



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

### **Agenda**

MPO Policy Board Meeting  
City of Morgantown-Council Chambers  
May 19, 2016  
6:00 PM

1. Call To Order
2. Public Comment
3. Approval of Minutes
4. Reports
  - a. Citizens Advisory Committee
  - b. Finance
  - c. Executive Director
5. TIP Amendments
6. Draft Title VI Plan
7. Draft University Avenue Complete Streets Study
8. Draft Westover Granville Pedestrian Study
9. Update on Ongoing Projects
10. Other Business
11. Meeting Adjournment



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### Memorandum

Date: May 12, 2016  
To: Policy Board Members  
From: Bill Austin, AICP  
Subject: May 19, 2016 Policy Board Agenda

Please find below a short description of the items to be considered at the May 19, 2016 TTAC Meeting to be held at the City of Morgantown Council Chambers at 6 PM.

**-Finance Report-**The MPO's finance reports for the months of March and April were included in the Agenda packet. Expenditures in March totaled \$35,420.43. Expenditures in April totaled \$35,966.79.

**-TIP Amendment-**The West Virginia Department of Transportation has requested that the TIP be amended to include the following changes:

#### **FY 2016 Delete**

-WV 705 Patteson Drive +1 Project STP 0705008D Reconfigure intersection of WV 705 and University Avenue-Federal Funds \$608,200 Total Cost \$760,300

#### **FY 2016 Add**

-US 119 Resurfacing Project ACNH0119431D Begin Milepost 18.6 to 20.0 Milepost-Federal Funds \$0 Total Cost \$313,268

The Division of Highways has reviewed the original proposal for the WV 705/Patteson Drive intersection and they no longer feel the project is feasible. These projects have been advertised as required by the MPO's Public Involvement Policy. The Citizens Advisory Committee has recommended the approval of these TIP Amendments. The TTAC's recommendation will be reported after they meet May 17<sup>th</sup>.

**-Draft Title VI Plan-**During consideration of the MPO's Public Involvement Plan it was mentioned that the MPO might need to develop a Title VI Plan. After discussions with the WVDOH and Federal Highway Administration it has been determined that the MPO does need a Title VI Plan. Staff has drafted the attached draft Title VI Plan using the Hagerstown Eastern Panhandle MPO's Plan as a model. This Plan was released to the public after the last Policy Board meeting. To date we have received no comments on the draft Plan. The CAC has recommended the approval of the Policy. The TTAC's recommendation will be reported after they meet May 17<sup>th</sup>. It is respectfully requested that the Policy Board adopt the attached Policy. Please note that for brevity the version of the Title VI Plan included in the Agenda packet does not include the Appendices. The Appendices are available upon request.

**-Draft University Avenue Complete Streets Study-**Please note that a Dropbox link was included in the transmittal email. This link will enable you to download the Executive Summary and the entire draft document. The Study Steering Committee and the CAC have recommended approval of the Study by the Policy Board. The TTAC's recommendation to the Policy Board will be transmitted after they meet on May 17th.

**-Draft Westover/Granville Pedestrian Study-**Please find attached the draft final version of the Westover Granville Pedestrian Study. The Study Steering Committee and the CAC have recommended approval of the Study by the Policy Board. The TTAC's recommendation to the Policy Board will be transmitted after they meet on May 17th.

# **Morgantown Monongalia Metropolitan Planning Organization**



## **Draft Title VI Plan**

**March 2016**

**Adopted:**

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## Policy Statement

The Morgantown Monongalia Metropolitan Planning Organization (MMMPO) assures that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. MMMPO further assures every effort will be made to ensure non-discrimination in all of its programs and activities, whether those programs and activities are federally funded or not. The Civil Rights Restoration Act of 1987, broadened the scope of Title VI coverage by expanding the definition of terms “programs or activities” to include all programs or activities of Federal Aid recipients, sub-recipients, and contractors/consultants, whether such programs and activities are federally assisted or not (Public Law 100259 [S.557] March 22, 1988.) In the event the Recipient distributes federal aid funds to a sub-recipient, the Recipient will include Title VI language in all written agreements and will monitor for compliance.

MMMPO’s Executive Director is responsible for initiating and monitoring Title VI activities, preparing reports and other responsibilities as required by 23 Code of Federal Regulation (CFR) 200 and 49 Code of Federal Regulation 21.

---

J. William B. Austin, Executive Director

Date

## Introduction

Title VI of the Civil Rights Act of 1964 states that, “No person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”

Subsequent laws, regulations, directives, and executive orders enlarged the criteria for which discrimination is prohibited to include disability, sex, age, income, and limited proficiency in English. These related authorizations are identified in Appendix A. Two Presidential Orders are particularly important to these requirements. Executive Order 12898 requires that federal agencies address equity and fairness, known as Environmental Justice, toward low income and minority persons and populations. Executive Order 13166 requires federal agencies to ensure that people who have Limited English Proficiency (LEP) have meaningful access to federally conducted and/or funded programs and activities.

The Morgantown Monongalia Metropolitan Planning Organization (MMMPO) is a sub-recipient of federal aid. As a sub-recipient of federal aid the MMMPO is mandated to comply with Title VI and subsequent nondiscrimination laws and regulations. In addition to complying with the requirements noted above Executive Orders 12898 (Environmental Justice) and 13166 (LEP) require the MMMPO to provide an overview of how it addresses the provisions of these Orders. This plan was developed to document the MMMPO’s ongoing efforts to ensure compliance with Title VI related rules and regulations as well as related statutes regarding non-discrimination and environmental justice.

## MMMPO Profile and Organizational Structure

In accordance with the requirements of Federal statute (23 USC 134), the MMMPO has been designated by the State of West Virginia and the US Department of Transportation as the lead agency for transportation planning in Monongalia County particularly for the urbanized area surrounding Morgantown.

The MMMPO was organized in 2003 due to population growth identified in the 2000 Census. The purpose of the MPO is to fulfill the requirements of federal regulations for urbanized areas with a population exceeding 50,000 that specify that there should be a regional forum for a continuous, cooperative, and coordinated, transportation planning process. The plans prepared by the MMMPO and the planning process utilized by the MMMPO should address the following:

- (A) support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- (B) increase the safety of the transportation system for motorized and nonmotorized users;
- (C) increase the security of the transportation system for motorized and nonmotorized users;
- (D) increase the accessibility and mobility of people and for freight;

(E) protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;

(F) enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;

(G) promote efficient system management and operation; and

(H) emphasize the preservation of the existing transportation system.

(23 US 134)

### Structure

The MMMPO is governed by a Policy Board which includes representatives of all of the incorporated communities in Monongalia County as well as West Virginia University, the Monongalia County Board of Education, the West Virginia Department of Transportation and Mountain Line Transit. Following is a list of the communities and agencies that sit on the MPO Policy Board. (Unless otherwise noted each agency has one vote on the Policy Board)

Blacksville, Granville, Monongalia County (3 members), Monongalia County Board of Education, Morgantown (3 members), Mountain Line Transit, Star City, Westover, West Virginia Department of Transportation, West Virginia University

The MMMPO's committee structure includes three committees that report to the Policy Board. The Technical Advisory Committee is made up of professional staff that reviews the MPO's operations and technical products. The Citizens Advisory Committee is made up of volunteers appointed to represent the constituents of the MMMPO's member agencies. The Policy Advisory Committee is made up of representatives of the business community and significant community groups. The PAC is to meet at least annually to advise the Policy Board on policy issues that may arise. The MPO's Bylaws specifies a minimum membership but the PAC may have representation from additional organizations as well.



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**2016 Morgantown Monongalia MPO Committee Membership  
Metropolitan Planning Organization Policy Board**

**Officers**

Chairman-Commissioner Eldon Callen, Monongalia County Commission

Vice-Chairman-Mayor Herman Reid, Star City

Treasurer-Mayor Patricia Lewis, Granville

Secretary, Bill Austin, MPO Director ex officio

**Members**

Mountain Line Transit, Dave Bruffy

City of Morgantown-Mayor Marty Shamberger, Councilors Jennifer Selin, Wes Nugent,

Monongalia County Board of Education-Michael Kelly

Blacksville, The Honorable Joe Statler

Westover-Councilperson Janice Goodwin

Monongalia County Commission-Commissioners Tom Bloom, Edward Hawkins

West Virginia University-Randy Hudak

West Virginia Department of Transportation-Division of Highways-Brian Carr

**MPO Citizen's Advisory Committee**

Maria Smith, Christiaan Abildso, Chip Wamsley, Chris Azzaro, Ed Sneckenberger, Bill Rice, Joe Patten,  
Matthew Cross, Charles Renner

**MPO Transportation Technical Advisory Committee**

Federal Highway Administration and Federal Transit Administration-Jason Workman, ex officio

Town of Granville, Ron Snyder, Town Manager

Monongalia County Board of Education, Jeff Meadows

Monongalia County, Richard Wood, Planning Director

City of Morgantown, Damien Davis-City Eng., Chris Fletcher-Dir. of Dev. Services,

Morgantown Monongalia MPO-Bill Austin, ex officio

Mountain Line Transit, Dave Bruffy

West Virginia Department of Transportation-Brian Carr, Elwood Penn, Foad Shoukry, Donald Williams

West Virginia University, Clement Solomon

Morgantown Utility Board-Tim Ball

### **Policy Advisory Committee (Agencies to be Invited)**

Mountain Line Transit Authority

West Virginia Department of Transportation

West Virginia University

Monongalia County Development Authority

The Director of the Morgantown Area Economic Partnership

The Executive Director of the Morgantown Area Chamber of Commerce

The Federal Highway Administration

The Federal Aviation Administration

The Federal Transit Administration

The West Virginia Governor's Office

Resident Associations

Local Commercial Associations

Emergency Service Organizations

Morgantown Utilities Board

Ruby Memorial Hospital

Monongalia General Hospital

Monongalia County Board of Education

Morgantown Municipal Airport

### **Title VI Coordinator and Responsibilities**

The MMMPO Executive Director is responsible for Title VI Coordination, ensuring the implementation and management of the MMMPO Title VI Plan.

### **Title VI Coordinator Contact Information:**

J. William B. Austin, AICP

Executive Director

Morgantown Monongalia MPO

82 Hart Field Road Suite 105

Morgantown, WV 26505

(304)291-9571

baustin@labyrinth.net

**Title VI Coordinator Responsibilities include:**

- Monitor and review agency programs, policies and activities for Title VI compliance;
- Collect and review statistical data (race, color, sex, age, disability or national origin) to prevent or eliminate potential disparate treatment discrimination;
- Work with staff involved in procurement or consulting contracts to insure that Title VI compliance is met; and mitigating any issues if it is not met;
- Maintain a list of interpretation service providers;
- Periodically review and update the Title VI Plan;
- Attend trainings to keep aware of non-discrimination opportunities and procedures; and,
- Resolve Title VI complaints in a timely and thorough fashion

## TITLE VI Components

### Regional Overview

As shown in the figure, the Morgantown Monongalia MPO encompasses the 366 square miles of Monongalia County, West Virginia and its incorporated municipalities including the City of Morgantown, the City of Westover and the towns of Blacksville, Granville, and Star City. The Census Bureau’s American Community Survey indicated that Monongalia County had an estimated total population of 103,463 as of 2013. Approximately, 71,202 (approximately 69%) of those residents reside in and around the urban core centered on Morgantown.

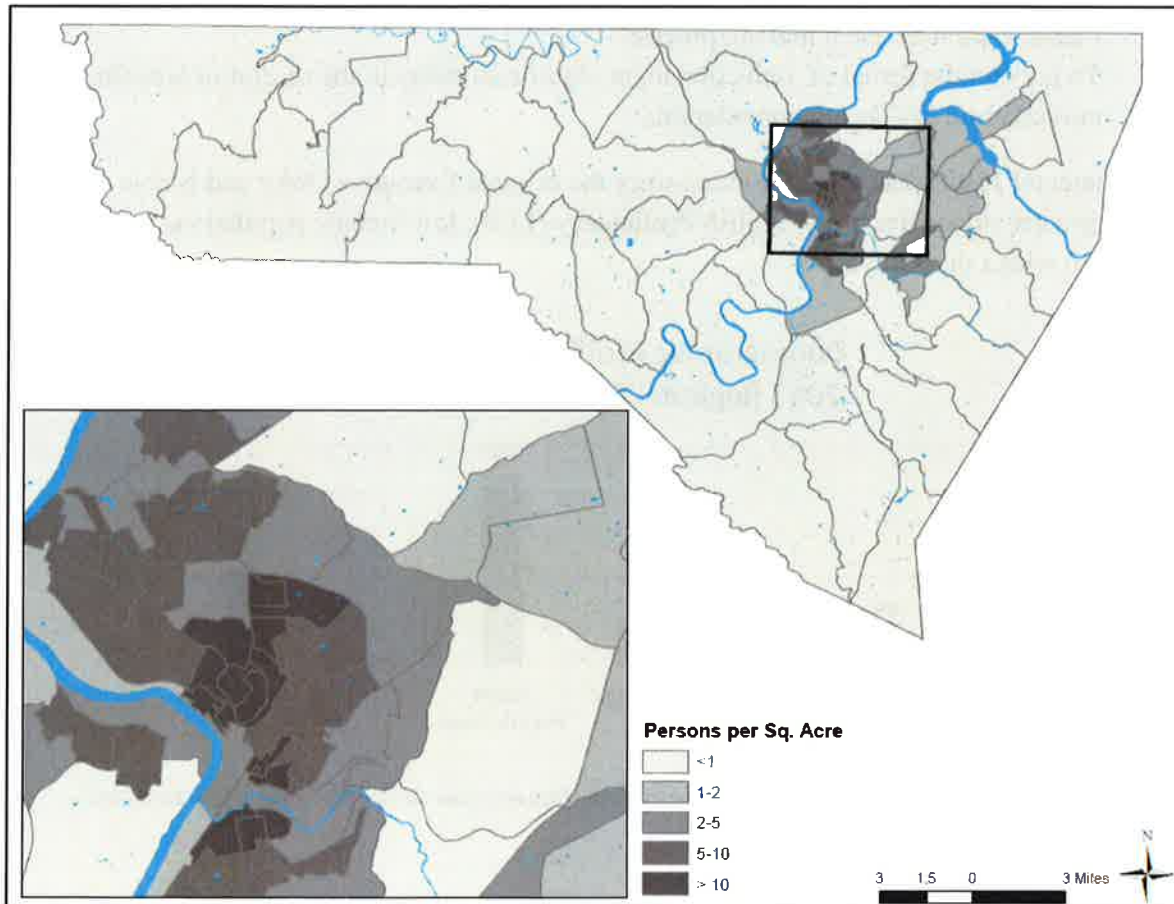


Figure 1: Population Density of the MMMPO Region (Source: 2009-2013 American Community Survey-5-year Estimates)

### Environmental Justice and Demographic Profile

In keeping with the requirements of Title VI of the Civil Rights Act of 1964 as amended, and with Executive Order 12898 which expanded the scope of previous guidance to include

identifying and avoiding “disproportionately high and adverse impacts” on minority and low-income populations. The United States Department of Transportation (USDOT) Order 6640.23 requires the Federal Highway Administration and the Federal Transit Administration to implement the principles of environmental justice in all programs, policies, and activities. . The three principles of environmental justice are:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social economic effects, on minority populations and low income populations.
- To ensure the full and fair participation by all potentially affected communities in the transportation decision making process.
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low income populations.

Environmental Justice has been expanded since the original Executive Order and is now focused on four groups: minorities, Low English Proficiency (LEP), low income populations, and population with a disability.

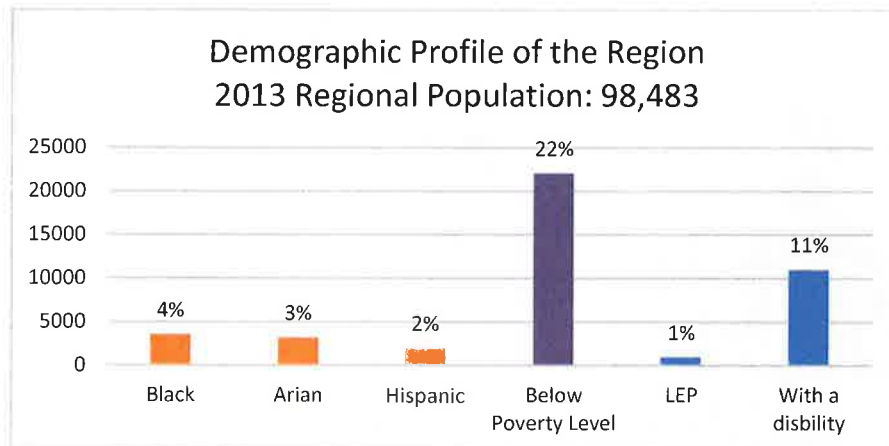


Figure 2 Demographic Profile of the Region (Source: 2009-2013 American Community Survey-5-year Estimates)

Table 1: Race and Ethnicity by County (Source: 2009-2013 American Community Survey-5-year Estimates)

Area	Black/African American	% Black/African American	Asian	% Asian	Hispanic	%Hispanic
Monongalia County	3,526	3.6%	3,197	3.2%	1,951	2.0

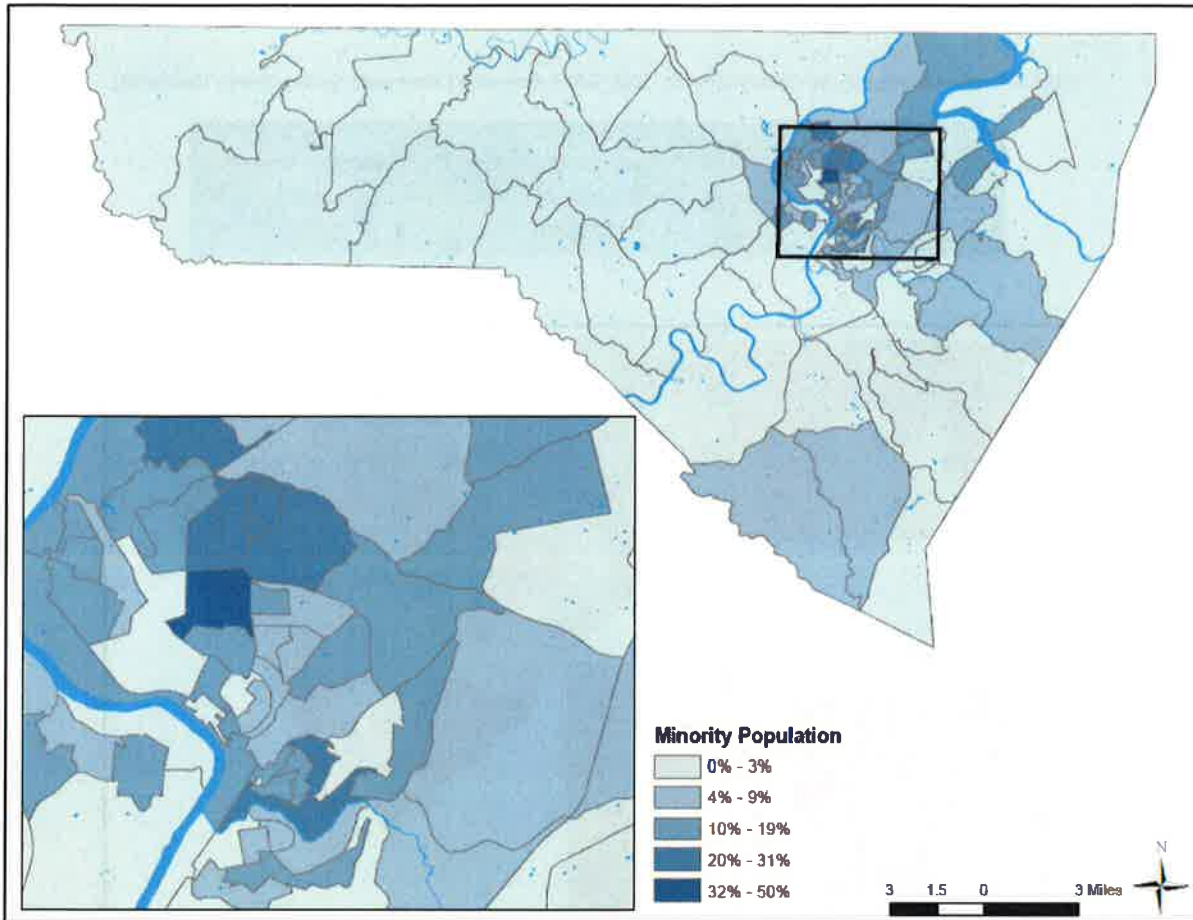


Figure 3: Minority Population of the MMMPO Region (Source: 2009-2013 American Community Survey-5-year Estimates)

Table 2: LEP Population of the MMMPO Region (Source: 2009-2013 American Community Survey-5-year Estimates)

Area	LEP Population	% LEP Population
Monongalia County	952	1%

Table 3: Persons with a disability by county (Source: 2009-2013 American Community Survey-5-year Estimates)

Area	Persons with a Disability	% Persons with a Disability
Monongalia County	11,030	11%

Table 4: Persons in Poverty by County (Source: 2009-2013 American Community Survey-5-year Estimates)

Area	Persons with a Disability	% Persons with a Disability
Monongalia County	22,060	22%

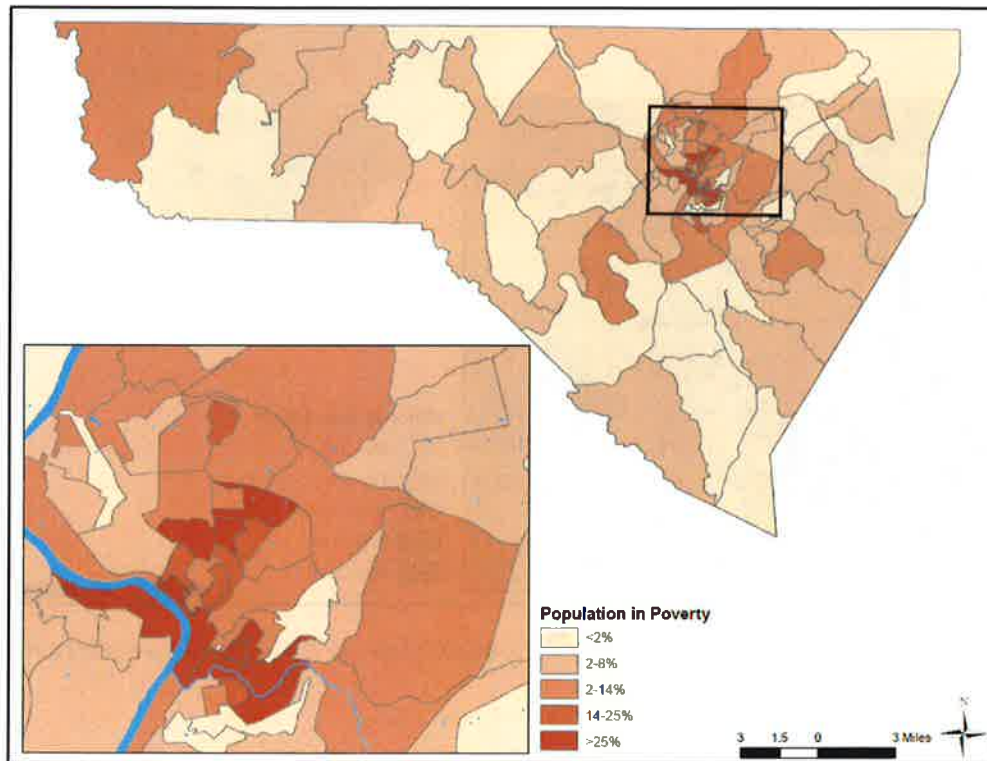


Figure 4: Population in Poverty for the MMMPO Region (Source: 2009-2013 American Community Survey-5-year Estimates)

### Four-Factor Analysis

In accordance with Title VI of the Civil Rights Act and the US Department of Transportation Circular FTA C 4702.1B “Title VI Requirements for Federal Transit Administration Recipients,” recipients are required to take “reasonable steps” to ensure meaningful access to their programs and activities by LEP persons.” The guidance recommends that the following four-factor analysis be used to determine how to ensure reasonable access to MMMPO activities.

- 1) The number and proportion of LEP persons eligible to be served or likely to be encountered by the program or recipient.
- 2) The frequency with which LEP persons come into contact with the program.
- 3) The nature and importance of the program, activity, or service provided by the program to people’s lives.
- 4) The resources available to recipient for outreach, as well as the costs associated with that outreach.

**1. Number and Proportion**

The MMMPO utilized American Community Survey data to understand the language profile of LEP individuals in the MMMPO region. Individuals who speak English less than “very well” are considered to be part of the LEP population in the community. As shown in the table below 4.3% of Monongalia County’s population over 5 years old qualifies as LEP. There were 4,836 County residents who report that they speak a language beside English at home. Approximately 22% (1,061) of those residents reside outside of the urban core. The highest density area for this population is in the vicinity of the WVU campus. The most common non-English languages spoken in the County are Spanish, Chinese, and French.

*Table 5: Primary Language (Source: 2009-2013 American Community Survey-5-year Estimates)*

	Total	Percentage
Population 5 and over:	95,519	
Speak Only English:	90,357	94.60%
Spanish:	1,330	1.39%
Chinese:	907	0.95%
Vietnamese:	45	0.05%
French:	331	0.35%
Other Asian languages:	167	0.17%
Russian:	40	0.04%
Serbo-Croatian:	0	0.00%
Korean:	210	0.22%
German:	167	0.17%
African Languages:	193	0.20%
Tagalog:	60	0.06%
Arabic:	500	0.52%
Portuguese:	72	0.08%
Gujarti:	52	0.05%
Hungarian:	35	0.04%



## **2. Frequency**

Due to the relatively small size of the LEP population in Monongalia County and the nature of the services the MMMPO provides there is infrequent interaction with the LEP community. To date, there have been no requests for services or information by either individuals or groups.

## **3. Importance**

The MMMPO approves the use of federal funds for long and short term transportation projects and transit services. The MMMPO does not own or operate roads, or buses and therefore does not provide any services that requires vital, immediate or emergency assistance such as medical treatment or services for basic needs such as food or housing. Involvement with the MMMPO or its subcommittee's is strictly voluntary.

HEPMPO provides opportunities for the public to comment on the use of federal funds for the key activities summarized below:

- Short range planning
- Transportation Improvement Program (TIP)
- Traffic Data
- Long Range Transportation Plan
- GIS
- Service
- Transit
- Special Studies
- Administration

The results of transportation improvements resulting from these actions may impact all residents and efforts are made to explain the process and provide opportunities to comment. The MMMPO is concerned with gathering input from all stakeholders and every effort is made to make the planning process as inclusive as possible.

Through, the regional transportation planning process, selected projects receive approval for Federal funding. The implementation process including project planning and construction come

under the responsibility of the West Virginia Department of Transportation or local jurisdictions or agencies. These state and local agencies or jurisdictions are required to have their own policies in place to ensure opportunities for LEP individuals to participate in the project implementation process.

#### **4. Resources**

Because the LEP population is not a large part of the community at this time and the cost of translating the large number documents the MMMPO produces is high, the MMMPO has determined that full translation of regional transportation plans is not the most efficient use of limited funds. However, as the region grows and attracts a diverse population and given that the MMMPO values diversity in the area as well as the importance of full participation in the transportation decision-making process, the MMMPO will continue to ensure access and participation for all who may be impacted by the MMMPO's plans and policies.

#### **LEP Implementation Plan**

-Free online translation services including that powered by Google Translate, is available on the MMMPO's website by clicking "translate" at the top right of any page of the site. As requested the MMMPO will assist in identifying other free translation services available in the community.

-Translation of select materials. Because the number and proportion of the LEP individuals in Monongalia County is low and because the cost of translation services is high (15 to 20 cents per word), translation of all materials is neither warranted or affordable. MMMPO will translate select materials such as the Title VI Policy and Complaint Form in Spanish online at the MMMPO Office.

-Oral translation. Should the need for oral translation arise the MMMPO will make a reasonable attempt to provide translation services.

-Use of language identification cards. Designated staff members at the MMMPO office will be prepared to use language identification cards when first encountering individuals with limited English proficiency. These point to your language cards or posters help to identify the language the individual speaks.

#### **Communications and Public Involvement**

The MMMPO recognizes that public involvement is a crucial part of its mission. As a public agency the Morgantown Monongalia Metropolitan Planning Organization (MMMPO) is required

to maintain a "...continuous, comprehensive and cooperative planning process." (23 USC 104) This means the MMMPO is committed to providing a proactive, open, and transparent public involvement process that actively seeks engagement from stakeholders and the public at large. The MPO strives to engage underrepresented communities and stakeholders as well as the public at large as part of its continuous process to create an open decision-making process.

### Public Participation Plan

The MPO's Public Participation plan may be found at the website:

<http://plantogether.org/Public%20Involvement%20Policy-Adopted11-19-15.pdf>

The Public Involvement Policy also recognizes that there is a need to develop appropriate protocols to address the communities identified in Title VI, Executive Orders 12898, 13166 and other policies as previously noted. This Plan, as recognized in the Public Involvement Plan identifies the actions the MMMPO is taking now and will take in the future to address these issues.

### Monitoring Process and Complaint Procedures

Any person who believes he or she has been discriminated against by the MMMPO on the basis of race, color, national origin, or other applicable criteria under current law may file a Title VI complaint by completing and mailing or delivering the MMMPO's Title VI Complaint Form, found in Appendix X and online at the MMMPO's website [www.plantogether.org](http://www.plantogether.org). The Complaint should be addressed to the MMMPO's Title VI Coordinator at the address below:

Morgantown Monongalia MPO

Attention Title VI Coordinator

82 Hart Field Road Suite 105

Morgantown, WV 26505

A formal complaint must be submitted in writing within 180 days of the alleged occurrence or when the discrimination became known to the complainant. MMMPO's will process complete complaints.

### Complaint Procedures

1. Once the complaint is received, MMMPO will acknowledge the receipt of the complaint within 5 business days. The MMMPO will review the complaint to determine if it has jurisdiction over the complaint. The Complainant will receive a letter notifying her/him

- whether the complaint will be investigated by the MMMPO. The MMMPO has 30 days to investigate the complaint.
2. If more information is needed to resolve the case, the MMMPO may contact the Complainant. The Complainant has 30 business days from the date of the letter to send the requested information to the MMMPO's Title VI Coordinator. If the Title VI Coordinator is not contacted by the Complainant or does not receive the additional information within 30 business days, MMMPO can administratively close the case. A case can also be administratively closed if a Complainant expresses a desire to no longer pursue their case.
  3. After the Title VI Coordinator reviews the complaint, she/he will issue one of two letters to the Complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and the case will be closed. An LOF summarizes the allegations and details plans for remediation actions to provide redress. The written response shall be issued not later than 90 calendar days after the complaint is received.
  4. If the Complainant wishes to appeal the decision, she/he has 30 days after the date of the LOF to do so.

If the Complainant is dissatisfied with the MMMPO's resolution of the complaint, he/she may also submit a complaint to the West Virginia Department of Transportation for investigation in accordance with Chapter VII, Title VI/Non-Discrimination Complaints, of Federal Transit Administration Circular 4702.1A, such a complaint must be submitted within 180 days of the alleged discrimination. Chapter IX of the FTA Circular 4702.1A, which contain the complaint process is available online at [www.fta.dot.gov](http://www.fta.dot.gov). Paper copies of the circular may also be obtained by calling FTA's Administrative Services Help Desk at 202-366-4865.

A person may also file a complaint directly to the Federal Transit Administration, at:

FTA Office of Civil Rights

Chief Investigations and Adjunction

400 7<sup>th</sup> Street SW, Room 4132

Washington, DC 20590

## Title VI Assurances

The Morgantown Monongalia Metropolitan Planning Organization (“Recipient”), HEREBY AGREES THAT as a condition to receiving any federal financial assistance, it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d, et seq. (“Act”), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of race, color, sex, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives federal financial assistance, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances regarding its federal aid assisted programs:

1. That the Recipient agrees that each “program” and each “facility”, as defined in the Regulations, will be (with regard to a “program”) conducted or will be (with regard to a “facility”) operated in compliance with all requirements imposed by, or pursuant to, the Regulations.

2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations made in connection with federal aid assisted programs, and in adapted form in all proposals for negotiated agreements:

*“The Morgantown Monongalia Metropolitan Planning Organization, in accordance with Title VI of the Civil Rights Act of 1964 and 78 Stat. 252, 42 USC 2000d, et seq., and Title 49, Code of Federal Regulations hereby notifies all bidders that it will affirmatively ensure that any contract entered pursuant to this advertisement will afford minority business enterprises full opportunity to submit bids in response to this invitation, and will not discriminate on the grounds of race, color, sex or national origin in consideration for an award.”*

3. That where the Recipient receives federal financial assistance to construct a facility, or part of a facility, the Assurance shall extend to the entire facility and facilities operated in connection therewith.

4. That where the Recipient received federal financial assistance in the form, or for the acquisition of real property, or an interest in real property, the Assurance shall extend rights to space on, over, or under such property.

5. That the Recipient shall include the appropriate clauses regarding a covenant running with the land, in any future deeds, leases, permits, licenses and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under federal aid-assisted programs; and (b) for the construction or use of, or access to space on, over, or under real property acquired or improved under federal aid-assisted programs.

6. That this Assurance obligates the Recipient for the period during which federal financial assistance is extended to the program, or is in the form of personal property, or real property or interest therein or structures or improvements thereon, in which case the Assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.

7. The Recipient shall provide for such methods of administration for the program, as are found by the official to whom s/he delegates specific authority, to give reasonable guarantee that it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest, and other participants of federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations, and this Assurance.

8. The Recipient agrees that the United States has a right to seek judicial endorsement with regard to any matter arising under the Act, the Regulations, and this Assurance.

THIS ASSURANCE is given in consideration of, and for the purpose of obtaining, any and all federal grants, loans, contracts, property, discounts or other federal financial assistance extended after the date hereof to the Recipient and is binding on it, other recipients, contractors, subcontractors, transferees, successors in interest, and other participants in the Federal Aid Highway Program. The person or persons whose signatures appear below are authorized to sign this Assurance on behalf of the Recipient.

---

J. William B. Austin, Executive Director

Date



Morgantown - Mon County Trans. Planning Org.  
 Checking Account  
 As of April 30, 2016

10:26 AM  
 05/05/2016  
 Accrual Basis

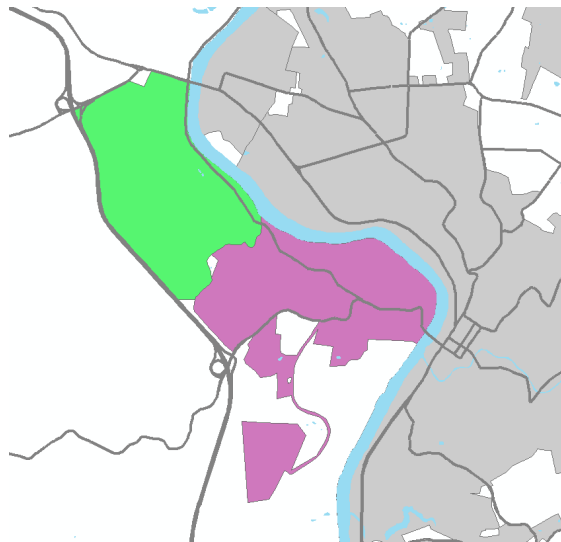
Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
<b>Centra-Checking (voucher checks)</b>								<b>30,283.20</b>
Deposit	04/05/2016		Monongalia County Planning Commission	Deposit	√	Telephone (Telephone)	154.54	30,437.74
Check	04/14/2016	8769	Comcast		√	Administrative Overhead	-309.04	30,128.70
Check	04/14/2016	8770	Public Employees Insurance Agency		√	Salary	-1,669.94	28,458.76
Check	04/14/2016	8771	Retiree Health Benefit Trust Fund		√	Salary	-326.00	28,132.76
Check	04/14/2016	8772	Service Plus		√	Accounting (Accounting Fees)	-112.16	28,020.60
Check	04/14/2016	8773	Transmetrics America	Maintain Traffic Count Database		Consulting (Consulting Expense)	-400.00	27,620.60
Check	04/14/2016	8774	WV Newspaper Publishing Co.		√	Administrative Overhead	-127.03	27,493.57
Check	04/15/2016	5435	J. William B. Austin	Electronic Transfer	√	Salary	-1,955.94	25,537.63
Check	04/15/2016	5436	Jing Zhang	Electronic Transfer	√	Salary	-1,285.34	24,252.29
Check	04/15/2016	5437	ICMA. Retirement Corp		√	Salary	-1,574.56	22,677.73
Check	04/15/2016	941	Internal Revenue Service		√	Salary	-1,187.51	21,490.22
Check	04/21/2016	5438	City of Morgantown	User Fee		Salary	-78.00	21,412.22
Deposit	04/22/2016		WVDOH	March Reimbursement	√	PL Funds (Funds)	27,800.76	49,212.98
Check	04/27/2016	8776	HDR Engineering	I-79 Access Study		Consulting (Consulting Expense)	-10,000.00	39,212.98
Check	04/27/2016	8777	Morgantown Municipal Airport			Rent (Rent)	-720.00	38,492.98
Check	04/27/2016	8778	Stantec Consulting Service	University Avenue Study		Consulting (Consulting Expense)	-10,000.00	28,492.98
Check	04/27/2016	941	IRS	Electronic Transfer		Salary	-1,187.49	27,305.49
Check	04/27/2016	42916	WV Dept of Tax and Revenue	Electronic Transfer		Salary	-424.00	26,881.49
Check	04/29/2016	8775	Fringe Benefits Management Company			Salary	-322.62	26,558.87
Check	04/29/2016	5441	J. William B. Austin	Electronic Transfer	√	Salary	-1,888.39	24,670.48
Check	04/29/2016	5442	Jing Zhang	Electronic Transfer	√	Salary	-1,277.79	23,392.69
Check	04/29/2016	5443	ICMA. Retirement Corp			Salary	-1,574.56	21,818.13
<b>Total Centra-Checking (voucher checks)</b>								<b>21,818.13</b>



Draft Report

# Westover-Granville Pedestrian Study

Submitted to  
Morgantown Monongalia MPO Policy Board



Morgantown Monongalia  
Metropolitan Planning Organization

82 Hart Field Road, Suite 105  
Morgantown, WV 26505

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

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# ACKNOWLEDGEMENTS

## Steering Committee

**Patricia Lewis**  
Granville City Council

**Janice Goodwin**  
Westover City Council

**Ron Snyder**  
Granville Administration

**Patricia Stewart**  
Westover business community

**Maria Smith**  
Mountain Line Transit Authority

**Fouad Shoukry, PE**  
WV Division of Highways

**Brian Carr**  
WV Division of Highways

## Special Thanks to

Town of Granville

City of Westover

Mountain Line Transit Authority

WV Division of Highways

## Project Team

**Bill Austin, AICP, Project Director**  
Executive Director, Morgantown Monongalia MPO

**Jing Zhang, AICP, Project Manager**  
Transportation Planner, Morgantown Monongalia MPO

**Jonathan Nellis**  
Project Intern, West Virginia University

*The Morgantown Monongalia MPO is grateful for the support received in the development of the study. The study would not have been possible without the participation of stakeholders and members of the community*

# EXECUTIVE SUMMARY

The MPO developed the Westover-Granville Pedestrian Study as an in-house project of the MPO's Unified Planning Working Program (FY2015-2016). The purpose of this study is to make a plan to create a safe and efficient pedestrian network in the Westover-Granville area. The report of this study can serve as a reference for implementing agencies to justify transportation investment on pedestrian infrastructures in the study area.

## PLANNING PROCESS

The study was conducted from July 2015 to April 2016. During the process, the MPO hosted four steering committee meetings and three public hearings, and conducted three community surveys and one sidewalk assessment in the study area. The final report was submitted to the MPO's Policy Board for adoption in May 2016.

This study was developed under the guidance of a steering committee, which consisted of seven members representing the cities, the business community, the transit authority, the WV Division of Highways. Four criteria were used to develop, evaluate, and prioritize projects: 1) documented needs, 2) pedestrian mobility, 3) overall quality of life, and 4) equity and environmental justice.

## PROJECT RECOMMENDATIONS

Recommended projects were grouped in three categories. They were:

- Tier 1: projects that are of the highest priority and should be advanced as soon as practicable.
- Tier 2: projects that are of high value but have lower priority than Tier 1 projects
- Alternative Funding Dependent: projects are of high value but cannot realistically be funded from traditional state and federal funding resources.

The established project priority shows the preference based on above resources. It does not necessarily determine the actual implementation order of projects proposed in this plan. The ultimate sequence of project implementation is at the discretion of implementing agencies.

	Priority	ID	Project Name	Est. Coast
<b>Tier 1</b>	1	3	Granville Main Street Enhancement	\$260,000 – \$321,000
	2	14	Westover Triangle Improvements	\$600,000 -- \$720,000
	3	4	Dents Run Triangle Improvements	\$140,000 – \$1,140,000
	4	10	Fairmont Rd Sidewalk and Spot Improvements	\$840,000 -- \$1,008,000
	5	5	Granville-Westover Sidewalk Connection	\$138,000 – \$166,000
	6	13	Holland Ave Sidewalk Spot Improvements	\$900,000-\$1,000,000
<b>Tier 2</b>		2	Neighborhood Walkway Network Spot Improvements	\$170,000 -- \$204,000
		6	University Town Center Sidewalk Connection	\$1, 944,000 -- \$2,333,000
		9	Dents Run Walkway	\$728,000 -- \$874,000
		11	Rousch Dr Sidewalk-Westover Park	\$153,000 -- \$184,000
		12	DuPont Rd Sidewalk-Westover Park	\$408,000 -- \$489,000
<b>Alternative Funding Dependent</b>		1	Granville Trail Bridge	15-20 Million
		7	University Town Center Spot Improvements	\$150,000 -- \$170,000
		8	University Town Center Connector	1 million – 1.1 million

Table 1: Project Recommendations and Priority

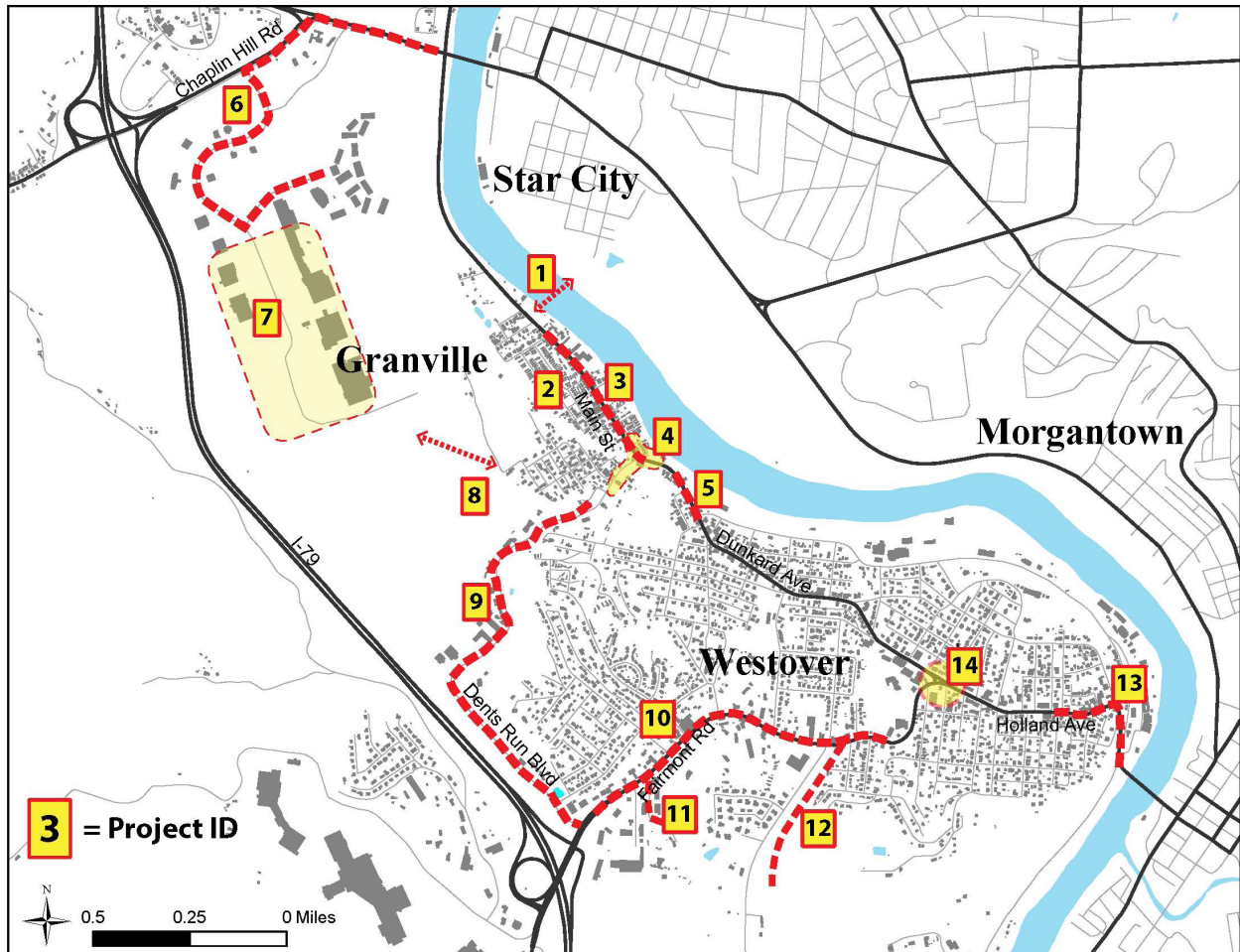


Figure 1: Proposed Projects

# INTRODUCTION

## STUDY PURPOSE

The Morgantown Monongalia MPO developed the Westover-Granville Pedestrian Plan with the intent of utilizing it as a tool for implementing infrastructure improvements to establish a safe and efficient pedestrian network serving the Westover-Granville area. This network is to create a better physical environment that encourages walking, which will enhance transportation efficiency, public health, local economic vitality, and the overall quality of life in the study area.

The study was developed as an in-house project of the Morgantown Monongalia MPO Unified Planning Working Program (FY2015-2016). The conduct of this study was recommended in the MPO’s 2013-2040 Long Range Transportation Plan as an effort to improve regional pedestrian safety and the connectivity of pedestrian facilities.

This report summarizes the planning process, presents major findings of existing condition, and documents the purpose and need of the proposed projects. The report can serve as a reference for implementing agencies to justify transportation investment on pedestrian infrastructure in the study area.

## STUDY AREA

The study area consisted of the Town of Granville and the City of Westover, totaling 2.81 square mile. The population in the study area is about 6,500 (in 2014) with the density of 2,313 / sq. mile. The Morgantown Mall was not included in the study area, but its impacts on pedestrian travel in its adjacent areas were considered.

The study area is shown in Figure 2.



Issues



Needs

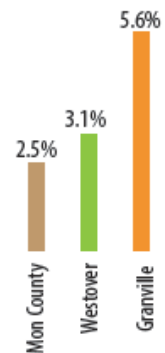


Solutions



Improve

Percentage of households without vehicles



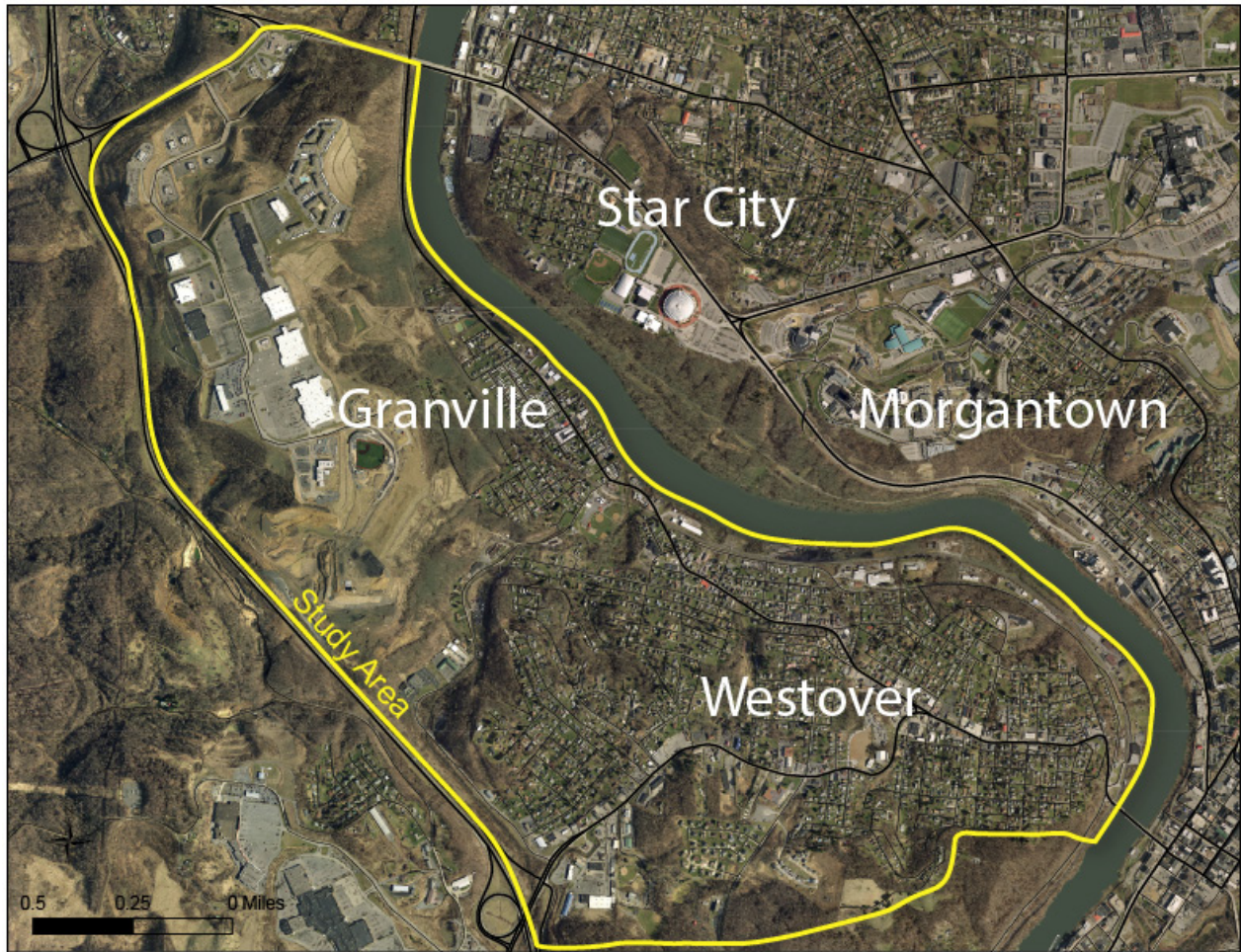


Figure 2: Study Area

## PLANNING PROCESS

The study process included collecting and analyzing data, involving the community, identifying problems and needs, defining objectives, and developing alternatives. It was organized in a way to ensure a logical flow of activities moving from study initiation to the recommendation of a preferred investment strategy. The planning process is illustrated in Table 2

<i>Timeline</i>	<i>Major Events</i>
May	Plan Adoption
April	Draft Study Report Community Survey Project Prioritization
March	Public Open House (March 15)
February	Steering Committee Meetings (Feb 11)
January	Develop and Refine Project Recommendations Project Recommendation Review
December	Steering Committee Meetings (Dec 8)
November	Public Open Houses (Nov 4th and Nov 18th) Community Survey (online and postcards)
October	Existing Condition Report Conceptual Connectivity Plan
September	Steering Committee Meeting (Sep 13)
August	Data Collection and Analysis Initial Stakeholder Interview
July	Establish the Steering Committee

Table 2: Planning Process



# PUBLIC INVOLVEMENT

## PUBLIC OUTREACH STRATEGY

The public involvement process was a means of exchanging information and viewpoints with a broad cross-section of the community. It sought to define the overall best interest of the community. Public input coupled with fieldwork and steering committee meetings shaped the Plan’s network recommendations to reflect community desires and balance desirability with feasibility.


Specifically, the public involvement of this study encompassed outreach to four groups in the study area:

- The Community: residents and businesses in Westover and Granville
- Elected officials: City Council
- Stakeholders: City Staff, Transit Authority, WV Division of Highways,
- The general public: Residents not living in the study area

Techniques used in the outreach process and their association with targeted groups are shown in the following table. The information collected through the community involvement process was presented to the steering committee members, who balance the needs and concerns of the community to represent the total community’s interest.

	Community	Elected officials	Stakeholders	General Public
Steering Committee Meeting		X	X	
MPO Technical Advisory Committee Meeting			X	
MPO Citizens Advisory Committee Meeting			X	
MPO Website	X	X	X	X
Partner Agencies			X	X
Social Media (Newspaper, Radio, Facebook)	X			X
Flyer Distribution	X			X
Online Survey	X			X

Table 3: Public Outreach Strategy

**Public Meeting**  
 Westover/Granville Pedestrian Study  
*What improvements are needed to make the your Community more walkable?*  
 Granville Town Hall  
 319 Main Street, Granville, WV 26534  
 Wednesday, November 18th, 2015  
 4:00 PM to 7:00 PM  
**Take an online survey!**  
 www.plantogether.org or 

The Morgantown Monongalia Metropolitan Planning Organization is working with the City of Westover and the Town of Granville to develop a pedestrian plan. The purpose is to document the need for pedestrian facilities and to provide a guidance on improvements on pedestrian facilities in Westover and Granville. There will be no formal presentation, but project maps and other information will be on display, plus a handout with study details. Discussion items include, but not limited to: existing conditions, vision and goals, and needs of pedestrian facility improvements.

## PROJECT COMMITTEES

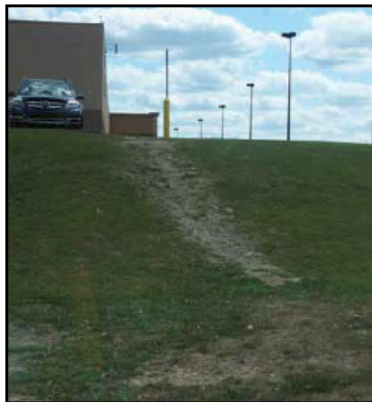
A steering committee was formed to guide the study through completion. The committee consisted of representatives from the City of Westover, the Town of Granville, the WV DOH, the Mountain Line Transit Authority, and representatives from the business community. Four steering committee meetings were held. A summary of each meeting is included in Appendix A. In addition to the steering committee, the MPO’s Transportation Technical Advisory Committee and Citizens Advisory Committee were consulted during the development of this study.

Table 4: Steering Committee Members

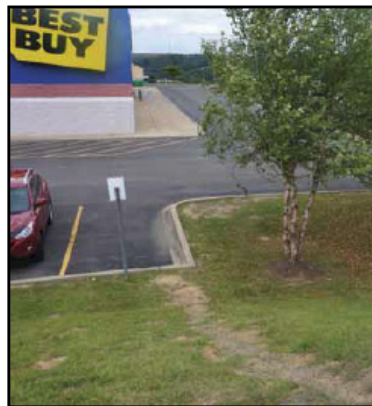
Name	Affiliation
Patricia Lewis	Granville City Council
Janice Goodwin	Westover City Council
Ron Snyder	Granville Administration
Patricia Stewart	Westover business community
Maria Smith	Mountain Line Transit Authority
Fouad Shoukry	WV Division of Highways
Brian Carr	WV Division of Highways

## PUBLIC OPEN HOUSE

The MPO has hosted three public open houses to gather inputs from the community. Two were held at the Mountain Transit Terminal Administrative Building at Westover for easy access from the community. One was held at the Granville City Hall on Main Street, Granville. These open houses were informal public meetings where planning products (such as recommendations, maps, and proposals) were exhibited for public comment. During the event, community members talked to agency staff on a one-on-one basis regarding their concerns and recommendations. The detail of each open house is provided in Appendix A.



University Town Center: Between Target and Sam’s Club



University Town Center: Between BestBuy and Gaint Eagle



University Town Center Dr: near Cheddar’s

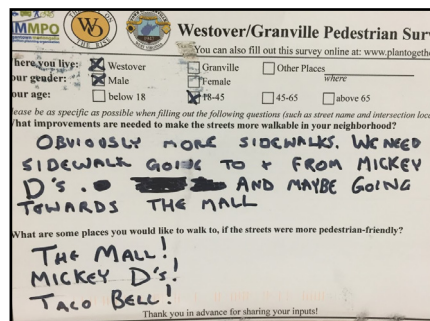
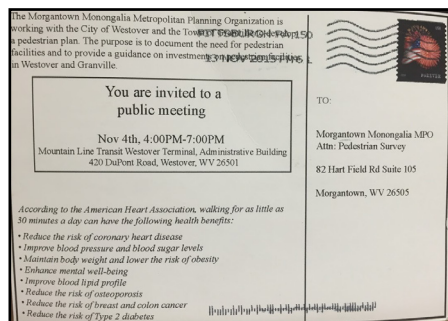
What people were saying?

- *Additional or complete sidewalks, lighting and designated Mountain Line stops.*
- *Pedestrian yield zone from Westover stairs to Westover Bridge! Very dangerous - have had cars speed up as I cross.*
- *New, wider sidewalks, crosswalks/ signals.*
- *We need walkway!!!*
- *Dent Run from Main St. Granville to Fairmont Rd and a side walk from Dents Run to UTC*
- *Sidewalks need to be completed. Sidewalks need to be cleared of snow. Crosswalks need to be maintained (repainted as often as needed). Law enforcement needs to do a much better job of enforcing traffic laws.*
- *A sidewalk is needed along Route 19, from the walking path at the tennis courts, to Dents Run. A crosswalk is needed between BFS and Mc Donald's.*

ONLINE SURVEY/POSTCARD SURVEY

Two online surveys were conducted. The first survey focused on identifying problems and opportunities for pedestrian infrastructure improvements in the study area. The second survey aimed to review and prioritize proposed projects. 17 completed surveys were submitted.

One postcard survey was conducted in the early stage of the planning process to identify community's concerns on the pedestrian issues in the study area. The MPO staff distributed nearly 400 postcards in the study area and received 19 completed postcard surveys. The detail of each survey is provided in Appendix A.



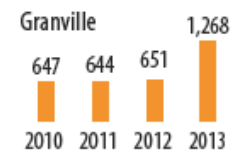
# EXISTING CONDITION

A sound understanding of existing conditions provides the foundation for the development of alternatives. This part of the report provides an overview of the major components of the community’s existing environment for pedestrian travels. This includes an overview of general community features in terms of demography, topography, and economic development, an assessment of the existing sidewalk conditions, and an identification of concerns and opportunities.



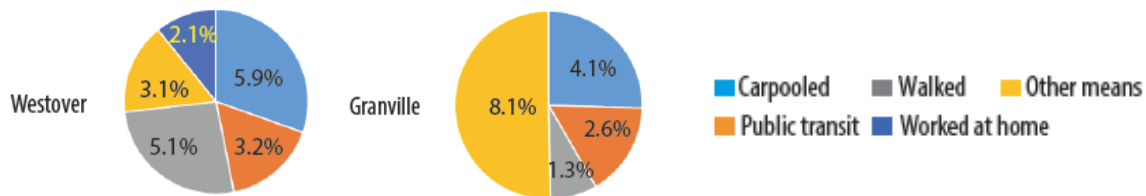
## CENSUS-BASED FINDINGS

This study used the 2009-2013 American Community Survey from U. S. Census of Bureau to identify demographic, economic, and transportation-related characteristics in the community. Major findings included:



1. Westover and Granville have an older population, compared to Monongalia County. The median age of the population in the community is about 10-14 years older than in Monongalia County.
2. Granville has experienced significant population growth, increasing from 647 in 2010 to 2,529 in 2014, largely due to the new residential development in the University Town Center area.
3. Compared to Monongalia County, Westover and Granville have lower household income (Westover: -\$5,000, Granville: -\$14,000)
4. Compared to Mon County, a higher percentage of households do not own vehicles in Westover (+0.6%) and Granville (+3.1%)
5. A high percentage (5.1%) of Westover population walk to work.

## Commuting Mode (other than drive alone)



## SPATIAL-BASED FINDINGS

MPO staff conducted a sidewalk assessment in the study area and used geospatial data from Mountain Line Transit and Monongalia County to assess existing pedestrian travel. The following characteristics were identified:

1. Granville has 0.9 mile of existing sidewalk. 97% of the sidewalk are in good condition.
2. Westover has 4 miles of existing sidewalks. 51% of them are in fair condition and 32% of them are in poor condition.
3. Most existing sidewalks are located on Holland Ave from the Westover Bridge to Fairmont Rd, Dunkard Blvd in Westover, and Main Street in Granville.
4. Hotspots for MLTA bus boarding and disembarking are the Westover Triangle, University Town Center, Granville Main Street, Westover Bus Terminal, and Wes Mon Plaza.



Sidewalk on Holland Ave near McKinley St

**Good**



Sidewalk on Holland Ave near the Westover Triangle

**Fair**



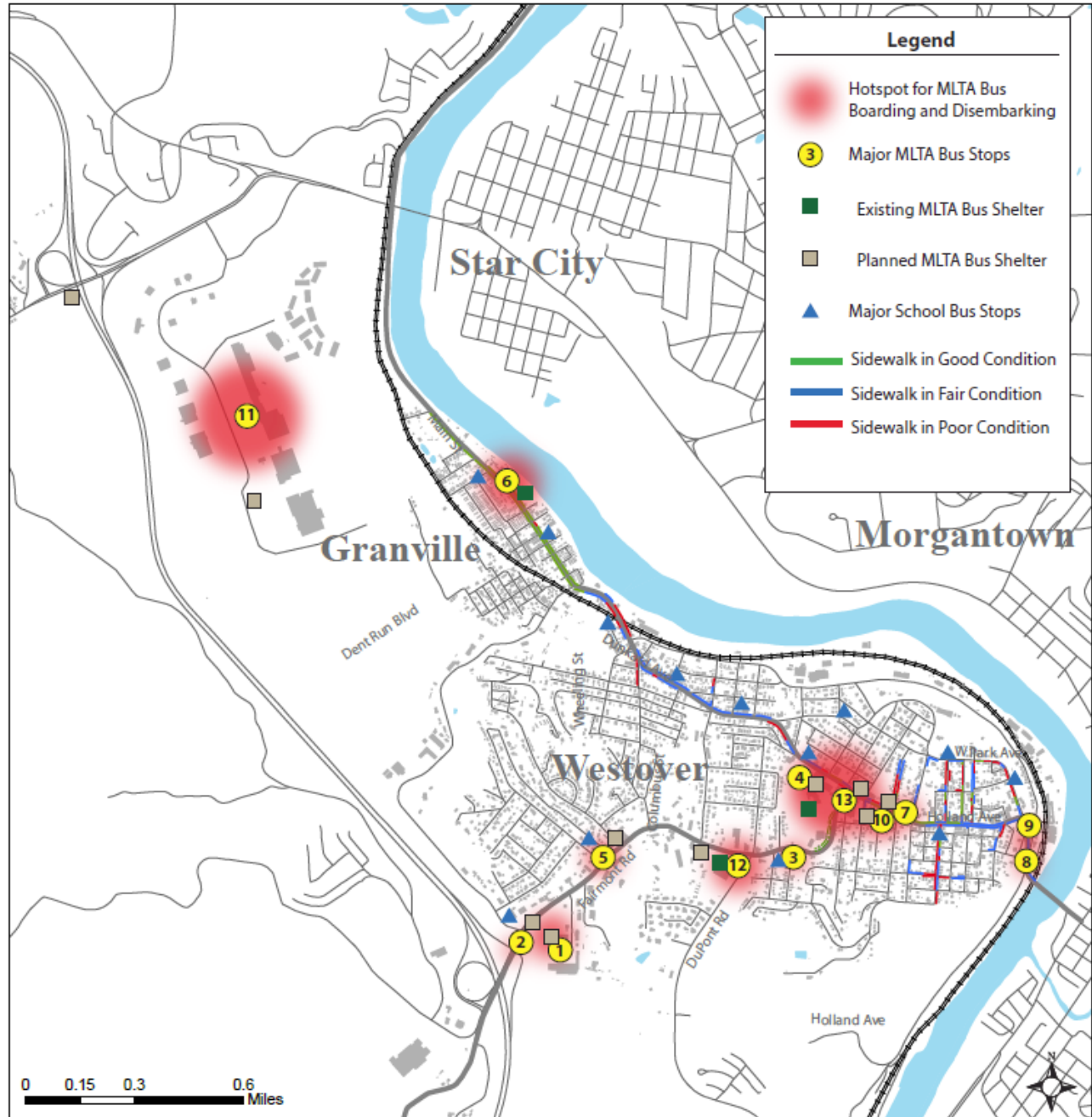
Sidewalk connecting Westover and Granville

**Poor**

Good condition-no obstacle, very few cracks, and at minimum 5 feet wide. Fair condition-Some obstacles, lack of curb ramps, less than 5 feet wide, and no significant impact on the safety of pedestrians. Poor condition-a lot of obstacles, large cracks, and may be unsafe for pedestrians



Figure 5: Existing Transit Ridership



Map ID	Location	MLTA Bus Ridership Summary (Average Weekly Ridership)				
		Route 2 Downtown Mall	Route 3 Green	Route 4 Orange	Route 13 Crown Line	Route 11 Cassville
1	Fairmont Rd & Commerce Dr	1-5	11-50	11-50	--	--
2	Fairmont Rd & Dents Run Blvd	1-5	--	--	--	--
3	Fairmont Rd & Garfield Ave	1-5	1-5	--	--	11-50
4	Frank's Place	--	--	--	1-5	--
5	Fairmont Rd & Riverview Ave	1-5	1-5	--	1-5	--
6	Granville VFD	--	--	--	--	101-500
7	Holland Ave & East St	1-5	1-5	--	--	--
8	Holland Ave & Town Ln	--	--	1-5	--	--
9	Holland Ave & W Park Ave	1-5	1-5	--	--	--
10	Holland Ave & West St	1-5	11-50	1-5	--	--
11	University Town Center-all stops	--	--	101-500	--	101-500
12	Westover Terminal	1-5	11-50	1-5	1-5	11-50
13	Westover Triangle	--	--	11-50	1-5	501+

## NEED ASSESSMENT

Based on community surveys, field observations, and analysis of existing and future land use patterns in the study area, the study provided a conceptual pedestrian network map showing major pedestrian activity nodes and desired pedestrian links. (Figure 6)

By comparing the conceptual pedestrian network and existing pedestrian infrastructures, MPO staff identified the following locations where pedestrian facilities are needed or need to be improved.

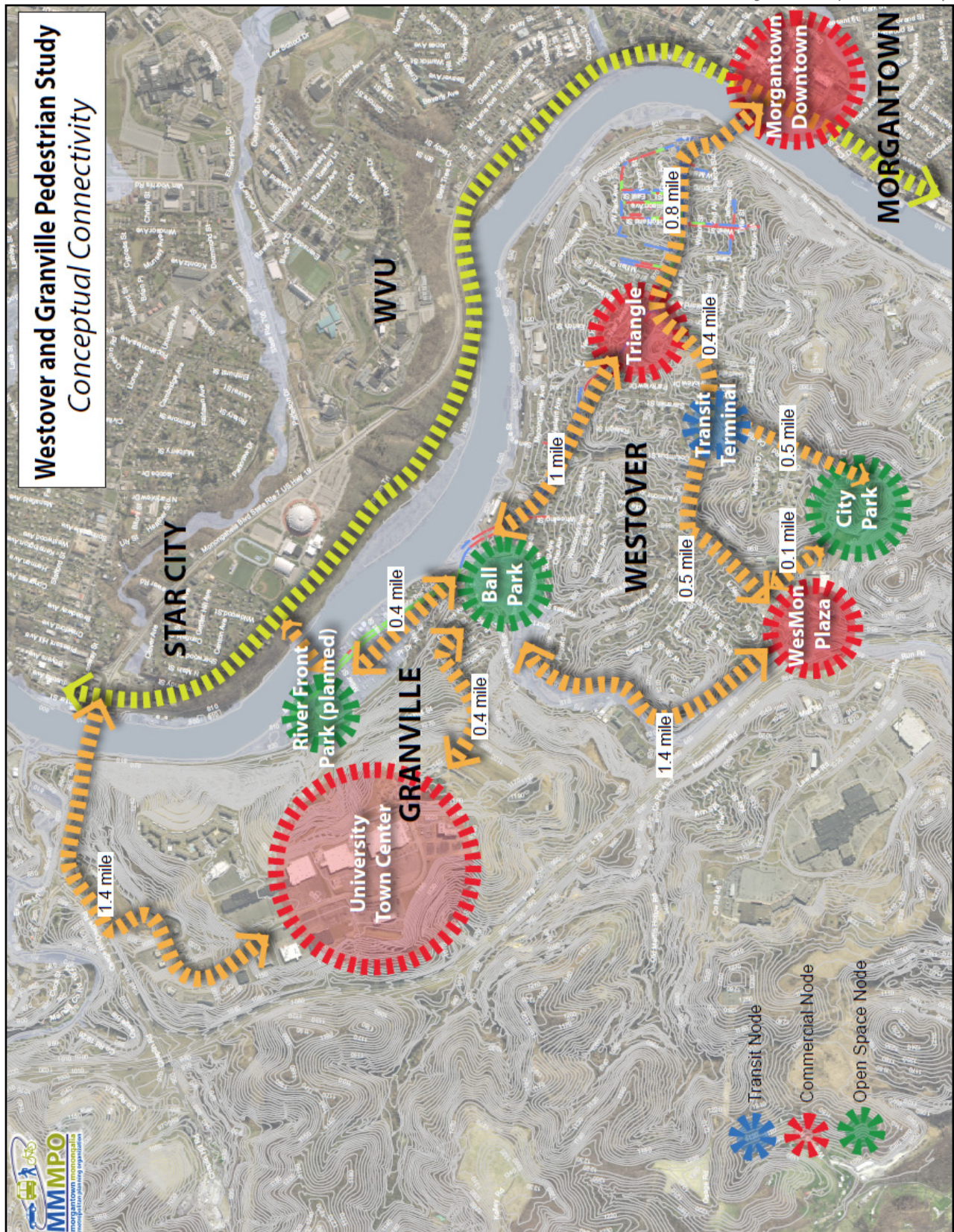
- Locations where new pedestrian facilities are needed:
- Fairmont Rd between DuPont Rd and Dents Run Blvd
- Dents Run Blvd between Main St and Fairmont Rd
- Pedestrian connectors from Granville resident areas to the University Town Center
- Safe pedestrian crossings on Holland Ave and Fairmont Rd
- A safety walking environment near the Granville softball field
- Transit waiting areas on WV 100 and Fairmont Rd

Locations where pedestrian facilities need to be improved:

- Holland Ave from Westover Bridge to East St
- Dunkard Ave near the Westover/Granville boundary
- Main Street in Granville (drainage)



Figure 6: Conceptual Connectivity



# PROJECT EVALUATION CRITERIA

The study used five criteria to develop and evaluate projects. The purpose of these criteria is to ensure that proposed projects are effective and feasible in servicing a wide range of goals, including transportation, equity, and sustainability.

Under each criterion, questions were asked to decide if a proposed project qualified under that criterion.

## **Documented Needs**

- What is the need for this project, based on community input?
- What is the need for this project, based on technical analysis?
- What is the need for this project, based on steering committee's opinions?

## **Pedestrian Mobility**

- How will the project improve the accessibility of desired destinations?
- How will the project increase the safety for existing and potential pedestrians?
- How will the project encourage walking in the community?
- Does the project preserves existing pedestrian facilities?

## **Feasibility and Cost-Efficiency**

- How complex is the engineering required to accomplish the project?
- What is the overall estimated cost of the project, including ROW purchase?
- How will the project be maintained after construction?
- How does the project align to the objectives or projects outlined the MPO's LRTP?

### **Overall Quality of Life**

- How will the project enhance public spaces?
- How will the project improve community attractiveness for business and support local economy?
- How will the project impact neighboring residents during construction?  
What actions can be taken to minimize that impact?

### **Equity and Environmental Justice**

- Will the project serve all users?
- Will the project disproportionately impact low income or minority population?
- Will the project improve the quality of life for low income and/or minority population?

# RECOMMENDATIONS

This section of the report presents the pedestrian infrastructure network recommendations for the City of Westover and the Town of Granville. The intent of these recommendations is to establish a safe and efficient pedestrian network serving the Westover-Granville area.

## PROJECT RECOMMENDATIONS

There are 14 recommended projects. The key information of each project is summarized below and illustrated in Figure 8. Project details are provided in Appendix D.

Table 5: Key Information of Proposed Projects

Project #	Project Name	Proposed Improvement	Estimated Cost
001	Granville Trail Bridge	Construct a new pedestrian/bicycle bridge over Monongahela River, connecting the planned Granville Riverfront Park to the Caperton Trail.	15-20 million
002	Neighborhood Walkway Network Spot Improvements	-- Provide safe pedestrian connection between Town Hall St and Price St, Reay St and Sayers St, Kun Way and Frum Ln. -- Provide sidewalk on Roger St	\$170,000 -- \$204,000
003	Granville Main Street Enhancement	-- Improve drainage -- Optimize lane width -- Provide high-visibility crosswalks near the Riverfront Park and the Granville City Hall -- Provide lighting and pedestrian amenities, such as seating, planting, and signage.	\$260,000 -- \$321,000
004	Dents Run Triangle Improvements	-- Provide sidewalk, crosswalk, signage, and other pedestrian friendly amenities in the softball field area. -- Improve rail crossing for pedestrians	\$140,000 – \$1,140,000 (Depending on ROW Purchase)

Project #	Project Name	Proposed Improvement	Estimated Cost
005	Granville-Westover Sidewalk Connection	-- Improve sidewalks -- Provide lightings and other amenities	\$138,000 – \$166,000
006	University Town Center Sidewalk Connection	-- Construct sidewalks on at least one side of the street. -- Provide marked crosswalk and pedestrian crossing signs at following intersections: 1, University Town Center Dr and Emmett Dr 2, Mountaineer Dr and Town center Driveway	\$1, 944,000 -- \$2,333,000
007	University Town Center Spot Improvements	-- Construct appropriate pedestrian facilities at the following locations: 1) Between BestBuy and Giant Eagles (stair/ramp); 2) Between Target and Sam’s Club (stair/ramp) ; 3) Between Sam’s Club and Walmart (marked walking path); 4) At the intersection of Shopper Way and University Town Center Dr (marked crosswalk and pedestrian signal); 5) Various locations on University Town Center Dr near the Ball Field/Medical Complex (marked crosswalk and pedestrian crossing signs)	\$150,000 -- \$170,000
008	University Town Center Connector	-- Install stairs, ramps, connecting Maple Ln to the walking path proposed by the University Town-center Pedestrian Connectivity Plan.	\$1 million – \$1.1 million
009	Dents Run Walkway Improvement	-- Install sidewalks on at least one side of the street. Use multi-use paths when condition allows. (Concrete paved shoulder and pedestrian rail)	\$728,000 -- \$874,000
010	Fairmont Rd Sidewalk and Spot Improvements	-- Install sidewalks on the northern side of the street. -- Improve pedestrian crossing at the following locations: 1) The intersection of Fairmont Rd and Du Pont Rd (marked crosswalk and pedestrian signal); 2) Near the new Goodwill Store (pedestrian crossing sign); 3) The intersection of Fairmont Rd and Rousch Dr (marked crosswalk and pedestrian signal); 4) Install bus shelter near the intersection of Fairmont Rd and Commerce Dr.	\$840,000 -- \$1,008,000

Project #	Project Name	Proposed Improvement	Estimated Cost
011	Rousch Dr Sidewalk-Westover Park	-- Install sidewalks at least on one side of Rousch Dr.	\$153,000 -- \$184,000
012	DuPont Rd Sidewalk	-- Install sidewalks at least on one side of DuPont Rd from Fairmont Rd to the Westover City Park	\$408,000 -- \$489,000
013	Holland Ave Sidewalk Spot Improvements	-- Repair sidewalk to accommodate all users -- Provide bus shelter near the intersection Holland Ave and Lane St.	\$900,000- \$1,000,000
014	Westover Triangle Improvements	-- Provide crosswalk and pedestrian signal. -- Provide pedestrian amenities, including bus shelter, seating, lighting, and street planting. -- Improve the alignment of the intersection to provide more open spaces for public use.	\$600,000 -- \$720,000

This study identified several locations where transit shelters are needed. This improvement can be implemented as a part of a project listed in Table above or as an individual project. The recommended locations for transit shelters are shown in the following map.

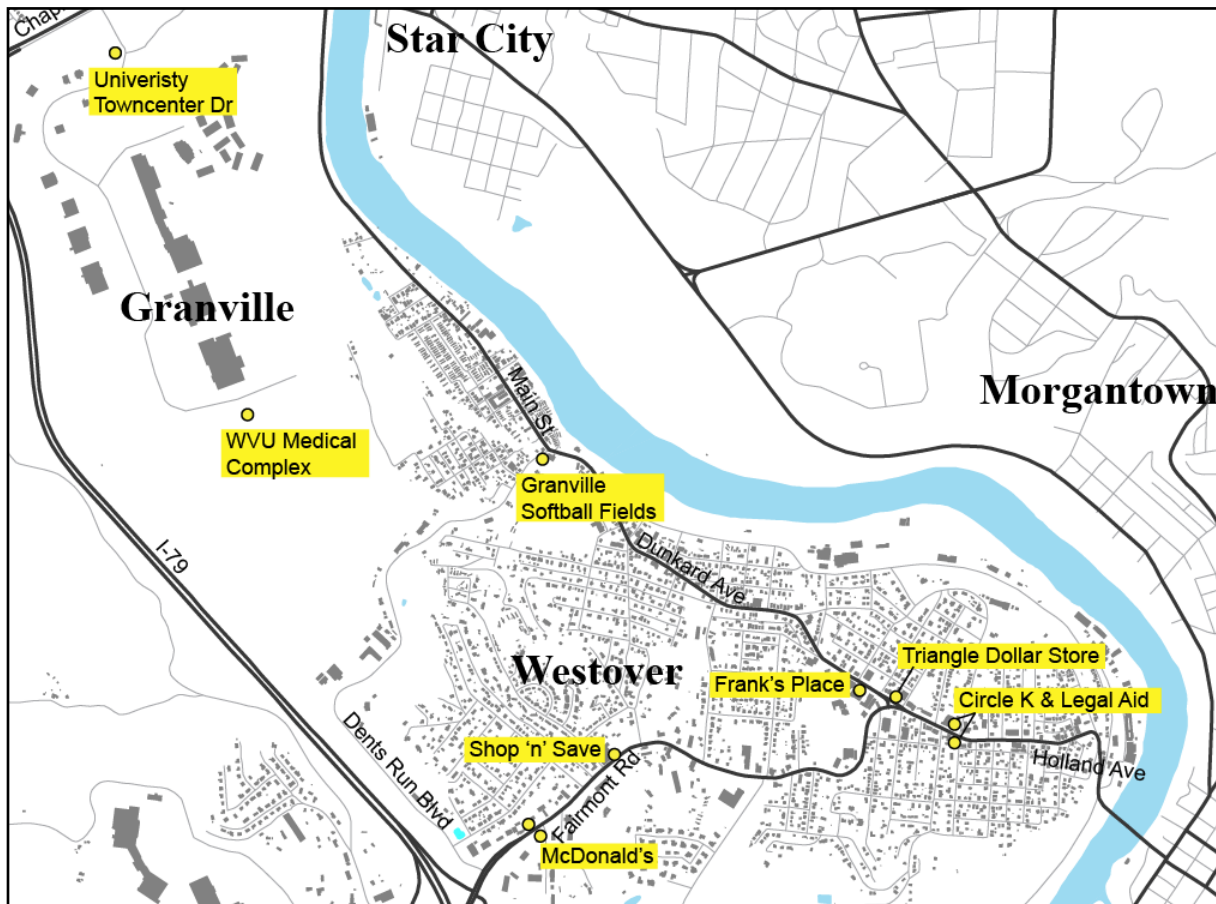
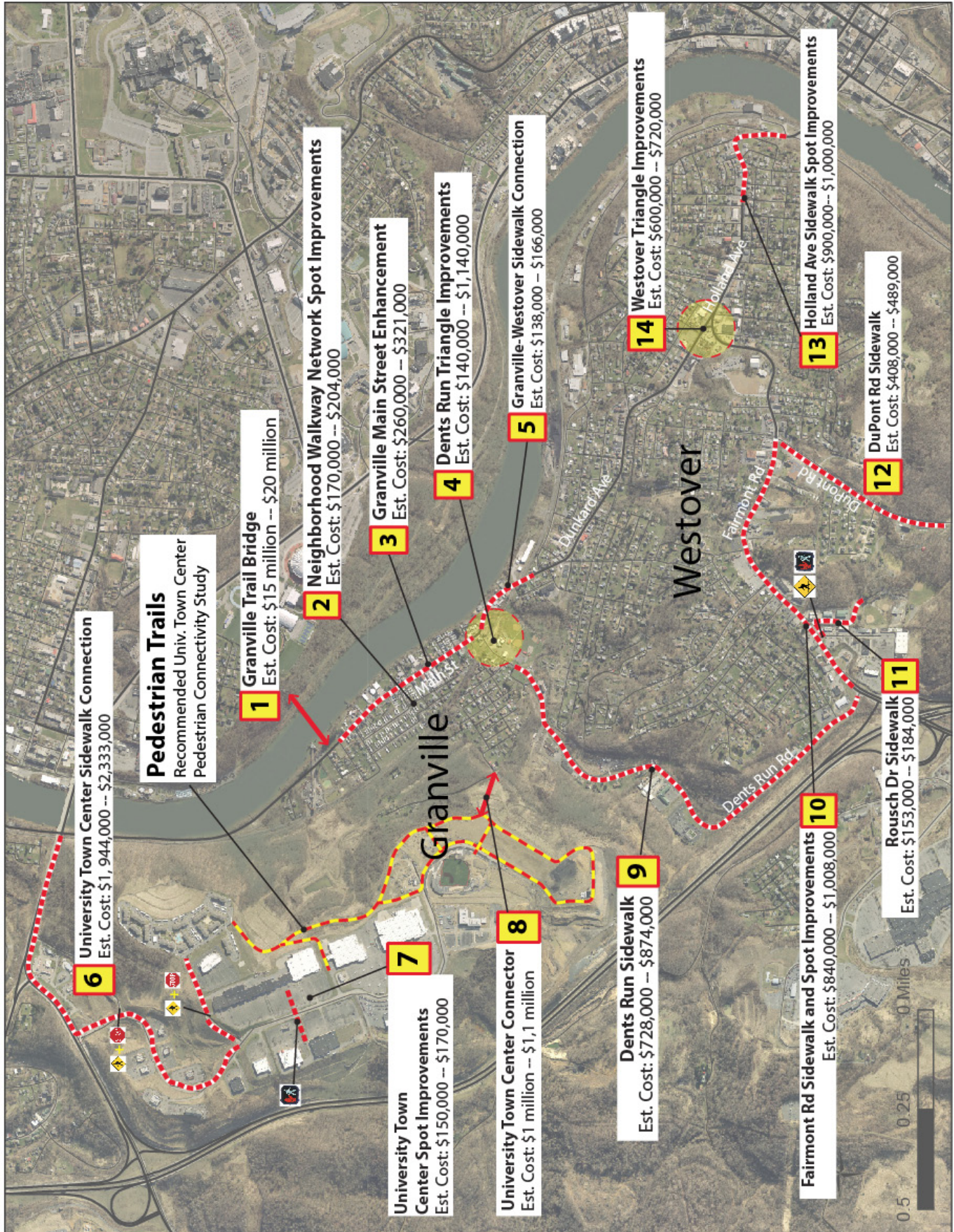


Figure 7: Proposed Bus Shelter Locations

Figure 8: Locations and Key Information Proposed Projects



## PROJECT PRIORITIZATION

Recommended projects are grouped in three categories. They are:

- Tier 1: projects that are of the highest priority and should be advanced as soon as practicable.
- Tier 2: projects that are of high value but have lower priority than Tier 1 projects
- Alternative Funding Dependent: projects that are of high value but cannot realistically be funded from traditional state and federal funding resources.

Project prioritization was recommended based on the following resources:

- Project Steering Committee Comments
- Online Survey I: Need Identification
- Online Survey II: Project Priority
- Postcard Survey: Need Identification
- Field Observation and Technical Analysis

The established project priority shows the preference based on above resources. It does not necessarily determine the actual implementation order of projects proposed in this plan. The ultimate sequence of project implementation is at the discretion of implementing agencies.

Project prioritization recommendations are summarized in the the following table:

	Priority	ID	Project Name	Est. Coast
<b>Tier 1</b>	1	3	Granville Main Street Enhancement	\$260,000 – \$321,000
	2	14	Westover Triangle Improvements	\$600,000 -- \$720,000
	3	4	Dents Run Triangle Improvements	\$140,000 – \$1,140,000
	4	10	Fairmont Rd Sidewalk and Spot Improvements	\$840,000 -- \$1,008,000
	5	5	Granville-Westover Sidewalk Connection	\$138,000 – \$166,000
	6	13	Holland Ave Sidewalk Spot Improvements	\$900,000-\$1,000,000
<b>Tier 2</b>		2	Neighborhood Walkway Network Spot Improvements	\$170,000 -- \$204,000
		6	University Town Center Sidewalk Connection	\$1, 944,000 -- \$2,333,000
		9	Dents Run Walkway	\$728,000 -- \$874,000
		11	Rousch Dr Sidewalk-Westover Park	\$153,000 -- \$184,000
		12	DuPont Rd Sidewalk-Westover Park	\$408,000 -- \$489,000
<b>Alternative Funding Dependent</b>		1	Granville Trail Bridge	15-20 Million
		7	University Town Center Spot Improvements	\$150,000 -- \$170,000
		8	University Town Center Connector	1 million – 1.1 million



Besides prioritized projects, the study recognized some locations where pedestrians are frequently crossing a road in an unsafe manner. Those locations, listed in the following table, have high pedestrian safety concerns and require immediate attentions from pertinent agencies.

<b>Location</b>	<b>Issue</b>	<b>Notes</b>
US 19 at the west end of the Westover bridge (near the Westover stairs)	Unsafe middle block pedestrian crossing.	Observed and reported unsafe pedestrian crossings. Short-sign distance.
US 19 at Columbus St (near the new Goodwill store)	Unsafe middle block pedestrian crossing.	Observed and reported unsafe pedestrian crossings. High speed traffic (35-40 MPH)
Intersection of US 19 and WV 100 (Westover Triangle)	Unsafe intersection pedestrian crossing	Observed and reported unsafe pedestrian crossings. Signalized intersection.
Intersection of US 19 and Commerce Dr (Wes Mon Plaza)	Unsafe intersection pedestrian crossing	Observed and reported unsafe pedestrian crossings. Signalized intersection.

# Westover-Granville Pedestrian Plan



Morgantown Monongalia  
Metropolitan Planning Organization

Morgantown - Mon County Trans. Planning Org.  
 Checking Account  
 As of March 31, 2016

1:26 PM  
 04/28/2016  
 Accrual Basis

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Centra-Checking (voucher checks)									1,945.59
Deposit	03/04/2016		WVDOH	Deposit		√	PL Funds (Funds)	47,882.13	49,827.72
Check	03/14/2016	8749	American Planning Association	Jing Zhang Dues		√	Administrative Overhead	-350.00	49,477.72
Check	03/14/2016	8750	Balestra Harr and Scherer CPA	Audit		√	Administrative Overhead	-3,000.00	46,477.72
Check	03/14/2016	8751	Brickstreet Mutual Insurance Company			√	Administrative Overhead	-266.00	46,211.72
Check	03/14/2016	8752	Comcast	cable/internet		√	Administrative Overhead	-309.07	45,902.65
Check	03/14/2016	8753	WVU Foundation	Training Conference		√	Administrative Overhead	-90.00	45,812.65
Check	03/14/2016	8754	Fringe Benefits Management Company	March and January Benefits		√	Salary	-645.24	45,167.41
Check	03/14/2016	8755	HDR Engineering	I-79 Access Study		√	Consulting (Consulting Expense)	-5,000.00	40,167.41
Check	03/14/2016	8756	Institute of Transportation Engineers	Jing Zhang Dues		√	Administrative Overhead	-285.50	39,881.91
Check	03/14/2016	8757	Jing Zhang	Travel to National Bicycle Conf. Washington DC		√	Travel & Ent (Travel and Entertainme	-909.00	38,972.91
Check	03/14/2016	8758	Morgantown Municipal Airport	March		√	Rent (Rent)	-720.00	38,252.91
Check	03/14/2016	8759	Public Employees Insurance Agency			√	Salary	-1,669.94	36,582.97
Check	03/14/2016	8760	Rails to Trails Conservancy	Pedestrian Counter on Rail Trail		√	Equipment	-3,724.00	32,858.97
Check	03/14/2016	8761	Retiree Health Benefit Trust Fund			√	Salary	-326.00	32,532.97
Check	03/14/2016	8762	Service Plus			√	Accounting (Accounting Fees)	-109.76	32,423.21
Check	03/14/2016	8763	Stantec Consulting Service	University Avenue Study		√	Consulting (Consulting Expense)	-5,000.00	27,423.21
Check	03/14/2016	8764	WVNET			√	Administrative Overhead	-60.00	27,363.21
Check	03/15/2016	941	IRS	Electronic Transfer		√	Salary	-1,187.50	26,175.71
Check	03/15/2016	5429	J. William B. Austin	Electronic Transfer		√	Salary	-1,895.94	24,279.77
Check	03/15/2016	5430	Jing Zhang	Electronic Transfer		√	Salary	-1,285.35	22,994.42
Check	03/15/2016	5431	ICMA. Retirement Corp			√	Salary	-1,574.56	21,419.86
Check	03/29/2016	8765	Centra Bank - Mastercard			√	Travel & Ent (Travel and Entertainme	-179.88	21,239.98
Check	03/29/2016	8766	Morgantown Municipal Airport			√	Rent (Rent)	-720.00	20,519.98
Check	03/29/2016	8767	WV Newspaper Publishing Co.			√	Administrative Overhead	-124.88	20,395.10
Check	03/29/2016	8768	WV Newspaper Publishing Co.			√	Administrative Overhead	-106.81	20,288.29
Check	03/30/2016	5434	ICMA. Retirement Corp			√	Salary	-1,574.56	18,713.73
Check	03/30/2016	5432	J. William B. Austin	Electronic Transfer		√	Salary	-1,955.94	16,757.79
Check	03/30/2016	5433	Jing Zhang	Electronic Transfer		√	Salary	-1,285.35	15,472.44
Check	03/30/2016	941	IRS	Electronic Transfer		√	Salary	-1,187.50	14,284.94
Check	03/30/2016	33016	WV Dept of Tax and Revenue	Electronic Transfer		√	Salary	-424.00	13,860.94
Deposit	03/31/2016		WVDOH	Deposit		√	PL Funds (Funds)	16,422.26	30,283.20
Total Centra-Checking (voucher checks)									30,283.20

TOTAL

**MORGANTOWN MONONGALIA**  
**METROPOLITAN PLANNING ORGANIZATION POLICY BOARD**  
**MARCH 17, 2016 MINUTES**

**Members Present:**

Chair Eldon Callen-Monongalia County, Vice Chairman Mayor Herman Reid-Star City, Randy Hudak-WVU, Mayor Marti Shamberger-City of Morgantown, Councilperson Jennifer Selin-City of Morgantown, Mike Kelly-Board of Education, Dave Bruffy-Mountain Line, Mayor Patricia Lewis-Granville, Brian Carr-WVDOH, Joe Statler-Blacksville

**Members Absent:** Commissioner Tom Bloom-Monongalia County, Councilperson Janice Goodwin-City of Westover, Councilperson Wesley Nugent-City of Morgantown, Commissioner Edward Hawkins-Monongalia County

**MPO Director:** Bill Austin

**1. Call to Order**

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

**2. Public Comment**

No public comment

**5. Approval of Minutes**

Chairman Callen introduced the approval of the Minutes for the December Meeting. Mayor Shamberger moved approval of the minutes; seconded by Councilperson Selin. With no discussion, the motion unanimously passed.

**6. Reports**

a. Citizens Advisory Committee

Bill Rice, the Chairman of the Citizens Advisory Committee, noted that the CAC recommended approval of the March TIP Amendments and recommended adoption of the draft UPWP to the MPO Policy Board. The CAC also reviewed the draft Title VI Plan and recommended its release for public comments. Mr. Rice then noted that Maria Smith from the Mountain Line thoroughly explained the importance of transit levy in the May Primary Election. He then commended Jing Zhang's representation of the MPO and the West Virginia cycling community in the 2016 National Bike Summit.

b. Finance Report

Chairman Callen asked Mayor Lewis to present the finance report. Mayor Lewis presented the MPO's activities as the following:

-- Beginning balance in January \$15,371.78 with expenditures of \$50,886.11 and one deposit of \$55,589.19 6, leaving a balance of \$20,074.86 at the beginning of February.

-- Beginning balance in February \$20,074.86 with expenditures of \$18,438.35 and deposits totaling \$309.08, leaving a balance of \$1,945.59 at the beginning of March.

Mr. Bruffy moved to accept the January and February Finance Report; seconded by Mr. Kelly. With no discussion, the motion unanimously passed.

#### c. Executive Directors Report

Mr. Austin noted that the Westover-Granville Pedestrian Study is in the process of prioritizing proposed projects and finalizing study report. The study recommends 14 projects to improve the walkability in Westover and Granville.

Mr. Austin noted that the I-79 Access Study will host a stakeholder meeting at the Airport Manager's Building on March 31. Attendees will include concerned agencies, groups, and citizens.

Mr. Austin then noted that the University Ave Complete Street Study will host a steering committee and public open house in the city council chamber on March 24. Project recommendations will be reviewed by the steering committee and the public.

### **5. TIP Amendments**

Mr. Austin noted that there are two TIP Amendments proposed by the WV DOH. One is a resurfacing project on WV 7-Cassville Road and the other one is resurfacing project on US 119 from the junction with CR 60 (Stewartstown Road) to PA State line.

Mr. Austin noted that the newspaper did not run the advertisement for the March TIP Amendments in time as required by the MPO's Public Involvement Policy. So the Policy Board cannot proceed a normal adoption of the March TIP Amendments.

Chairman Callen suggested that the Board consider an adoption of the March TIP Amendments with a contingency that the MPO received no negative comment from the public in the next 15 days. If MPO received any negative comments concerning the March TIP Amendments during that period, the MPO's Policy Board will hold a special meeting in April to address that issue. Mr. Bruffy moved the motion as suggested by Chairman Callen; seconded by Mr. Kelly. Bruffy noted that the MPO may ask for comments from the Ethic Commission on this issue. Mr. Austin concurred and noted that the MPO will also seek any precedence in similar situation for reference. With no further discussion, the motion unanimously passed.

### **6. MPO Unified Planning Work Program for FY 2016-17**

Mr. Austin noted that the MPO Unified Planning Work Program for FY 2016-17 was included in the agenda package. The UPWP was reviewed by the TTAC, the CAC and the Policy Board in January and it

has been available for public review in accord with the MPO's public involvement policy. Councilperson Selin moved to approve the UPWP as presented, seconded by Mr. Bruffy. With no discussion, the motion unanimously passed.

## **7. Draft Title VI Policy**

Mr. Austin noted that included in the agenda package is the MPO's Title VI Plan for the review of the Policy Board. MPO staff used the Hagerstown Eastern Panhandle MPO's Title VI Plan as the model in developing this plan. MPO staff will make any necessary improvements recommended by the Board prior to release the draft to the public. Mr. Austin noted that for brevity Appendices of the Plan were not included the agenda package. The Appendices are available upon request. Mr. Austin noted that this is an informational item and requires no formal decision from the Board at this time. The plan is anticipated to be adopted at the May Policy Board meeting.

## **8. Mountain Line Update**

Mr. Bruffy noted that the Mountain Line transit levy will be on the ballot for the May Primary Election. He noted that the levy is critical for the Mountain Line to sustain its service to the community. If the levy fails, more than 6,000 service hours and many routes will be cut, severely reducing the transit system many workers and families need to survive and the Mountain Line won't be able to replace old, inefficient buses or expand the system to meet community transportation needs. Chair Callen encouraged the Mountain Line to provide accurate and complete information to the community to ensure that people make an informed decision on the transit levy in the Primary Election. Councilperson Selin noted that transit service provides an important alternative to private vehicles and helps in alleviating traffic congestions in the area. Bill Rice noted that WVU students should be encouraged to participate in the primary.

## **9. Mileground Update**

RJ Scites, the Director of WV DOH Engineering Department, made a presentation on the status of the project at the intersection of Mileground Rd and Cheat Rd. He presented two construction plans. One is an 8-week construction plan which will keep traffic open during the construction. The other one is a 3-week construction plan which will close the intersection entirely. Mr. Scites noted that the construction will take place in the next summer and the DOH can implement either plan according to the preference of the Policy Board. The Policy Board agreed that the 3-week plan is more preferable. Mr. Austin noted that the MPO will inform major entities in the area about the anticipated delay caused by the construction.

Mr. Scites also introduced the preliminary engineering design to reconstruct Mileground Rd between the WV 705 intersection and the Hartman Run Rd intersection. The design included a two-way four-lane thoroughfare with a TWLTL. Marked pedestrian crossings were provided at strategic locations. Mr. Scites noted that one challenge of the design is to minimize ROW purchase and the negative impact of the project to adjacent business. Chairman Callen encouraged the design team to work with the community to solve those kinds of issues they may encounter and noted that the MPO can provide assistance for the communication.

## **10. Other Business**

Mr. Austin noted that the WV Division of Highways asked the MPO staff to apply for a TIGER Grant for Greenbag Rd. The grant will be used for the implementation of projects recommended by the Greenbag Rd Corridor Study. Mr. Austin noted that MPO staff need an authorization from the Board to undertake this task. Councilperson Selin moved to authorize the Executive Director to apply for the grant; seconded by Statler. With no discussion, the motion unanimously passed.

Mr. Statler asked the status of the TIGER grant application for University Ave improvements. Mr. Austin noted that the City of Morgantown is preparing for that grant application and the University Ave Complete Street Study will provide cost-benefit analysis on the projects intended to be funded under that grant.

Councilperson Selin expressed her appreciation to the DOH for the street lighting improvement on Patteson Dr.

Mr. Statler noted that the House Bill 4009 is under consideration of State legislators. The bill will grant WV counties more controls over local-related issues. Mr. Statler also noted that he is also working on a bill that will allow traffic lights switch to flashing yellow/flashing red in the middle of the night when traffic volume is significantly low. Chairman Callen expressed his appreciation to Mr. Statler for serving as a House delegate.

## **11. Meeting Adjournment**

The meeting adjourned at 7:49 PM.

