COMMONWEALTH of VIRGINIA

Commonwealth Transportation Board

Pierce R. Homer 1401 East Broad Street - Policy Division - CTB Section - #1106 (804) 786-1830
Chairman Richmond, Virginia 23219 Fax: (804) 225-4700

RESOLUTION *Agenda # 4*
OF THE
COMMONWEALTH TRANSPORTATION BOARD

April 17, 2008

MOTION

Made By: Mr. Davies **Seconded By:** Mrs. Carter
Action: Motion Carried, Unanimously

Title: **Revenue-Sharing Program Policy**

WHEREAS, the General Assembly, by Senate Bill 99 during its 2008 general session, amended Section 33.1-23.05 of the *Code of Virginia* (1950) relating to revenue-sharing funds for systems in certain counties, cities and towns of the Commonwealth; and

WHEREAS, it is the sense of this Board that its existing guidance should be amended to reflect the conditions under which revenue sharing funds will be administered in accordance with the revised legislation.

NOW, THEREFORE, BE IT RESOLVED that the Commonwealth Transportation Board hereby adopts the following policy to govern the use of revenue-sharing funds pursuant to Section 33.1-23.05, as amended, of the *Code of Virginia* (1950):

1. The Revenue-Sharing Program shall provide a matching allocation up to $1 million to any county, city or town for projects designated by the locality for improvement, construction or reconstruction of highway systems within such locality.

2. Revenue-Sharing funds shall be prioritized and allocated in accordance with the provisions of Section 33.1-23.05 B. of the *Code of Virginia.*

3. Application for program funding must be made by resolution of the governing body of the jurisdiction requesting the funds. A locality may request funds for a project located within its own jurisdiction or in an adjacent jurisdiction, with concurrence from the governing body of the other locality. Towns not maintaining their own streets are not eligible to receive Revenue-Sharing Program funds directly; their requests must be included in the application of the county in which they are located. All requests must include a priority listing of projects.

4. Funds may be administratively transferred from one revenue sharing project to another existing revenue-sharing project. If approved by this Board, revenue-sharing funds may also

be transferred to an existing project in the Six Year Improvement Program or Secondary Six Year Plan if needed to meet the approved federal obligation schedule or to ensure that a scheduled advertisement date can be met or accelerated. Requests for all such transfers must be made in writing by the County Administrator or City/Town Manager. Such requests must include the reasons for the request and the status of both projects.

5. The Revenue-Sharing Program is intended to provide funding for relatively small, immediately needed improvements or to supplement funding for existing projects. Larger new projects may be considered, provided the locality identifies the additional funding needed to implement the project. Revenue-sharing funds are normally expected to be used within the fiscal year following their allocation. If a project having funds allocated under this program has not been initiated so that a portion of such funds have been expended within two subsequent fiscal years of allocation, the funds may be reallocated at the discretion of this Board.

6 No more than three months prior to the end of any fiscal year in which less than the full program allocation has been allocated by this Board to specific governing bodies, those localities initially requesting the maximum allocation as defined in Section 33.1-23.05 of the *Code of Virginia* may be allowed an additional allocation.

7. The Commonwealth Transportation Commissioner is directed to establish administrative procedures to assure the provisions of this policy and legislative directives are adhered to and complied with.

BE IT FURTHER RESOLVED that the above policy shall become effective immediately, and all policies heretofore adopted by this Board governing the use of revenue-sharing funds shall be rescinded simultaneously.

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