

**MINUTES**  
**OF**  
**MEETING OF THE COMMONWEALTH TRANSPORTATION BOARD**

Central Office Auditorium  
1221 East Broad Street  
Richmond, Virginia

January 16, 2003

9:00 a.m.

The monthly meeting of the Commonwealth Transportation Board was held in the Central Auditorium of the Department of Transportation in Richmond, Virginia on January 16, 2003. The Chairman, Whittington W. Clement, was testifying before the House Transportation Committee and was unavailable to preside. The Vice-Chairman, Philip A. Shucet presided and called the meeting to order at 9:01 a.m.

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Present: Messrs. Bowie, Davies, Keen, Klinge, Lester, McCarthy, Stone, Ware, Watson, White and Ms. Connally and Ms. Dragas; Vice Chairman Shucet and Ms. Rae, ex officio with the Department of Rail and Public Transportation.

Absent: Messrs. Bailey and Mitchel.

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**Agenda Item 1:** Public Comment: None

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**Agenda Item 2:** Action on Approval of the Minutes of the Meeting of December 19, 2002. Copy of approved minutes on file with VDOT Commissioner's Office.

Moved by Dr. Stone, seconded by Mr. Klinge. Motion carried, minutes approved.

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**Agenda Item 3: Committee Reports:** Ms. Connally reported that the Long-Range Multimodal Transportation Policy Committee met and agreed to investigate long-range planning efforts in other states, specifically Washington, Florida and Pennsylvania and the role their DOTs play in the long-range planning process; they reviewed the role of metropolitan planning organizations and a performance planning process. The next meeting of the full committee will be in February following the adjournment of the Commonwealth Transportation Board's action meeting on February 20, 2003.

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**LOCAL ASSISTANCE DIVISION:**

**Agenda Item 4:** Action on Additions and Abandonments of Roads in the Secondary System, December 2002. Referenced by attachment of Report and Decision Brief.

Moved by Mr. Klinge, seconded by Mr. Davies. Motion carried, report accepted.

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**Agenda Item 5:** Action on a Revenue Sharing Reallocation, specifically the City of Suffolk, and the Counties of Pittsylvania, Prince William and Tazewell. Referenced by attachment of Resolutions and Decision Brief.

Moved by Mr. Bowie, seconded by Ms. Connally. Motion carried, resolution approved.

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**MOBILITY MANAGEMENT DIVISION:**

**Agenda Item 6:** Action on a Through Truck Restriction, specifically, Route 733 (Pocoshock Boulevard) in Chesterfield County between Route 360 (Hull Street Road) and Route 663 (Elkhardt Road). Referenced by attachment of Resolution, Decision Brief and Map.

Moved by Mr. Watson, seconded by Ms. Dragas. Motion carried, resolution approved.

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**Agenda Item 7:** Action (by separate motions) on Abandonments - Changes in the Interstate System, specifically (A) Frontage Road - F-019 - City of Bristol and (B) Frontage Road F-316 - Prince William County. Referenced by attachment of Resolutions, Decision Briefs and Maps.

(A) Moved by Mr. Bowie, seconded by Mr. Ware. Motion carried, resolution approved.

(B) Moved by Mr. White, seconded by Ms. Connally. Motion carried, resolution approved.

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**Agenda Item 8:** Action on Abandonment - Changes in the Primary System - specifically Old Route 221 - Roanoke County. Referenced by attachment of Resolution, Decision Brief and Map. Moved by Mr. Ware, seconded by Mr. Bowie. Motion carried, resolution approved.

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**RIGHT OF WAY AND UTILITIES DIVISION:**

**Agenda Item 9:** Action (by single motion) on Surplus Property, specifically Land Conveyances (A) Route 58 - City of Norfolk, (B) Route 81 - County of Montgomery, (C) Route 659 - City of Harrisonburg, (D) Route 683 - County of Hanover and (E) Route 726 - County of Pittsylvania. Referenced by attachment of Resolutions and Decision Briefs.

Moved by Dr. Stone, seconded by Mr. Klinge. Motion carried, resolutions approved.

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**ENVIRONMENTAL DIVISION:**

**Agenda Item 10:** Action on Virginia Byway Designation, specifically the Green Sea Byway - City of Virginia Beach. Referenced by attachment of a Resolution, Decision Brief, Fact Sheet, Map and Summary of Total Mileage in Virginia Byways System.

Moved by Mr. Lester, seconded by Mr. Klinge. Motion carried, resolution approved.

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**CONSTRUCTION DIVISION:**

**Agenda Item 11:** Action on Bids for Interstate, Primary, Secondary, Urban and Miscellaneous Projects Received November 19, 22, 25; December 4, 5, 11, 17, 20, 23, 2002, for award and authorized execution of contracts by the Commissioner, or Chief Engineer for Program Development, and for deferral, rejection, rescindment and authorized readvertisement, as indicated. Referenced by attachment of Bid Results Report.

Prior to the motion, there was a discussion regarding the cost estimating process versus the bid estimating process. It was suggested that this would be a good topic for a workshop presentation. There was also a discussion regarding clarification to identify projects in the bid package to relationship to projects in the Six-Year Program. It was stated that the project number could be used as the identifier, but a simpler method could certainly be developed.

Moved by Mr. Bowie, seconded by Mr. Davies. Motion carried, report approved.

Following the motion, Malcolm T. Kerley, Chief Engineer for Program Development introduced Mr. W. Byron Coburn, the new division administrator for the Construction Division, and who occasionally will be called upon to make the monthly bid package presentation to the Board.

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### **OTHER BUSINESS**

Mr. Bowie requested a February Workshop item - an overview of the Pre-Allocation Hearing and Six-Year Program process and the role in which the Board plays.

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### **NEW BUSINESS**

There was no new business.

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**RECESSED:** The Vice-Chairman RECESSED the meeting at 9:45 a.m.

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**RECONVENED:** In the absence of both the Chairman and Vice-Chairman, the Secretary, Mr. Klinge RECONVENED the meeting at 9:55 a.m. for the purposes of calling to order the Ad Hoc Enhancement Grant Committee. Attending the meeting were committee CTB members Ms. Connally, Messrs. Klinge, Watson and White. CTB member Mr. Bailey and ex officio members Mr. Shucet and Ms. Rae were absent. Other CTB members sitting in were Messrs. Bowie and McCarthy and Dr. Stone. VDOT Staff participating were James S. Givens, Local Assistance Division Administrator; Robert E. Terrell, Program Manager; H. W. "Winky" Chenault, Project Manager for the Bristol, Salem, Richmond, Hampton Roads Districts and Statewide Projects; and Cynthia L. Clark, Project Manager for Fredericksburg District and Program Fiscal Monitor. Absent, unable to attend, was Pamela M. Liston, Project Manager for the Lynchburg, Culpeper, Staunton and Northern Virginia Districts and from the Department of Rail and Public Transportation, Kevin B. Page, Rail Industrial Development Program Manager.

In the absence of the committee chairman, Mr. Clement, Mr. Jeffrey Southard, Director of Planning and Environment, opened the meeting with an overview of the enhancement grant program. Then Mr. Chenault reviewed the package of handout materials including the Twelve Eligible Enhancement Categories [determined by the federal government], copy attached; the Current Enhancement Program Scoring Process [scoring criteria and scoring sheet, determined by staff], copies attached; the Enhancement Program Survey [to be sent to the CTB for completion and return by January 31, 2003], copy attached; the Proposed Timeline for 2003 Applications, copy attached; and the status of applications from the November funding requests sent by staff to the outstanding applicant pool.

Mr. Clement joined the meeting in progress at 10:15 a.m.

Following an extended discussion period, during which concerns were expressed regarding commitments to ongoing projects, 4 year project completion timelines, threshold issues to consider before the applicants go to the scoring phase and the anticipated funding level versus the funding need, it was requested that staff develop guidelines for the next committee meeting based upon the discussion and to be developed into a letter to the current applicant pool outlining new rules for participation, new timelines for project completion and the pending Reauthorization Bill in Congress affecting the funding availability.

The next meeting of the Ad Hoc Enhancement Grant Committee will be Wednesday, February 19, 2003 at 11 a.m. in the VDOT Annex Building 3<sup>rd</sup> Floor Conference Room.

**ADJOURNED:** There being no further business to come before the Board and upon a motion duly made by Mr. Klinge and seconded by Ms. Connally, the Chairman, Mr. Clement ADJOURNED the meeting at 11:45 a.m.

The next workshop and meeting will be held on Wednesday, February 19 at 2:00 p.m. and Thursday, February 20 at 9:00 a.m., respectively, in the VDOT Central Auditorium in Richmond, VA.

Approved:

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Chairman

Attested:

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Secretary