

**ACTION ITEM  
BOARD OF SUPERVISORS**

**DATE:** August 18, 2009

**TO:** Board of Supervisors  
**FROM:** Keith Dayton *KCD*  
Director of Public Works  
**ISSUE:** Designate FY2010 VDOT Revenue Sharing Program Funds

**STAFF RECOMMENDATION:** Approval

**BUDGET IMPACT:** None at this time

**ATTACHMENTS:** (3)

- |                       |                                    |
|-----------------------|------------------------------------|
| [1] Background Report | [3] <u>Reso/Ord/Proc</u> # R09-305 |
| [2] Letter/VDOT Forms | [ ] <u>Reso/Ord/Proc</u> #         |
| [ ]                   | [ ] <u>Reso/Ord/Proc</u> #         |

**REVIEW:** [X] County Administrator's Office *[Signature]*

[X] Legal *[Signature]*

[X] Finance and Budget *[Signature]*

- |                     |                    |                         |
|---------------------|--------------------|-------------------------|
| [X] Consent Agenda  | [ ] Other Business | [ ] Public Hearing      |
| [ ] Discussion Item | [ ] Presentation   | [ ] Unfinished Business |
| [ ] New Business    |                    |                         |

**PRESENTATION BY:** N/A

**ELECTION DISTRICT:** N/A

### **BACKGROUND REPORT**

The Virginia Department of Transportation (VDOT) Revenue Sharing Program allows localities to enhance funding for eligible transportation improvement projects. Typically, a locality allocates funding toward qualified projects and VDOT matches the local funding, limited to a maximum of \$1 million annually.

The Board's Transportation Bond Committee designated the two lane reconstruction of approximately 0.5 miles of Poplar Road (SR-616) from 0.20 miles north of the intersection with Kellogg Mill Road (SR-651) to 0.77 miles north of Kellogg Mill Road for the FY2010 Revenue Sharing Program. Proposed funding sources for this estimated \$2.1 million project includes \$1 million from the VDOT Revenue Sharing Program, \$1 million from Local Revenue Sharing Program Match and \$100,000 in Local Unmatched Funds. Together, this fully funds this Youth Driver Task Force project.

The FY2010 statewide allocation for the Revenue Sharing Program is \$50 million. In the event that the allocated funds are not fully subscribed, the Code of Virginia allows Supplemental Revenue Sharing Program funds to be allocated to localities using the same criteria. Therefore, the County is submitting two projects for the FY2010 Supplemental Revenue Sharing Program for VDOT consideration. The Transportation Bond Committee designated two projects listed below for supplemental funding should it be made available:

1) Spot road improvements for Poplar Road (SR-616) from the intersection with Mountain View Road (SR-627) to 0.25 miles south of Mountain View Road. Proposed funding sources for this estimated \$0.9 million project includes \$450,000 from the VDOT Revenue Sharing Program and \$450,000 from Local Revenue Sharing Program Match. Together, this fully funds this Youth Driver Task Force project.

2) Intersection improvements at the intersection of Mountain View Road (SR-627) and Kellogg Mill Road (SR-651). Proposed funding sources for this estimated \$1.3 million project includes \$650,000 from the VDOT Revenue Sharing Program and \$650,000 from Local Revenue Sharing Program Match. Together, this fully funds this Youth Driver Task Force project.

In sum, the County's total FY2010 Revenue Sharing Program designations equal \$2.1 million: \$1.1 million for the primary designation and \$1.0 million for the supplemental designation. In addition, local matching funds in the amount of \$2.1 million and \$100,000 in local unmatched funds are necessary for completion of the projects listed above. It is proposed that bond proceeds provide the necessary local funds.

Designations from jurisdictions were due to VDOT on August 14, 2009, with the County Administrator submitting the County's application package on August 12, 2009, Attachments 2 and 3. Proposed Resolution R09-305 ratifies the decision of the County Administrator based on the designation of projects by the Transportation Bond Committee. Staff recommends approval.

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COUNTY ADMINISTRATOR  
ANTHONY J. ROMANELLO, ICMA-CM

August 13, 2009

Revenue Sharing Program  
Fiscal Year 2010  
County of Stafford

Michael A. Estes  
Local Assistance Division  
Virginia Department of Transportation  
1401 East Broad Street  
Richmond, Virginia 23219

Dear Mr. Estes:

The County of Stafford, Virginia, indicates by this letter its official intent to participate in the Revenue Sharing Program for Fiscal Year 2010. The County will provide \$1,000,000 for this program, to be matched on a dollar-for-dollar basis from funds of the State of Virginia. Additionally, the County will provide more than \$1,000,000 for this request.

The County worked with its Residency Administrator and developed the attached prioritized list of eligible items of work recommended to be undertaken with these funds.

The Board of Supervisors will consider this item at its August 18, 2009 meeting. I will provide you with a certified resolution of action taken following the meeting.

Sincerely,

Anthony J. Romanello, ICMA-CM  
County Administrator

cc: David Stanley  
Fulton deLamorton

Attachments

SEPARATE APPLICATION REQUIRED FOR EACH PROJECT TO BE CONSIDERED. EACH PROJECT CONSIDERED INDIVIDUALLY.

**REVENUE SHARING DETAILED DESIGNATION OF FUNDS FORM**

FY: 2009-10 Revenue Sharing Program District: Fredericksburg Residency: Fredericksburg  
 County of Stafford # of Applications Locality is submitting: 3

**PROJECT INFORMATION (Please TAB from field to field)**

Locality's Priority #: 1 Route #: 616 and local road name, if available: Poplar Road  
 State Project Number: None UPC #: 0  
 Description of Work/Scope: Reconstruction  
 From: 0.20 miles North of Route 651, Kellogg Mill Road To: 0.77 miles North of Route 651, Kellogg Mill Road  
 Length: 0.57 (miles) Planned Construction Ad/Start Date: Jun-2012 (enter month & 4 digit year - ex: 05/2010)  
 Does this project provide or enhance accommodations for pedestrians & bicyclists? Yes  
 Is this project in another locality? No If yes, please identify the locality and reason for request on the line below.

**PROJECT ESTIMATES - see asterisks (\*) below for information regarding how to determine info needed**

PHASE	*Total Estimated Project Cost	Sections below pertain to Revenue Sharing funded portion only:		
		**Estimated Eligible Project Costs	***Estimated Eligible VDOT Project Expenses	****Estimated Reimbursement to Locality
PE	\$ 210,000	\$ 210,000	\$ 10,000	\$ 200,000
RW	\$ 945,000	\$ 945,000	\$ 0	\$ 945,000
CN	\$ 945,000	\$ 845,000	\$ 0	\$ 845,000
<b>TOTAL</b>	<b>\$2,100,000</b>	<b>\$2,000,000</b>	<b>\$10,000</b>	<b>\$1,990,000</b>

Please TAB from field to field after entering amounts. Calculate column totals by right clicking on "\$ 0" then select - "Update Field".

- \* **Total Estimated Project Cost** - this should be reflective of all projects costs we will be showing in the Agreement (and on the Appendix A).
- \*\* **Estimated Eligible Project Costs** - this cost is limited to the amount of Revenue Sharing funds we have for the project. Please determine the amount of Revenue Sharing funds that will be used for each phase. (For locally administered projects this is limited to Revenue Sharing state funds.)
- \*\*\* **Estimated Eligible VDOT Project Expenses** - this cost should reflect how much Revenue Sharing the locality has agreed can be spent for VDOT time or work. If this is a VDOT-administered project, all eligible project costs should be reflected here. If this is a locality-administered project, only those costs the locality agrees VDOT personnel can charge for time or work to project should be reflected here. (Even if it is locality-administered, there may be costs on every project for VDOT for administering SERP, inspection, plan review or other type services.)
- \*\*\*\* **Estimated Reimbursement to Locality** - this cost should only be shown on Revenue Sharing locality-administered projects. It should reflect the amount of VDOT matching Revenue Sharing funds that will be reimbursed to the locality, minus any VDOT expenditures if no funds were received from the locality to cover VDOT expenditures.

**LOCALLY ADMINISTERED - [YES] - Please complete if project will be administered by the locality**

Locally Administered? Respond for each phase below	Requesting to be reimbursed? Respond for each phase below
PE: <u>Yes</u>	PE: <u>Yes</u>
RW: <u>Yes</u>	RW: <u>Yes</u>
CN: <u>Yes</u>	CN: <u>Yes</u>

**PROJECT FINANCIAL INFORMATION (Please TAB from field to field)**

VDOT Revenue Sharing matching funds requested for FY 2010: \$ 1,000,000  
 Locality Revenue Sharing matching funds requested for FY 2010: \$ 1,000,000  
 Unmatched funds from Locality for FY 2010: \$ 100,000  
 Other State / Federal funds (list total amount): \$ 0 Type(s): \_\_\_\_\_  
 Total funds on Project: (should equal total estimated cost above): \$2,100,000 (Right click on "\$ 0" & select "Update Field" for total)  
 Has this project received Revenue Sharing funds before? No If yes, what FY(s): \_\_\_\_\_

**PROGRAM EVALUATION CRITERIA (Tiers) (Please TAB from field to field)**

Tier 1 - Is project being Locally administered (all phases)? Yes  
 Tier 2 - Is locality providing any additional funding in excess of required matching amount? Yes  
 Tier 3 - Is this an existing project with an established advertisement date that will be advanced? No  
 Current Advertisement Date: \_\_\_\_\_ (MM/dd/yyyy) New Advertisement Date: \_\_\_\_\_ (MM/dd/yyyy)  
 Tier 4 - If this project DOES NOT meet any of the above criteria select "Yes". Yes

**COMMENTS**

This project is in the County's Transportation Bond Program.

Submitted by: Anthony J. Romanello  
 Locality Official Anthony J. Romanello Date 08/13/2009

Reviewed by: >VDOT Personnel<  
 Residency Admin / Urban Program Manager \_\_\_\_\_ Date \_\_\_\_\_

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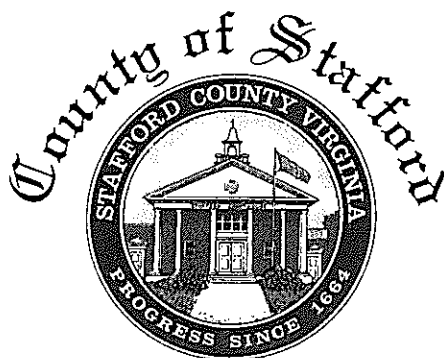
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COUNTY ADMINISTRATOR  
ANTHONY J. ROMANELLO, ICMA-CM

August 13, 2009

Revenue Sharing Program  
Fiscal Year 2010 Supplemental  
County of Stafford

Michael A. Estes  
Local Assistance Division  
Virginia Department of Transportation  
1401 East Broad Street  
Richmond, Virginia 23219

Dear Mr. Estes:

The County of Stafford, Virginia, indicates by this letter its official intent to participate in the Supplemental Revenue Sharing Program for Fiscal Year 2010. The County will provide \$1,000,000 for this program, to be matched on a dollar-for-dollar basis from funds of the State of Virginia. Additionally, the County will provide more than \$1,000,000 for the total supplemental request.

The County worked with its Residency Administrator and developed the attached prioritized list of eligible items of work recommended to be undertaken with these supplemental funds.

The Board of Supervisors will consider this item at its August 18, 2009 meeting. I will provide you with a certified resolution of action taken following the meeting.

Sincerely,

Anthony J. Romanello, ICMA-CM  
County Administrator

cc: David Stanley  
Fulton deLamorton

Attachments

SEPARATE APPLICATION REQUIRED FOR EACH PROJECT TO BE CONSIDERED. EACH PROJECT CONSIDERED INDIVIDUALLY.

**REVENUE SHARING DETAILED DESIGNATION OF FUNDS FORM - SUPPLEMENTAL**

FY: 2009-10 Revenue Sharing Program District: Fredericksburg Residency: Fredericksburg  
 County of Stafford # of Applications Locality is submitting: 3

**PROJECT INFORMATION (Please TAB from field to field)**

Locality's Priority #: 2 Route #: 616 and local road name, if available: Poplar Road  
 State Project Number: None UPC #: 0  
 Description of Work/Scope: Reconstruction - Improve Horizontal Alignment  
 From: Route 627, Mountain View Road To: 0.25 miles South of Route 627, Mountain View Road  
 Length: 0.25 (miles) Planned Construction Ad/Start Date: Jun-2012 (enter month & 4 digit year - ex: 05/2010)  
 Does this project provide or enhance accommodations for pedestrians & bicyclists? Yes  
 Is this project in another locality? No If yes, please identify the locality and reason for request on the line below.

**PROJECT ESTIMATES - see asterisks (\*) below for information regarding how to determine info needed**

PHASE	*Total Estimated Project Cost	Sections below pertain to Revenue Sharing funded portion only:		
		**Estimated Eligible Project Costs	***Estimated Eligible VDOT Project Expenses	****Estimated Reimbursement to Locality
PE	\$ 90,000	\$ 90,000	\$ 5,000	\$ 85,000
RW	\$ 405,000	\$ 405,000	\$ 0	\$ 405,000
CN	\$ 405,000	\$ 405,000	\$ 0	\$ 405,000
<b>TOTAL</b>	<b>\$900,000</b>	<b>\$900,000</b>	<b>\$5,000</b>	<b>\$895,000</b>

Please TAB from field to field after entering amounts. Calculate column totals by right clicking on "\$ 0" then select - "Update Field".

- \* **Total Estimated Project Cost** - this should be reflective of all projects costs we will be showing in the Agreement (and on the Appendix A).
- \*\* **Estimated Eligible Project Costs** - this cost is limited to the amount of Revenue Sharing funds we have for the project. Please determine the amount of Revenue Sharing funds that will be used for each phase. (For locally administered projects this is limited to Revenue Sharing *state* funds.)
- \*\*\* **Estimated Eligible VDOT Project Expenses** - this cost should reflect how much Revenue Sharing the locality has agreed can be spent for VDOT time or work. If this is a VDOT-administered project, all eligible project costs should be reflected here. If this is a locality-administered project, only those costs the locality agrees VDOT personnel can charge for time or work to project should be reflected here. (Even if it is locality-administered, there may be costs on every project for VDOT for administering SERP, inspection, plan review or other type services.)
- \*\*\*\* **Estimated Reimbursement to Locality** - this cost should only be shown on Revenue Sharing locality-administered projects. It should reflect the amount of VDOT matching Revenue Sharing funds that will be reimbursed to the locality, minus any VDOT expenditures if no funds were received from the locality to cover VDOT expenditures.

**LOCALLY ADMINISTERED - [YES] - Please complete if project will be administered by the locality**

Locally Administered? Respond for each phase below	Requesting to be reimbursed? Respond for each phase below
PE: <u>Yes</u>	PE: <u>Yes</u>
RW: <u>Yes</u>	RW: <u>Yes</u>
CN: <u>Yes</u>	CN: <u>Yes</u>

**PROJECT FINANCIAL INFORMATION (Please TAB from field to field)**

VDOT Revenue Sharing matching funds requested for FY 2010: \$ 450,000  
 Locality Revenue Sharing matching funds requested for FY 2010: \$ 450,000  
 Unmatched funds from Locality for FY 2010: \$ 0  
 Other State / Federal funds (list total amount): \$ 0 Type(s): \_\_\_\_\_  
 Total funds on Project: (should equal total estimated cost above): \$900,000 (Right click on "\$ 0" & select "Update Field" for total)  
 Has this project received Revenue Sharing funds before? No If yes, what FY(s): \_\_\_\_\_

**PROGRAM EVALUATION CRITERIA (Tiers) (Please TAB from field to field)**

Tier 1 - Is project being Locally administered (all phases)? Yes  
 Tier 2 - Is locality providing any additional funding in excess of required matching amount? No  
 Tier 3 - Is this an existing project with an established advertisement date that will be advanced? No  
 Current Advertisement Date: \_\_\_\_\_ (MM/dd/yyyy) New Advertisement Date: \_\_\_\_\_ (MM/dd/yyyy)  
 Tier 4 - If this project DOES NOT meet any of the above criteria select "Yes". \_\_\_\_\_ → Yes

**COMMENTS**

This project is in the County's Transportation Bond Program.

Submitted by: Anthony J. Romanello\_\_\_\_\_  
 Locality Official08/13/2009  
DateReviewed by: >VDOT Personnel<\_\_\_\_\_  
 Residency Admin / Urban Program Manager\_\_\_\_\_  
Date

SEPARATE APPLICATION REQUIRED FOR EACH PROJECT TO BE CONSIDERED. EACH PROJECT CONSIDERED INDIVIDUALLY.

**REVENUE SHARING DETAILED DESIGNATION OF FUNDS FORM - SUPPLEMENTAL**

FY: 2009-10 Revenue Sharing Program District: Fredericksburg Residency: Fredericksburg  
 County of Stafford # of Applications Locality is submitting: 3

**PROJECT INFORMATION (Please TAB from field to field)**

Locality's Priority #: 3 Route #: 627 and local road name, if available: Mountain View Road  
 State Project Number: None UPC #: 0  
 Description of Work/Scope: Intersection Improvement  
 From: 0.25 miles North of Route 651, Kellogg Mill Road To: 0.25 miles South of Route 651, Kellogg Mill Road  
 Length: 0.50 (miles) Planned Construction Ad/Start Date: Jun-2012 (enter month & 4 digit year - ex: 05/2010)  
 Does this project provide or enhance accommodations for pedestrians & bicyclists? Yes  
 Is this project in another locality? No If yes, please identify the locality and reason for request on the line below.

**PROJECT ESTIMATES - see asterisks (\*) below for information regarding how to determine info needed**

PHASE	*Total Estimated Project Cost	Sections below pertain to Revenue Sharing funded portion only:		
		**Estimated Eligible Project Costs	***Estimated Eligible VDOT Project Expenses	****Estimated Reimbursement to Locality
PE	\$ 130,000	\$ 130,000	\$ 10,000	\$ 120,000
RW	\$ 585,000	\$ 585,000	\$ 0	\$ 585,000
CN	\$ 585,000	\$ 585,000	\$ 0	\$ 585,000
<b>TOTAL</b>	<b>\$1,300,000</b>	<b>\$1,300,000</b>	<b>\$10,000</b>	<b>\$1,290,000</b>

Please TAB from field to field after entering amounts. Calculate column totals by right clicking on "\$ 0" then select - "Update Field".

- \* **Total Estimated Project Cost** - this should be reflective of all projects costs we will be showing in the Agreement (and on the Appendix A).
- \*\* **Estimated Eligible Project Costs** - this cost is limited to the amount of Revenue Sharing funds we have for the project. Please determine the amount of Revenue Sharing funds that will be used for each phase. (For locally administered projects this is limited to Revenue Sharing state funds.)
- \*\*\* **Estimated Eligible VDOT Project Expenses** - this cost should reflect how much Revenue Sharing the locality has agreed can be spent for VDOT time or work. If this is a VDOT-administered project, all eligible project costs should be reflected here. If this is a locality-administered project, only those costs the locality agrees VDOT personnel can charge for time or work to project should be reflected here. (Even if it is locality-administered, there may be costs on every project for VDOT for administering SERP, inspection, plan review or other type services.)
- \*\*\*\* **Estimated Reimbursement to Locality** - this cost should only be shown on Revenue Sharing locality-administered projects. It should reflect the amount of VDOT matching Revenue Sharing funds that will be reimbursed to the locality, minus any VDOT expenditures if no funds were received from the locality to cover VDOT expenditures.

**LOCALLY ADMINISTERED - [YES] - Please complete if project will be administered by the locality**

Locally Administered? Respond for each phase below	Requesting to be reimbursed? Respond for each phase below
PE: <u>Yes</u>	PE: <u>Yes</u>
RW: <u>Yes</u>	RW: <u>Yes</u>
CN: <u>Yes</u>	CN: <u>Yes</u>

**PROJECT FINANCIAL INFORMATION (Please TAB from field to field)**

VDOT Revenue Sharing matching funds requested for FY 2010: \$ 650,000  
 Locality Revenue Sharing matching funds requested for FY 2010: \$ 650,000  
 Unmatched funds from Locality for FY 2010: \$ 0  
 Other State / Federal funds (list total amount): \$ 0 Type(s): \_\_\_\_\_  
 Total funds on Project: (should equal total estimated cost above): \$1,300,000 (Right click on "\$ 0" & select "Update Field" for total)  
 Has this project received Revenue Sharing funds before? No If yes, what FY(s): \_\_\_\_\_

**PROGRAM EVALUATION CRITERIA (Tiers) (Please TAB from field to field)**

Tier 1 - Is project being Locally administered (all phases)? Yes  
 Tier 2 - Is locality providing any additional funding in excess of required matching amount? No  
 Tier 3 - Is this an existing project with an established advertisement date that will be advanced? No  
 Current Advertisement Date: \_\_\_\_\_ (MM/dd/yyyy) New Advertisement Date: \_\_\_\_\_ (MM/dd/yyyy)  
 Tier 4 - If this project DOES NOT meet any of the above criteria select "Yes". Yes

**COMMENTS**

This project is in the County's Transportation Bond Program.

Submitted by: Anthony J. Romanello copy submission

08/13/2009

Locality Official

Date

Reviewed by: >VDOT Personnel< copy submission

Residency Admin / Urban Program Manager

Date

PROPOSED

BOARD OF SUPERVISORS  
COUNTY OF STAFFORD  
STAFFORD, VIRGINIA

RESOLUTION

At a regular meeting of the Stafford County Board of Supervisors (the Board) held in the Board Chambers, Stafford County Administration Center, Stafford, Virginia, on the 18<sup>th</sup> day of August, 2009:

MEMBERS:

George H. Schwartz, Chairman  
Harry E. Crisp II, Vice Chairman  
M. S. "Joe" Brito  
Mark Dudenhefer  
Paul V. Milde III  
Cord A. Sterling  
Robert "Bob" Woodson

VOTE:

On motion of , seconded by , which carried by a vote of , the following was adopted:

A RESOLUTION TO DESIGNATE FY2010 VIRGINIA DEPARTMENT  
OF TRANSPORTATION REVENUE SHARING PROGRAM FUNDS

WHEREAS, the Board desires to participate in the FY2010 Revenue Sharing Program in the amount of \$1,000,000 in County funds to be matched dollar-for-dollar by the Virginia Department of Transportation (VDOT); and

WHEREAS, the Transportation Bond Program includes Youth Driver Task Force projects to be partially funded through the VDOT Revenue Sharing Program; and

WHEREAS, the Board designates Poplar Road (SR-616) from 0.20 miles north of Kellogg Mill Road (SR-651) to 0.77 miles north of Kellogg Mill Road as a Revenue Sharing Program project; and

WHEREAS, in the event Supplemental Revenue Sharing Program funds are made available, the Board designates two additional projects:

- 1) Poplar Road (SR-616) from Mountain View Road (SR-627) to 0.25 miles south of Mountain View Road
- 2) Mountain View Road (SR-627) and Kellogg Mill Road (SR-651) intersection improvement;

NOW, THEREFORE, BE IT RESOLVED by the Stafford County Board of Supervisors on this the 18<sup>th</sup> day of August, 2009, that the following projects be and they hereby are designated for the FY2010 VDOT Revenue Sharing Program:

- 1) Poplar Road (SR-616) near Kellogg Mill Road (SR-651); One Million Dollars (\$1,000,000) with One Hundred Thousand Dollars (\$100,000) in local unmatched funds;
- 2) Poplar Road (SR-616) near Mountain View Road (SR-627); Four Hundred Fifty Thousand Dollars (\$450,000); and
- 3) Mountain View Road (SR-627) near Kellogg Mill Road (SR-651); Six Hundred Fifty Thousand Dollars (\$650,000).

BE IT FURTHER RESOLVED that the VDOT Residency Administrator receive a certified copy of this Resolution.

AJR:KCD:OFD