOH and the MPO and concluded that a four-lane with a raised median on the Mileground is the most desirable alternative balancing safety and efficiency. He also suggested that consideration be given to potential signalized pedestrian crossings at appropriate locations on the Mileground.

Mr. Bryan Edwards, an attorney representing business owners at the Mileground, stated that he opposes the four-lane divided highway option because it will destroy businesses on the Mileground, and that he supports the five-lane option which allows vehicles to turn left to access business on the Mileground.

Mr. James Gianola, an attorney representing the business owners at the Mileground, stated that one of things that lawyers do is that they dig into details and dig into history. He further stated that Mr. Austin has provided a calculation based on study of expected crash rates and that we should to look at the history and development of the model that was used to calculate those crash rates. Mr. Gianola said that the program or model did not actually dealt with an area similar to the Mileground. He also said that the information provided by Mr. Gmeindl is not applicable to the situation at the Mileground on the grounds that the Iowa study cited by Mr. Gmeindl is not a valid source to assess the Mileground issue. He noted that the Mileground situation is unique and the uniqueness should be addressed.

Mr. Steve Solomon, a business owner at the Mileground, stated that a divided four-lane on the Mileground will put him out of business.

Mr. Frank Vitale, chair of Morgantown Area Chamber of Commerce, stated that a four-lane divided highway will make it difficult for the business owners at the Mileground to continue their business, and that the Chamber of Commerce requests that the MPO do not put a four-lane divided highway on the Mileground.

Mr. Randy Buzzo pointed out that there are 54 homes and 96 businesses on the Mileground, and that a divided highway will not only be detrimental to the businesses and residences on the Mileground, but also encourages vehicles to travel at a higher speed, making the road more dangerous for pedestrians crossing the street.

### **III. Committee Reports:**

Mr. Austin noted that no quorum was established for the committees and that comments made by committee members were submitted to the Policy Board for consideration.

Mayor Selin stated that it should be confirmed that there are only two alternatives provided to the Policy Board to consider.

### **IV. Consideration of Motion to Rescind the October 21,2010 recommendation to the West Virginia department of Transportation-Division of Highways on the reconstruction of Mileground.**

Commissioner Callen moved for approval of the motion, second by Commissioner Bloom.

Mr. Bruffy made a motion to suspend the rules and to require three-quarter super majority being in place to overturn a decision made by the prior board. He stated that the merit of a decision made by a prior board should be recognized and weighed, and that prudence should be exercised in overturning that decision.

Commissioner Bloom requested that the Chairman rule Mr. Bruffy out of order because a motion is being on the floor, which was moved by Commissioner Callen.

Mr. Bruffy pointed out that according to Chapter 5 and Chapter 18 of Robert's rules, his motion is a procedural motion which has a higher ranking than the action motion currently on the floor.

Commissioner Callen agreed with Mr. Bruffy that the procedural motion is subject to a vote in the first place under this situation.

Chairman Giambrone stated that the procedural motion made by Mr. Bruffy is on the floor. The motion failed for lack of a second.

Chairman Giambrone then stated the motion to rescind the recommendation made on the October 21, 2010 to the WV DOH on the reconstruction of Mileground is on the floor. The motion was passed with Mr. Bruffy voting against it.

Mr. Bruffy pointed out that based on Robert's rules, before a motion be voted upon, a discussion period should be provided, during which individuals have the opportunity to comment on that motion.

Mr. Bruffy stated that he reviewed the report submitted by the WV DOH and that he made the following points concerning the report: 1) the report showed no significance difference in the time needed to travel through Mileground Rd between the two options presented to the Board; 2) the DOH did not create a safer environment by recommending the five-lane alternative, which, on contrary, decreases the safety for both vehicles and pedestrians on the Mileground; 3) the report did not address the difference in queuing status for the roundabout option versus the 5-lane and traffic signal option at the Hartman Run Rd intersection.

Mr. Bruffy also stated that once the prior decision is overturned, the WV DOH has no obligation to follow through the recommendations made thereafter, which means that there is no way that features recommended by the Board, such as middle block crosswalk and Pedestrian Refuge Island, have to be considered by the WV DOH. He further stated that the Board should be aware that when extended queues occur along a segment of a road, traffic lights proliferate in order to accommodate merging traffic from properties along that segment.

Mr. Bruffy finally noted that the City of Morgantown purchased the National Guard Armory building in 2010 when the decision concerning the Mileground reconstruction had already been made by the prior MPO board. Any detrimental impact to the economic value of that property should have been taken into account at that time. The decision to be made tonight should disregard that factor.

Commissioner Callen commented that he made a motion on the basis that this is a follow up meeting, and in previous meeting this issue has been thoroughly discussed. He further stated that the original recommendation will create a high speed ingress and egress into the hospital and Morgantown through a business area that will undoubtedly be harmed.

Commissioner Callen further suggested that it may be appropriate to locate the potential roundabout towards the airport to reduce its right-of-way impact to adjacent properties and to convert Hart Field Rd to a one-way street. He stated that the choice is simple, which is to not destroy the businesses on the Mileground by building a high-speed divided highway there. He further stated that it is unavoidable that Mileground will be developed like Pattern Dr, and that reconstructing the Mileground is not a long-term solution to solve the traffic issues in the area. Commissioner Callen stated that he expects that the MPO, local agencies, and business entities can work with the WV DOT to develop better options to improve the traffic conditions on the Mileground and throughout the northeast part of the Morgantown area.

Councilman Nugent suggested to reaffirm the vote previously made to rescind the original recommendation on the reconstruction of Mileground. He also noted that efforts should be made to explore long-term solutions to address current and future traffic issues in this area.

Mr. Statler concurred with Councilman Nugent's opinion that the vote be recounted.

Chairman Giambrone stated that the Policy Board will re-vote on the motion moved by Commissioner Callen and second by Commissioner Bloom. The motion was passed with Mr. Bruffy voting no.

#### **V. Consideration of a recommendation to the West Virginia Department of Transportation-Division of Highways on alternatives for the Mileground reconstruction.**

Commissioner Callen stated that he does not have a solution and that the two options being presented by the WV DOH are not totally acceptable. He noted that a four-lane divided highway will destroy the businesses on the Mileground.

Commissioner Callen moved a motion that the Policy Board does not support building a continuously divided highway on Mileground Rd from WV705 to the intersection with Hartman Run Rd/Airport Blvd. The motion second by Commissioner Bloom.

Mr. Statler commented that the Board should specifically advise against building a continuous center turn lane on Mileground Rd, so that pedestrian islands or other configurations improving the safety on the Mileground can be constructed at strategically selected locations with minimum interference to the business on the Mileground.

Mr. Bruffy concurred with Mr. Statler's opinion. He further stated that a four-lane with a median and dedicated turn legs can create a safer environment on the Mileground and provide a better access management on the corridor to enhance operational efficiency for merging traffic from abutting properties, but such an option has never been provided. He also noted that given the improvements on Mileground Rd, there will be an increase in traffic volume and travel speed as this area continues to grow.

Mayor Lewis inquired if the Board is voting for a project including the treatment for the intersection on Mileground Rd with Hartman Run Rd/Airport Blvd.

Commissioner Callen commented that the reconstruction of that intersection is part of the project referred to by the motion on the floor. He reiterated that he does not find any of the plans presented by the WV DOH appropriate for the Mileground area. He further stated that efforts should be made to study the feasibility of building a roundabout at the intersection with Hartman Run Rd/Airport Blvd and to develop a better plan addressing transportation issues along the Mileground.

Mr. Statler commented that compared with a signal traffic, the potential roundabout may create a more continuous traffic flow on Mileground Rd, which reduces the gaps in traffic that can be used by vehicles to make left turns from the center-left-turn-lane being recommended under the motion on the floor, and subsequently, harms the businesses on the Mileground. He also noted that he expects the WV DOH to quickly accomplish relevant studies and analyses needed to move this project forward.

Mr. Keller noted that the project itself is called the Mileground Plus One and that it runs from the intersection of WV 705 with Stewartstown Rd to the intersection of Mileground Rd with Point Marion Rd and suggested that the motion to be made in this meeting only refer to the a portion of Mileground Rd that runs from the intersection with WV 705 to the intersection with Hartman Run Rd/Airport Blvd.

Mayor Selin stated that as for Mileground Rd. from the intersection with WV 705 to the intersection with Hartman Run Rd, a four-lane with median breaks and left-turn bays at strategically selected locations is preferred to a continuous center turn lane similar to Patterson Dr as it is. She reasoned that it will enhance pedestrian safety and reduce vehicle crashes, as well as provide access to the business on the Mileground. She also noted that a potential roundabout at the intersection with Hartman Run Rd should be seriously considered by the WV DOH.

Mr. Keller noted that the proposed five-lane cross section continues downhill until it reaches the Northpointe Plaza.

Mr. Kelly inquired how the timeline of this project is affected by recommendations from the MPO.

Mr. Keller responded that the project consists of three phases; phase I is already built; phase II is on Mileground Rd. from the intersection of WV 705 to the intersection of Hartman Run Rd; and phase III is on Mileground Rd. from the intersection of Harman Run Rd. to the intersection of Point Marion Rd. He further noted that phase II and phase III were previously combined into one environmental document, but the DOH is try to separate these two phases so that the phase III can move forward without delay while phase II is presented to the Board with other options.

Mr. Keller further commented that the MPO has the ability to make recommendations to the DOH, and that the DOH will evaluate those recommendations based on the rules made by the FHWA and standards provided in the MUTCD. He noted that a wide variety of ways to improve the traffic on the Mileground will be investigated.

Commissioner Callen suggested that by the basis of the motion, WV DOH should be able to obtain right-of-way for the five-lanes on Mileground Rd.

Mr. Keller noted that before the right-of-way acquisition, the environmental study needs to be accomplished and exact footprint of this project needs to be decided.

Councilperson Shamberger stated that she does not support building a continuous center left turn on Mileground Rd and the interest of residents living along the Mileground corridor should not be overlooked. She further stated that the importance of pedestrian facility, such as sidewalk, on the Mileground should be identified and emphasized in this project.

Mayor Selin noted that sidewalks and wide shoulders should have been developed during the construction of phase I in this project, to accommodate potential pedestrians on that segment of the road.

Councilperson Shamberger noted that emergency vehicles were not provided with adequate road way to proceed under congested conditions on the WV 705 between in the intersection with Stewartstown Rd and the intersection with Mileground Rd, which is a four-lane undivided highway with no shoulder available in both directions.

Mr. Statler commented that wider shoulder is worthwhile, as it allows vehicles to pull over to yield the right-of-way to emergency vehicles on duty.

Commissioner Bloom stated that based on an opinion from the prosecute attorney of Monongalia county, the MPO is an advisory group, and that MPO is able to make recommendations, as articulated in MPO's By-laws.

Mr. Statler concurred with Commissioner Bloom's opinion, and added that a decision from the MPO is required for any transportation project involving Federal funding in this area, and that while a recommendation on a project made by the MPO is not mandatory for the WV DOH to follow, it plays a role in shaping the final plan for that project.

Mr. Bruffy stated that he expects the best result for the Mileground project.

Mr. Austin noted that a letter capturing the spirit of this meeting will be written and forwarded to the Chair.

Mayor Selin stated that when available, the design work of this project should be presented to the Board for further review.

Mr. Statler stated that the Board is sending out a clear message that five-lane configuration is preferred and structures improving the safety on the Mileground needs to be considered.

Commissioner Callen commented that the motion is simple, which states that there is no continuously divided highway on the Mileground, and that five-lane or other opinions should be investigated by the WV DOH.

Commissioner Callen further stated that based on his understanding, the WV DOH is required to bring this project back to the Board for further approvals, since Federal funding is involved. He asked Mr. Austin if it is an opinion for the Board to not vote for anything at this time.

Mr. Austin responded that the MPO and the state have to be in a substantial agreement with regard to how the Mileground should be reconstructed. He noted that given the lack of dynamic communication between project designers and the local community in past projects, the WV DOH coming back with a cross-section design that meets the concerns expressed by the Board will be appropriate at this time, although it is not a normal design process for the WV DOH.

Mr. Keller commented that the spending of Federal finding has already been approved for this project, and the next step is to cooperate the desires from the community and to use the best engineering judgment to make a final design for this project. He noted that without a clear consensus amid stakeholders, which is required in the environmental process, significant delay of this project may occur.

He also noted that it is prudent for the Board to request that, as the project proceeds in forward in the design stage, this project be presented to the Board for further comments and recommendations.

Commissioner Callen re-stated the motion, which, with respect to the segment on Mileground Rd from the intersection with WV 705 to the intersection with Hartman Run Rd/Airport Blvd, articulates that there will be no continuous median, that the five-lane configuration is preferred, that further studies on the use of a roundabout and on the changing of the road patterns are encouraged, and that at the design stage, the Board expects to review how this segment works on the basis of interests of businesses and residents on the Mileground.

The motion passed unanimously.

#### **VI. Other Business**

No other business discussed.

The meeting adjourned at 7:21 PM.

**Independent Auditors' Report  
and Related Financial Statements**

**MORGANTOWN MONONGALIA METROPOLITAN  
PLANNING ORGANIZATION**

**For the Year Ended June 30, 2013**

**Teed & Associates, PLLC  
3624 MacCorkle Avenue SE  
Charleston, West Virginia 25304  
304-925-8752**

# MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION

## Table of Contents

For the Year Ended June 30, 2013

	<u>Page</u>
Policy Board of Directors	1
Schedule of Funds	2
Independent Auditors' Report	3
Statement of Net Position	5
Statement of Activities	6
Balance Sheet – Governmental Fund	7
Reconciliation of the Balance Sheet – Governmental Fund to the Statement of Net Position	8
Statement of Revenues, Expenditures, and Change in Fund Balance – Governmental Fund	9
Reconciliation of the Statement of Revenues, Expenditures and Change in Fund Balance of Governmental Fund to the Statement of Activities	10
Notes to the Financial Statements	11
Report on Internal Control and on Compliance and Other Matters	16
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	17

# MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION

## Policy Board of Directors

For the Year Ended June 30, 2013

<u>Name</u>	<u>Representing</u>
Mayor Jim Manilla	City of Morgantown
Bill Byrne	City of Morgantown
Wes Nugent	City of Morgantown
Eldon Callen	Monongalia County
Tom Bloom	Monongalia County
Joe Statler, Chairman	Town of Blacksville
Anthony Giambrone, Vice Chairman	Town of Star City
Mayor Patricia Lewis, Treasurer	Town of Granville
Janice Goodwin	City of Westover
Joe Fisher	West Virginia University
Dave Bruffy	Mountain Line Transportation
Perry Keller	West Virginia Department of Transportation
Mike Kelly	Monongalia County Board of Education
Bill Austin, Secretary	MMMPO Executive Director

**MORGANTOWN MONONGALIA METROPOLITAN  
PLANNING ORGANIZATION**

**Schedule of Funds**

**For the Year Ended June 30, 2013**

**GOVERNMENTAL FUND TYPES**

**General Fund**

# Teed & Associates, PLLC

## Certified Public Accountants

Established 1992

Member, American Institute of Certified Public Accountants  
Member, West Virginia Society of Certified Public Accountants  
Member, Tennessee Society of Certified Public Accountants  
Member, Chartered Global Management Accountant

James L. Teed, CPA

james\_teed2000@yahoo.com

Roy A. Smith, CPA

roy@teedandassociates.com

Andrew Fizer, CPA, MBA

andrew@teedandassociates.com

## INDEPENDENT AUDITORS' REPORT

To the Policy Board Members  
Morgantown Monongalia Metropolitan  
Planning Organization  
Morgantown, West Virginia

We have audited the accompanying financial statements of the general fund of the Morgantown Monongalia Metropolitan Planning Organization, West Virginia, as of and for the year ended June 30, 2013, and the related notes to the financial statements, as listed in the Table of Contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the

To the Policy Board Members  
Morgantown Monongalia Metropolitan  
Planning Organization  
Morgantown, West Virginia  
Page 2

financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the general fund of the Morgantown Monongalia Metropolitan Planning Organization, West Virginia, as of June 30, 2013, and the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Other Matters**

Management has omitted the Management's Discussion and Analysis information that is required to be presented for purposes of additional analysis. Such missing information, 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.

*Treed & Associates, PLLC*

Charleston, West Virginia  
February 15, 2014

# MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION

## Statement of Net Position

June 30, 2013

### ASSETS:

Cash and cash equivalents	\$ 4,289
Accounts receivable	<u>20,507</u>
Capital assets:	
Equipment and furniture	47,558
Accumulated depreciation	<u>(45,867)</u>
Total capital assets net of depreciation	<u>1,691</u>
Total assets	<u>\$ 26,487</u>

### LIABILITIES:

Accounts payables	\$ <u>4,785</u>
Total liabilities	<u>4,785</u>

### FUND BALANCE:

Unassigned	<u>21,702</u>
Total liabilities and fund balance	<u>\$ 26,487</u>

The accompanying notes are an integral part of these financial statements.

**MORGANTOWN MONONGALIA METROPOLITAN  
PLANNING ORGANIZATION**

**Statement of Activities**

**For the Year Ended June 30, 2013**

	<u>Expenditures</u>	<u>Operating Grants and Contributions</u>	<u>Net (Expenditures) Revenues and Changes in Net Position</u>
Governmental activities:			
Cultural and recreation	\$ 384,573	\$ 384,573	\$ 8,883
Total governmental activities	<u>\$ 384,573</u>	<u>\$ 384,573</u>	<u>\$ 8,883</u>
Change in net position			8,883
Net position - beginning of year			<u>12,819</u>
Net position - end of year			<u>\$ 21,702</u>

The accompanying notes are an integral part of these financial statements.

# MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION

## Balance Sheet – Governmental Fund

For the Year Ended June 30, 2013

### ASSETS:

Cash and cash equivalents	\$ 4,289
Accounts receivable	<u>20,507</u>
Total assets	<u>\$ 26,487</u>

### LIABILITIES:

Accounts payables	<u>\$ 4,785</u>
Total liabilities	<u>4,785</u>

### FUND BALANCE:

Unassigned	<u>21,702</u>
Total liabilities and fund balance	<u>\$ 26,487</u>

The accompanying notes are an integral part of these financial statements.

# MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION

## Reconciliation of Balance Sheet Governmental Fund To the Statement of Net Position

For the Year Ended June 30, 2013

Fund balance, fund level statement June 30, 2013 \$ 21,702

The total fund balance of the governmental fund differs from the net position of the governmental activities reported on the Statement of Net Position as follows:

Capital assets are not included on the fund level statement. The costs of these assets are reported as expenditures in governmental funds. However, the Statement of Net Position included those assets and their associated accumulated depreciation.

1,691

Net position of governmental activities

\$ 23,393

The accompanying notes are an integral part of these financial statements.

# MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION

## Statement of Revenues, Expenditures, and Change in Fund Balance – Governmental Fund

For the Year Ended June 30, 2013

### REVENUES:

Grants PL Funds	\$ 142,917
MPO (City)	18,000
MPO (County)	18,500
WV DOT	55,959
Reimbursement of expenses	158,065
Other income	<u>15</u>
Total revenues	393,456

### EXPENDITURES:

Salaries and related expenses	151,675
Rent	9,495
Travel	5,027
Professional services	187,465
Administrative overhead	29,396
Depreciation	<u>1,515</u>
Total expenditures	<u>384,573</u>

Excess of revenues over expenditures	8,883
Fund balance beginning of year	<u>12,819</u>
Fund balance end of year	<u>\$ 21,702</u>

The accompanying notes are an integral part of these financial statements.

**MORGANTOWN MONONGALIA METROPOLITAN  
PLANNING ORGANIZATION**

**Reconciliation of the Statement of Revenues, Expenditures,  
and Change in Fund Balance of the Governmental Fund  
to the Statement of Activities**

**For the Year Ended June 30, 2013**

Net change in fund balance - total governmental fund \$ 21,702

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

Governmental funds report capital outlays as expenditures.  
However, in the Statement of Activities, the cost of those assets  
are allocated over their estimated useful lives as depreciation  
expense. This is the amount by which capital outlays exceed  
depreciation in the current period.

1,691

Net position of governmental activities

\$ 23,393

The accompanying notes are an integral part of these financial statements.

# **MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION**

## **Notes to the Financial Statements**

**For the Year Ended June 30, 2013**

### **NOTE 1. ORGANIZATION**

#### **Description of Organization**

The Morgantown Monongalia Metropolitan Planning Organization (MMMPO) 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 two 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 MMMPO 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.

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) and the fund financial statements report information on all of the non-fiduciary activities of the government. These statements are presented using the dual statement presentation as suggested for single purpose governments.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segments are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment.

### **Basis of Presentation**

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 available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collectible within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, claims and judgments, are recorded only when payment is due.

The government reports the following major governmental fund:

The General Fund is the government's primary operating fund. It accounts for all financial sources of the general government, except those required to be accounted for in another fund.

## **Cash and Cash Equivalents**

Cash on hand and deposits with banking institutions either in checking, savings, or money market accounts are presented as cash and cash equivalents in the accompanying financial statements. The deposits were insured by Federal Depository Insurance Corporation.

## **Accounts Receivable and Payable**

Accounts receivable and payable are accounted for using the accrual basis of accounting. The receivables are from other government entities.

## **Capital Assets**

Capital assets, which include furniture and equipment, are defined by the government as assets with an initial, individual cost of \$1,500 or more and estimated to have a useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. The cost of maintenance and repairs are expensed if they do not add to the value of the assets or materially extend asset lives.

The MMMPO's capital assets are depreciated using the straight-line method over the following estimated useful lives:

Furniture and equipment	5 years
-------------------------	---------

## **Net Assets**

Invested in capital assets consists of capital assets net of accumulated depreciation.

Unrestricted net assets are all net assets that do not meet the definition of "invested in capital assets."

## **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from these estimates.

**NOTE 3. CAPITAL ASSETS**

Changes in capital assets during the year were as follows:

Capital assets	\$ 47,558
Accumulated depreciation	<u>(45,867)</u>
Net adjustment to increase fund balance total governmental funds to arrive at net assets – governmental activities	<u>\$ 1,691</u>

**NOTE 4. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

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

**NOTE 5. RISK MANAGEMENT AND CONTINGENCIES**

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

Liabilities for contingencies are reported when it is probable a loss has occurred and the amount of the loss can be reasonably estimated.

**NOTE 6. CONTINGENCIES**

The MMMPO 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 reduction 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 MMMPO programs and activities.

**NOTE 7. 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 by management to be material.

**NOTE 8. GASB STATEMENTS 63 AND 65**

GASB Statements 63 and 65 concern the presentation and reclassification of certain assets and liabilities to now be presented and classified as deferred outflows or deferred inflows, respectively. MMMPO reported no deferred outflows or inflows for the year.

**NOTE 9. EMPLOYEE RETIREMENT PLAN**

**Plan Description**

The employees of the MMMPO may elect to participate in a self-directed Deferred Compensation Program (IRS 457) provided through ICMA-RC. The amount contributed for the year ended June 30, 2013, was \$29,792.

The employees contributed \$15,113 to the Deferred Compensation Program for the year ended June 30, 2013, and the employer contributed \$14,679.

**REPORT ON INTERNAL CONTROL AND  
ON COMPLIANCE AND OTHER MATTERS**

# Teed & Associates, PLLC

## Certified Public Accountants

Established 1992

Member, American Institute of Certified Public Accountants  
Member, West Virginia Society of Certified Public Accountants  
Member, Tennessee Society of Certified Public Accountants  
Member, Chartered Global Management Accountant

James L. Teed, CPA  
james\_teed2000@yahoo.com

Roy A. Smith, CPA  
roy@teedandassociates.com

Andrew Fizer, CPA, MBA  
andrew@teedandassociates.com

### INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Policy Board Members  
Morgantown Monongalia Metropolitan  
Planning Organization  
Morgantown, West Virginia

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Morgantown Monongalia Metropolitan Planning Organization, West Virginia (MMMPO), as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the MMMPO's basic financial statements, and have issued our report thereon dated February 15, 2014.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Morgantown Monongalia Metropolitan Planning Organization, West Virginia's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Morgantown Monongalia Metropolitan Planning Organization, West Virginia's internal control. Accordingly, we do not express an opinion on the effectiveness of the Morgantown Monongalia Metropolitan Planning Organization, West Virginia'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

To the Policy Board Members  
Morgantown Monongalia Metropolitan  
Planning Organization  
Morgantown, West Virginia  
Page 2

there is a reasonable possibility that a material misstatement of the entity'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 may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Morgantown Monongalia Metropolitan Planning Organization, West Virginia's financial statements are free from 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 determination of financial statement amounts. 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 instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **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 entity'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 Board's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Reed & Associates, P.C.*

Charleston, West Virginia  
February 15, 2014

## Request for Qualifications for Consulting Firms To Perform Work for the Morgantown Monongalia Metropolitan Planning Organization

This Request for Qualifications is subject to the Morgantown Monongalia Metropolitan Planning Organizations Request for Proposal Process adopted in August of 2012 and which is available on the MPO's website [www.planttogether.org](http://www.planttogether.org)

**Purpose of Request for Qualifications**-This RFQ is to identify qualified bidders to conduct complex planning tasks on behalf of the Morgantown Monongalia Metropolitan Planning Organization. The purpose of these tasks will be to expand on the recommendations of the most recent update of the MPO's long range transportation plan, in particular the recommendation related to the construction of a facility or facilities to provide additional access for the area's urban core to I-79 and the area west of the Monongahela River. It is anticipated that if justified, this Study will provide the proposed transportation improvement project with a Project Purpose and Need Statement, preliminary public involvement and analysis that may be used as part of a Planning and Environmental Linkage document as specified by WVDOH Policy. It is anticipated that if a Project recommendation comes out of the proposed Study this Study will be the first stage of a comprehensive corridor study. The second phase would be performed by WVDOH. The Consultant selected for this project will be eligible for the second phase of the Study if it is determined that it should move forward. It is possible that this phase of the Study would need to be completed within one year of the notice to proceed.

**Study Technical Elements**-It is anticipated that the Study will consist of a variety of technical and public involvement tasks including but not limited to the following:

- Upgrading the MPO's TransCad Model with significantly enhanced data and appropriate network coding (anticipated to be minimal) to provide more sensitivity for corridor analysis and to provide an enhanced interface for the use of the model by MPO staff.

- Evaluation of the need for additional access as described in the MPO's 2040 LRTP.

If the need for additional access is confirmed utilizing the enhanced model then work will proceed to identify a project purpose and need statement for use in the Project development process and a preliminary evaluation of corridors or strategies that may address the project purpose and need. At a minimum it is anticipated that this work will include the following:

- Analysis of the corridors identified in the MPO's 2040 Long Range Transportation Plan ability to address the identified purpose and need of the Project. The 2040 Long Range Transportation Plan identifies three locations for a potential facility with ancillary streets to provide this access. The three locations for potentially crossing the Monongahela River are in the vicinity of 8<sup>th</sup> Street in Morgantown, the WVU Coliseum, and a proposed extension of West Run Road in Monongalia County.

- Identification of additional corridors and alternative strategies that may address the purpose and need identified for the Project.

- Screening level evaluation of the identified corridors and strategies impact on the community and the environment work to include but not be limited to:

- Identification of potential environmental impacts including wetlands, endangered species, archaeological sites, public properties etc.

-Identification of potential socio-economic impacts of potential alternatives including but not limited to potential land use changes, natural environment issues and environmental justice issues.

-Necessary ancillary improvements to the surface street network resulting from the identified potential alternatives

**Public Involvement**-It is anticipated that the development of a Project Purpose and Need statement as well as the evaluation of proposed strategies and corridors will require significant public involvement to be used as an important part of any Project evaluation criteria. At a minimum proposers should anticipate gathering input from the MPO's stakeholders including the public and elected officials from the area's local governments as well as holding a significant number of public meetings to discuss corridors. It is also anticipated that the project will have a web presence to present information and to solicit input. It is anticipated that any final report developed will be available for review by the MPO's Committee's and that there will be a presentation to the MPO Policy Board by the selected consultant.

**Study Evaluation Criteria**-The evaluation criteria for each alternative in the Study may include but not be limited to:

- Addresses the 2040 LRTP Goals and Objectives and identified transportation needs
- Addresses the Comprehensive Plan Goals and objectives for each community impacted
- Social and economic impacts
- Environmental impacts
- Cost benefit analysis
- Public evaluation of each alternative
- Additional criteria specified by the Steering Committee

The results of this analysis will be presented in a matrix summarizing the results for each alternative

**Consultant Selection Criteria**-It is anticipated that the following criteria will be used to select the consultant for this Project:

-Technical Capability-The selected consultant will have a demonstrated knowledge of TransCad and data collection techniques sufficient to update the MPO's model in a short time frame and within reasonable cost constraints. The selected consultant will also have extensive experience in using GIS data collection techniques to identify and quantify potential environmental and socio-economic impacts in a quick and cost effective manner. The selected consultant will also be familiar with appropriate format for sharing this data with the appropriate resource agencies.

-Public Involvement-The selected consultant will have the capability to present the proposed alternatives in an understandable, concise, and accurate manner while still identifying the significant aspects of each alternative. The proposals will include significant non-public meeting outreach to the community for the conduct of an inclusive conversation about the proposed alternatives while still maintaining a cost effective approach to the project.

-Consultant availability to work with staff and the public throughout the project.

-Consultant experience with comparable projects.



## GREENBAG RD AND DORSEY AVE INTERSECTION STUDY

MAY, 2014

### EXECUTIVE SUMMARY

This study is a planning level assessment and analysis of the existing and the expected future conditions at the intersection of Greenbag Rd and Dorsey Ave/Kingwood Pike. The purpose of this study is to identify deficiencies that can be addressed through a variety of alternatives. This study is a tool for use in determining whether or not funding should be sought or approved to improve the conditions observed and analyzed. The final design or recommendations for any improvements to be constructed would be determined with a design level study if funding is approved.

This intersection was identified as a priority safety improvement location in the 2040 MMMPO Long Range Transportation Plan (LRTP), and was included in the Greenbag Road Improvements Project, a tier 1 project recommended in the LRTP.

#### **Methodology**

Various methods were used to evaluate the safety and efficiency at this intersection under both existing and future conditions (2040). Those methods include:

##### *Safety Analysis:*

- Pedestrian and Bicyclist Intersection Safety Indices, Federal Highway Administration
- Interactive Highway Safety Design Model, Federal Highway Administration
- Crash Modification Factors, Highway Safety Research Center

##### *Operational Analysis:*

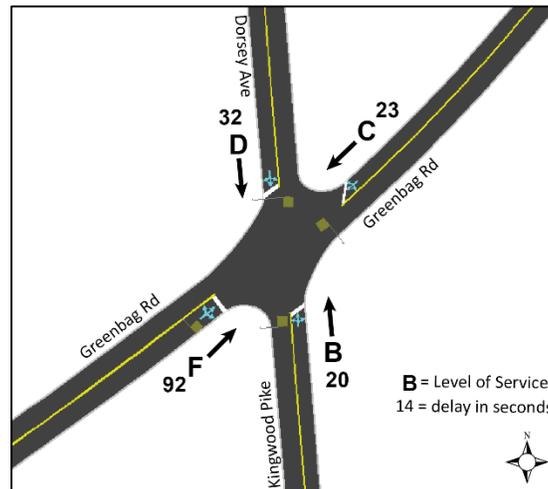
- Quick Estimation Method and Automobile Method, TRB Highway Capacity Manual
- Intersection Capacity Utilization Method, Synchro/Trafficware
- Frequency Service and Passenger Load Level of Service, TRB Transit Capacity and Quality of Service Manual

Level of Service (LOS), as defined by the Highway Capacity Manual, was used to assess the operational performance of the intersection. It is based on the delay experienced by motorists entering the intersection. LOS A indicates the most favorable progression and the shortest delay. LOS F indicates the poorest progression and the longest delay.

## Existing Condition

With respect to safety, the intersection had 8 crashes between 2009 and 2011, with crash rate of 521 crashes per hundred million vehicles entering the intersection. The intersection's roadways intersect at skewed angles, which decreases the intersection's safety. There are no accommodations for pedestrians or cyclists at the intersection.

With respect to operation, the northeast approach is currently operating at LOS F during the PM peak hour, which means that the progression for that approach is very poor, and most cycles fail to clear the queue. The existing LOS and approach delay are shown in the figure below.



## Future Condition

By 2040, three legs of this intersection will operate at LOS F during the PM peak hour, except for Kingwood Pike.

## Alternatives

Four alternatives were identified for the study. They are summarized and illustrated in the tables and diagrams on the page 3 and 4. The proposed alternatives were evaluated based on following criteria:

- Motor Vehicle, Pedestrian, and Bicycle Safety
- Intersection Delay and Level of Service (Present to 2040)
- Mobility on Greenbag Rd
- Construction and Operation Cost

## Conclusion

Alternative I, which provides exclusive left turn lanes with protected phases for the approaches on Greenbag Rd, has the most advantage in balancing overall safety and long-term operational efficiency. It would reduce vehicle crashes by 42% on implementation and reduce the intersection signal delay by 66% in 2040<sup>1</sup>.

Alternative II-a, that provides one exclusive left turn lane with a protected phase for the northeast approaches on Greenbag Rd, has the most advantage when construction cost, as well as safety and efficiency, are considered. It will reduce vehicle crashes by 24% on implementation and reduce the intersection signal delay by 47% in 2040<sup>1</sup>.

<sup>1</sup> Compared with taking no action.

### Alternative I

**Improvements:**

- Add exclusive left turn lanes on northeast bound and southwest bound approaches.
- Add protected-permissive left turn phase for the two exclusive left turn lanes and optimize cycle length.

**Advantages:**

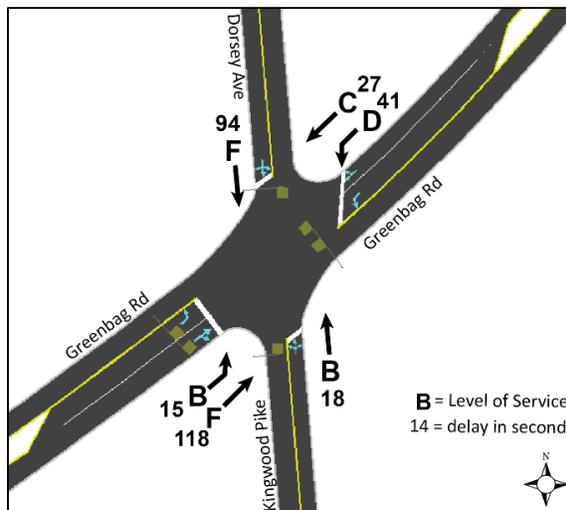
- Immediately upgrades intersection LOS from D to C by reducing intersection delay by 31%.
- Lowest expected number of crashes and crash rate by reducing crashes by 42%.
- Reduces intersection delay by 66% in 2040, compared with taking no action.
- Favors the southwest bound Traffic (from Sabraton).

**Disadvantages:**

- Relatively high cost of construction, especially for the northeast leg on Greenbag Rd due to its right-of-way limitation.
- Reduces safety for left-turn bicyclists from Dorsey Ave and Kingwood Pike by 17%. compared with taking no action.

**2040 PM Peak Hour Scenario**

**Intersection LOS E**



### Alternative II-a

**Improvements:**

- Add an exclusive turn lane on northeast bound approach.
- Add protected-permissive left turn phase for the one exclusive left turn lane and optimize cycle length.

**Advantages:**

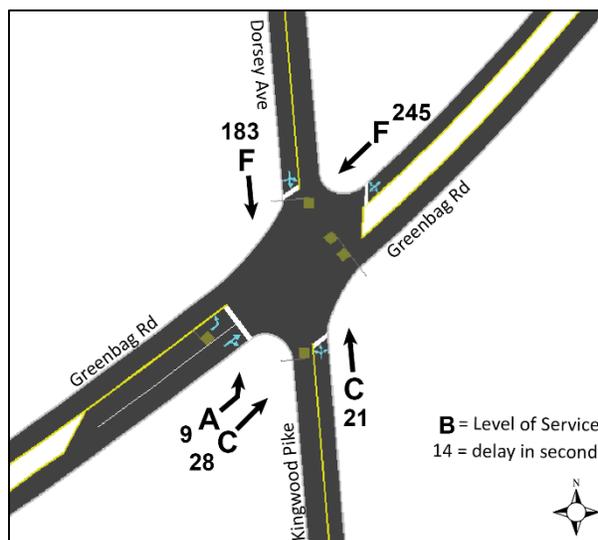
- Immediately upgrades intersection LOS from D to C by reducing intersection delay by 33%.
- Reducing crashes by 24%.
- Reduces intersection delay by 47% in 2040, compared with taking no action.
- Favors the northeast bound traffic (from Mtn. Mall).
- Relatively low cost of construction

**Disadvantages:**

- Intersection LOS F during the PM peak hour in 2040.
- Significant delay on Southwest approach in 2040.
- Reduces the safety for left-turn bicyclists from Kingwood Pike by 17%, compared with taking no action.

**2040 PM Peak Hour Scenario**

**Intersection LOS F**



### Alternative II-b

**Improvements:**

- Add exclusive left turn lanes on northeast bound and southwest bound approaches.
- Keep current signal timing pattern and optimize existing cycle length.

**Advantages:**

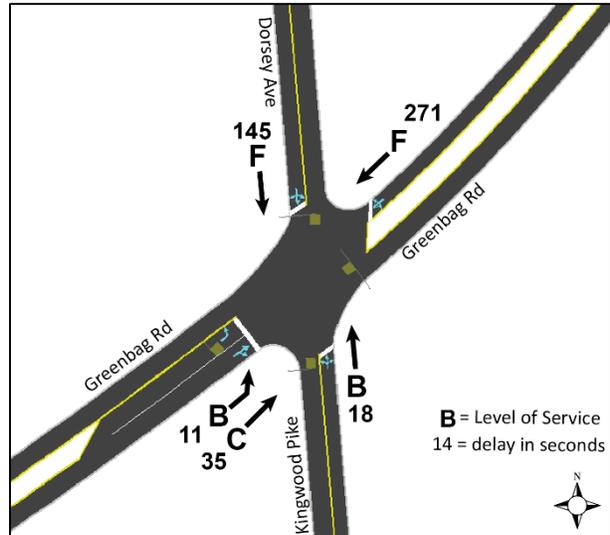
- Immediately upgrades intersection LOS from D to C, by reducing intersection delay by 37%.
- Reducing crashes by 21%.
- Reduces intersection delay by 47% in 2040, compared with taking no action.
- Favors the northeast bound traffic (from Mtn. Mall).
- Relatively low cost of construction

**Disadvantages:**

- Intersection LOS F during the PM peak hour in 2040.
- Significant delay on Southwest approach in 2040.
- Reduces safety for left-turn bicyclists from Kingwood Pike by 17%, compared with taking no action.

**2040 PM Peak Hour Scenario**

**Intersection LOS F**



### Alternative III

**Improvements:**

- The same configuration as status quo.
- Keep current signal timing pattern and optimize existing cycle length.

**Advantages:**

- Immediately reduces intersection delay by 13%.
- Reduces intersection delay by 40% in 2040, compared with taking no action.
- low cost of construction.

**Disadvantages:**

- No significant improvement with respect to the LOS
- Intersection Level of Service F in 2040.

**2040 PM Peak Hour Scenario**

**Intersection LOS F**

