

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
REGULAR MEETING
November 22, 2016**

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, November 22, 2016, at 7:00 p.m. in the Board Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico County, Virginia.

Members of the Board Present:

Tyrone E. Nelson, Chairman, Varina District
Richard W. Glover, Vice Chairman, Brookland District
Thomas M. Branin, Three Chopt District
Patricia S. O'Bannon, Tuckahoe District
Frank J. Thornton, Fairfield District

Other Officials Present:

John A. Vithoulkas, County Manager
Joseph P. Rapisarda, Jr., County Attorney
Col. Alisa A. Gregory, Undersheriff
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board
Timothy A. Foster, P.E., Deputy County Manager for Community Operations
W. Brandon Hinton, Deputy County Manager for Community Services
Douglas A. Middleton, Deputy County Manager for Public Safety
Anthony J. Romanello, Deputy County Manager for Administration
Randall R. Silber, Deputy County Manager for Community Development

Mr. Nelson called the meeting to order at 7:00 p.m.

The Reverend Gilbert Wilkerson, Chaplain for the Henrico Police Division, delivered the invocation.

On motion of Mr. Thornton, seconded by Mrs. O'Bannon, the Board approved the minutes of the November 9, 2016, Regular and Special Meetings; and the September 8, 2016, Special Meeting.

The vote of the Board was as follows:

Yes: Nelson, Glover, Branin, O'Bannon, Thornton

No: None

MANAGER'S COMMENTS

There were no comments from the Manager.

BOARD OF SUPERVISORS' COMMENTS

Mr. Branin congratulated Steve Yob, Director of Public Works, for running and finishing a 50-mile race the previous weekend.

Mr. Nelson recognized the following Boy Scouts who observed the meeting following their participation in the County's Local Government 101 Student and Scout Educational Program: Raleigh Burger (Tenderfoot) from Troop 418, sponsored by St. Stephen's Episcopal Church; Stephon Dandridge (First Class), Caleb Lewis (Tenderfoot), Jayden Maddox (Second Class), and Malcolm Whitfield (Second Class) from Troop 732, sponsored by St. Peter's Baptist Church; Harold "Quad" Jacobson (Tenderfoot) from Troop 736, sponsored by St. Michael Catholic Church; Michael Tull (First Class) and Ethan Vest (First Class), sponsored by Discovery United Methodist Church; Nicholas Spears (Second Class), sponsored by the Robert W. McDonald Columbian Center, Knights of Columbus Council #395; and Kendrick Robertson (Star) from Troop 793, sponsored by Forest Grove United Methodist Church. He acknowledged and thanked Cari Tretina, a Management Specialist with the County Manager's Office, for her continued leadership of the program.

RECOGNITION OF NEWS MEDIA

Mr. Nelson recognized Debbie Truong from the *Richmond Times-Dispatch*.

APPOINTMENT/RESIGNATION

257-16 Resolution – Resignation of Alternate – Central Virginia Waste Management Authority Board of Directors.

On motion of Mrs. O'Bannon, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

258-16 Resolution – Appointment of Person Eligible to Serve as Third Member of Employee Grievance Panels.

On motion of Mrs. O'Bannon, seconded by Mr. Thornton and by unanimous vote, the Board approved this item – see attached resolution.

PUBLIC HEARING ITEMS

259-16 Resolution - Signatory Authority - Quitclaim of Utility Easements - Monument Square - Brookland District.

No one from the public spoke in opposition to this item.

On motion of Mr. Glover, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

260-16 Ordinance - Abandonment of Portion of Unimproved Right-Of-Way - Woodman Road - Fairfield District.

No one from the public spoke in opposition of this item.

On motion of Mr. Thornton, seconded by Mr. Glover, and by unanimous vote, the Board approved this item – see attached ordinance.

PUBLIC COMMENTS

There were no comments from the public.

GENERAL AGENDA

261-16 Introduction of Resolution – Receipt of Requests for Amendments to the FY 2016-17 Annual Fiscal Plan: December, 2016.

In response to a question from Mrs. O'Bannon, Management and Budget Division Director Justin Crawford explained some of the issues addressed by this resolution. At Mr. Nelson's request, Mr. Vithoulkas elaborated on the appropriation for the proposed Achievable Dream Academy within Henrico County Public Schools. He responded to a question from Mrs. O'Bannon regarding An Achievable Dream's status as a 501(c)(3) organization.

On motion of Mrs. O'Bannon, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached introduction of resolution.

262-16 Resolution – Receipt of Audited Annual Financial Report for Fiscal Year Ended June 30, 2016, and Acknowledgement of Discharge of Duties and Responsibilities by Audit Committee.

In response to a question from Mrs. O'Bannon, Accounting Division Director Ned Smither commented on the significance of the audit to prospective buyers of the County's recently approved general obligation bonds. Mr. Vithoulkas confirmed for Mr. Nelson that the County has the highest possible bond rating, triple AAA.

On motion of Mrs. O'Bannon, seconded by Mr. Glover, and by unanimous vote, the Board approved this item – see attached resolution.

263-16 Resolution - Signatory Authority - Amendment of Lease - Department of Mental Health and Developmental Services - Providence Forge.

Steve Price, Assistant Director of Real Property, clarified for Mr. Branin why the term of the lease is only seven months.

On motion of Mrs. O'Bannon, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

264-16 Resolution - Award of Contract - Seven Pines Villa Sewer Replacement - Varina District.

On motion of Mr. Glover, seconded by Mr. Thornton, and by unanimous vote, the Board approved this item – see attached resolution.

265-16 Resolution - Award of Contract - Water Reclamation Facility Filter Valve Replacement - Varina District.

On motion of Mr. Glover, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached resolution.

Art Petrini, Director of Public Utilities, confirmed for Mrs. O'Bannon that failure to approve this item would result in untreated sewage going into the James River.

266-16 Resolution - Authorization to Submit Letter of Intent to Participate in Virginia Department of Transportation Revenue Sharing Program for FY 2017-18.

On motion of Mr. Branin, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached resolution.

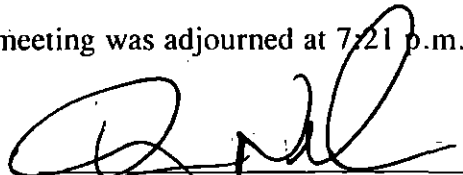
267-16 Resolution - Award of Contract - Rehabilitation of Storm Sewer East of Springfield Road - Brookland District.

On motion of Mr. Glover, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached resolution.

268-16 Resolution - Acceptance of Roads - Brookland District.

On motion of Mr. Glover, seconded by Mr. Thornton, and by unanimous vote, the Board approved this item – see attached resolution.

There being no further business, the meeting was adjourned at 7:21 p.m.



Chairman, Board of Supervisors
Henrico County, Virginia



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 257-16

Page No. 1 of 1

Agenda Title: **RESOLUTION - Resignation of Alternate - Central Virginia Waste Management Authority Board of Directors**

For Clerk's Use Only:

Date: 11/22/2016

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) O'Bannon Seconded by (1) Branin

REMARKS: APPROVED

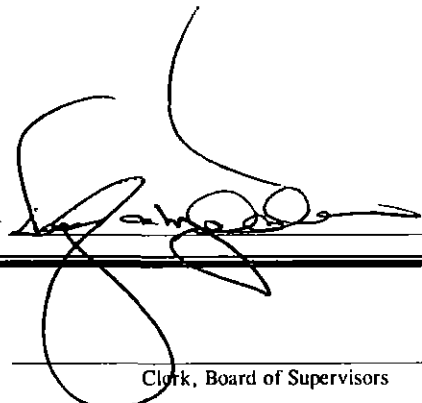
YES NO OTHER

Glover, R. ☒ ☐ ☐
Branin, T. ☒ ☐ ☐
Nelson, T. ☒ ☐ ☐
O'Bannon, P. ☒ ☐ ☐
Thornton, F. ☒ ☐ ☐

WHEREAS, on January 13, 2015, William I. Mawyer, Jr., was reappointed to the Central Virginia Waste Management Authority Board of Directors ("CVWMA") as the alternate for Marcia E. Kelley for a three-year term expiring December 31, 2017; and

WHEREAS, Mr. Mawyer resigned from the County as Assistant Director of Public Utilities effective November 1, 2016, and submitted his resignation from the CVWMA Board by letter dated November 3, 2016.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, hereby accepts the resignation of William I. Mawyer, Jr., from the Central Virginia Waste Management Authority Board of Directors as an alternate.

By Agency Head _____ By County Manager 

Routing:
Yellow to: _____

Copy to: _____

Certified:
A Copy Teste: _____
Clerk, Board of Supervisors

Date: _____



**RIVANNA WATER & SEWER
AUTHORITY**

TEL: (434) 977-2970
FAX: (434) 293-8858

**RIVANNA SOLID WASTE
AUTHORITY**

TEL: (434) 977-2976
FAX: (434) 293-8858

695 MOORES CREEK LANE • CHARLOTTESVILLE, VIRGINIA 22902-9016
WEBSITE: WWW.RIVANNA.ORG



November 3, 2016

**Mr. Tyrone E. Nelson, Chairman
Henrico County Board of Supervisors
P.O. Box 90775
Henrico, VA 23273-0775**

Dear Mr. Nelson,

Please accept this letter as notice of my resignation from my position as Alternate Member of the Central Virginia Waste Management Authority. My last day of employment with Henrico County was November 1, 2016.

I have accepted a position to serve as Executive Director of the Rivanna Water and Sewer and Solid Waste Authorities in Albemarle County, Virginia.

It has been a pleasure working with you and the Board of Supervisors over the last 15 ½ years.

You can contact me anytime at bmawyer@rivanna.org or call me at 434-977-2970 ext. 103.

Sincerely,

A handwritten signature in black ink, reading "W. I. Mawyer, Jr." with a stylized flourish at the end.

William I. Mawyer, Jr., P.E.

Executive Director

Rivanna Water and Sewer Authority and Solid Waste Authority

WIM/tsk

**cc: John A. Vithoulkas, County Manager
Barry R. Lawrence, Assistant to the County Manager**



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 258-16

Page No. 1 of 1

Agenda Title: **RESOLUTION - Appointment of Person Eligible to Serve as Third Member of Employee Grievance Panels**

For Clerk's Use Only: Date: <u>11/22/2016</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____	BOARD OF SUPERVISORS ACTION Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Thornton</u> (2) _____ (2) _____ REMARKS: APPROVED	YES NO OTHER Glover, R. <input checked="" type="checkbox"/> _____ Branin, T. <input checked="" type="checkbox"/> _____ Nelson, T. <input checked="" type="checkbox"/> _____ O'Bannon, P. <input checked="" type="checkbox"/> _____ Thornton, F. <input checked="" type="checkbox"/> _____
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BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following person as eligible to serve as third member of employee grievance panels for an unexpired term ending December 31, 2016, or thereafter, when his successor shall have been appointed and qualified:

Tuckahoe District

Poovillam Subramaniam-Moothathu

By Agency Head _____ By County Manager [Signature]
[Signature]

Routing:
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Copy to: _____

Certified: _____
A Copy Teste: _____
Clerk, Board of Supervisors

Date: _____



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 259-16

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Quitclaim of Utility Easements — Monument Square — Brookland District

For Clerk's Use Only:

Date: 11/22/2016

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Clover Seconded by (1) Branin
(2) (2)

REMARKS

APPROVED

YES NO OTHER

Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Glover, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WHEREAS, Monument Square, LLC, has requested the County to quitclaim utility easements across its property at the Monument Square residential condominium development; and,

WHEREAS, the County does not need the utility easements to be quitclaimed; and,

WHEREAS, this resolution was advertised and a public hearing was held on November 22, 2016, pursuant to Sections 15.2-1800 and 15.2-1813 of the Code of Virginia.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the Chairman is authorized to execute a deed, in a form approved by the County Attorney, quitclaiming all interest of the County in the areas shown shaded on the plat attached as Exhibit A.

Comments: The Directors of Public Works, Public Utilities, Planning, and Real Property recommend approval of this Board paper.

By Agency Head

[Signature]

By County Manager

[Signature]

Routing:

Yellow to:

Real Property

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Copy to:

Date:





COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 260-16

Page No. 1 of 2

Agenda Title: **ORDINANCE — Abandonment of Portion of Unimproved Right-Of-Way — Woodman Road — Fairfield District**

For Clerk's Use Only:

Date: 11/22/2016

(✓) Approved

() Denied

() Amended

() Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Thornton Seconded by (1) Cunniff
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T.	✓		
Glover, R.	✓		
Nelson, T.	✓		
O'Bannon, P.	✓		
Thornton, F.	✓		

WHEREAS, the County owns unimproved right-of-way originally acquired for an extension of Woodman Road; and,

WHEREAS, HHHunt River Mill, LLC has requested the County to abandon a portion of the unimproved right-of-way totaling 4.650 acres adjacent to its property between U. S. Route 1 and Winfrey Road; and,

WHEREAS, this ordinance was advertised in accordance with Va. Code §15.2-2204, and the Board held a duly advertised public hearing on November 22, 2016; and,

WHEREAS, it appears that no owner of any land adjoining this portion of unimproved right-of-way will be irreparably damaged by the abandonment; and,

WHEREAS, no public necessity exists for the continuance of this portion of unimproved right-of-way.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors:

(1) The portion of unimproved right-of-way shaded on Exhibit A is declared abandoned in accordance with Va. Code § 33.2-925.

(2) The Clerk of the Circuit Court of Henrico County, Virginia is authorized upon receipt of payment to record a certified copy of this Ordinance of abandonment in her office on the Grantor side of the general index of deeds in the name of the County after the expiration of 30 days from its passage, provided (i) no appeal to the Circuit Court has been taken or (ii) that the Ordinance is upheld on appeal.

Comments: The Real Property Department has processed this requested abandonment through the Departments of Planning, Public Works, and Public Utilities without objection, and the Directors of Real Property and Public Works recommend approval of this Board Paper.

By Agency Head

[Signature]

By County Manager

[Signature]

Routing:

Yellow to:

Real Property

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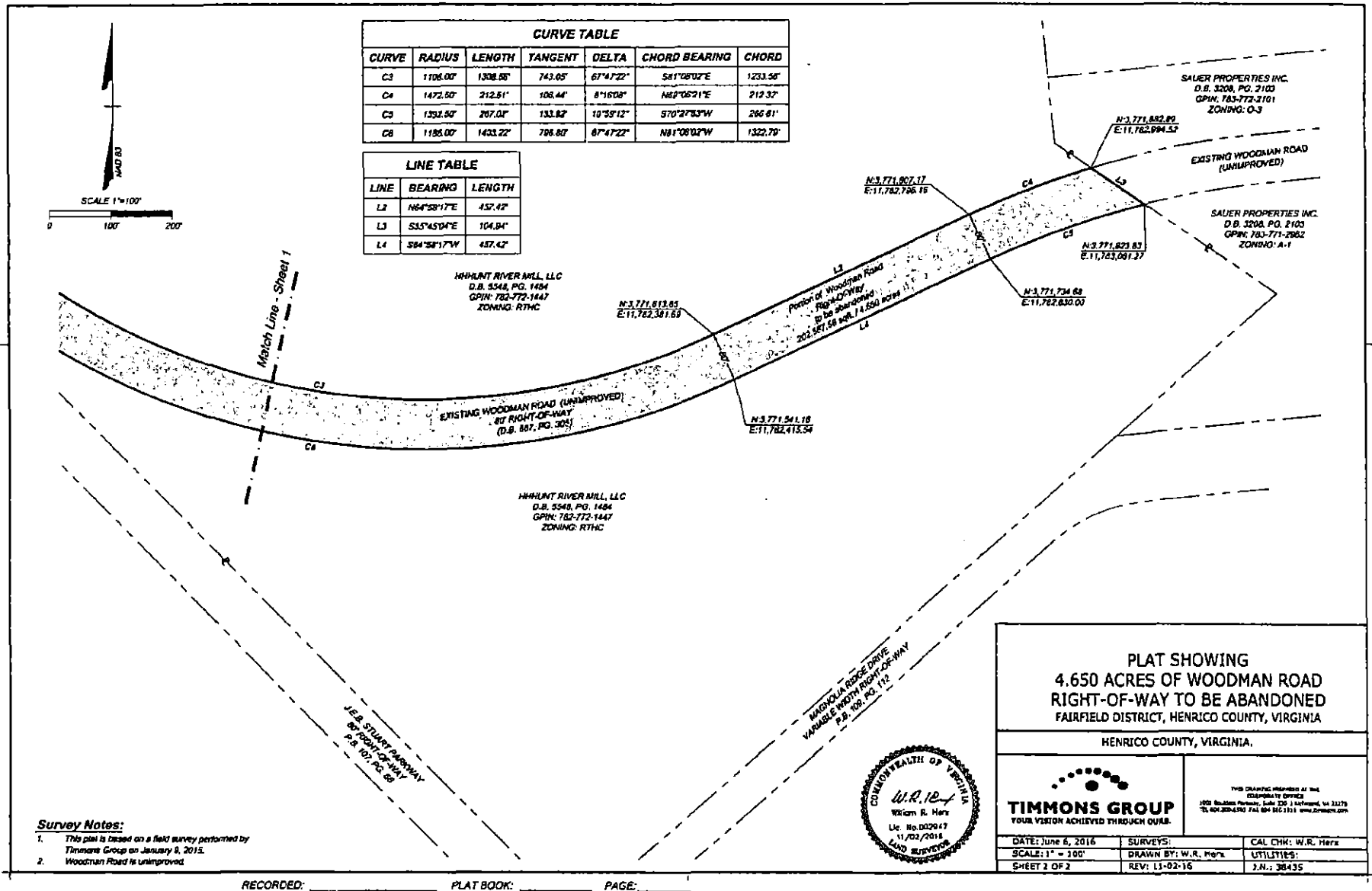
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A Copy Tests:

Clerk, Board of Supervisors

Date:

EXHIBIT A





COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 261-16
Page No. 1 of 1

Agenda Title INTRODUCTION OF RESOLUTION - Receipt of Requests for Amendments to the
FY 2016-17 Annual Fiscal Plan: December, 2016

For Clerk's Use Only:	BOARD OF SUPERVISORS ACTION	YES	NO	OTHER
Date: 11/22/2016	Moved by (1) O'Bannon Seconded by (1) Branin			
<input checked="" type="checkbox"/> Approved	(2) APPROVED	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Denied	REMARKS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Amended		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Deferred to:		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WHEREAS, the County Manager has provided the Board of Supervisors with a list dated November 15, 2016, requesting amendments to the FY2016-17 Annual Fiscal Plan; and,

WHEREAS, the County Manager listed by department the purpose of the request and the source of funding to support the proposed amendments.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the Clerk of the Board is directed to advertise, in the Richmond Times-Dispatch on December 6, 2016, a synopsis of the proposed amendments and a public hearing thereon to be held on December 13, 2016, at 7:00 p.m., in the Board Room at the Henrico County Government Center, East Parham and Hungary Spring Roads, to ascertain the views of the citizens with respect to the proposed amendments.

COMMENTS: The Director of Finance recommends approval of this Board paper, and the County Manager concurs.

By Agency Head

Eugene Walts

By County Manager

David L. ...

Routing:

Yellow to: _____

Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Copy to: _____

Date: _____

AMENDMENT TO THE 2016-17
ANNUAL FISCAL PLAN FOR DECEMBER, 2016

OPERATING FUNDS

FUND 0101 - GENERAL FUND - General Operating Fund

Department 24 - Public Health

24001	– <u>Public Health</u>	\$	269,166
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0000 00000 – To appropriate funding to cover Henrico's 45% share of the increased funds provided to Henrico's Public Health department by the State in the current fiscal year. This funding will come from the fund balance of the General Fund.

FUND 0102 - GENERAL FUND - School Board

Department 50 - Education

50401	– <u>Assistant Superintendent for Finance</u>	\$	400,000
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0000 00000 – To appropriate funding of \$400,000 for the planning costs of a proposed Achievable Dream Academy within Henrico County Public Schools. An Achievable Dream is a 501(c)(3) organization with the goal of improving student academic performance through a highly acclaimed program that encourages academic performance, positive behavior, and good citizenship for a targeted student population. This funding will come from the fund balance of the General Fund.

Total GENERAL FUND	\$	669,166
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FUND 1102 – SPECIAL REVENUE FUND - State and Federal Grants - County

Department 12 - Police

12800	– Grants		
0000 08370	– <u>Justice Assistance Grant (JAG) 17</u>	\$	74,243

To appropriate funding received from the Department of Justice, Bureau of Justice Assistance. These federal funds will be used to purchase two replacement Explosive Ordinance Disposal (EOD) suits, full-face helmets for motorcycle unit officers, and surveillance equipment for the criminal investigation and organized crime units. No County matching funds are required.

Department 13 - Fire

13800	– Grants		
0000 07042	– <u>Fire Scholarships</u>	\$	1,695

To appropriate funding of \$1,695 received from the Department of Fire Programs. The scholarship will cover the registration cost for one firefighter to attend the Structural Collapse fire training conference. No local match is required.

0000 08359	– <u>SHSP 2016 - State Hazardous Materials Team</u>		60,000
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To appropriate funding of \$60,000 received from the Virginia Department of Emergency Management for the 2016 State Homeland Security Program (SHSP) Grant. These federal funds are pass-through from the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) and are being administered by the Commonwealth. This grant provides funding to purchase a tow vehicle and HazMat ID equipment. No local match is required.

AMENDMENT TO THE 2016-17
ANNUAL FISCAL PLAN FOR DECEMBER, 2016

- 0000 08360 – SHSP 2016 - Technical Rescue Team Equipment and Training 25,000
To appropriate funding of \$25,000 received from the Virginia Department of Emergency Management for the 2016 State Homeland Security Program (SHSP) Grant. These federal funds are pass-through from the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) and are being administered by the Commonwealth. This grant provides funding to purchase various pieces of Technical Rescue equipment and tools. No local match is required.
- 0000 08361 – SHSP 2016 - Whole Community Outreach 15,000
To appropriate funding of \$15,000 received from the Virginia Department of Emergency Management for the 2016 State Homeland Security Program (SHSP) Grant. These federal funds are pass-through from the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) and are being administered by the Commonwealth. This grant provides funding for various types of training including shelter management, operations training, first aid, and CPR. In addition, this grant provides funding for printed material to assist with preparedness. No local match is required.
- 0000 08362 – SHSP 2016 - IFLOWS 15,000
To appropriate funding of \$15,000 received from the Virginia Department of Emergency Management for the 2016 State Homeland Security Program (SHSP) Grant. These federal funds are pass-through from the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) and are being administered by the Commonwealth. This grant provides funding to purchase a packaged rain gauge and stream gauge station. These gauges measure rainfall rates and amounts and will also measure stream flow to monitor potential flash flood situations. In addition, funding is also provided for installation, field calibration, and integration of the equipment into the existing Automated Flood Warning System (AFWS), as well as Federal Communications Commission licensing. No local match is required.
- 0000 08363 – SHSP 2016 - Shelter Support 11,000
To appropriate funding of \$11,000 received from the Virginia Department of Emergency Management for the 2016 State Homeland Security Program (SHSP) Grant. These federal funds are pass-through from the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) and are being administered by the Commonwealth. This grant provides funding to purchase trailer and cot packages. The cot packages include the cot, blankets, medical equipment, and storage racks. No local match is required.

AMENDMENT TO THE 2016-17
ANNUAL FISCAL PLAN FOR DECEMBER, 2016

0000 08371	– <u>EMT - I-P</u>	12,240
	To appropriate funding received from the Virginia Office of Emergency Medical Services (OEMS) through the Rescue Squad Assistance Fund (RSAF) Grant Program. This funding will supplement the payment to offer the EMT Intermediate Course certification. No local match is required.	
	Total Fire	\$ 139,935
	Total Fund 1102 - Special Revenue Fund-State/Fed Grants-County	\$ 214,178

FUND 1108 – SPECIAL REVENUE FUND - Capital Region Workforce Partnership

Department 27 - Capital Region Workforce Partnership

27004	– Workforce Partnership	
0000 08200	– <u>FY2016-17 WIOA Administrative</u>	\$ 23,406
0000 08203	– <u>FY2016-17 WIOA Youth IS/OS</u>	219,557
0000 08357	– <u>WIOA Incumbent Worker Training Program</u>	150,000
0000 08367	– <u>National Reserve for WIOA Implementation</u>	15,000

To amend the Capital Region Workforce Partnership's budget to include additional federal funding for employment and training services under the Workforce Innovation and Opportunity Act. Funds will be utilized to serve job seekers, youth, and employers across the region; including \$150,000 in skill enhancements for existing workers, \$242,963 for educational and job preparation activities for youth ages 14-24, and \$15,000 for transitional activities to implement new federal legislation, such as planning and policy development.

Total Fund 1108 - Special Revenue Fund - CRWP	\$ 407,963
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FUND 1110 – SPECIAL REVENUE FUND - Mental Health and Developmental Services

Department 26 - Mental Health and Developmental Services

26108	– Medical Services	
0000 08365	– <u>Federal SAMHSA PBHCI Grant - FY2016-17</u>	\$ 396,204

To appropriate the Primary and Behavioral Health Care Integration Grant first year funding from the Substance Abuse and Mental Health Services Administration (SAMHSA). This program is designed to provide citizens with serious mental illness with improved access to medical services. Primary health care will be provided by a contract with the Daily Planet, a federally qualified health center.

TOTAL SPECIAL REVENUE FUND	\$ 1,018,345
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FUND 6301 - RISK MANAGEMENT FUND

Department 11 - Human Resources

11003 – Risk Management

0000 00000	Funds are required to support anticipated expenses for the Workers' Compensation and Property/Liability programs for the fiscal year ending June 30, 2017. This appropriation is an estimate of what will be required for the balance of the fiscal year. Funds are to come from the Self-Insurance Reserve in the General Fund, via an interfund transfer to the Internal Service Fund.	\$ 4,500,000
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Total OPERATING FUNDS	\$ 6,187,511
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AMENDMENT TO THE 2016-17
ANNUAL FISCAL PLAN FOR DECEMBER, 2016

CAPITAL FUNDS

FUND 2101 – General Capital Projects Fund

Department 23 - Recreation and Parks

23101 – Director

0000 08368 – Dorey Phase II TAP Grant

\$ 284,425

To appropriate State funding of \$227,540 for the construction of the second phase of the Dorey Park project which will extend the paved trail access road to the Capital Trail. This is a Virginia Department of Transportation (VDOT) administered Transportation Alternatives Program (TAP) grant, eligible for a State match up to 80%. The required 20% County match (\$56,885) will come from the fund balance in the General Fund, and is included in this \$284,425 amount.

0000 08369 – Short Pump Trails TAP Grant

310,215

To appropriate funding of \$248,172 for the construction of the Short Pump Park trails project. This project would construct a 10-foot-wide trail from John Rolfe Parkway to the new parking lot within Short Pump Park. This is a Virginia Department of Transportation (VDOT) administered Transportation Alternatives Program (TAP) grant, eligible for a State match up to 80%. The required 20% County match (\$62,043) will come from the fund balance in the General Fund, and is included in this \$310,215 amount.

Total Recreation and Parks

\$ 594,640

Department 28 - Public Works

28004 – Construction

0000 08341 – North Parham Road Sidewalk

\$ 221,474

To appropriate funding from the Virginia Department of Transportation for the County to install sidewalk along the west side of North Parham Road from 200 feet of Three Chopt Road to 650 feet south of Fargo Road. The total estimate for this project is \$715,000. VDOT will reimburse up to 30% of project costs under their Revenue Sharing Program. The remaining balance will be covered with existing non Gas Tax capital funding.

0000 08342 – Richmond-Henrico Turnpike Sidewalk

123,041

To appropriate funding from the Virginia Department of Transportation for the County to install sidewalk along the west side of Richmond-Henrico Turnpike from 175 feet north of Pinalto Drive to East Laburnum Avenue. The total estimate for this project is \$395,000. VDOT will reimburse up to 30% of project costs under their Revenue Sharing Program. The remaining balance will be covered with existing non Gas Tax capital funding.

AMENDMENT TO THE 2016-17
ANNUAL FISCAL PLAN FOR DECEMBER, 2016

0000 08343	- <u>Quiocassin Road Sidewalk</u>	410,167
To appropriate funding from the Virginia Department of Transportation for the County to install 900 feet of sidewalk along the south side of Quiocassin Road from Blue Jay Lane to Starling Drive. The total estimate for this project is \$930,000. VDOT will reimburse up to 44% of project costs under their Revenue Sharing Program. The remaining balance will be covered with existing non Gas Tax capital funding.		
0000 08344	- <u>Wyndham Forest Drive and Nuckols Road Sidewalk</u>	86,129
To appropriate funding from the State Department of Transportation for the County to install sidewalk along the south side of Wyndham Forest Drive from 300 feet north of Nuckols Road and 200 feet south of Wyndham Forest Drive. The total estimate for this project is \$275,000. VDOT will reimburse up to 30% of project costs under their Revenue Sharing Program. The remaining balance will be covered with existing non Gas Tax capital funding.		
0000 08366	- <u>Gay Avenue Sidewalk</u>	276,843
To appropriate funding from the Virginia Department of Transportation for the County to install sidewalk along the south side of Gay Avenue from Millers Lane to 850 feet west of South Laburnum Avenue. The total estimate for this project is \$895,000. VDOT will reimburse up to 30% of project costs under their Revenue Sharing Program. The remaining balance will be covered with existing non Gas Tax capital funding.		
Total Public Works		\$ 1,117,654
Total CAPITAL PROJECTS FUND		\$ 1,712,294
Total Amendments/Appropriations		\$ 7,899,805



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 262-16
Page No. 1 of 1

Agenda Title **RESOLUTION - Receipt of Audited Annual Financial Report for Fiscal Year Ended June 30, 2016, and Acknowledgement of Discharge of Duties and Responsibilities by Audit Committee**

For Clerk's Use Only:	BOARD OF SUPERVISORS ACTION	YES	NO	OTHER
Date: <u>11/22/2016</u>	Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Almer</u>			
<input checked="" type="checkbox"/> Approved	(2) _____ (2) _____			
<input type="checkbox"/> Denied	REMARKS: APPROVED			
<input type="checkbox"/> Amended				
<input type="checkbox"/> Deferred to: _____				
		Branio, T. <input checked="" type="checkbox"/>		
		Glover, R. <input checked="" type="checkbox"/>		
		Nelson, T. <input checked="" type="checkbox"/>		
		O'Bannon, P. <input checked="" type="checkbox"/>		
		Thornton, F. <input checked="" type="checkbox"/>		

BE IT RESOLVED by the Board of Supervisors of the County of Henrico, Virginia, that the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2016, including the Schedule of Expenditures of Federal Awards, is received in accordance with the Single Audit Act and OMB Uniform Guidance, as audited by KPMG LLP, Certified Public Accountants; and

BE IT FURTHER RESOLVED that the Board of Supervisors acknowledges that the Henrico County Audit Committee (consisting of Board of Supervisors members from the Tuckahoe and Brookland Districts plus the County Manager) having met on May 10, July 12, September 13 and November 22, 2016, discharged its duties and responsibilities by reviewing the presented External and Internal Audit Reports, Audit Plans, External Auditor Compensated Services, and Internal Audit Planning Survey.

COMMENTS: The Director of Finance recommends approval of this Board paper, and the County Manager concurs.

By Agency Head

Eugene Walter

By County Manager

[Signature]

Routing:

Yellow to: _____

Certified:

A Copy Tests: _____

Clerk, Board of Supervisors

Copy to: _____

Date: _____



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 263-14

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Amendment of Lease — Department of Mental Health and Developmental Services — Providence Forge

For Clerk's Use Only: Date: 11/22/2016 (✓) Approved () Denied () Amended () Deferred to:	BOARD OF SUPERVISORS ACTION Moved by (1) O'Bannon Seconded by (1) Branin (2) (2) REMARKS: APPROVED		YES NO OTHER Branin, T. ✓ Glover, R. ✓ Nelson, T. ✓ O'Bannon, P. ✓ Thornton, F. ✓
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WHEREAS, the County is leasing office space in the Forge Professional Building in Providence Forge for delivery of services by the Department of Mental Health and Development Services to residents of New Kent County and Charles City County under a cooperative agreement; and,

WHEREAS, the current lease expires November 30, 2016; and,

WHEREAS, the owner of the building, Mr. T. C. Alvis, Jr., and the Board wish to extend the lease for a seven-month term beginning on December 1, 2016, and terminating on June 30, 2017, at a rate of \$2,784.93 per month.

NOW, THEREFORE, BE IT RESOLVED by the Board that the County Manager is authorized to execute an amendment of lease, in a form approved by the County Attorney, for office space in the Forge Professional Building under the terms described above.

Comments: This lease is subject to annual appropriation. The Directors of Mental Health and Developmental Services and Real Property recommend approval of this action.

By Agency Head [Signature] By County Manager [Signature]
Routing: Yellow to: Real Property Certified: _____
Copy to: _____ A Copy Teste: _____ Clerk, Board of Supervisors
Date: _____



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. **264-14**

Page No. 1 of 2

Agenda Title: **RESOLUTION — Award of Contract — Seven Pines Villa Sewer Replacement —
Varina District**

For Clerk's Use Only:

Date: **11/22/2016**

- (☒) Approved
() Denied
() Amended
() Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) **Culmer** Seconded by (1) **Shonster**
(2) (2)

REMAINS **APPROVED**

YES NO OTHER

Branin, T. ☒ ☐ ☐
Glover, R. ☒ ☐ ☐
Nelson, T. ☒ ☐ ☐
O'Bannon, P. ☒ ☐ ☐
Thornton, F. ☒ ☐ ☐

WHEREAS, the County received six bids on September 14, 2016, in response to Invitation to Bid No. 16-1237-8CE and Addendum No. 1 for the Seven Pines Villa Sites Sewer Replacement project in the Varina District; and,

WHEREAS, the project includes replacing approximately 0.8 mile of sanitary sewer pipe in the area bounded by East Williamsburg Road, Beulah Road, Huntsman Road, and Taylor Farm Drive; and,

WHEREAS, the bids were as follows:

<u>Bidders</u>	<u>Bid Amounts</u>
Lytle Utilities, Inc. Richmond, VA	\$ 2,077,000.00
Henry S. Branscome LLC Williamsburg, VA	\$ 2,173,644.00
G. L. Howard, Inc. Rockville, VA	\$ 2,582,150.00
Kelvic Construction Company, Inc. Locust Grove, VA	\$ 2,644,515.62
Tidewater Utility Construction, Inc. Suffolk, VA	\$ 2,968,859.00
Underground Contractors, Inc. St. Albans, WV	\$ 3,850,062.00

WHEREAS, after a review and evaluation of the bids, it was determined that Lytle Utilities, Inc. is the lowest responsive and responsible bidder with a bid of \$2,077,000.00.

By Agency Head

By County Manager

Routing:

Yellow to: _____

Certified:

A Copy Teste: _____

Copy to: _____

Clerk, Board of Supervisors

Date: _____

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. **204-16**

Page No. 2 of 2

Agenda Title: **RESOLUTION — Award of Contract — Seven Pines Villa Sewer Replacement — Varina District**

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors:

1. The contract is awarded to Lyttle Utilities, Inc., the lowest responsive and responsible bidder, in the amount of \$2,077,000.00 pursuant to Invitation to Bid No.16-1237-8CE, Addendum No.1, and the bid submitted by Lyttle Utilities, Inc.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

Comment: Funding will be provided by the Water and Sewer Revenue Fund. The Director of Public Utilities and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. 265-16

Page No. 1 of 2

Agenda Title: **RESOLUTION — Award of Contract — Water Reclamation Facility Filter Valve Replacement — Varina District**

For Clerk's Use Only:

Date: 11/22/2016

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) C. W. Wynn Seconded by (1) O'Bannon
(2) _____ (2) _____

REMARKS:

APPROVED

YES NO OTHER

Branin, T. ☒ _____
Glover, R. ☒ _____
Nelson, T. ☒ _____
O'Bannon, P. ☒ _____
Thornton, F. ☒ _____

WHEREAS, the County received five bids on September 22, 2016, in response to Invitation to Bid No. 16-1228-7CE and Addendum No. 1 for the Filter Valve Replacement project at the Water Reclamation Facility; and,

WHEREAS, the project will replace 58 valves used to operate the wastewater filters at the facility; and,

WHEREAS, the bids were as follows:

<u>Bidder</u>	<u>Bid Amount</u>
Patterson Construction Co. Inc. Fredericksburg, VA	\$748,344
Waco, Inc. Sandston, VA	\$902,000
MEB General Contractors, Inc. Chesapeake, VA	\$958,300
T. A. Loving Company Goldsboro, NC	\$1,178,000
Fielder's Choice Enterprises, Inc. Charlottesville, VA	\$1,186,000

WHEREAS, after a review and evaluation of the bids received, it was determined that Patterson Construction Co. Inc. is the lowest responsive and responsible bidder with a bid of \$748,344.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors:

- The contract is awarded to Patterson Construction Co. Inc., the lowest responsive and responsible bidder, in the amount of \$748,344 pursuant to Invitation to Bid No. 16-1228-7CE, Addendum No.1, and the bid submitted by Patterson Construction Co. Inc.

By Agency Head

By County Manager

Routing:

Yellow to: _____

Copy to: _____

Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Date: _____

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. **265-16**

Page No. 2 of 2

Agenda Title: **RESOLUTION — Award of Contract — Water Reclamation Facility Filter Valve
Replacement — Varina District**

2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

Comments: Funding will be provided by the Water and Sewer Revenue Fund. The Director of Public Utilities and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 266-16

Page No. 1 of 1

Agenda Title: RESOLUTION — Authorization to Submit Letter of Intent to Participate in Virginia Department of Transportation Revenue Sharing Program for FY 2017-18

For Clerk's Use Only:

Date: 11/22/2016

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Branin Seconded by (1) O'Bannon
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Glover, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WHEREAS, the Revenue Sharing Program of the Virginia Department of Transportation allocates state matching funds for local highway construction and maintenance projects; and,

WHEREAS, the County has identified twelve projects that are eligible for state matching funds; and,

WHEREAS, six are new projects for construction of (1) approximately 4,600 feet of sidewalk on Hunton Park Boulevard, (2) approximately 1,100 feet of sidewalk on Creighton Road east of N. Laburnum Avenue, (3) approximately 4,100 feet of sidewalk and roadway improvements on Creighton Road west of N. Laburnum Avenue, (4) approximately 1,140 feet of sidewalk on John Rolfe Parkway, (5) approximately 260 feet of sidewalk on N. Parham Road and Fordson Road, and (6) approximately 335 feet of sidewalk on Audubon Drive; and,

WHEREAS, two are new projects for engineering design services for (1) approximately 10,032 feet of sidewalk and road improvements on Richmond-Henrico Turnpike, and (2) approximately 2,000 feet of sidewalk and roadway improvements on Pump Road; and,

WHEREAS, four are existing Revenue Sharing Program projects eligible for additional state matching funds for (1) approximately 470 feet of sidewalk on Richmond-Henrico Turnpike, (2) approximately 990 feet of sidewalk on Quiocassin Road, (3) approximately 937 feet of sidewalk on N. Parham Road, and (4) approximately 1,700 feet of sidewalk on Gay Avenue; and,

WHEREAS, the County's cost estimate for these twelve projects is \$13,195,000, and the County wishes to apply for \$5,539,975 in state matching funds; and,

WHEREAS, the County must submit a letter of intent to participate in the program.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors authorizes the Director of Public Works to submit a letter of intent to participate in the Virginia Department of Transportation Revenue Sharing Program for Fiscal Year 2017-18.

COMMENTS: The Director of Public Works recommends approval of this Board paper, and the County Manager concurs.

By Agency Head

By County Manager

Routing:

Yellow to: _____

Copy to: _____

Certified:

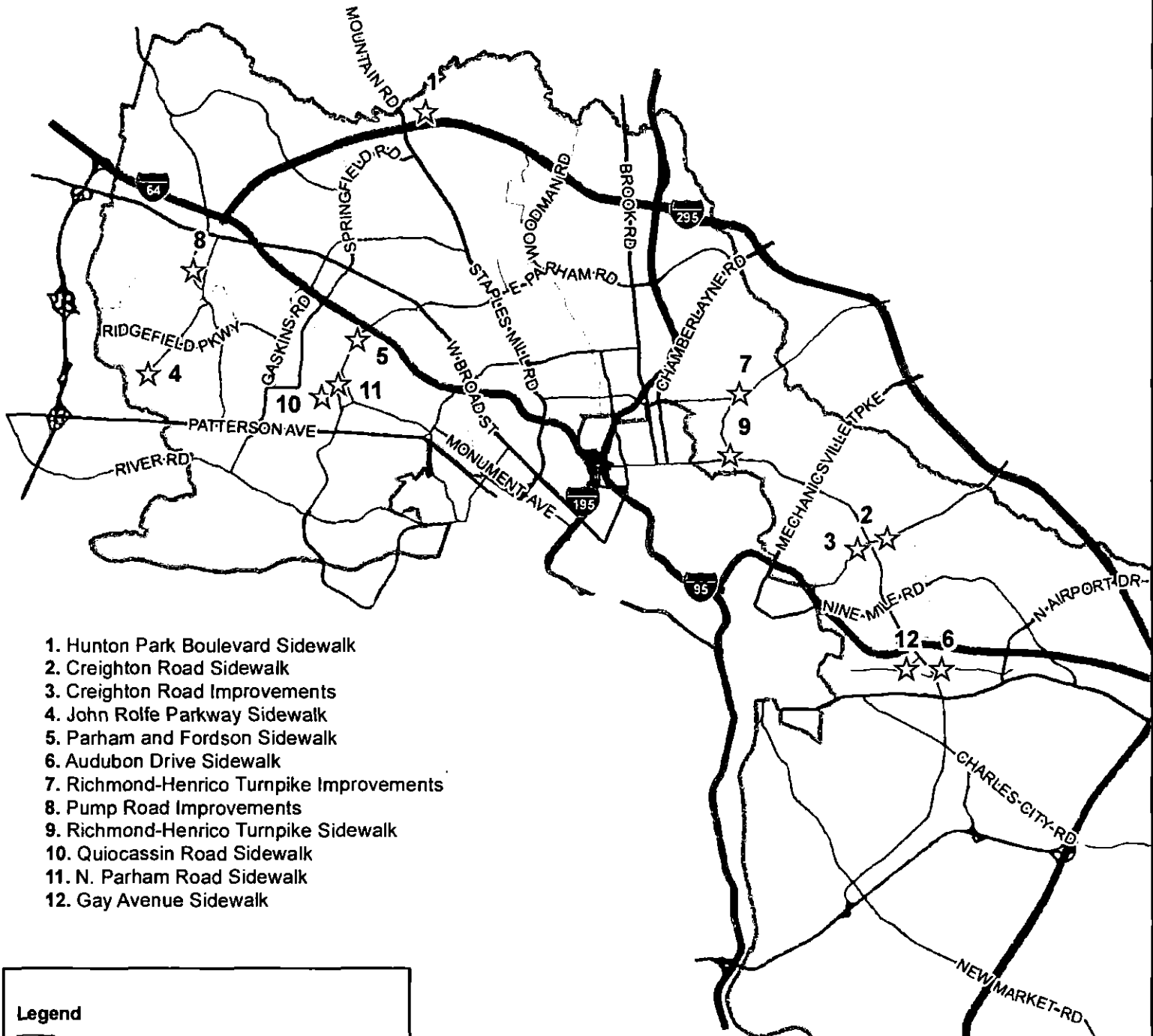
A Copy Teste:

Clerk, Board of Supervisors

Date: _____



Virginia Department of Transportation Revenue Sharing Program



1. Hunton Park Boulevard Sidewalk
2. Creighton Road Sidewalk
3. Creighton Road Improvements
4. John Rolfe Parkway Sidewalk
5. Parham and Fordson Sidewalk
6. Audubon Drive Sidewalk
7. Richmond-Henrico Turnpike Improvements
8. Pump Road Improvements
9. Richmond-Henrico Turnpike Sidewalk
10. Quicocassin Road Sidewalk
11. N. Parham Road Sidewalk
12. Gay Avenue Sidewalk

Legend

- | | | | |
|--|-------------|--|------------------------------|
| | Brookland | | Funded Revenue Share Project |
| | Fairfield | | County Boundary |
| | Three Chopt | | |
| | Tuckahoe | | |
| | Varina | | |

1 in = 3 miles



AUTHORIZATION TO SUBMIT
LETTER OF INTENT TO
PARTICIPATE IN VIRGINIA
DEPARTMENT OF TRANSPORTATION
REVENUE SHARING PROGRAM FOR
FY 2017-18
DISTRICT: COUNTY-WIDE
DATE: NOVEMBER 22, 2016



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 267-14

Page No. 1 of 2

Agenda Title: RESOLUTION — Award of Contract — Rehabilitation of Storm Sewer East of Springfield Road — Brookland District

For Clerk's Use Only:

Date: 11/22/2014

- (x) Approved
() Denied
() Amended
() Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Cummins Seconded by (1) O'Bannon
(2) _____ (2) _____

REMARKS:

APPROVED

YES NO OTHER

Glover, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WHEREAS, the County received four bids on October 18, 2016, in response to Invitation to Bid No. 16-1238-8CE and Addendum No. 1 for Springfield Road storm sewer repairs, and;

WHEREAS, the rehabilitation work consists of providing cured-in-place pipe lining for approximately 180 linear feet of 30-inch pipe, plugging holes, and repairs to the joints of approximately 385 linear feet of 48-inch pipe and 80 linear feet of elliptical reinforced concrete pipe, and;

WHEREAS, the bids were as follows:

Bidder	Bid Amount
Layne Inliner, LLC Elkridge, MD	\$149,500
Pleasants Construction, Inc. Clarksburg, MD	\$178,000
Insituform Technologies, LLC Chesterfield, MO	\$178,950
IPR Northeast LLC Beltsville, MD	\$278,860

WHEREAS, after review and evaluation of all bids received, it was determined that Layne Inliner, LLC, is the lowest responsive and responsible bidder with a bid of \$149,500.

By Agency Head

By County Manager

Routing:

Yellow to: _____

Certified:

A Copy Teste: _____

Clerk Board of Supervisors

Copy to: _____

Date: _____

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. 207-16
Page no. 2 of 2

Agenda Title: RESOLUTION — Award of Contract — Rehabilitation of Storm Sewer East of Springfield Road — Brookland District

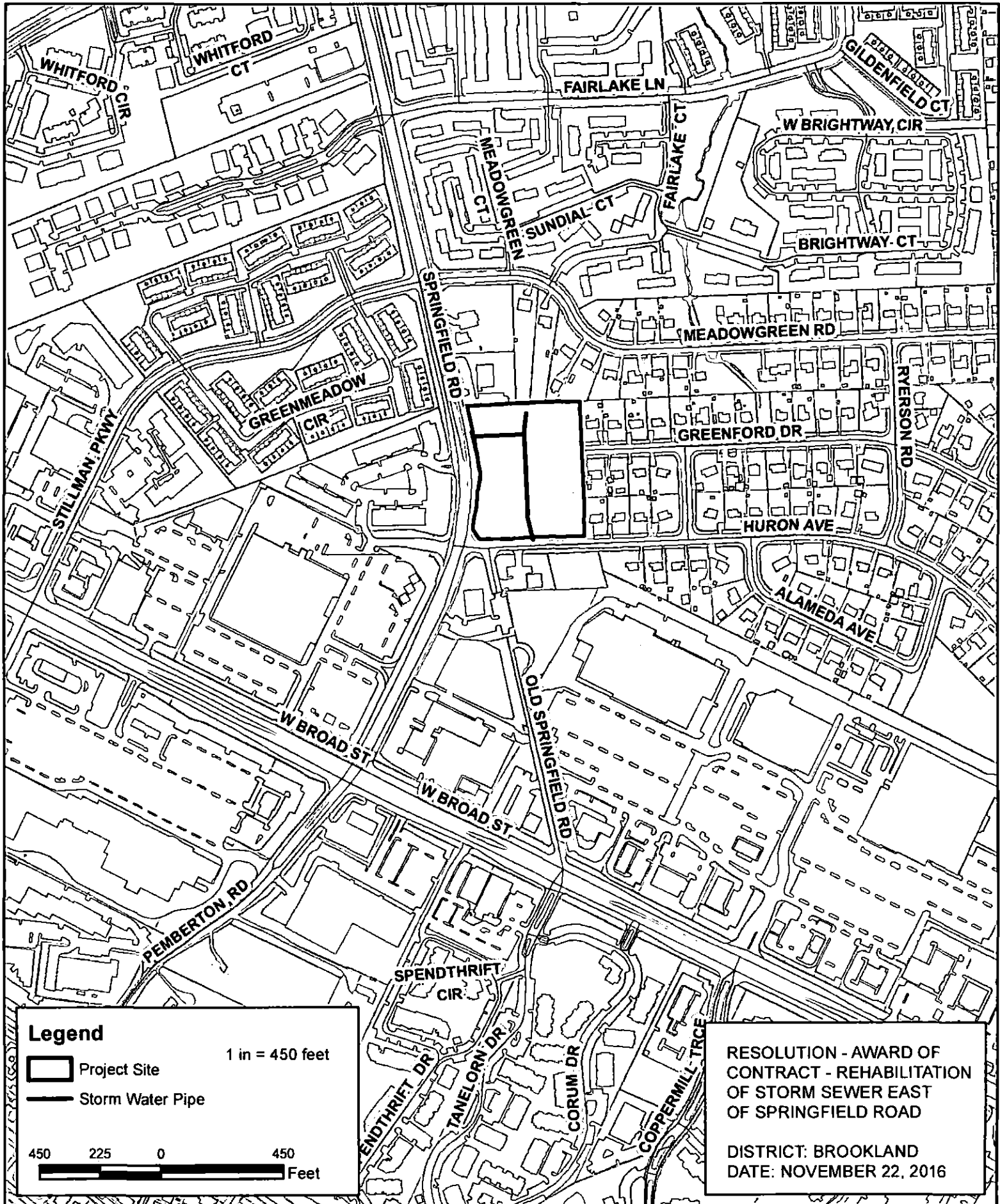
NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors:

1. The contract is hereby awarded to Layne Inliner, LLC, the lowest responsive and responsible bidder, in the amount of \$149,500, pursuant to Invitation to Bid No. 16-1238-8CE, Addendum No. 1, and the bid submitted by Layne Inliner, LLC.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Purchasing Director as his designee, is authorized to execute all change orders within the scope of the budget not to exceed 15% of the original contract amount.

Comment: Funding will be provided by the General Fund. The Director of Public Works and the Purchasing Director recommend approval of this Board paper, and the County Manager concurs.



Springfield Road Storm Sewer Rehabilitation





COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 268-16

Page No. 1 of 1

Agenda Title: RESOLUTION — Acceptance of Roads — Brookland District

For Clerk's Use Only:

Date: 11/22/2014

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Calmer Seconded by (1) Shaner
(2) _____ (2) _____

REMARKS:

APPROVED

YES NO OTHER

Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Glover, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BE IT RESOLVED by the Board of Supervisors of the County of Henrico that the following named and described sections of roads are accepted into the County road system for maintenance.

Swanson Mill Run, Section 1 — Brookland District

Swanson Mill Way from Mill Road to 0.90 Mi. N. of Mill Road	0.90 Mi.
Arbill Trace from Swanson Mill Way to 0.05 Mi. W. of Swanson Mill Way	0.05 Mi.
Woody Ridge Place from Swanson Mill Way to 0.05 Mi. W. of Swanson Mill Way	0.05 Mi.
Swanson Mill Court from Swanson Mill Way to 0.05 Mi. E. of Swanson Mill Way	0.05 Mi.
Smith Woods Place from Swanson Mill Way to 0.06 Mi. E. of Swanson Mill Way	0.06 Mi.
Rivertop Court from Swanson Mill Way to 0.06 Mi. W. of Swanson Mill Way	0.06 Mi.
Total Miles	1.17 Mi.

By Agency Head [Signature]

By County Manager [Signature]

Routing:

Yellow to: _____

Copy to: _____

Certified:

A Copy Tests: _____

Clerk, Board of Supervisors

Date: _____



SWANSON MILL RUN SECTION 1

