



AGENDA

Board of Supervisors Work Session

February 23, 2021

6:00 PM

- A. Call to Order
- B. Budget Presentations from County Departments

6:00 PM – Virginia Cooperative Extension Office

6:30 PM – Voter Registrar

7:00 PM

- C. Discussion – Happy Creek Road, Phase IV Improvements – Ed Carter
- D. Discussion – Establishing a Prioritization Plan for the Hardsurfacing of Secondary County Roads through the Virginia Department of Transportation – Ed Carter/Mike Berry
- E. Discussion – Staffing for Adequate Fire and Emergency Response (SAFER) Grant Application – Chief James Bonzano
- F. Discussion – 2021 Board Goals, Projects, and Programs List – Ed Daley
- G. *Finance & Purchasing and County Administration Budget Presentations*
- H. Adjournment

Emily Ciarrocchi

From: Carter, Edwin <edwin.carter@vdot.virginia.gov>
Sent: Monday, February 22, 2021 10:28 AM
To: Edwin Daley; Michael Berry; Emily Ciarrocchi
Subject: Happy Creek Rd. Project
Attachments: 0624-093 narrative.docx

Attached is the link to a summary of the above project and reason for our request to extend closing for two weeks. This is a \$10 mil Smart Scale project that for reconstruction and safety improvements on Rt. 624 Happy Creek Rd. from Front Royal Town limits to intersection with Manassas Run Rd.

- Smart Scale dollars - \$10mil
- Final Project estimate - \$5.8mil
- Construction estimate - \$3.6mil

See link below.

Ed

Edwin Z. Carter

Residency Administrator

Office-540 534-3204

Cell-804.396.0082

edwin.carter@vdot.virginia.gov

Total Control Panel

[Login](#)

To: eciarrocchi@warrencountyva.net [Remove](#) this sender from my allow list

Project Narrative

Route 624 Happy Creek Road

Route 624 is a Smart Scale, two-lane Rural Major Collector in Warren County. The purpose and need of the project is to upgrade the current facility's horizontal and vertical alignment, provide adequate lane and shoulder width and include turning lanes for Route 647 (Dismal Hollow Road). The project will also improve the at-grade crossing for the Norfolk Southern Railroad.

The improved Rte. 624 corridor would begin at the ECL of the Town of Front Royal and end at Route 645 (Manassas Run Road). The ADT on Rte. 624 is 4,100 in 2015 with an anticipated ADT of 5,800 in the year 2043.

The project will also address numerous safety hazards along the corridor which include substandard geometrics, steep grades, blind curves, poor stopping sight distance, fixed object hazards, intersection capacity issues, and improve current drainage. The NS tracks are a major east-west freight carrier with 20+/- trains per day and serve the nearby Va. Inland Port facilities just north of Front Royal. The 0.9 mile project will upgrade the existing two-10' lane substandard roadway and provide paved shoulders.

- Estimated Value: \$3.5M±
- Advertised Date: January 12, 2021
- Bids Due: February 24, 2021
- Current Completion Date: December 10, 2021

The following dates are approximate

- Anticipated Contract Execution: April 19th
- Anticipated Utility Relocation Complete: June 21, 2021

2700 feet of the roadway was scheduled to be constructed during a road closure which would coincide with school summer break

- ❖ Current Roadway Scheduled Closure (*detour active*) – June 14 to July 30th
- ❖ Actual School Schedule – Ends June 17th and begins on August 10th

We would be losing preparation time leading into the planned road closure and approximately one week into the closure if the utility relocations complete when expected. If they take longer, the impacts would be even greater. If they are completed earlier, the impacts would be less.

At this point, we are exploring the possibility of an extra 2 weeks of road closure beyond the date of August 10th date of re-opening classes. We hope this will not be needed, but are engaging the County early in the process to ascertain this possibility and explore our options. As the dates and times unfold, we will be better able to determine the schedule.

Note – My understanding is that this is not a NS Railroad delay. REC and Comcast did not apply for their RR permits as early as they should have in order to have them when needed. They are now waiting on the RR permits, which is delaying the utility relocations, which has unknown impacts to the project schedule.

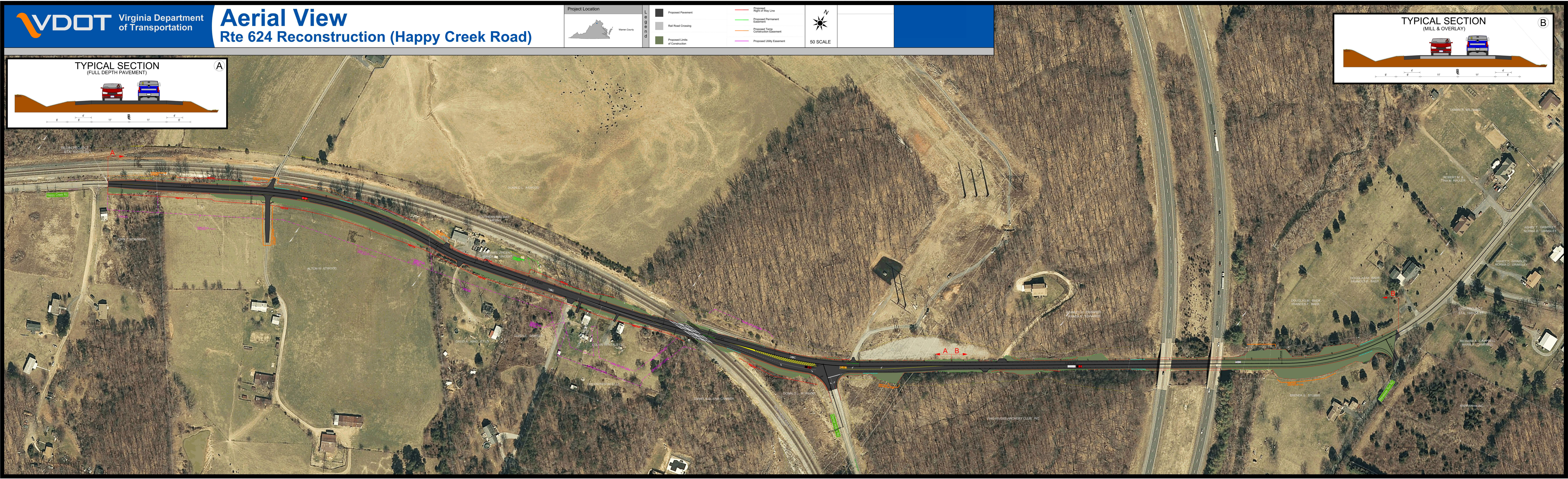
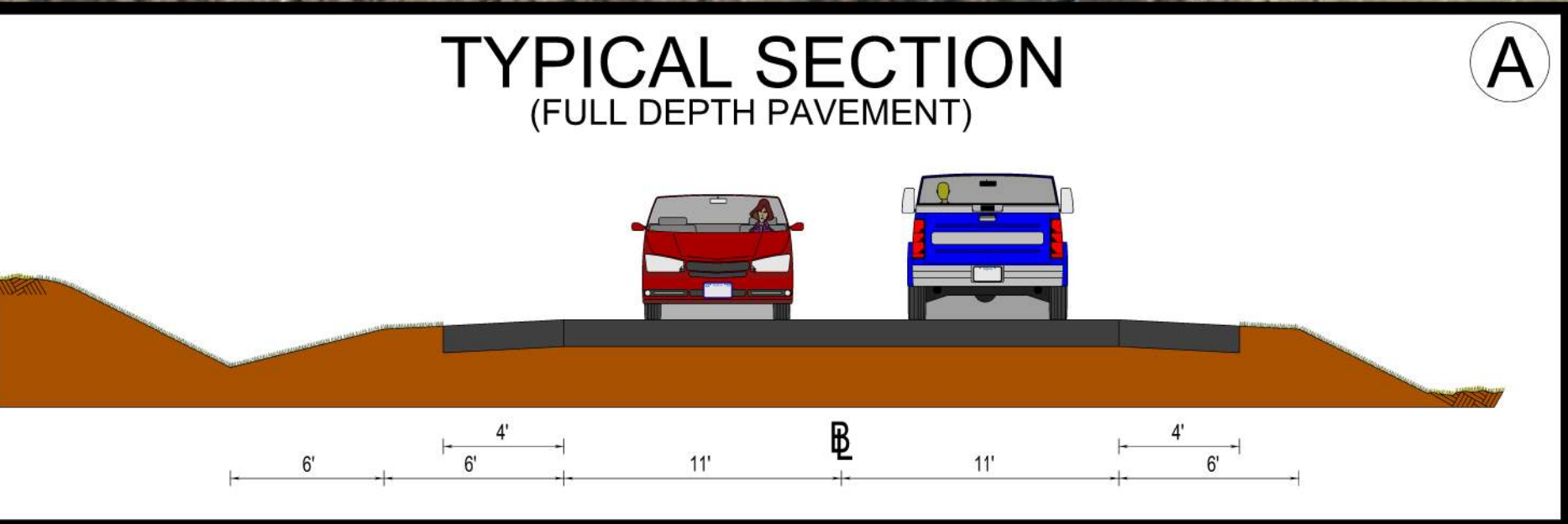
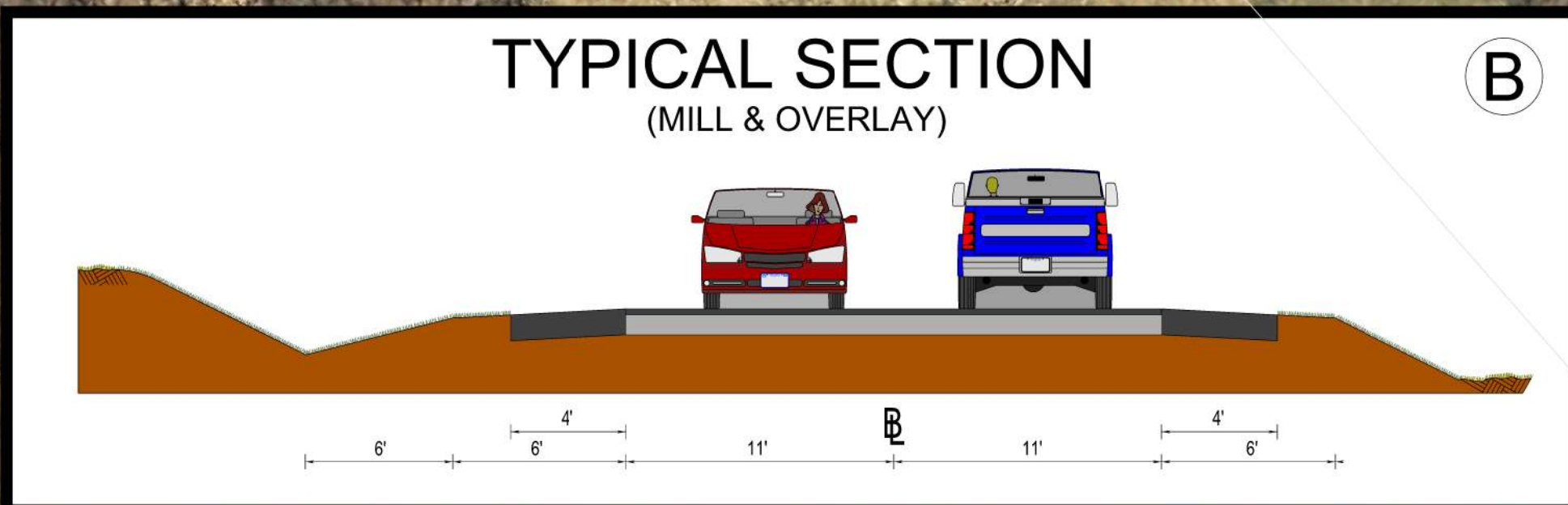
Aerial View

Rte 624 Reconstruction (Happy Creek Road)



Legend

- Proposed Pavement
- Proposed Right of Way Line
- Proposed Permanent Easement
- Proposed Temporary Construction Easement
- Proposed Utility Easement
- Rail Road Crossing
- Proposed Limits of Construction



Establishing Priorities for Hardsurfacing County Secondary Roads

February 2, 2021
Work Session

Work Session Background

- The Code of Virginia (section 33.2-331) provides the opportunity for each County to Work with VDOT to develop a Secondary Six Year Road Plan.
- VDOT suggested that Warren County consider establishing a road rating policy and ranking procedure/policy.
- Limited Funds are given each year in Warren County for the improvement of non-hard surfaced roads.
- Goal - establish a policy and ranking system for prioritizing unpaved roads.

Staff Review

- Protocols and policies of Frederick and Shenandoah Counties were reviewed as recommended by VDOT.
- Additionally, the current Warren County rating system for Rural Addition Projects was reviewed.
- Discussion with VDOT

Common Protocols

- Average Daily Traffic Count (ADT)
- Accident History (VDOT data or DMV Traffic Records)
- Number of Houses on Road
- Physical Road Conditions/Safety
- Bus routes
- Years requested to be hard surfaced
- VDOT road ratings

County Recommendation

- BOS resolution to establish priorities for
hardsurfacing Warren County Secondary
Roads
 - Approve Policy Protocol
 - Implementation

2017 Rural Addition Projects - Scoring Sheet

RAP Priority	Proposed Rural Addition Project	Development	Magisterial Dist.	Application House Count	GIS House Count	Application Rd. Mileage	GIS Rd. Mileage	Open to Public 20+ Years 0-10 pts	Homes Directly Served 1pt	Homes Indirectly Served .5 pts ea.	Connecting Intersections 1 pt ea.	Access to Other Subd./Sections 5pts <25 lots/10 pts >25 lots	Connectivity to VDOT Road Sys. 1 pt	VDOT Access Issues 0-10 pts	R/W Availability 0-10 pts	Survey, Deed, Plat Work 0-5 pts	C-D-S/Turn Around Avail. 0-5 pts	Existing Pvmt/Width 0-25 pts	Addressing Safety Issues 0-10 pts	Terrain - Mtn/Flat 0-10 pts	Const. Issues; ie Rock 0-10 pts	Drainage/Env. Issues 0-10 pts	Utility Issues 0-10 pts	Project on Previous RAP List 10 pts	Proj. has Rec. R.S. Funding 10 pts	Proj. App Prev. Sub. for Funding 10 pts	Community Priority 10-0 pts	Total Score		
1	Lake Front Road	Lake Front Royal SD	South River	1	2	0.14	0.15	10	1	126.5	1	10	1	10	5	5	4	3	4	8	10	2	5	0	10	10	10	10	235.5	
2	Farmview Road	Shen Farms SD	Shenandoah	18	17	0.25	0.29	10	17	20	2	10	1	10	10	5	5	0	3	10	10	10	10	10	10	10	10	10	173.0	
3	Old Oak Lane, Phase IV	Shen Farms SD	Shenandoah	0	0	0.44	0.44	10	0	43.5	1	10	1	10	10	3	4	0	5	7	8	5	10	10	10	10	10	10	156.5	
4	Youngs Drive, Phase II	Shen Farms SD	Shenandoah	26	26	0.47	0.46	10	26	7	1	5	1	10	10	4	5	0	3	10	10	9	5	10	10	0	10	9	156.5	
5	T Bird Drive	Thunderbird Farms	Fork	9	7	0.51	0.49	10	7	14	2	10	1	10	5	0	4	25	2	8	10	10	9	5	0	0	10	8	134.0	
6	Grove Farm Road	Fairfield Acres	Shenandoah	16	16	0.4	0.29	10	16	0	0	0	1	10	10	3	5	25	3	10	10	10	7	9	0	0	0	9	133.0	
7	Blue Valley Road	Linden Heights SD	Shenandoah	6	6	0.11	0.11	10	6	28.5	2	10	1	10	10	4	4	0	4	8	7	7	8	0	0	0	0	10	132.0	
8	Old Oak Lane, Phase V	Shen Farms SD	Shenandoah	5	7	0.57	0.58	10	7	37	4	10	1	9	10	4	4	0	4	8	7	7	8	0	0	0	0	10	129.5	
9	Lake Drive, Phase I	Shen Farms SD	Shenandoah	3	4	0.29	0.28	10	4	38	3	10	1	9	10	4	4	0	6	5	5	5	5	5	0	0	0	0	7	129.0
10	Thunder Road	Thunderbird Farms	Fork	25	22	0.83	0.82	10	15	11.5	4	10	1	10	5	0	4	20	4	8	8	6	2	0	0	0	0	6	129.0	
11	Old Linden Rd, Phase I	Shen Farms SD	Shenandoah	3	3	0.11	0.11	10	3	45	4	10	0	0	10	5	4	0	3	9	5	5	10	0	0	0	0	10	128.5	
12	Tulip Poplar Dr., Phase I	Shen Farms SD	Shenandoah	3	3	0.19	0.18	10	3	44.5	2	10	0	0	10	4	4	0	10	3	8	8	5	10	0	0	0	0	5	128.0
13	Western Lane, Phase II	Shen Farms SD	Shenandoah	22	21	0.58	0.57	10	21	20	5	10	1	10	10	4	4	0	10	3	8	8	5	0	0	0	0	4	125.5	
14	Venus Branch Rd., Phase I	Shen Farms SD	Shenandoah	0	0	0.28	0.27	10	0	52.5	2	10	1	8	5	2	4	0	4	8	3	8	5	0	0	0	0	2	125.0	
15	Oak Ridge Drive	Oak Ridge	Fork	11	11	1	0.31	10	11	0	0	0	1	10	5	0	5	25	6	7	10	10	10	0	0	0	0	1	124.5	
16	Venus Branch Rd., Phase II	Shen Farms SD	Shenandoah	0	0	0.72	0.73	10	0	50	1	10	0	0	10	3	4	0	3	5	6	7	10	10	0	0	0	10	120.0	
17	Cindys way, Phase I	Shen Farms SD	Shenandoah	15	15	0.44	0.44	10	15	41	1	10	1	8	10	2	5	0	3	4	3	2	4	0	0	0	0	0	119.0	
18	High Top Road, Phase II	Shen Farms SD	Shenandoah	5	5	0.77	0.51	10	5	48.5	2	10	1	10	5	3	4	0	9	0	0	2	6	0	0	0	0	0	119.0	
19	Venus Branch Rd., Phase III	Shen Farms SD	Shenandoah	13	12	0.74	0.74	10	12	35	2	10	0	0	10	4	3	0	4	5	6	7	7	0	0	0	0	0	115.5	
20	McDonald Farm Rd., Phase I	Shen Farms SD	Shenandoah	29	30	0.59	0.57	10	30	17	2	10	0	0	10	4	4	0	8	4	5	5	5	0	0	0	0	0	114.0	

21	Vaught Drive, Phase I	Shen Farms SD	Shenandoah	7	6	0.21	0.19	10	6	36	1	10	0	0	10	4	4	0	3	5	8	7	9	0	0	0	0	113.0
22	Creek Road	Lake Front Royal SD	South River	29	29	0.8	0.55	10	29	10	1	10	0	0	5	0	5	0	2	8	8	8	5	0	0	0	9	110.0
23	Old Linden Rd, Phase II	Linden Heights SD	Shenandoah	18	15	0.76	0.76	10	15	11.5	0	10	1	10	10	4	0	0	2	10	5	5	5	0	0	0	0	107.5
24	Lake Drive, Phase III	Shen Farms SD	Shenandoah	5	5	0.3	0.29	10	5	30	4	10	0	0	10	4	4	0	3	7	8	8	2	0	0	0	0	105.0
25	Pine Ridge Road, Phase II	Shen Farms SD	Shenandoah	10	10	0.37	0.37	10	10	10	3	10	1	10	10	4	5	0	4	7	8	7	5	0	0	0	0	104.0
26	Flynn Drive, Phase I	Shen Farms SD	Shenandoah	29	30	0.5	0.5	10	30	0	2	0	1	10	10	4	5	0	2	7	10	8	4	0	0	0	0	103.0
27	Vesey Drive, Phase I	Shen Farms SD	Shenandoah	5	5	0.18	0.16	10	5	11	3	10	1	7	10	4	4	0	5	5	8	8	10	0	0	0	0	101.0
28	Yarnell Court, Phase I	Shen Farms SD	Shenandoah	5	6	0.19	0.18	10	6	6.5	3	10	1	10	10	4	4	0	5	5	8	8	10	0	0	0	0	100.5
29	Goode Drive, Phase I	Shen Farms SD	Shenandoah	9	10	0.28	0.27	10	10	15	2	10	0	0	10	4	4	0	2	7	8	7	6	0	0	0	0	95.0
30	Huck Finn Drive	Shen Farms SD	Shenandoah	0	1	0.07	0.06	10	1	19.5	1	10	1	10	8	3	4	0	8	3	4	3	9	0	0	0	0	94.5
31	Dillard Court, Phase I	Shen Farms SD	Shenandoah	19	18	0.24	0.23	10	18	0	0	0	1	10	10	4	5	0	2	7	10	9	4	0	0	0	0	90.0
32	Crossway Lane, Phase I	Shen Farms SD	Shenandoah	4	3	0.17	0.16	10	3	31.5	1	10	0	0	8	3	3	0	5	2	0	5	5	0	0	0	0	86.5
33	Farms River Road, Phase I	Shen Farms SD	Shenandoah	20	18	0.81	0.81	10	18	0	1	0	1	10	10	3	0	0	2	10	8	5	5	0	0	0	0	83.0
34	Thompson Mill Rd, Phase I	Shen Farms SD	Shenandoah	12	12	0.1	0.05	10	12	0	0	0	1	10	5	1	0	0	10	10	6	2	5	0	0	0	3	75.0

HARD SURFACE IMPROVEMENT PROJECT

RATING SYSTEM POLICY

Adopted by the Frederick County Board of Supervisors on April 25, 2007.

The following procedures are intended to delineate the steps necessary for the application of this rating system policy. Adherence to these procedures will ensure consistency in the application of this rating system policy for existing and future hard surface road improvement project requests. This policy shall be effective following the adoption of these procedures through a public hearing process held by the Board of Supervisors and shall only be altered through the same process. Information pertaining to the rating system application for each hard surface road improvement project shall be maintained in the Frederick County Planning Department.

The Board of Supervisors shall have the authority to revise the Hard Surface Road Improvement Projects section of the Frederick County Secondary Road Improvement Plan subsequent to the application of the rating system to ensure the health, safety, and general welfare of the citizens of Frederick County

RATING SYSTEM REVIEW AGENCIES

- Candidate projects shall be evaluated by the Frederick County Planning Department, the Frederick County Transportation Committee, and the Virginia Department of Transportation (VDOT).
- One rating sheet shall be prepared for each candidate project.
- Staff from the Frederick County Planning Department and VDOT shall coordinate to complete a rating sheet for each candidate project and submit the results to the Transportation Committee for review.

RATING SYSTEM APPLICATION METHODOLOGY

- Candidate projects shall be rated utilizing the following information and methodology detailed on the scoring sheet for each category:
 1. Average Daily Traffic Count – utilize the most recent traffic counts for each candidate project provided by the VDOT residency.
 2. Occupied Structures – utilize the Frederick County Planning Department addressing database and digital mapping system to determine the total number of occupied structures that have direct access to, or whose only means of ingress and egress from a private road is achieved by each candidate project.
 3. Physical Road Conditions/Safety
 - a. Surface Width – obtain surface width data for each candidate project through the VDOT Residency.
 - b. Shoulder Width – obtain shoulder width data for each candidate project through the VDOT Residency.
 - c. Horizontal Curvature – horizontal curvature is determined to be deficient if sight distance around the curve is limited by cut sections or vegetation traveling at normal driving speeds.
 - d. Vertical Curvature – vertical curvature is determined to be deficient if sight distance is significantly reduced or eliminated due to the rise and fall of the road segment traveling at normal driving speeds.
 - e. Drainage – candidate projects shall be determined to have good, fair, or poor drainage utilizing the following guidelines.

Good: Pipes are of adequate size and number. Water drains away from the roadway and creates no problem with surface maintenance. Ditches are of adequate size which produce no flooding within the roadway.

Fair: Pipes are of adequate size; however, additional pipes may be needed. Water drains away from the roadway with minimal maintenance problems. Drainage ditches are in good condition, require little maintenance, and produce no flooding within the roadway.

Poor: Pipes are not adequate in size or number. Ditch lines are inadequate and require extra maintenance water does not drain from the roadway effectively, creating maintenance problems and flooding.

- f. Accident Data – obtain crash data detailing the number of accidents in the most recent data year available from the VDOT Residency.
4. School Bus Travel – utilize information reflecting current or proposed school bus travel routes for each candidate project provided by the Frederick County Public Schools Transportation Supervisor.
5. Time on Road Plan – utilize information from current and previously approved Frederick County Secondary Road Improvement Plans maintained within the Frederick County Planning Department to determine when candidate projects were incorporated.

RATING SYSTEM POINTS APPLICATION

- Total points are determined for each category element. A cumulative total is obtained for each candidate project utilizing the total points derived from each category element.
- If two or more candidate projects have the same cumulative point average, a tie-breaking system will be utilized. First priority will be given to the project that has been on the road plan longer. Following that each affected candidate project will be compared to the others starting with the category of greatest weight and working through the categories of lesser weights respectively until the tie is broken.
- The cumulative point average for each candidate project shall be final. Any citizen request to alter the termini of a current candidate project and subsequent Board action will require a new rating sheet to be completed for the resulting segment(s). The resulting segment(s) will retain the 'time on road plan' date of the previous segment.

HARD SURFACE ROAD IMPROVEMENT PLAN FORMAT

- The Hard Surface Road Improvement Projects section of the Frederick County Secondary Road Improvement Plan will reflect the candidate projects with the highest cumulative point total that can be incorporated into the VDOT Six-Year Improvement Program based on available funding. This information will be provided to the Frederick County Planning Department by the VDOT Residency.
- All remaining candidate projects will be placed on an Unscheduled Hard Surface Improvement Projects list which will be incorporated within the Frederick County Secondary Road Improvement Plan. Candidate projects incorporated into this section of the plan will be ranked from the highest cumulative point total to the lowest cumulative point total.
- VDOT will advise the Frederick County Transportation Committee when funding is available for the inclusion of new candidate projects within the Hard Surface Road Improvement Projects section of the Frederick County Secondary Road Improvement Plan. All candidate projects placed on the Unscheduled Hard Surface Improvement Projects list, as well as newly requested candidate projects, will be reviewed by the procedure detailed above to determine current conditions. Appropriate ranking for all candidate projects will be determined at that time and placed accordingly.

NEW PROJECT REQUESTS

- New project requests and supporting materials must be received by the Frederick County Planning Department by April 1st to be included in the next plan update.
- A written request must be provided to the Frederick County Planning Department which describes the location of the candidate project, the origin and terminus of the segment, and a petition signed by at least 51% of all property owners fronting on the proposed segment.
- The Transportation Committee shall recommend new project requests which meet these criteria after determining that the candidate project includes a segment of a state route that has a rational origin and terminus. The Transportation Committee shall have the authority to adjust the project origin and terminus to create a more rational segment at their discretion.

PROJECT REMOVAL

- Road Improvements projects shall be removed from the plan once VDOT has notified Frederick County that the project has been funded and advertised for bid.
- The Board of Supervisors may remove projects from the plan if VDOT has provided notification that right-of-way efforts have been ceased.

NON-HARDSURFACE ROAD IMPROVEMENT PROJECTS 2019/2020 through 2024/2025

Non-Hardsurface road improvement projects provide impervious resurfacing and reconstruction of non-hardsurfaced secondary roads. Non-Hardsurface improvement projects are prioritized by an objective rating system, which considers average daily traffic volumes; occupied structures; physical road conditions including geometrics, drainage, and accident reports; school bus routing; and the time that project requests have been on the Secondary Road Improvement Plan.

RANK	ROUTE	ROAD NAME	FROM	TO	AVERAGE DAILY TRAFFIC COUNT	DISTANCE	MAGISTERIAL DISTRICT	ESTIMATED COST	ADVERTISEMENT DATE	COMMENTS
1	629	Laurel Grove Road	Route 622	1.25 Mi W of Rt. 622	200	1.25 miles	BC	\$376,000	2019	CTB Unpaved Roads Funding
2	629	Laurel Grove Road	1.25 Mi W of Rt. 622	2.5 Mi W of Rt. 622	200	1.25 miles	BC	\$376,000	2019	CTB Unpaved Roads Funding
3	707	Hollow Road	WV state line	Rt. 610 Muse Road	190	1.8 miles	GA	\$495,000	2020	CTB Unpaved Roads Funding
4	734	North Sleepy Creek Road	1.27 MI S of RT 522	2.27 MI S of RT 522	50	0.9 miles	GA	\$305,000	2020	District Grant Unpaved Road
5	730	Babbs Mountain Road	Route 654	Route 677	130	0.9 miles	GA	\$275,000	2020	District Grant Unpaved Road
6	677	Old Baltimore Road	Route 676	Route 672	90	1.23 miles	GA	\$366,000	2021	District Grant Unpaved Road
7	695	Middle Fork Road	522	WV Line	50	.9 miles	GA	\$238,500	2022	District Grant Unpaved Road
8	811	Timberlakes Lane	671	*671	280	0.25 miles	ST	\$66,250	2022	District Grant Unpaved Road
9	644	East Parkins Mill Road	50	Clarke Co. Line	200	0.81 miles	SH	\$214,000	2023	District Grant Unpaved Road
10	733	Fletcher Road	50	707	170	1.3 miles	GA	\$346,518	2023	District Grant Unpaved Road
11	612	Fishel Road	600	600	60	1.6 miles	BC	\$408,000	2024	District Grant Unpaved Road
12	636	Canterburg Road	640	641	140	1.5 mile	OP	\$390,000	2024	District Grant Unpaved Road

**NOTE: Projects are placed on the scheduled list based upon VDOT revenue projections. Changes to those projections can lead to projects being delayed or removed from the scheduled list.*

**UNSCHEDULED
NON-HARDSURFACE ROAD IMPROVEMENT PROJECTS
2019/2020 through 2024/2025**

RANK	ROAD NAME	ROUTE	FROM	TO	AVERAGE DAILY TRAFFIC COUNT	DISTANCE (MILES)	MAGISTERIAL DISTRICT	RATING	COMMENTS
1	Clark Rd	638	625	759	70	0.8	BC	65.94	
2	Heishman Rd	607	600	600	70	0.78	BC	65.37	
3	Glaize Orchard Rd	682	608	654	240	1.54	GA	64.22	
4	South Timber Ridge Rd	696	522	694	220	1.3	GA	61.58	
5	Cougill Rd	634	635	11	120	0.25	BC	61.00	
6	Cattail Rd	731	608	654	60	1.7	GA	58.24	
7	Hunting Ridge Rd	608	682	681	90	2.44	GA	58.01	
8	Huttle Rd	636	709	735	110	1.1	OP	56.05	
9	Ruebuck Rd	670	669	end of maintenance	160	0.35	ST	55.00	
10	Light Rd	685	600	681	80	1.3	BC	54.46	
11	McDonald Rd	616	608	.44 N. of 608	60	0.45	BC	54.33	
12	Grace Church Rd	668	667	671	210	1.35	ST	53.20	
13	Mount Olive Rd	615	50	Hammack Lane	110	0.37	BC	52.00	
14	Gardners Rd	700	127	701	110	1	GA	51.50	
15	Shockeysville Rd	671	690	.90 miles west of 690	120	0.9	GA	49.67	
16	Knob Road	752	Route 50	705	40	2.7	BC	43.40	
17	Mount Olive Rd	615	Hammack Lane	600	110	0.4	BC	41.00	

Note: Project ratings are updated only when funding is available to promote projects to the scheduled list.

C 2

County of Shenandoah
Board of Supervisors
Agenda Item Summary

AGENDA DATE: March 7, 2019

Approved 3/7/19

CONSENT:

REGULAR: X

CLOSED SESSION:

ACTION: X

INFORMATION:

ITEM TITLE: Consideration of a Resolution Adopting a road prioritization system for secondary six year plan hard surface roads.

RECOMMENDATION: Action by the Board of Supervisors is requested.

BACKGROUND:

On an annual basis in May of each year the Board of Supervisors holds a public hearing to receive citizen comment and requests on the six year secondary road improvement plan. Over the span of many years citizens have requested sections of unimproved roadways, usually gravel surfaced, be added for consideration of hard surface improvements. This past year the Board of Supervisors asked staff to review other options on prioritization of projects. The current practice has been to prioritize the roadways based on the dates in which they were added to the list by action of the Board. Currently there are 37 roads on the Six Year Secondary Road Plan.

Staff presented two scenarios for discussion at the December 12, 2018 board of supervisors meeting and a third scenario was discussed at the February 7 meeting. Following discussion at the February 7 meeting the Board of Supervisors asked staff to place this item for action at their March 7, 2019 meeting. As a reminder the scoring criteria for consideration includes: average daily traffic count per length of road, motor vehicle accidents, number of houses, bus route, years requested to be hard surfaced, VDOT road configurations for drainage and other maintenance factors. The roads currently funded through 2020 will remain unchanged, and all roads after that date will be prioritized every other year, starting 2019. A resolution and policy protocol is attached. The road prioritization system will be administered by the office of Community Development.

BUDGET IMPACT:

NONE

STAFF CONTACTS:

Jill Jefferson, Planner

Mary T. Price, County Administrator

ATTACHMENT(S):

Resolution and Policy Protocol

REVIEWED BY: 

DATE:

3/1/19

County of Shenandoah

BOARD OF SUPERVISORS

*DISTRICT 1 – DICK NEESE
DISTRICT 2 – STEVE BAKER
DISTRICT 3 – RICHARD WALKER
DISTRICT 4 – KARL ROULSTON
DISTRICT 5 – DENNIS MORRIS
DISTRICT 6 – CONRAD HELSLEY*

600 N. Main Street, Ste 102
WOODSTOCK, VA 22664



Tel: 540.459.6165 Fax: 540.459.6168
www.shenandoahcountyva.us

OFFICE OF COUNTY ADMINISTRATION

*MARY T. PRICE
COUNTY ADMINISTRATOR*

*EVAN L. VASS
ASSISTANT COUNTY ADMINISTRATOR*

RESOLUTION: PROTOCOL FOR ESTABLISHING PRIORITIES FOR HARDSURFACING SHENANDOAH COUNTY SECONDARY ROADS

WHEREAS, Sections 33.2-331 of the Code of Virginia, as amended, provides the opportunity for each County to work with the Virginia Department of Transportation (VDOT) in developing a Secondary Six Year Road Plan.

WHEREAS, there are limited funds allocated annually in Shenandoah County for the improvement of non-hard surfaced roads.

WHEREAS, VDOT suggested the Shenandoah County Board of Supervisors develop a ranking system to prioritize the hard surfacing of roads.

WHEREAS, the Shenandoah County Board of Supervisors instructed County planning staff to work with VDOT to develop and recommend a ranking system for prioritizing which unpaved roads will be paved first in Shenandoah County.

WHEREAS, the County planning staff, in concert with VDOT, has presented recommended protocols for a ranking system to the Shenandoah County Board of Supervisors on December 12, 2018 and February 7, 2019.

WHEREAS, the Shenandoah County Board of Supervisors has reviewed and approved a ranking protocol at their meeting on March 7, 2019.

NOW, THEREFORE, BE IT RESOLVED, that the Shenandoah County Board of Supervisors approves the implementation of the Policy Protocol for Establishing Priorities for Hardsurfacing Shenandoah County Secondary Roads which is attached to this Resolution as Exhibit A (the "Policy") beginning with the 2021 Secondary System Improvement Plan on July 1, 2020. The ranking criteria in the Policy will be updated every two years.

CERTIFICATE

The undersigned Chairman and Clerk of the Board of Supervisors of Shenandoah County, Virginia hereby certify that the foregoing constitutes a true and correct copy of a resolution entitled Resolution: Protocol for Establishing Priorities for Hardsurfacing Shenandoah County Secondary Roads adopted by the Board of Supervisors at a meeting held on March 7, 2019. A record of the roll-call vote by the Board is as follows:

NAME	AYE	NAY	ABSTAIN	ABSENT
Conrad A. Helsley , Chairman				
Steven A. Baker				
Dennis Morris				
Karl Roulston				
John Richard "Dick" Neese				
Richard R. Walker				

Date: March 7, 2019

[SEAL]

ATTEST: _____

Clerk, Board of Supervisors
Shenandoah County, Virginia

Chairman, Board of Supervisors,
Shenandoah County, Virginia

EXHIBIT A

POLICY PROTOCOL FOR ESTABLISHING PRIORITIES FOR HARDSURFACING

SHENANDOAH COUNTY SECONDARY ROADS

The protocol for prioritizing secondary roads for hard surfacing projects in Virginia Department of Transportation's Shenandoah County Secondary System Improvement Plan (SSIP) includes the following criteria:

- **average daily traffic count per length of road, using the current three-year history of VDOT's average daily traffic count**
- **accident history on the Department of Motor Vehicles (DMV) Traffic Records Electronic Data System for recent three years**
- **number of houses on the road**
- **bus routes**
- **years requested to be hard surfaced on the Shenandoah County Secondary System Improvement Plan**
- **VDOT road ratings for drainage and maintenance**

New Hard Surface Project Rankings

June 2018 Rank	Road Name From	From	To	Acci- dent Score ⁽²⁾ No = 0, Yes=2	Bus Score No=0, Yes=2	# Houses ⁽³⁾ Score 0-10= 1; 11- 20 = 2; 21 - 30 = 3; 31+ = 4	Time on List Score (23-18 yrs= 4; 17-12= 3; 11 - 6 =2; 1- 5 = 1)	VDOT Mainten- ance Score 4= Most; 2= Average:	Traffic Score for Column V 1-25 = 1; 26-50 = 2; 51-75 = 3; 76+ = 4	Option 4 ⁽¹⁾ Pro-Rated Total Score / Length	Final Rank
4	Dellinger Acres Rd	Route 717	1.30 mil E. Route 717	0	2						
2	Dodson Road	Route 709 (Buck Hill Rd)	Route 716 (Lutz Hollow Rd)	0	2	2	4	1	3	12	1
3	Headley Road	Route 657 (Maurertown Mill Rd)	1.08 Miles W. Route 657	2	2	2	4	1	3	14	2
4	Headley Road	Route 654 (Zion Church Rd)	1.08 Miles W. Route 654	2	2	2	4	1	3	14	3
5	Rittenour Road	0.2 mile N Rt 682 (Obed/ Readus Rd)	Route 42	2	2	2	4	4	4	18	4
6	Moreland Gap Road	2 mi. E Rt 826 (Woods Chapel Rd)	3 mi. E Rt 826	2	0	1	4	2	2	11	5
7	Moreland Gap Road	1 mi. E Rt 826	2 mi. E Rt 826	2	2	1	4	2	2	13	6
8	Flat Rock Road	Rt 616 Ridge Rd	Rt 42 Senedo Rd	2	2	2	4	4	2	16	7
9	Lutz Hollow Road	Rt 42 Senedo Rd	Rt 716 Winfield Rd	0	2	1	3	2	4	12	22
10	Sand Ridge Road	Route 623 (Back Rd)	Route 653	2	0	2	3	1	4	12	23
11	Old Grade Road	0.6 Mi. N of Rt 55	Rt 55 Mid Intersection	0	2	2	3	4	1	12	24
12	Bonnet Hill Road	Rt 600	End of Maint.	0	2	2	3	4	2	13	17
13	Tea Berry Road	Route 11	Rt 653 (Creek Rd)	0	2	2	3	2	3	12	25
14	Supinlick Ridge Road	Route 703 (Jerome Rd)	Route 717 (Liberty Furnace Rd)	2	2	3	3	4	4	18	8

15	St David's Church Rd	Route 775 (Old Store Rd)	Route 675	2	2	4	3	2	1	14	13
16	Siberts Road	Route 678	Route 769	0	0	4	3	2	4	13	18
17	Ridge Road	Route 728 (Flat Rock Rd)	Route 615 (Switchback Rd)	2	2	2	3	4	3	16	9
18	Switch Back Road	Route 616 (Ridge Rd)	Route 42	0	2	1	3	4	4	14	14
19	Supinlick Ridge Rd	Route 703 (Conicville Rd)	Route 717 (Alum Springs Rd)	2	2	3	3	4	2	16	10
20	Deerhead Road	Route 720 (Weissler Rd)	Route 711 (Bauserman Rd)	2	2	2	3	2	2	13	19
21	Timberlake Road	Route 629	Route 622	2	2	3	3	2	3	15	11
22	Dysart Road	Route 605 (St Luke Rd)	Route 623 (Back Road)	2	2	2	3	2	2	13	20
23	Alonzaville Road	Route 605 (St Luke Rd)	Route 676 (Fravel Road)	2	2	2	3	2	3	14	15
24	Jadwyn Road	Route 604 (Fairview Rd)	0.26 mi S Rte 604	0	2	1	3	1	4	11	27
25	Cottontown Road	Route 741 (Also Cottontown Rd)	W. Int of Route 55	0	2	1	2	2	2	9	29
26	Sheetz Mill Rd	0.15 Mi E. of Rt 42	1.22 Mi. E. of Rt 42	0	2	3	2	2	3	12	26
27	Crooked Run Rd	Route 611 Supinlick Ridge Rd)	1.0 Mi. E. of Rt 611	2	2	1	2	2	4	13	21
28	Woodstock Tower Rd	0.47 Mi. E. of Rt 845	Route 770 (Boliver Road)	2	0	1	2	2	4	11	28
29	Seven Fountains Rd	0.99 Mi. E. of Rt. 678 South (Ft Valley Rd)	Route 678 North	0	0	3	2	1	2	8	32
30	Osceola Road	Route 623	Route 652	0	0	1	2	2	3	8	33
31	Hickory Lane	Route 730 (Pine Woods Rd)	Route 678 (Ft Valley Road)	0	0	3	1	1	3	8	34

32	Garlic Hollow Road	Route 707 (Headquarters Rd)	Route 709 (Land Grant Rd)	0	2	1	1	2	1	7	35
33	Racey Lane	Route 601	End of state maintenance	0	0	1	1	1	4	7	36
34	Oranda Road	Route 631	Dead End	2	0	1	1	1	4	9	30
35	South Middle Road	Route 738 (Knupp Rd)	County Line	2	2	2	1	4	4	15	12
36	Oak Ridge Road	Route 42	Route 779	0	2	1	1	1	4	9	31
37	Coffmantown Road	Route 679 (Rittenour Road)	Route 682 (Obed Road)	2	2	4	1	2	3	14	16
Notes (1) Avg Daily Traffic Count, VDOT per Road Length (2) DMV Traffic Records Electronic Data System 2016-2018 (3) e911 Address (4) Option 1: Rank roads on list after 2000 (5) Option2: Rank all roads (6) Option 3: Rank roads on Unfunded list											



2021 WARREN COUNTY BOARD OF SUPERVISORS GOALS, PROJECTS, AND PROGRAMS

Priority	Future Goals, Projects, Programs	Update
1	Complete understanding of how the embezzlement occurred and work with the EDA Executive Director and Board of Directors to recover the lost funds	
2	Make the Airport Self Sufficient	COMPLETE
3	Complete construction of the new Rivermont Fire Station	COMPLETE
2	Assist the collection of delinquent taxes, both real estate and personal property	\$148,238.27 collected in 2020
3	No more land annexations to the Town of Front Royal	
4	County to complete upgrade of Happy Creek Road/Morgan Ford Road from Town limits to Manassas Run Road with bike and pedestrian access	
5	Construction of a grade separated crossing of Rt. 658 (Rockland Road)	
6	Complete implementation of EnerGov software for Building Inspections, County Planning and Town Planning	
7	Complete the hiring of a new Finance Director and Deputy Director	Finance Director Hired
8	Continue update of the Warren County Comprehensive Plan; work to incorporate the new Strategic Vision into the overall plan	January 19, 2021
11	Purchase of new self-contained breathing apparatus for all paid and volunteer staff in Fire and Rescue	COMPLETE
9	Expansion of Broadband into underserved areas of the County	Broadband Committee
10	Develop training for volunteers for Fire and Rescue	
11	More carefully review the costs and expenses of the County and expand the fraud, waste, and abuse reporting center	Nine (9) unique reports received in 2020
12	Fewer warehousing jobs and more manufacturing jobs in the County	
13	Continued award recognition of Audit and Budget Report by GFOA	
17	Complete the FY 2020-2021 budget	COMPLETE
14	Updates and revisions to the County Personnel Policy	
15	Continue to train and develop volunteers for Fire and Rescue and foster better	

Priority	Future Goals, Projects, Programs	Update
16	Increase staffing levels for Fire and Rescue Services	Six (6) Firefighter/ EMTs hired through
17	Expand the County Commercial Tax Base in the following areas: Route 340/522 Corridor and I-66 at Linden	Chipotle and Five Guys constructed in 2020
18	Pay for projects currently in the process before starting new ones, other than necessary ones	
19	Review the initial and long-term costs associated with projects before applying for funding from grant agencies	
24	Review and renew all 3 of the County's Agricultural and Forestal Districts	COMPLETE
20	Implementation of Annual Fire Marshal Inspection Program for all County-owned Facilities	
21	Improvement of Substandard Roads and continued development of the Rural Addition and Revenue Sharing programs through VDOT; improved understanding in the community about the programs	
22	Widen and improve Rt. 55 East from Town Limits to Linden interchange	
23	Complete revisions to County's Sign Ordinance (Zoning Ordinance)	On Hold
24	ISO 9000 training for Board members to bolster continued communication and transparency	
30	Assist with the creation of a Town/County tourism plan and implement said plan with attention paid to the effects infrastructure has on tourism	COMPLETE
31	Address Airport management issues	COMPLETE
32	Implement Phase II of the County-wide Pay and Classification Study	COMPLETE
25	Return obstetrics and Intensive Care Unit (ICU) services to Warren Memorial Hospital	
26	Complete design, secure environmental permitting, and begin construction of the new Shenandoah Farms convenience site and Sanitary District	On Hold
27	Secure Dupont grant funding for safety improvements to the South River boat landing	
28	Safety improvements to Route 340 South, Browntown-Bentonville Road, and Browntown Road	
29	Complete re-development of Health and Human Services Building	
30	Expansion of Park and Ride Facilities	
39	Evaluate ownership and operations at the Front Royal Golf Club	COMPLETE
31	Complete close-out of the Airport obstruction removal and tower project	