



COMMONWEALTH of VIRGINIA

Commonwealth Transportation Board

Nicholas Donohue
Chairperson

1221 East Broad Street
Richmond, Virginia 23219

(804) 482-5818
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MEETING OF THE COMMONWEALTH TRANSPORTATION BOARD DRAFT ACTION AGENDA

The Bristol Hotel
115 Country Music Way, Bristol, VA 24201, US
July 22, 2026
9:00 a.m.

Public Comments:

Approval of Minutes:

June 16, 2026

CONSENT AGENDA:

1. Action on Airport Access Program Frederick County, Winchester Regional Airport Located within the Staunton District.
2. Action on Recreational Access Program, City of Covington, Jackson River Sports Complex Located within the Salem District.
3. Action on Economic Development Access Program, City of Waynesboro, Waynesboro Commerce and Industry Park Located within the Staunton District.

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Agenda item # 1

RESOLUTION OF THE COMMONWEALTH TRANSPORTATION BOARD

July 22, 2026

MOTION

Made By: _____ Seconded By:

Action:

**Title: Airport Access to
the Winchester Regional Airport
Project #####-034-### – Frederick 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 licensed, public-use airports”; and

WHEREAS, Frederick County by formal resolution has requested Airport Access (AIR) Program funds to serve the Winchester Regional Airport, which is located off Coverstone Drive, and said access is estimated to cost approximately \$1,350,000; 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 Airport Access Fund Policy and the Airport Access Program guide.

NOW, THEREFORE, BE IT RESOLVED, that \$650,000 (\$500,000 unmatched and \$150,000 matched) of the Economic Development, Airport and Rail Access Fund is allocated to provide adequate access to the Winchester Regional Airport, Project ####-034-###, contingent upon:

1. All right of way, environmental assessments and remediation, and utility adjustments being provided at no cost to the Commonwealth; and

Resolution of the Board

Airport Access – Winchester Regional Airport – Frederick County

July 22, 2026

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2. Execution of an appropriate contractual agreement between Frederick County (LOCALITY) and the Virginia Department of Transportation (VDOT), to provide for the:
 - a. Design, administration, construction and maintenance of this 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 \$150,000, by the LOCALITY for appropriately documented eligible project costs.

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CTB Decision Brief

Airport Access – Frederick County Winchester Regional Airport

Issue: Pursuant to §33.2-1509 of the Code of Virginia and the Airport Access Fund Policy of the Commonwealth Transportation Board (CTB), Frederick County has requested funds from the Airport Access Program to assist in constructing road access improvements to serve the Winchester Regional Airport off Coverstone Drive. 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, reconstructing, maintaining or improving access roads within localities to licensed, public-use airports. The CTB's Airport Access 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 administer to assure adherence to such policy and legislative requirements. The Commissioner established such administrative procedures in the Airport 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 Airport Access Program funding prior to the Board's allocation of funds.

The Winchester Regional Airport is a 385-acre licensed, public-use airport located in Frederick County. The Airport serves the Counties of Frederick, Clarke, Shenandoah, and Warren, and the City of Winchester, supports 610 jobs, and averages 63,000 enplanements (takeoffs, landings, and overflights) annually.

Frederick County is requesting funding from the Airport Access Program to assist with the design of turn lanes, a commercial entrance, and median adjustments on Coverstone Drive. The Winchester Regional Airport currently owns a 30-acre undeveloped parcel adjacent to Coverstone Drive. This project will provide access to the 30-acre parcel, allowing the airport to move forward with economic development opportunities that could generate millions of dollars in capital investment and create hundreds of jobs. The 30-acre parcel has the potential to increase airport operations by up to 12%, and new access will improve emergency response times.

Recommendation: VDOT recommends the allocation of \$650,000 (\$500,000 unmatched and \$150,000 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* and the CTB's Airport Access Fund Policy specify that the CTB shall approve the allocation of funds for the construction of the access road project. A resolution is provided for formal vote.

Result, if Approved: VDOT and Frederick County will proceed with the Airport Access project.

Options: Approve, Deny, or Defer.

Commonwealth Transportation Board Decision Brief
Airport Access – Winchester Regional Airport – Frederick County
July 22, 2026
Page Two

Public Comments/Reactions: None



AIRPORT ACCESS (AIR) PROGRAM

Frederick County – Winchester Regional Airport



Airport Access (AIR) Program

- Provides funding to construct or upgrade public roads that serve public-use airports
- Localities submit applications for AIR Funding to VDOT, and the Commonwealth Transportation Board (CTB) considers and approves project allocations

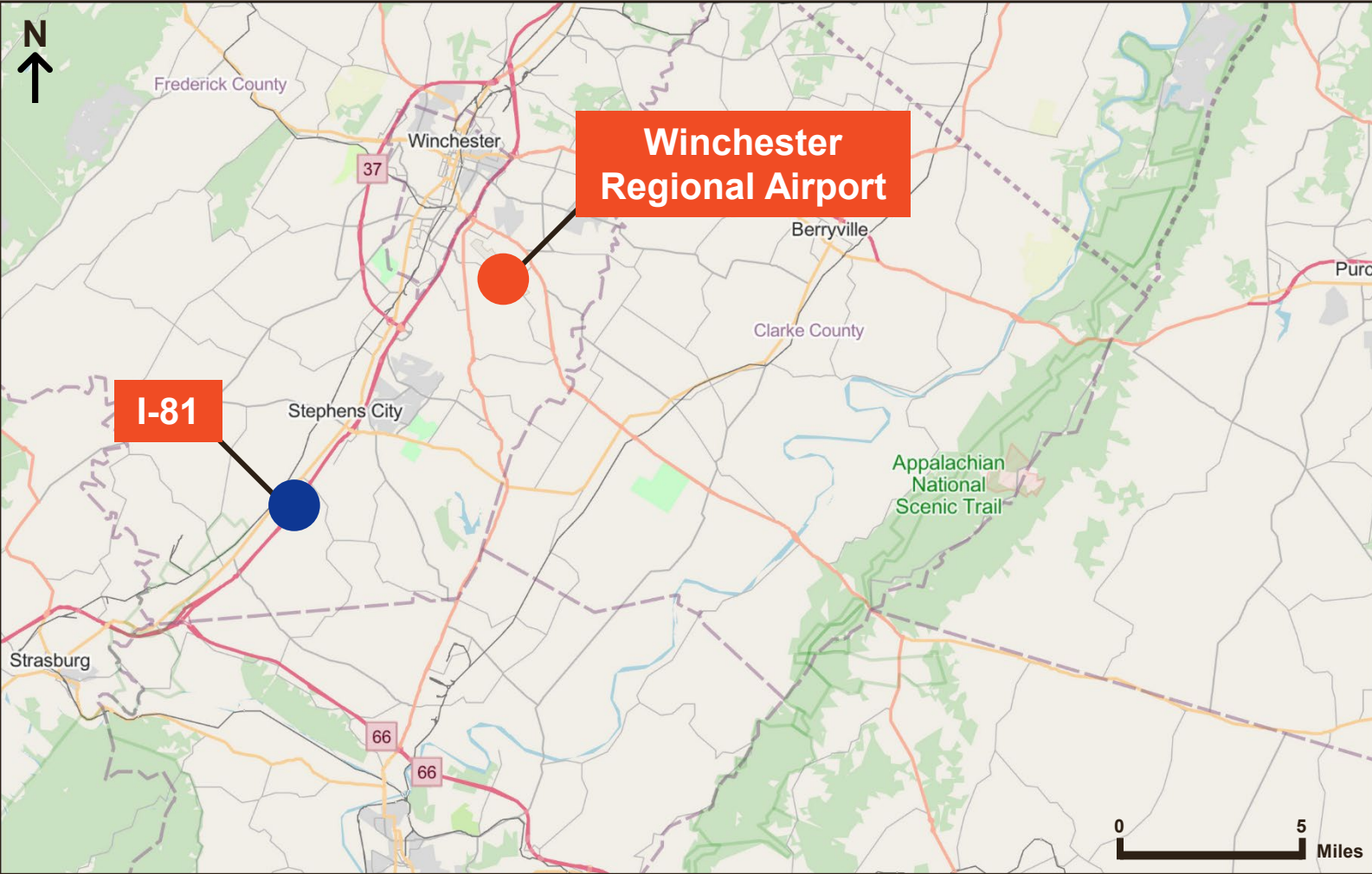
Fund Source	Airport Access Projects
State	\$500,000
State/Local Match	\$150,000/\$150,000

Airport Access Project – Frederick County

Legend:

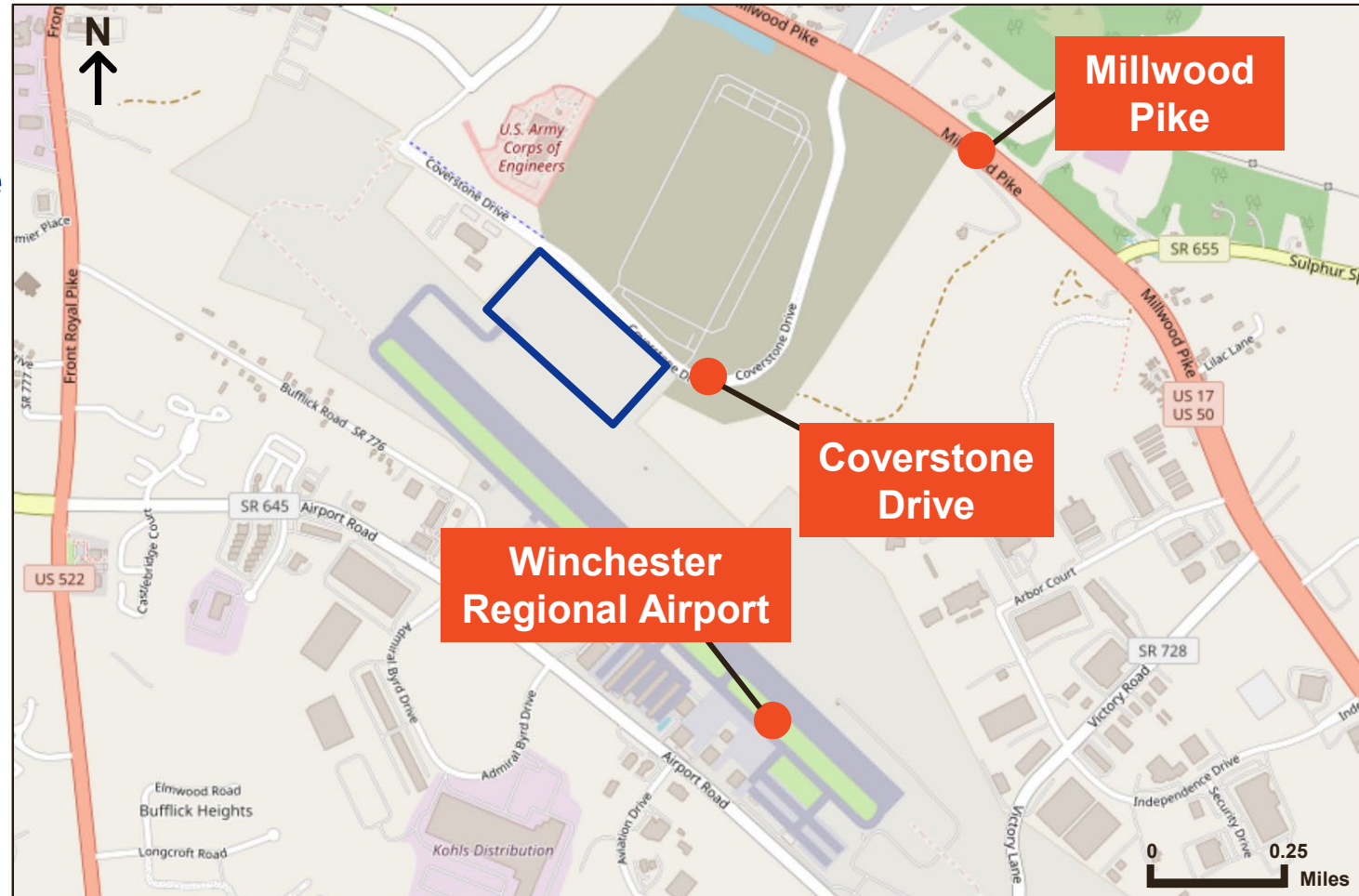
 **Winchester
Regional Airport**

 **I-81**



Airport Access Project – Frederick County

- This proposed access project will construct right and left turn lanes on Coverstone Drive into a 30-acre airport parcel
- Project design details:
 - Two approximately 150-foot-long turn lanes
 - Commercial entrance and median adjustments
 - Project Estimate: \$1,350,000
 - Proposed Project Allocation: \$650,000
 - (\$500,000 unmatched, \$150,000 match)



Legend:

 Airport Parcel

Next Steps

- **July 2026 meeting, the CTB will be presented with a Resolution proposing to establish a new AIR project**
- **If approved by the CTB, VDOT will enter into a Standard State-Aid Agreement with Frederick County**
- **VDOT will administer the Frederick County AIR project**



Virginia Department of Transportation



COMMONWEALTH of VIRGINIA

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Agenda item # 2

RESOLUTION OF THE COMMONWEALTH TRANSPORTATION BOARD

July 22, 2026

MOTION

Made By: _____ Seconded By: _____

Action: _____

**Title: Recreational Access to the
Jackson River Sports Complex
Project RECR-107-#### – City of Covington**

WHEREAS, § 33.2-1510 of the *Code of Virginia* sets forth that the General Assembly of Virginia has found and declared that it is “. . . in the public interest that access roads and bikeways to public recreational areas and historical sites be provided . . .” and sets aside highway funds for such purpose, “. . . [w]hen the Director of the Department of Conservation and Recreation has designated a public recreational area as such . . . and recommends to the [Commonwealth Transportation] Board that an access road or bikeway be provided or maintained to that area”; and

WHEREAS, the Director of the Department of Conservation and Recreation (DCR) and the Commonwealth Transportation Board (CTB) have adopted a joint policy to govern the use of the Recreational Access Fund pursuant to § 33.2-1510 of the *Code of Virginia*; and

WHEREAS, the Covington City Council has, by appropriate resolution, requested Recreational Access funds to provide roadway access to adequately serve recreational facilities located off of W Edgemont Drive and said roadway access is estimated to cost \$250,000; and

WHEREAS, this request has been considered by the Director of DCR and has been found to comply with the provisions of § 33.2-1510 of the *Code of Virginia* and has designated the site a public recreation area.

Resolution of the Board

Recreational Access – Jackson River Sports Complex – City of Covington

July 22, 2026

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NOW, THEREFORE, BE IT RESOLVED, that \$250,000 of the Recreational Access Fund is allocated to improve access to the Jackson River Sports Complex off W Edgemont Drive, Project RECR-107-###, 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 the City of Covington and VDOT to provide for the:
 - a. Design, administration, construction and maintenance of this project;
 - b. payment of all ineligible project costs, and of any eligible project costs in excess of the allocation amount for the roadway access project from sources other than those administered by VDOT.

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CTB Decision Brief

Recreational Access – City of Covington Jackson River Sports Complex

Issue: Pursuant to § 33.2-1510 of the *Code of Virginia*, the City of Covington has requested funds from the Recreational Access Program to improve roadway access to the Jackson River Sports Complex.

Facts: Section 33.2-1510 of the *Code of Virginia* provides that the Commonwealth Transportation Board (CTB) shall expend from funds set aside for the construction of access roads and bikeways to public recreational areas and historical sites. CTB Policy requires that the locality provide all rights of way, utility adjustments, and environmental assessments and remediation at no cost to the Commonwealth. Further, this section of the *Code of Virginia* grants the CTB the authority to construct access roads and bikeways to public recreational areas and historical sites when the governing body of the locality in which the access road is to be provided passes a resolution requesting the road and when the Director of the Department of Conservation and Recreation (DCR) has designated the public recreational area as such and recommends to the CTB that an access road be provided to that area.

The Jackson River Sports Complex is a 75-acre park located along the Jackson River, within the City of Covington. This facility opened in 2004, and houses 5 lighted multi-use athletic fields, a 2,500-foot paved walking trail along the Jackson river, the River Rock amphitheater, along with several more amenities. This project will improve the park's entrance, construct a new 500-foot road to a newly constructed Putt Putt facility, and pave existing gravel sections of the sports field access road. The City of Covington will administer the design and construction of the proposed access project.

Recommendation: VDOT recommends the allocation of \$250,000 from the Recreational Access Fund be approved for design and construction of this project, subject to certain contingencies as set forth in the accompanying resolution.

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

Result, if Approved: VDOT and the City of Covington will proceed with the Recreational Access project.

Options: Approve, Deny, or Defer.

Public Comments/Reactions: None

RECREATIONAL ACCESS (REC) PROGRAM

City of Covington – Jackson River Sports Complex



Recreational Access (REC) Program


- **Provides funding to design and construct roads and/or bikeways that serve new or existing public recreational or historic sites**
 - Localities submit applications for REC Funding to VDOT, and the Commonwealth Transportation Board (CTB) considers and approves project allocations
- **The Department of Conservation and Recreation (DCR) or the Department of Historic Resources (DHR) must provide a project recommendation letter**

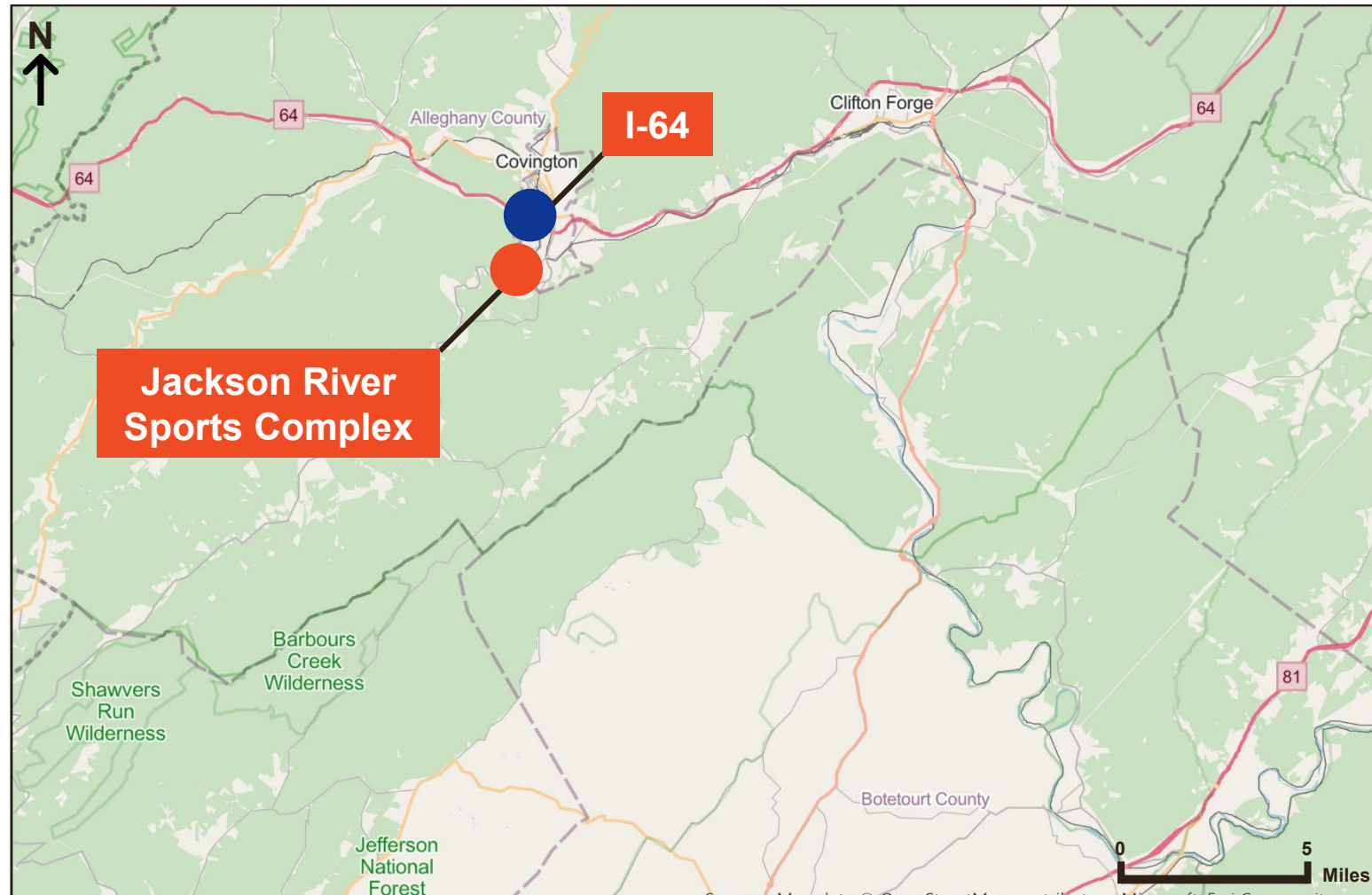
Fund Source	State Operated Facility	Locality Operated Facility	
Roadway	\$400,000 (unmatched)	\$250,000 (unmatched)	\$100,000 (matched)
Bikeway	\$75,000 (unmatched)	\$60,000 (unmatched)	\$15,000 (matched)

Recreational Access Project – City of Covington

Legend:

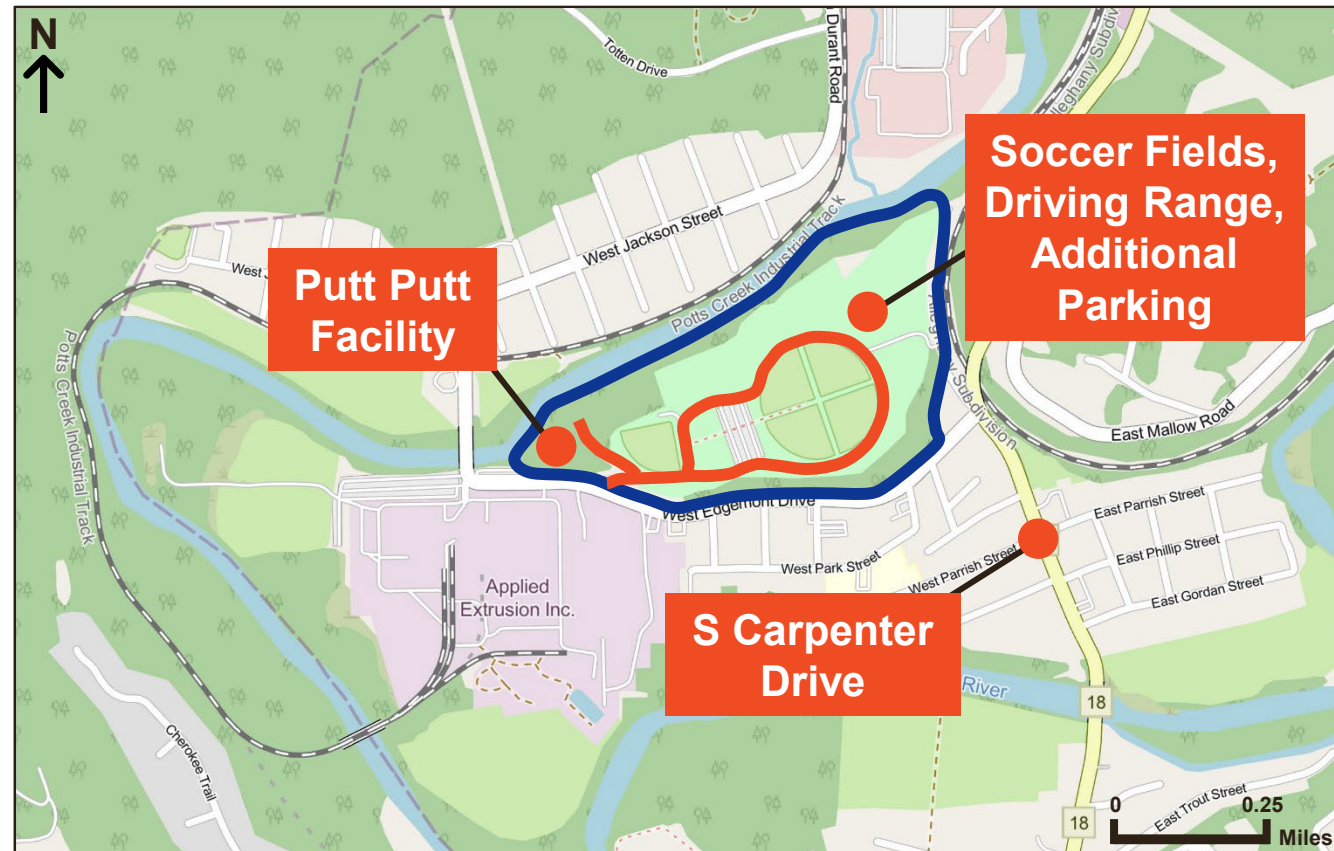
 Jackson River Sports Complex

 I-64



Recreational Access Project – City of Covington

- This proposed access project will improve access to existing Jackson River Sports Complex facilities (locality operated) by improving 3,800 linear feet of road, including to the recently completed Putt Putt Facility
- Project design details:
 - Park entrance improvements
 - New road to the Putt Putt facility
 - Paving gravel sections of the sports field access road
 - Proposed Project Allocation: \$250,000



Legend:

 Jackson River Sports Complex

 Access Project

Next Steps

- **July 2026 meeting, the CTB will be presented with a Resolutions proposing to establish a new REC project**
- **If approved by the CTB, VDOT will enter into a Standard State-Aid Agreement with the City of Covington**
- **Covington will administer the REC project**





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Agenda item # 3

RESOLUTION OF THE COMMONWEALTH TRANSPORTATION BOARD

July 22, 2026

MOTION

Made By: _____ Seconded By:

Action:

**Title: Economic Development Access to
the Waynesboro Commerce & Industry Park
Project ECON-136-#### – City of Waynesboro**

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 acceptable to the Board be constructed or under firm contract within the time limits of the bond, such bond shall be forfeited”; and

WHEREAS, the City of Waynesboro by formal resolution has requested Economic Development Access (EDA) Program funds to serve the Waynesboro Commerce & Industry Park, which is located off Shenandoah Village Drive without public access, and said design is estimated to cost approximately \$160,000; 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.

Resolution of the Board

Economic Development Access – Waynesboro Commerce & Industry Park – City of
Waynesboro

July 22, 2026

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NOW, THEREFORE, BE IT RESOLVED, that \$155,000 (\$150,000 unmatched and \$5,000 matched) of the Economic Development, Airport and Rail Access Fund is allocated to provide adequate access to the Waynesboro Commerce & Industry Park off Shenandoah Village Drive, Project ECON-136-####, 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 the City of Waynesboro (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 \$5,000, 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 – City of Waynesboro Waynesboro Commerce & Industry Park

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), the City of Waynesboro has requested funds from the EDA Program to assist in designing road access to eligible property within the Waynesboro Commerce & Industry Park. CTB approval for the allocation of the requested funds 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 design-only Access roadway allocations to localities for projects that do not meet the Major Employment and Investment (MEI) criteria.

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 requesting EDA Program funding prior to the Board's allocation of funds.

The Waynesboro Commerce & Industry Park has 111-acres with 35-acres of interstate visibility and has multiple high-profile tenants. The project includes the design of a 0.25-mile-long roadway into an undeveloped 17-acre parcel.

Waynesboro is requesting funding from the Economic Development Access Program to assist with the design of a new roadway within the Waynesboro Commerce & Industry Park. The City will administer the design of the proposed road project. The Waynesboro City Council 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. Waynesboro 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 \$155,000 (\$150,000 unmatched and \$5,000 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.

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Economic Development Access – Waynesboro Commerce & Industry Park – City of
Waynesboro
July 22, 2026
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Action Required by the CTB: The *Code of Virginia* and the CTB’s EDA Fund Policy specify that the CTB shall approve the allocation of funds for the design of the access road project. A resolution is provided for formal vote.

Result, if Approved: VDOT and the City of Waynesboro will proceed with the EDA road project.

Options: Approve, Deny, or Defer.

Public Comments/Reactions: None



ECONOMIC DEVELOPMENT ACCESS (EDA) PROGRAM

City of Waynesboro – Waynesboro Commerce & Industry Park



Economic Development Access (EDA) Program

- **Provides funding to design and construct roads that serve new or expanding economic development sites**
 - Localities submit applications for EDA Funding to VDOT, and the Commonwealth Transportation Board (CTB) considers and approves project allocations
- **Projects can be either design-only projects or construction projects**
 - **Design-only projects: Funds are used solely for the design of a new road or improvements to an existing road**
 - **Construction projects: Funds are used for both the design and construction of a new road or improvements to an existing road**
 - Traditional: where an existing qualifying establishment is expanding or a new named qualifying establishment is under firm contract to build
 - Bonded: where no establishment is under firm contract to build or when the identity of the qualifying establishment is held confidential

Fund Source	Design-Only Projects		Construction (Bonded or Unbonded)	
	MEI	Non-MEI	MEI	Non-MEI
State	\$500,000	\$150,000	\$1,000,000	\$700,000
State/Local Match	\$150,000/\$150,000	\$50,000/\$50,000	\$1,000,000/\$1,000,000	\$150,000/\$150,000

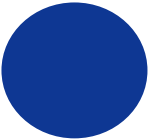
Non-MEI Design Only Program Summary

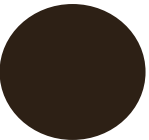
- **On February 2022, the CTB updated the Economic Development Access Policy to include a new allocation for Design-Only Grants to sites which do not meet the MEI criteria**
- **Maximum allocation of \$200,000**
 - (\$150,000 unmatched, \$50,000 matched)
- **Must be guaranteed by an acceptable surety**
- **Surety will be released after VDOT's approval of the final plans**

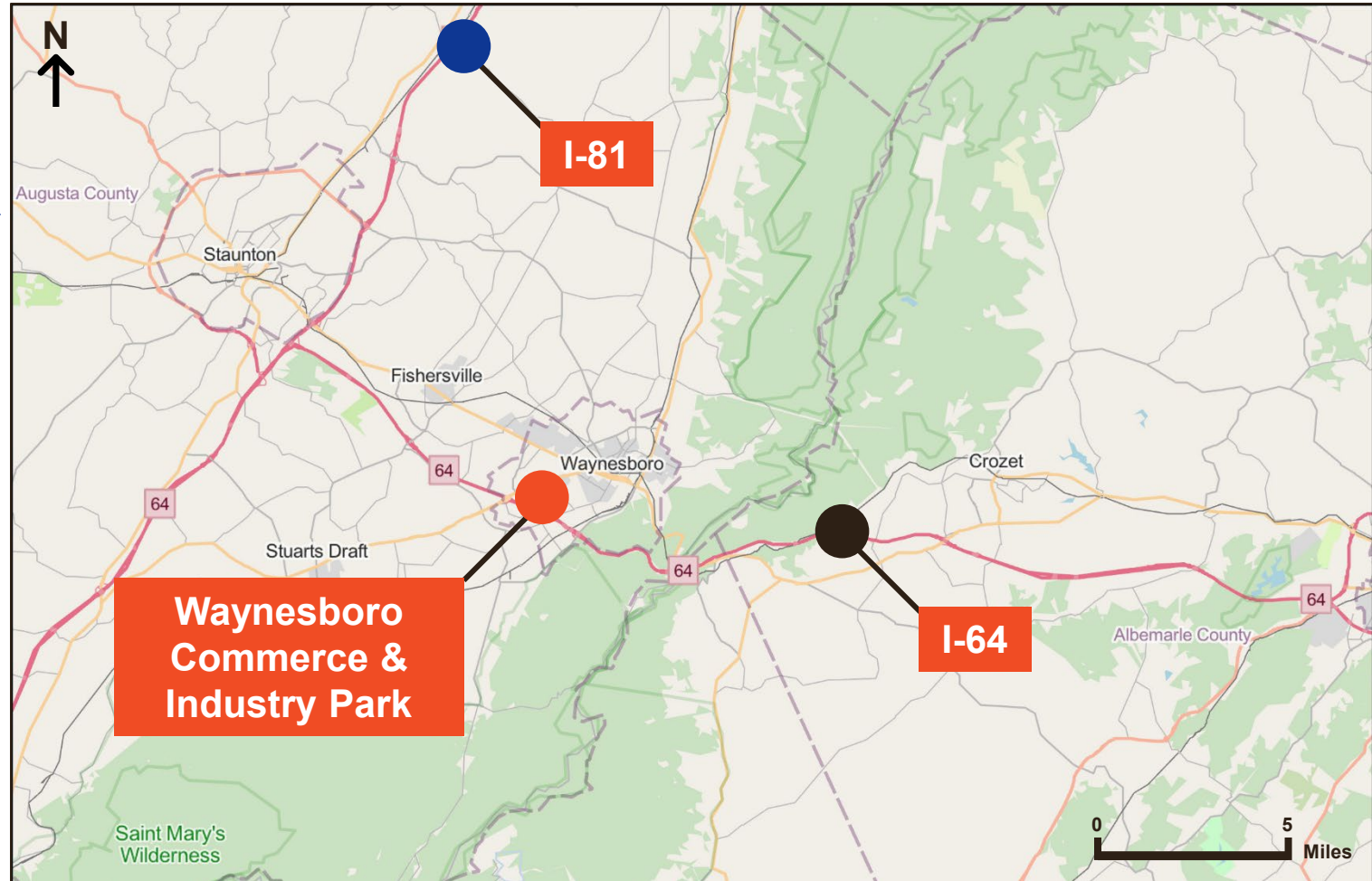
Non-MEI Design Only Project – City of Waynesboro

Legend:

 **Waynesboro
Commerce & Industry
Park**

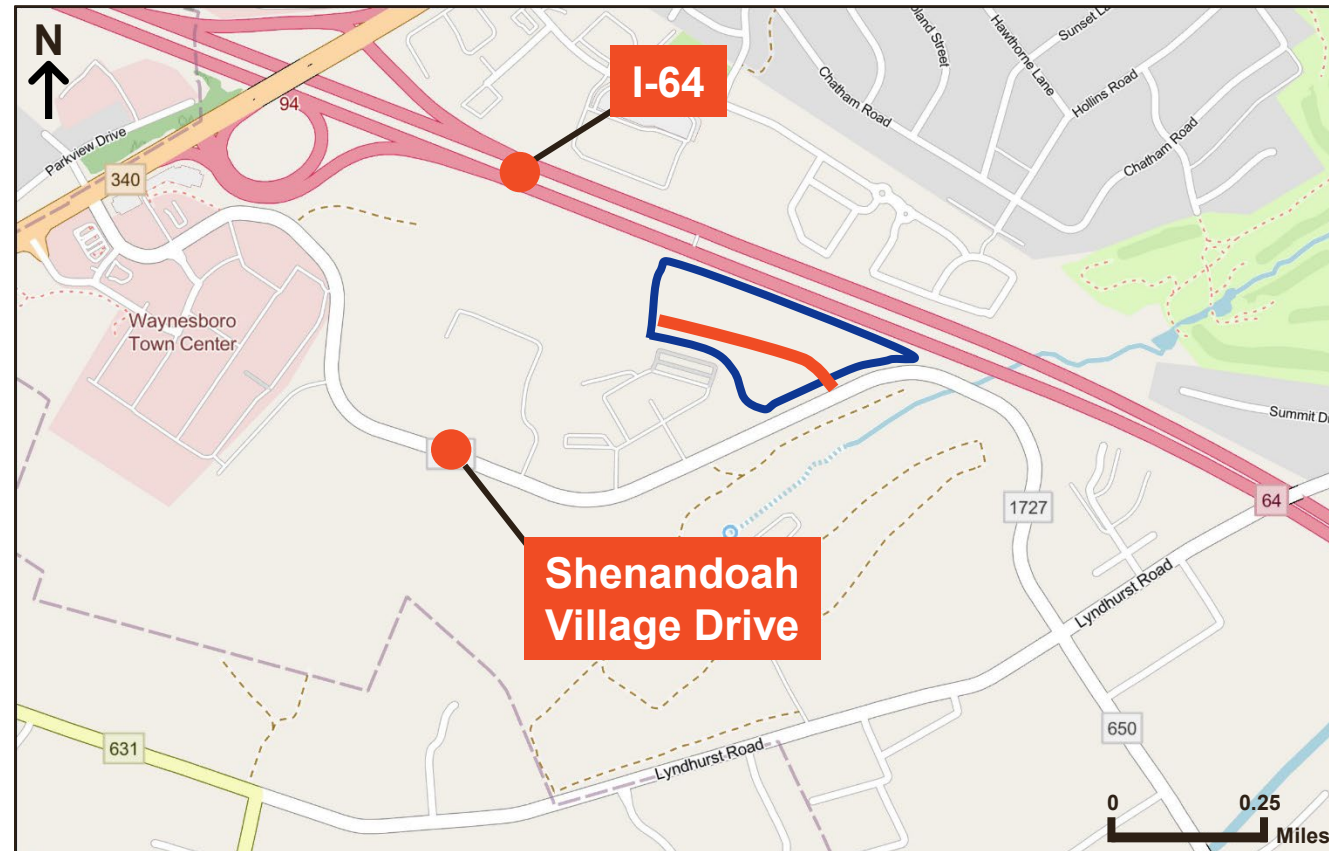
 **I-81**

 **I-64**



Non-MEI Design Only Project – City of Waynesboro

- This proposed access project will design a new road within the Waynesboro Commerce & Industry Park, providing access to 17-acres of undeveloped property
- Project design details:
 - 0.25 mile long, 22-foot-wide new access road
 - Proposed Project Allocation: \$155,000 (\$160,000 total design cost)
 - (\$150,000 unmatched, \$5,000 matched)



Legend:

- Waynesboro Commerce & Industry Park Undeveloped Property
- Access Project

Next Steps

- **July 2026 meeting, the CTB will be presented with a Resolution proposing to establish a new EDA project**
- **If approved by the CTB, VDOT will enter into a Standard State-Aid Agreement with the City of Waynesboro**
- **Waynesboro will administer this project**



Virginia Department of Transportation