



## COMMONWEALTH of VIRGINIA

### Commonwealth Transportation Board

W. Sheppard Miller, III  
Chairperson

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*Agenda item # 4*

### RESOLUTION OF THE COMMONWEALTH TRANSPORTATION BOARD

**December 4, 2023**

#### MOTION

**Made By:** Mr. Fowlkes **Seconded By:** Ms. Sellers

**Action:** Motion Carried, Unanimously

#### **Title: Policy Index Review**

**WHEREAS**, in August 2017, the then-Secretary of Transportation, Aubrey L. Layne, directed that the Commonwealth Transportation Board (CTB) Policy Index be reevaluated to identify obsolete or redundant policies and actions to be repealed, and to identify for retention those policies and actions that reflect current operating needs and statutory responsibilities (i.e., are currently in effect/valid); and

**WHEREAS**, from 2017 to 2022, the Policy Index was reevaluated and policies/actions that were identified as obsolete due to passage of time, statutory transfer of responsibilities or other statutory changes, or explicit CTB repeal/rescission were presented to the CTB for repeal and removed from the Policy Index and archived, and other policies/actions identified as still relevant and valid were presented to the CTB for retention/affirmation; and

**WHEREAS**, at its September 21, 2022, action meeting, (pursuant to the resolution entitled *Continued Action on Content of Commonwealth Transportation Board Policy Index*) the CTB directed the Virginia Department of Transportation (VDOT) to continue to regularly review all policies set out in the Policy Index for purposes of determining whether they remain valid or are obsolete and should be presented to the CTB for disposition at a future action meeting; and

**WHEREAS**, at its September 21, 2022, action meeting, the CTB also directed VDOT to maintain and update the Policy Index, in consultation with the Department of Rail and Public

Transportation (DRPT), as necessary, to ensure that its content reflects an inventory of current policies and actions by adding new policies and actions as they are adopted by the CTB and repealing and archiving those policies and actions that are repealed or explicitly superseded by subsequent actions of the CTB; and

**WHEREAS**, VDOT and DRPT have performed further research on policies and actions set out in the Policy Index and prepared a list consisting of those policies and actions identified as obsolete or unnecessary/redundant and that warrant repeal, as outlined in the table below and fully detailed in Attachment A.

<b>Resolution</b>	<b>Passage Date</b>	<b>Why Repeal?</b>
Bridge Maintenance	October 18, 1939	Changes in law and practices have made this policy obsolete.
Launching Ramps at Public Landings	August 18, 1960	VDOT agreement with DWR (formerly DGIF) and DCR recognizes DWR as the appropriate agency to address launching ramps. Potential requests not covered by the agreement could be handled as they come in. VDOT has a distinct process for accepting secondary roads.
Changes to Urban Construction Projects	August 23, 1962	The language set out in this policy does not allow for flexibility as federal and state law changes. VDOT agreement language in use today is broader to permit operation of existing law.
Adoption of Priorities for Northern Virginia Transportation District Significant Projects Evaluation and Rating	October 17, 2013	Legislation passed by 2019 General Assembly removed all CTB involvement.
Rail Enhancement Fund Policy Update	December 9, 2015	2020 General Assembly repealed the Rail Enhancement Fund and created the Commonwealth Rail Fund.
Statewide Rail Plan: Passenger Station Rail Policy	January 10, 2018	Station Rail Policy now falls under the Virginia Passenger Rail Authority's purview.
Guidelines for Urban Transit Agency Strategic Plans	October 30, 2018	CTB updated both policies at its October 25, 2022, Board Meeting.
Policy for the Implementation of State Transit Capital Prioritization		

Approval and Adoption of an interim I-95 Corridor Improvement Plan in response to House Joint Resolution 581 and Senate Joint Resolution 276 of the 2019 Session of the General Assembly	January 15, 2020	Policy has been superseded by CTB approval of the final I-95 Plan, the I-64 Corridor Improvement Plan, and the adoption of the Interstate Operations and Enhancement Program Policy.
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**NOW, THEREFORE, BE IT RESOLVED**, that the CTB hereby repeals the policies/actions outlined in the table above and fully detailed in Attachment A.

**BE IT FURTHER RESOLVED**, that the CTB hereby directs VDOT to take all actions necessary to document this action, by removing from the CTB Policy Index and adding to the electronic archive, those policies and actions repealed herein.

**BE IT FURTHER RESOLVED**, that the CTB hereby directs VDOT to continue to regularly review all policies set out in the Policy Index for purposes of determining whether they remain valid or are obsolete and should be presented to the CTB for disposition at a future action meeting.

**BE IT FURTHER RESOLVED**, that the CTB directs VDOT to maintain and update the CTB Policy Index, in consultation with DRPT, as necessary, to ensure that its content reflects an inventory of current policies and actions by adding new policies and actions as they are adopted by the CTB and removing and archiving those policies and actions that are explicitly repealed or superseded by subsequent actions of the CTB.

**BE IT FURTHER RESOLVED**, that repeal of any policy or action pursuant to this action shall in no way affect the validity of any actions taken pursuant to the policy or action, prior to its repeal hereunder.

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## CTB Decision Brief

### Policy Index Review

**Issue:** Commonwealth Transportation Board (CTB) approval and action is required to implement proposed revisions to the content of the CTB Policy Index so that it contains only those policies that are currently in effect/valid and to repeal and archive policies that are no longer in effect/valid.

**Facts:** At an August 2017 CTB Retreat, the then-Secretary of Transportation, Aubrey L. Layne, directed that the CTB Policy Index be reevaluated to identify obsolete or redundant policies and actions to be repealed, and to identify, for retention, those policies and actions that reflect current operating needs and statutory responsibilities (are currently in effect/valid). From 2017 to 2022, the Policy Index was reevaluated and policies/actions that were identified as obsolete due to passage of time, statutory transfer of responsibilities or other statutory changes, or explicit CTB repeal/rescission were presented to the CTB for repeal and removed from the Policy Index and archived, and other policies/actions identified as still relevant and valid were presented to the CTB for retention/affirmation.

At its September 21, 2022, action meeting, (pursuant to the resolution entitled *Continued Action on Content of Commonwealth Transportation Board Policy Index*) the CTB directed the Virginia Department of Transportation (VDOT) to continue to regularly review all policies set out in the Policy Index for purposes of determining whether they remain valid or are obsolete and should be presented to the CTB for disposition at a future action meeting. At the September 21, 2022, action meeting, the CTB also directed VDOT to maintain and update the Policy Index, in consultation with the Department of Rail and Public Transportation (DRPT), as necessary, to ensure that its content reflects an inventory of current policies and actions by adding new policies and actions as they are adopted by the CTB and repealing and archiving those policies and actions that are repealed or explicitly superseded by subsequent actions of the CTB.

In 2023, VDOT and DRPT performed further research on a number of policies and actions set out in the Policy Index and prepared a list consisting of those policies and actions identified as obsolete or unnecessary/redundant and that warrant repeal, as outlined in the table below and fully detailed in Attachment A. These policies and actions were presented to the CTB at its October 2023 workshop meeting.

<b>Resolution</b>	<b>Passage Date</b>	<b>Why Repeal?</b>
Bridge Maintenance	October 18, 1939	Changes in law and practices have made this policy obsolete.
Launching Ramps at Public Landings	August 18, 1960	VDOT agreement with DWR (formerly DGIF) and DCR recognizes DWR as the appropriate agency to address

		launching ramps. Potential requests not covered by the agreement could be handled as they come in. VDOT has a distinct process for accepting secondary roads.
Changes to Urban Construction Projects	August 23, 1962	The language set out in this policy does not allow for flexibility as federal and state law changes. VDOT agreement language in use today is broader to permit operation of existing law.
Adoption of Priorities for Northern Virginia Transportation District Significant Projects Evaluation and Rating	October 17, 2013	Legislation passed by 2019 General Assembly removed all CTB involvement.
Rail Enhancement Fund Policy Update	December 9, 2015	2020 General Assembly repealed the Rail Enhancement Fund and created the Commonwealth Rail Fund.
Statewide Rail Plan: Passenger Station Rail Policy	January 10, 2018	Station Rail Policy now falls under the Virginia Passenger Rail Authority's purview.
Guidelines for Urban Transit Agency Strategic Plans	October 30, 2018	CTB updated both policies at its October 25, 2022, Board Meeting.
Policy for the Implementation of State Transit Capital Prioritization		
Approval and Adoption of an interim I-95 Corridor Improvement Plan in response to House Joint Resolution 581 and Senate Joint Resolution 276 of the 2019 Session of the General Assembly	January 15, 2020	Policy has been superseded by CTB approval of the final I-95 Plan, the I-64 Corridor Improvement Plan, and the adoption of the Interstate Operations and Enhancement Program Policy.

**Recommendations:** VDOT and DRPT recommend that the policies/actions outlined in the table above and fully detailed in Attachment A be repealed. To be consistent with the actions taken in 2017-2022, it is also recommended that the CTB clarify that the repeal of any policy/action in no way affects the validity of actions taken pursuant to the policy/action prior to its repeal.

**Action Required by CTB:** A resolution will be provided for the CTB's consideration (i) to repeal the policies and actions listed by title and date in the table above and Attachment A and direct

VDOT to take all actions necessary to document the action, (ii) to direct VDOT to continue to regularly review all policies set out in the Policy Index for purposes of determining whether they remain valid or are obsolete, and (iii) to direct VDOT to maintain and update the CTB Policy Index, in consultation with DRPT, as necessary, to ensure that its content reflects an inventory of current policies and actions by adding new policies and actions as they are adopted by the CTB and repealing and archiving those policies and actions that are explicitly repealed or superseded by subsequent actions of the CTB. The resolution will also clarify that the repeal of any policy or action pursuant to this CTB action does not affect the validity of actions taken pursuant to the policy/action prior to its repeal.

**Result, if Approved:** The Policy Index will be revised according to the action taken by the CTB, with repealed policies and actions being archived electronically.

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

**Public Comments/ Reaction:** N/A

## Policies to be Rescinded 2023

### Bridge Maintenance

**Approved: 10/18/1939**

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Moved, by Mr. Rawls, seconded by Mr. Wysor, that the N&W Railway Company be advised that the Highway Commission will have to be governed by the law covering the maintenance of bridges. In case the shorter portion of a bridge extends beyond the right of way of the railroad, the Railroad Company is to do all the work and bill the Commission for the cost beyond their right of way line. If the greater length is off the Railroad Company's right of way then the State Highway Commission does the entire work and bills the Railroad Company for its parts. Motion carried.

**Commented [VP1]:** Changes in law and practice have made this policy obsolete.

### Launching Ramps at Public Landings

**Approved: 8/18/1960**

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WHEREAS, from time to time requests have been made that the Department construct and maintain launching ramps at public landings; and

WHEREAS, after due consideration of such requests, it is the feeling of this Commission that a policy should be adopted governing the construction and maintenance of launching ramps at public landings.

NOW, THEREFORE, BE IT RESOLVED: That the policy of the State Highway Commission shall be: Upon request of the Board of Supervisors, the Highway Department will take over, for maintenance, launching ramps located at public landings, which have been constructed by others, to standards and in accordance with specifications set up by the Department.

BE IT FURTHER RESOLVED: That the Department will maintain the road leading to the ramp in a condition commensurate with its service as compared to other roads in the county.

**Commented [VP2]:** VDOT has an agreement with DWR (formerly DGIF) and DCR which recognizes DWR as the appropriate agency to address launching ramps. Since any potential requests not covered by the VDOT agreement with DWR and DCR could be handled as they come in, and since VDOT has a distinct process for accepting secondary roads, this policy is no longer necessary.

### Changes to Urban Construction Projects

**Approved: 8/23/1962**

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WHEREAS, certain projects within cities and towns are financed jointly by Federal-Aid Urban, State, and City Funds; and

WHEREAS, from time to time some questions arise as to continued maintenance of the projects after completion in the manner constructed; and

WHEREAS, the Department of Highways deems it necessary in the interest of the traveling public that such projects not be altered without the approval of the Department.

NOW, THEREFORE, BE IT RESOLVED; that the State Highway Commission hereby authorizes the Highway Commissioner to include the following clause in all future City-State agreements concerning such projects:

"The City agrees that after construction of the project, or any part thereof, it will not permit any reduction in the number or width of traffic lanes, additional median cross-overs, enlargement of existing median

**Commented [VP3]:** The specific language set out in this policy is potentially too restrictive and does not allow for flexibility as federal and state law changes. The VDOT agreement language in use today is broader to permit operation of existing law.

Attachment A

cross-overs, or alterations of channelization islands, without the prior approval of the Department of Highways.”

**Adoption of Priorities for Northern Virginia Transportation District Significant Projects Evaluation and Rating**  
**Approved: 10/17/2013**

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WHEREAS, pursuant to § 33.1-13.03:1 of the *Code of Virginia*, enacted by the Virginia General Assembly in 2012, the Virginia Department Of Transportation (VDOT) is directed, in ongoing coordination with the Commonwealth Transportation Board (CTB), the Department of Rail and Public Transportation (DRPT) and the Northern Virginia Transportation Authority (NVTA), to evaluate significant transportation projects, including highway, mass transit, and technology projects, in and near Northern Virginia Transportation District, (hereinafter the Northern Virginia Transportation District Significant Projects Evaluation and Rating) to the extent funds are available for such purpose; and,

WHEREAS, § 33.1-13.03:1 provides that the evaluation shall provide an objective, quantitative rating for each project according to the degree to which the project is expected to reduce congestion and, to the extent feasible, the degree to which the project is expected to improve regional mobility in the event of a homeland security emergency; and,

WHEREAS, § 33.1-13.03:1 further provides that in determining the allocation of highway construction funding in Northern Virginia Transportation District, the CTB shall, in ongoing coordination with the NVTA, give priority to projects that most effectively reduce congestion in the most congested corridors and intersections but that nothing in the section limits the ability of the CTB to consider other criteria, including the performance-based criteria set forth in § 15.2-4838; and

WHEREAS, pursuant to § 33.1-13.03:1 the significant projects to be evaluated shall comprise at least 25 such projects selected according to priorities determined by the CTB, in ongoing coordination with the NVTA, without regard to the funding source of the project, and;

WHEREAS, the projects to be evaluated may include but not be limited to projects included in (i) the version of the Constrained Long Range Plan of the National Capital Region Transportation Planning Board in effect when the evaluation is made; (ii) projects in the NVTA's TransAction 2030 Regional Transportation Plan and subsequent updates; and (iii) other highway, rail, bus and technology projects that could make a significant impact on mobility in the region; and

WHEREAS, pursuant to Chapter 766 (HB2313) of the 2013 Acts of Assembly, 70 percent of the revenues received by the NVTA under §15.2-4838.1 shall be used by the NVTA solely to fund (i) transportation projects selected by the Authority that are contained in the regional transportation plan adopted by the NVTA in accordance with § 15.2-4830 and for purposes of revenues received after fiscal year 2014, for such projects that have been rated in accordance with § 33.1-13.03:1 or (ii) mass transit capital projects that increase capacity; and

WHEREAS, VDOT has hired a consultant to assist the Department in performing the Northern Virginia Transportation District Significant Projects Evaluation and Rating and requires direction from the CTB regarding the priorities to be used in selecting the significant transportation projects to be evaluated and rated pursuant to § 33.1-13.03:1; and

**Commented [VP4]:** Section 33.2-257, which was the recodified section that replaced section 33.1-13.03:1, was repealed in 2019 per Chapter 749 of the 2019 Session of the General Assembly. Replacement language was added to section 33.2-2500 by the same act, and it removed all CTB involvement.



Attachment A

WHEREAS, pursuant to §33.1-23.03 of the *Code of Virginia*, the CTB, by resolution, on February 20, 2013, officially accepted VTrans2035 Update as the Statewide Transportation Plan, which among other things, sets forth investment priorities that “represent the range of activities necessary to achieve the VTrans Goals” (hereinafter “VTrans Investment Priorities”).

NOW, THEREFORE, BE IT RESOLVED, by the CTB, that the following VTrans Investment Priorities set forth in the VTrans2035 Update as amended by this resolution are hereby adopted by the CTB as the CTB priorities to be used for and applied in selecting the significant transportation projects to be evaluated and rated pursuant to § 33.1-13.03:1 :

- Preserve and Enhance Statewide Mobility Through the Region
- Increase Coordinated Safety and Security Planning
- Improve the Interconnectivity of Regions and Activity Centers
- Reduce the Costs of Congestion to Virginia’s Residents and Businesses
- Increase System Performance by Making Operational Improvements
- Increase Travel Choices to Improve Quality of Life for Virginians

BE IT FURTHER RESOLVED, that, based on the priorities identified herein, VDOT and DRPT shall recommend to the CTB, at its March, 2014 meeting, a minimum of 25 significant transportation projects that should be evaluated and rated in accordance with § 33.1-13.03:1.

**Rail Enhancement Fund Policy Update**

**Approved: 12/9/2015**

WHEREAS, on October 28, 2015, the CTB adopted the Rail Programs Legislative, Policy, and Expenditure Review of 2015 dated October 16, 2015 and the Rail Enhancement Fund 2015 Policy Goals; and

WHEREAS, the CTB Rail Committee recommends the CTB adopt an updated version of the Rail Programs Legislative, Policy, and Expenditures Review of 2015 (Attachment A) which clarifies and aligns the report more clearly with the Rail Enhancement Fund 2015 Policy Goals (Attachment B); and

WHEREAS, § 33.2-1601 establishes the Rail Enhancement Fund; and

WHEREAS, in § 33.2-1601 the General Assembly declared it to be in the public interest that railway preservation and development of railway transportation facilities are an important element of a balanced transportation system of the Commonwealth for freight and passengers; and

WHEREAS, pursuant to § 33.2.-1601, the General Assembly further declared it to be in the public interest that the retention, maintenance, improvement, and development of freight and passenger railways are essential to the Commonwealth’s continued economic growth, vitality, and competitiveness in national and world markets; and

WHEREAS, the Department of Rail and Public Transportation (“the Department”) administers the Rail Enhancement Fund (REF), subject to the approval of the Commonwealth Transportation Board (CTB) and their finding that project benefits exceed the amount of Rail Enhancement funds invested in a project; and

**Commented [VP5]:** 2020 General Assembly repealed the Rail Enhancement Fund and created the Commonwealth Rail Fund.

Attachment A

WHEREAS, pursuant to Chapter 684 of the 2015 Acts of Assembly (House Bill 1887), the General Assembly directed the Commonwealth Transportation Board to develop no later than December 1, 2015, a proposal to revise the public benefit requirements of the Rail Enhancement Fund; and

WHEREAS, pursuant to Section 427 Subsection O of the FY2016 and FY2017 Appropriations Act (Chapter 665 of the 2015 Acts of Assembly (HB 1400)) the Secretary of Transportation, in conjunction with the Department, shall provide a comprehensive review to the Chairmen of the House and Senate Transportation Committees, House Appropriations Committee and Senate Finance Committee on the usage of monies deposited in the Rail Enhancement Fund since its establishment in fiscal year 2006; and, that such a review shall include the amounts of funds allocated to rail freight projects, the amounts allocated to rail passenger projects, and the outstanding commitments to each type of project by year, accounting for funds transferred into and out of the REF and the Intercity Passenger Rail Operating and Capital Fund, and that such a review shall assess the outstanding needs for rail projects and any needed modifications to the rail programs of the Commonwealth; and

WHEREAS, the CTB Rail Committee worked with the Department to review rail grant funding programs, solicit stakeholder input, revise policy goals, clarify prioritization criteria, and adjust administrative practices; and

WHEREAS, the results of the CTB Rail Committee's review efforts pursuant to House Bill 1887 and the Appropriations Act directive are summarized in the "Rail Programs Legislative, Policy Goals, and Expenditures Review of 2015" report; and

WHEREAS, the CTB Rail Committee recommends updating the Rail Enhancement Fund policy goals adopted by the CTB on October 20, 2005 based on the findings presented in the "Rail Programs Legislative, Policy Goals, and Expenditures Review of 2015" report;

NOW THEREFORE, BE IT RESOLVED, that the Commonwealth Transportation Board hereby adopts the findings and recommendations of the CTB Rail Committee presented in the "Rail Programs Legislative, Policy, and Expenditure Review of 2015" report, provided as Attachment A to this resolution, which recommends a legislative proposal to the General Assembly pursuant to House Bill 1887 to transfer uncommitted Rail Enhancement funds to the Rail Preservation Fund and to provide better funding support for the Rail Preservation Fund; and

BE IT FURTHER RESOLVED, that the Commonwealth Transportation Board hereby adopts the "Rail Enhancement Fund 2015 Policy Goals" provided as Attachment B to this resolution, which supersedes and replaces the Rail Enhancement Fund Policy Goals adopted on October 20, 2005.

*[Attachment A link:*

[https://www.ctb.virginia.gov/resources/2015/dec/reso/attach/Resolution10\\_Attachment\\_A\\_Rail\\_Policy.pdf](https://www.ctb.virginia.gov/resources/2015/dec/reso/attach/Resolution10_Attachment_A_Rail_Policy.pdf)

*Attachment B link:*

[https://www.ctb.virginia.gov/resources/2015/dec/reso/attach/Resolution10\\_Attachment\\_B\\_Rail\\_Policy.pdf](https://www.ctb.virginia.gov/resources/2015/dec/reso/attach/Resolution10_Attachment_B_Rail_Policy.pdf)

**Statewide Rail Plan: Passenger Rail Station Policy**  
**Approved: 1/10/2018**

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WHEREAS, the Commonwealth Transportation Board Rail Committee undertook a review of Virginia rail programs, policies and procedures in 2015 and during that review recommended the Department of

**Commented [VP6]:** Station Rail Policy now falls under the Virginia Passenger Rail Authority's purview.

Attachment A

Rail and Public Transportation (DRPT) should update the State Rail Plan to reflect the Commonwealth's priorities, changes in the railroad industry, and evolving market trends; and,

WHEREAS, DRPT commenced the Statewide Rail Plan effort in 2016, part of which included development of an Intercity Passenger Rail Station Policy (the Policy); and,

WHEREAS, DRPT drafted the Policy to guide the CTB and DRPT in consideration of proposals for a new station on an existing route, changes to a station on an existing route, or a new station where a passenger route does not yet exist; and,

WHEREAS, the Policy is intended to guide the CTB and DRPT when evaluating a station proposal; and,

WHEREAS, the Policy sets forth evaluation criteria and defines operation and maintenance cost responsibilities to guide project sponsors when developing a station proposal; and,

WHEREAS, the Policy defines the process by which a proposal could become a project through CTB action; and,

WHEREAS, on December 5, 2017, DRPT briefed the Board on the Passenger Rail Station Policy, which is included as part of the State Rail Plan in draft form; and,

WHEREAS, DRPT followed a comprehensive public outreach process including multiple rail stakeholder workshops, public meetings, interactive web-based information displays, and presentations to Board members and statewide planning partners.

NOW THEREFORE, BE IT RESOLVED, that the Board hereby adopts the Intercity Passenger Rail Station Policy as part of the 2017 Statewide Rail Plan, and will utilize the Policy to guide CTB decisions to invest in the Commonwealth's passenger rail corridors.

[Resolution/Policy link:

[https://www.ctb.virginia.gov/resources/2018/jan/reso/resolution\\_9\\_statewide\\_rail\\_plan.pdf](https://www.ctb.virginia.gov/resources/2018/jan/reso/resolution_9_statewide_rail_plan.pdf)]

**Guidelines for Urban Transit Agency Strategic Plans**

**Approved: 10/30/2018**

WHEREAS, § 33.2-286 of the *Code of Virginia* stipulates that the Department of Rail and Public Transportation shall develop guidelines, subject to the approval of this Board, for the development of strategic plans for transit agencies that serve an urbanized area with a population of 50,000 or more and have a bus fleet of at least 20 buses; and

WHEREAS, § 33.2-286 of the *Code of Virginia* stipulates that such plans are required to be updated at least every five years, as a condition of receiving funds from the Commonwealth Mass Transit Fund; and

WHEREAS, the Department of Rail and Public Transportation has developed draft program guidelines, in consultation with industry stakeholders, that fulfill the requirements of § 33.2-286 of the *Code of Virginia*; and

WHEREAS, the enactment clauses of Chapter 854 of the 2018 Virginia Acts of Assembly require the Commonwealth Transportation Board adopt the guidelines required by § 33.2-286 of the *Code of Virginia* by December 1, 2018; and

**Commented [VP7]:** CTB updated this policy at its October 25, 2022, Board Meeting.

Attachment A

WHEREAS, the enactment clauses of Chapter 854 of the 2018 Virginia Acts of Assembly require the Commonwealth Transportation Board to develop and adopt a plan for the phased implementation of these requirements over a period of five years; and

WHEREAS, the enactment clauses of Chapter 854 of the 2018 Virginia Acts of Assembly stipulate that no agency subject to § 33.2-286 of the *Code of Virginia* shall be penalized for not submitting a strategic plan, provided that the agency is in compliance with the phased implementation schedule; and

WHEREAS, the guidelines and implementation plan have been made available for public comment for a period of 45 days;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby adopts the Guidelines for Urban Transit Agency Strategic Plans and the plan for phased implementation as attached hereto.

BE IT FURTHER RESOLVED, the methodology may continue to evolve and improve based upon advances in technology, data collection, and results of the pilot projects, and to the extent that any such improvements modify or affect the guidance set forth, they shall be brought to the Board for review and approval.

BE IT FURTHER RESOLVED, the Board hereby directs the Director of the Department of Rail and Public Transportation to take all actions necessary to implement and administer this policy and process, including, but not limited to preparation of technical guidance and outreach consistent with this resolution.

BE IT FURTHER RESOLVED, the Board hereby directs the Director of the Department of Rail and Public Transportation to revisit the process following completion of the pilot projects, in consultation with the Transit Service Delivery Advisory Committee, transit agencies, metropolitan planning organizations, and local governments prior to making recommendations to the Commonwealth Transportation Board.

[Resolution/Attachment link: <https://www.ctb.virginia.gov/resources/2018/oct/reso/10.pdf>]

**Policy for the Implementation of State Transit Capital Prioritization**

**Approved: 10/30/2018**

WHEREAS, Section 33.2-214.4 of the *Code of Virginia* provides that the Commonwealth Transportation Board shall develop a prioritization process for projects capital projects funded pursuant to subdivision C of 33.2-1526.1 of the *Code of Virginia*; and

WHEREAS, the Department of Rail and Public Transportation has consulted with the Transit Service Delivery Advisory Committee in the development of this prioritization process; and

WHEREAS, the Department of Rail and Public Transportation has solicited input from localities, metropolitan planning organizations, transit authorities, and other stakeholders in the development of the prioritization process; and

WHEREAS, the Board's priority for transit capital investment is to allocate funds in order to attain and maintain a state of good repair for transit assets, while also supporting needs beyond state of good repair that would enhance transit utilization, efficiency, and reduce congestion; and

**Commented [VP8]:** CTB updated this policy at its October 25, 2022, Board Meeting.

Attachment A

NOW THEREFORE BE IT RESOLVED, the Commonwealth Transportation Board hereby adopts the following policy and process to govern the structure, scoring, and prioritization of projects for capital funding pursuant to subdivision C of 33.2-1526.1 of the *Code of Virginia*:

1. For the purposes of review and prioritization, transit capital projects will be classified into three categories:
  - State of Good Repair: refers to capital projects or programs to replace or rehabilitate an existing asset;
  - Minor Enhancement: refers to capital projects or programs to add capacity, new technology, or customer enhancements meeting the following criteria: total cost of less than \$2 million or, for expansion vehicles, an increase of less than five vehicles or less than 5% of the fleet size, whichever is greater. Increases in paratransit fleets to meet increasing service demands will be evaluated in the same manner as Minor Enhancements.
  - Major Expansion: refers to capital projects or programs to add, expand, or improve service with a cost exceeding \$2 million or for expansion vehicles, an increase of greater than 5 vehicles or 5% of fleet size, whichever is greater.
2. The Transit Capital Program will be structured to provide a minimum of 80% of the annual allocation to State of Good Repair and Minor Enhancement projects with a maximum of 20% available for Major Expansion projects. This structure reflects program trends and the availability of other funding sources to support major expansion projects. The Board retains the discretion to shift funding from Major Expansion to State of Good Repair, based on program needs. The Board also retains the discretion to direct any carryover balances appropriated prior to FY2020, based on program needs.
3. In order to provide predictability and to ensure projects are funded at a level sufficient to move forward, State of Good Repair and Minor Enhancement projects will be matched at a maximum state match rate of 68% of total project cost. Major expansion projects will be funded at a maximum state match rate of 50% of total project cost, providing applicants with funding that can be leveraged against other state and federal funding programs. Local matching funds, at a minimum of 4% of total project cost, are required for all transit capital projects.
4. State of Good Repair projects will be evaluated considering asset condition (up to 60 points) and service impact (up to 40 points). The asset condition score depends upon the asset's age at the time of application. For vehicles, the asset condition score is the average of the age and mileage-based scoring tables. For non-vehicle assets, only the age score is used.

Age of Asset Relative to Expected Service Life (ESL)	Points	Mileage of Vehicle Relative to Expected Service Life (ESL)	Points
< 95% of ESL Age	0	< 95% of ESL Mileage	0
+/- 5% ESL Age	30	+/- 5% ESL Mileage	30
5-10% > ESL Age	35	5-10% > ESL Mileage	35
10-20% > ESL Age	40	10-20% > ESL Mileage	40
20-30% > ESL Age	45	20-30% > ESL Mileage	45
30-40% > ESL Age	50	30-40% > ESL Mileage	50
40-50% > ESL Age	55	40-50% > ESL Mileage	55
>50% ESL Age	60	>50% ESL Mileage	60

Attachment A

Service impact considers the asset impact on service (direct or indirect), and to what extent an asset affects the rider experience and system efficiency. Points for service impact will be awarded in four categories, with up to 10 points awarded per category:

- Service Frequency, Travel Time and/or Reliability – Speeds up transit routes or allows for increased frequency. Significant impact on reliability either through preventing breakdowns or removing vehicles from mixed traffic.
- Operating Efficiency – Provides for a significantly more cost-effective service.
- Service Accessibility and/or Customer Experience – Implements a significant improvement in a customer’s ability to access the system or a significant improvement in the ease of use of the system.
- Safety and Security – Provides a significant improvement in safety or security.

Service impact scoring is primarily qualitative based on project type and takes into consideration specific project features and characteristics. Projects will automatically receive the minimum score for the criteria based on the default values with high = 8, medium = 5, and low =2. In order to differentiate and quantify based on specific characteristics of a project, the additional considerations will be utilized to adjust the default score. The maximum score for each category cannot exceed 10 points, with a maximum of 40 total points available for service impact.

Primary Project Types	Secondary Project Types	Operating Efficiency	Travel Time and Reliability	Accessibility and Customer Experience	Safety and Security
Admin/Maintenance Facilities	All	Medium Impact	Medium Impact	Low Impact	Medium Impact
Customer Facilities	Bus Stop/ Shelter Improvements	Low Impact	No Impact	High Impact	Medium Impact
Customer Facilities	Transit Centers/Stations	Medium Impact	Medium Impact	High Impact	Medium Impact
Maintenance Equipment & Parts	All	Medium Impact	Medium Impact	Medium Impact	High Impact
System Infrastructure	All	High Impact	Medium Impact	Medium Impact	Medium Impact
Technology/Equipment	Administrative	Low Impact	Low Impact	Low Impact	Low Impact
Technology/Equipment	Operations Support	Medium Impact	Medium Impact	Medium Impact	Medium Impact
Technology/Equipment	On-Board Systems - ITS/Communications	Medium Impact	Medium Impact	High Impact	Medium Impact
Technology/Equipment	On-Board Systems - Safety	No Impact	No Impact	Medium Impact	High Impact
Vehicles	Revenue Vehicles	High Impact	High Impact	High Impact	High Impact
Vehicles	Support Vehicles	Medium Impact	Medium Impact	Low Impact	Low Impact
Vehicles	Overhaul/Engine Replacement	High Impact	High Impact	Medium Impact	High Impact

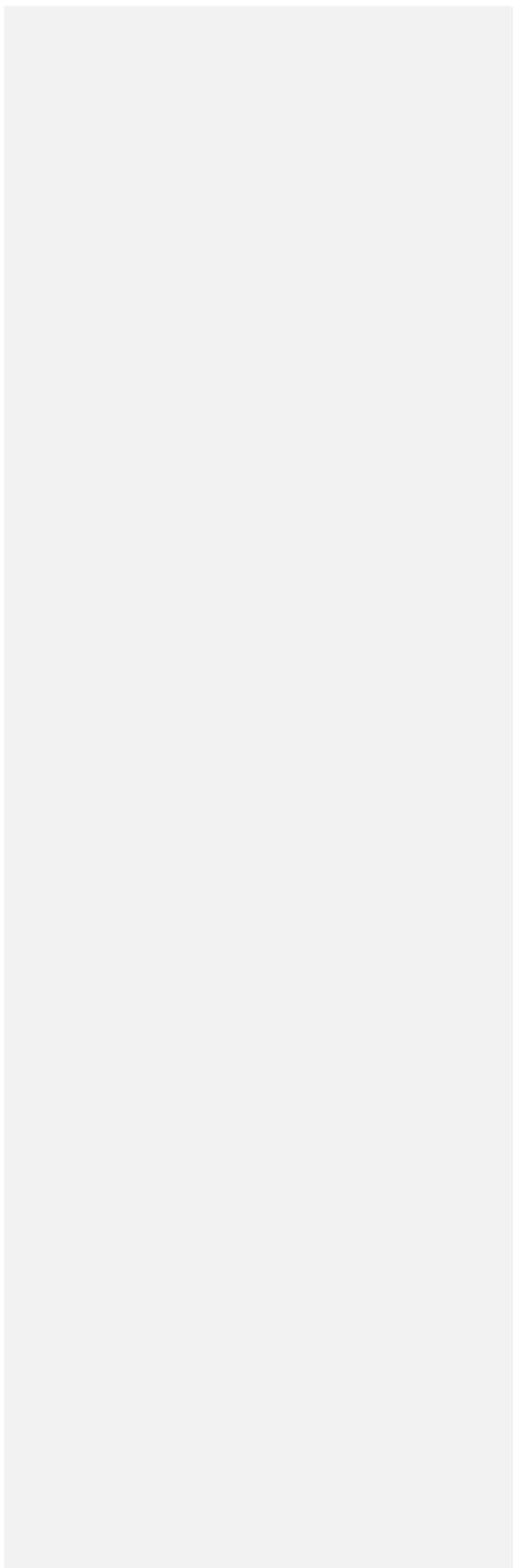
Attachment A

Project Type	Additional Considerations in Scoring
<b>Operating Efficiency</b>	<ul style="list-style-type: none"> <li>• LEED certification (reduced facility operating costs).</li> <li>• Electric or Hybrid Technology</li> <li>• Expansion buses, if the agency spare ratio is below 15%</li> </ul>
<b>Travel Time &amp; Reliability</b>	<ul style="list-style-type: none"> <li>• Agency on-time performance (OTP) is greater than 80%</li> <li>• Agency Mean Distance between Failures &gt; 10,000 miles</li> </ul>
<b>Accessibility and Customer Experience</b>	<ul style="list-style-type: none"> <li>• Investments that add new stops or expand service coverage</li> <li>• Software/hardware to provide real-time arrival information</li> <li>• Improvement in bicycle or pedestrian access to transit facilities</li> </ul>
<b>Safety and Security</b>	<ul style="list-style-type: none"> <li>• On-board technology to enhance passenger safety.</li> <li>• Improved lighting or other crime prevention features.</li> <li>• Pedestrian safety improvements.</li> </ul>

5. Minor Enhancement projects will be evaluated considering the same service impact methodology that is applied to State of Good Repair projects.

6. Major Expansion projects will be evaluated based upon the following factor areas identified in 33.2-214.4 of the *Code of Virginia*: congestion mitigation, economic development, accessibility, safety, environmental quality, and land use.

7. The factors specified in 33.2-214.4 of the *Code of Virginia* will be measured and weighted according to the following metrics:



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Category	Measure	Measure Weight
Congestion Mitigation	Change in peak period transit system ridership attributed to the project	100%
Economic Development	Project consistency with regional and local economic development plans and policies, and support for local development activity	100%
Accessibility	Project improvement in accessibility to jobs, workforce development, and select non-work destinations	50%
	Disadvantaged population (low-income, minority, or limited English proficiency) within walking distance of project	50%
Safety	Project contribution to improving safety and security, reducing risk of fatalities or injuries	100%
Environmental Quality	Reduction in daily vehicle miles traveled resulting from project	100%
Land Use	Transit supportive land use served by the project	100%

8. The factors will initially be evaluated according to the following typology categories and weighting frameworks within existing MPO and PDC boundaries adopted by the Commonwealth Transportation Board as part of the SMART SCALE process. MPOs or PDCs may, in consultation with Transportation District Commissions (where applicable), examine the weighting framework applicable to its area and determine its appropriateness for the purpose of Transit Capital prioritization and may request that the Board approve a different typology for the purpose of Transit Capital prioritization, by resolution of their policy board.

Weighting Frameworks:

Factor	Congestion Mitigation	Economic Development	Accessibility	Safety	Environmental Quality	Land Use
Category A	45%	5%	15%	5%	10%	20%
Category B	15%	20%	25%	20%	10%	10%
Category C	15%	25%	25%	25%	10%	0%
Category D	10%	35%	15%	30%	10%	0%



Attachment A

<b>Region in which the Project is Located</b>	<b>Typology</b>
Accomack-Northampton PDC	Category D
Bristol MPO	Category D
Central Shenandoah PDC	Category D
Central Virginia MPO	Category C
Charlottesville-Albemarle MPO	Category B
Commonwealth Regional Council	Category D
Crater PDC	Category D
Cumberland Plateau PDC	Category D
Danville MPO	Category D
Fredericksburg Area MPO (FAMPO)	Category A
George Washington Regional Commission	Category D
Hampton Roads PDC	Category D
Hampton Roads TPO	Category A
Harrisonburg-Rockingham MPO	Category C
Kingsport MPO	Category D
Lenowisco PDC	Category D
Middle Peninsula PDC	Category D
Mount Rogers PDC	Category D
New River Valley MPO	Category C
New River Valley PDC	Category C
Northern Neck PDC	Category D
Northern Shenandoah Valley RC	Category D
Northern Virginia Transportation Authority (NVTA)/Transportation Planning Board (TPB)	Category A
Rappahannock-Rapidan RC	Category D
Region 2000 LGC	Category D
Richmond Regional PDC	Category D
Richmond Regional TPO (RRTPO)	Category B
Roanoke Valley TPO (RVTPO)	Category B
Southside PDC	Category D
Staunton-Augusta-Waynesboro MPO	Category C
Thomas Jefferson MPO	Category C
Tri-Cities MPO	Category C
West Piedmont MPO	Category D
WinFred MPO	Category C

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Note: PDC is defined as the remainder of the region outside an MPO boundary. In many cases, these regions include partial counties (e.g. Goochland County is partially within RRTPO and the Richmond Regional PDC). If a project is within the MPO boundary, the project shall use the weighting associated with the MPO. For projects that cross multiple typology boundaries, the project shall use the weighting associated with the typology for which the majority of the project is located.

9. Candidate Major Expansion projects will be scored based on the factors and weights identified above, the cost of the project, and based on the information included in the project application.

10. The final score for Major Expansion projects will be determined by calculating the anticipated benefits relative to the amount of funding requested pursuant to 33.2-1526.1 of the *Code of Virginia*.

11. A project that has been selected for transit capital funding (state of good repair, minor enhancement, or major expansion) must be rescored and the funding decision reevaluated if there are significant changes to either the scope or cost of the project.

BE IT FURTHER RESOLVED, the methodology may continue to evolve and improve based upon advances in technology, data collection, and reporting tools, and to the extent that any such improvements modify or affect the policy and process set forth herein, they shall be brought to the Board for review and approval.

BE IT FURTHER RESOLVED, the Board hereby directs the Director of the Department of Rail and Public Transportation to take all actions necessary to implement and administer this policy and process, including, but not limited to preparation of program guidance and outreach consistent with this resolution.

BE IT FURTHER RESOLVED, the Board hereby directs the Director of the Department of Rail and Public Transportation analyze the outcomes of this process on an annual basis and to revisit the process at least every three years, in consultation with the Transit Service Delivery Advisory Committee, transit agencies, metropolitan planning organizations, and local government prior to making recommendations to the Commonwealth Transportation Board.

**Approval and Adoption of an interim I-95 Corridor Improvement Plan in response to House Joint Resolution 581 and Senate Joint Resolution 276 of the 2019 Session of the General Assembly**  
**Approved: 1/15/2020**

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WHEREAS, pursuant to House Joint Resolution 581 and Senate Joint Resolution 276 of the 2019 session (2019 Resolutions), the General Assembly of Virginia has directed the Commonwealth Transportation Board (Board), to study financing options for improvements to the Interstate 95 (I-95) Corridor (Study) and to develop and adopt an I-95 Corridor Improvement Plan (Plan); and

WHEREAS, the 2019 Resolutions directed the Virginia Department of Transportation (VDOT), Virginia Department of Motor Vehicles, Virginia State Police and, if requested, any other state agency to provide technical and other assistance to the Board; and

WHEREAS, the 2019 Resolutions directed that the Study include financing options for I-95 Corridor improvements; and

WHEREAS, while the 2019 Resolutions provided for the examination of a portion of I-95 and directed, in the development of the Plan, that the Board shall, at a minimum include the components below, the Board opted to address these components for the entire length of the Corridor:

**Commented [VP9]:** The Interstate Operations and Enhancement Program (IOEP) Policy is the more relevant policy now. This resolution adopted the 2019 interim plan (identified operational improvements only), which was then superseded by the final I-95 plan, the I-64 Corridor Improvement Plan, and the adoption of the IOEP policy.

Attachment A

1. Designate specific segments of the I-95 Corridor for improvement;
2. Identify a targeted set of improvements for each segment that may be financed or funded in such segment and evaluated using the statewide prioritization process pursuant to § 33.2-214.1 of the Code of Virginia;
3. Ensure that in the overall plan of expenditure and distribution of any toll revenues or other financing means evaluated, each segment's total long-term benefit shall be approximately equal to the proportion of the toll revenues attributable to and other funds allocated to such segment divided by the total toll revenues and other revenues allocated to the Plan;
4. Study truck travel patterns along I-95 and analyze policies that minimize the impact on local truck traffic;
5. Identify incident management strategies corridor-wide;
6. Ensure that any revenues collected along the I-95 Corridor be used only for the benefit of that Corridor;
7. Determine potential solutions to address region-specific needs along the I-95 Corridor; and
8. Consider the effect of improvements to the Virginia Railway Express Service, implementation of High Speed Rail service, and the effect that enhanced transit service could have on mitigating congestion along the I-95 Corridor.

WHEREAS, the 2019 Resolutions directed the Board to complete its meetings by November 30, 2019 and submit a report of its findings and recommendations to the Governor and General Assembly for publication as a House or Senate document no later than the first day of the 2020 Regular Session of the General Assembly; and

WHEREAS, the Board, Office of Intermodal Planning and Investment (OIPI), VDOT, and the Department of Rail and Public Transportation (DRPT), in conducting the Study and developing the Plan, solicited input from local elected officials, state legislators, citizens, and other affected stakeholders through a series of public meetings and hearings held along the I-95 Corridor; and

WHEREAS, the Study has resulted in development of an interim I-95 Corridor Improvement Plan, which identifies operational upgrades, and incident management strategies as well as unprioritized targeted multimodal improvements for the entire I-95 Corridor and provides financing options; and

WHEREAS, due to the magnitude of needs along the Corridor, the overall availability of funding to address those needs, and the desire to complete an Interstate 64 (I-64) Corridor Improvement Plan to provide a more holistic picture of transportation needs on these two corridors, the Board intends to undertake the prioritization of capital improvements identified in the I-95 Corridor Improvement Plan at a later date when more information regarding the needs on other interstate corridor is available.

NOW, THEREFORE, BE IT RESOLVED, the Board approves and adopts the interim I-95 Corridor Improvement Plan, attached hereto as Attachment A, developed by VDOT, OIPI and DRPT in response to the 2019 Resolutions of the Virginia General Assembly.

BE IT FURTHER RESOLVED, the Board hereby authorizes the Secretary of Transportation to submit the interim I-95 Corridor Improvement Plan to the General Assembly during the 2020 Regular Session of the General Assembly.

[Resolution/Attachment A link: <https://www.ctb.virginia.gov/resources/2020/jan/res/18.pdf>]