



# COMMONWEALTH of VIRGINIA

## Commonwealth Transportation Board

W. Sheppard Miller, III  
Chairperson

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Richmond, Virginia 23219

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*Agenda item # 4*

### RESOLUTION OF THE COMMONWEALTH TRANSPORTATION BOARD

**January 16, 2024**

#### MOTION

**Made By:** Ms. Sellers **Seconded By:** Ms. Green

**Action:** Motion Carried, Unanimously

**Title: Economic Development Access  
for Dry Bridge Road  
Project ECON-016-662 – Caroline County**

**WHEREAS**, § 33.2-1509 of the *Code of Virginia* provides funds to “be expended by the Board for constructing, reconstructing, maintaining or improving access roads within localities to economic development sites on which manufacturing, processing, research and development facilities, distribution centers, regional service centers, corporate headquarters, or other establishments that also meet basic employer criteria as determined by the Virginia Economic Development Partnership in consultation with the Virginia Department of Small Business and Supplier Diversity will be built under firm contract or are already constructed ...” and, “in the event there is no such establishment or ... firm contract, a locality may guarantee to the Board by bond or other acceptable device that such will occur and, should no establishment or airport acceptable to the Board be constructed or under firm contract within the time limits of the bond, such bond shall be forfeited”; and

**WHEREAS**, Caroline County by formal resolution has requested Economic Development Access (EDA) Program funds to design improvements to Dry Bridge Road (Route 684) and the said design is estimated to cost approximately \$180,000; and

**WHEREAS**, it appears that this request falls within the intent of § 33.2-1509 of the *Code of Virginia* and complies with the provisions of the Commonwealth Transportation Board’s EDA Fund Policy and the Economic Development Access Program guide.

**NOW, THEREFORE, BE IT RESOLVED**, that \$165,000 (\$150,000 unmatched and \$15,000 matched) of the Economic Development, Airport and Rail Access Fund is allocated to design improvements to Dry Bridge Road, Project ECON-016-662, contingent upon:

1. All right of way, environmental assessments and remediation, and utility adjustments being provided at no cost to the Commonwealth; and
2. Execution of an appropriate contractual agreement between Caroline County (LOCALITY) and the Virginia Department of Transportation (VDOT), to provide for the:
  - a. Plan design of this road construction project; and
  - b. Payment of all ineligible costs, and of any eligible costs in excess of this allocation, from sources other than those administered by VDOT; and
  - c. Provision of the required matching funds, up to \$15,000, by the LOCALITY for appropriately documented eligible project costs; and
  - d. Provision by the LOCALITY of an appropriate bond or other acceptable surety device by the LOCALITY to VDOT, commencing prior to either direct VDOT expenditure of funds or to submission by the LOCALITY to VDOT for reimbursement of LOCALITY expenditures from the Economic Development, Airport and Rail Access Fund, and ending after VDOT approval of the design plans.

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## CTB Decision Brief

### Economic Development Access – Caroline County Dry Bridge Road

**Issue:** Pursuant to § 33.2-1509 of the *Code of Virginia* and the Economic Development Access EDA Fund Policy of the Commonwealth Transportation Board (CTB), Caroline County has requested funds from the EDA Program to assist in improving road access to eligible property adjacent to Dry Bridge Road (Route 684). CTB approval for the allocation of the requested funds by the CTB is sought.

**Facts:** Section 33.2-1509 of the *Code of Virginia* authorizes the CTB to expend funds set aside for constructing access roads to economic development sites on which certain establishments as prescribed by the *Code* or other establishments that meet the basic employer criteria as determined by the Virginia Economic Development Partnership (VEDP) in consultation with the Virginia Department of Small Business and Supplier Diversity will be built under firm contract or are already constructed. In addition, the CTB's Economic Development Access Fund Policy makes special provision for allocations to localities for design-only access roadway projects.

The CTB's EDA Fund Policy sets forth certain criteria which must be met for projects to be eligible for such funding and directs the Commissioner of Highways to establish administrative procedures to assure adherence to such policy and legislative requirements. The Commissioner established such administrative procedures in the Economic Development Access Program Guide administered by the Local Assistance Division of the Virginia Department of Transportation (VDOT). The Policy stipulates that the governing body of the locality shall provide a resolution in request of the EDA Program funding prior to the Board's allocation of funds.

The VEDP has confirmed its support of a design-only project to improve Dry Bridge Road as the project will improve safety and access to the M.C. Dean site. M.C. Dean is an existing manufacturing facility which recently completed a 168K square-foot, \$23 million expansion. In support of the industrial traffic volumes, the project includes the design of roadway widening and reconstruction traveling east approximately 1.2-miles. This project will also include Dry Bridge Road intersection improvements with Route 207 and Innovation Drive.

Caroline County is requesting funding from the Economic Development Access Program to assist in the design of roadway improvements to Dry Bridge Road. Caroline County intends to administer the design of the proposed access road project. The Caroline County Board of Supervisors agrees to provide a surety or bond in the amount of the estimated cost of the design of the access road prior to VDOT's authorization of Economic Development Access funds. Caroline County will be responsible for financial arrangements to provide for the required EDA Program matching funds, as appropriate, and all project costs exceeding the state EDA Program allocation to fully fund the project.

**Recommendation:** VDOT recommends the allocation of \$165,000 (\$150,000 unmatched and \$15,000 matched) from the Economic Development, Airport and Rail Access Fund be approved for design of this project, subject to certain contingencies as set forth in the accompanying resolution.

**Action Required by the CTB:** The *Code of Virginia*, the Virginia Administrative Code, and the CTB’s EDA Fund Policy specify that the CTB shall approve of the allocation of funds for the construction of the access road project. A resolution is provided for formal vote.

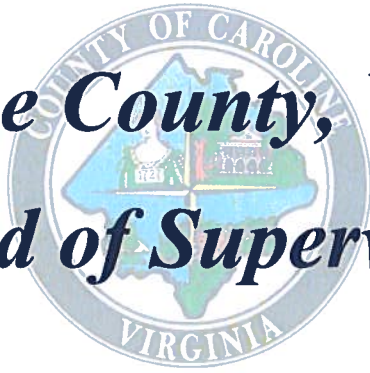
**Result, if Approved:** VDOT and Caroline County will proceed with the EDA road project.

**Options:** Approve, Deny, or Defer.

**Public Comments/Reactions:** None

# Caroline County, Virginia

## Board of Supervisors



Jeffrey S. Black  
*Western Caroline District*

Clayton T. Forehand  
*Madison District*

Nancy L. Long  
*Port Royal District*

Jeffery M. Sili  
*Bowling Green District*

Floyd W. Thomas  
*Mattaponi District*

Reginald L. Underwood  
*Reedy Church District*

Charles M. Culley, Jr.  
*County Administrator*

Caroline County, VA



R31/23

### RESOLUTION REQUEST FOR ECONOMIC DEVELOPMENT ACCESS FUNDS

**WHEREAS**, the Caroline County Board of Supervisors desires to pursue Economic Development Access funding for roadway improvements to Dry Bridge Road in Caroline County; and

**WHEREAS**, property adjacent to Dry Bridge Road is expected to be the site of new private capital investment in land, building, and manufacturing equipment; and

**WHEREAS**, the existing public road network does not provide for adequate access to this property and an access road improvement project is necessary; and

**WHEREAS**, the County of Caroline hereby guarantees that the necessary environmental analysis, mitigation, fee simple rights-of-way and utility relocations or adjustments, if necessary, for this project will be provided at no cost to the Economic Development, Airport and Rail Access Fund; and

**WHEREAS**, the County of Caroline acknowledges that no land disturbance activities may occur within the limits of the proposed access project prior to appropriate notification from the Department of Transportation as a condition of the use of the Economic Development, Airport and Rail Access Fund; and

**WHEREAS**, the County of Caroline hereby acknowledges that the Virginia Department of Transportation's Economic Development Access (EDA) Program may provide up to a maximum of \$150,000 for a project and requires matching funding, up to \$50,000, from the County of Caroline for estimated eligible project costs over \$150,000, up to \$250,000; and

**WHEREAS**, the County of Caroline hereby guarantees that financing of all ineligible project costs, project costs exceeding the EDA Program project allocation, EDA Program required locality matching funds, if applicable, will be provided from sources other than those administered by the Virginia Department of Transportation;

*"Committed To Service, Dedicated To The People"*

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**NOW, THEREFORE, BE IT RESOLVED**, that the Caroline County Board of Supervisors hereby requests the Virginia Department of Transportation provide Economic Development Access Program funding for the design of an adequate roadway improvements to Dry Bridge Road; and

**BE IT FURTHER RESOLVED**, that the County of Caroline hereby agrees to provide a surety or bond, acceptable to and payable to the Virginia Department of Transportation, in the full amount of the project allocation, prior to the Department of Transportation's authorization of Economic Development Access funds; and

**BE IT FURTHER RESOLVED**, that the County Administrator and/or his designee(s) be authorized to act on behalf of the Board of Supervisors to execute any and all documents necessary to secure funding in the maximum amount eligible under the Economic Development Access Program.

*Adopted this 23<sup>rd</sup> day of August, 2023.*

  
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Charles M. Culley, Jr.  
Clerk to the Board

  
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Floyd Thomas  
Chairman