

**CAROLINE COUNTY BOARD OF SUPERVISORS MEETING  
COMMUNITY SERVICES CENTER  
MILFORD, VIRGINIA**

4:30 P.M. RECONVENE FROM SEPTEMBER 26, 2023 BOARD OF SUPERVISORS MEETING

1. CMS HVAC Updates
2. Revised FY24 Budget
3. CCPS Capacity Numbers/County Growth
4. School Construction Assistance Program - Round 2 Grants
5. Madison Elementary Playground Update
6. Report on FY23 Year End Raises
7. Discussion of County Assuming Responsibility for School Maintenance

ADJOURNMENT

(To Regular Meeting)

Requesting Department	Other
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Documents:

[CCPS INFO FOR JOINT MEETING 10-10-23.PDF](#)

6:00 P.M.

**CALL TO ORDER OF REGULAR MEETING**

- **INVOCATION**

- **PLEDGE OF ALLEGIANCE**

**OPENING BOARD COMMENTS**

- **AMENDMENTS TO THE AGENDA**

1. PRESENTATIONS/REPORTS

- o Recognition of Treasurer Beth Curran Upon Her Retirement

Requesting Department	County Administration
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Documents:

[PRESENTATIONS AND REPORTS.PDF](#)

2. APPOINTMENTS

- Social Services Advisory Committee (Western Caroline District)
- Healthy Generations Area on Aging Board of Directors (Citizen Representative)
- Planning Commission (Madison District)
- Building Code Board of Appeals (Madison, Reedy Church, Bowling Green Districts)
- Economic Development Authority (At Large Representative)
- Transportation Committee

Requesting Department County Administration

Documents:

[APPOINTMENTS.PDF](#)

### 3. Consent Agenda A - Approval Of Warrants

Requesting Department Finance Department

Documents:

[WARRANTS.PDF](#)

### 3. Consent Agenda B - Approval Of Planning Commission Schedule

Requesting Department Planning and Community Development

Documents:

[SUMMARY OF PC RECOMMENDATIONS SEPTEMBER 28 2023.PDF](#)

### 3. Consent Agenda C - Approval Of Governor's Holiday Schedule For County Employees

Requesting Department County Administration

Documents:

[APPROVAL OF GOVERNORS HOLIDAY SCHEDULE.PDF](#)

### 3. Consent Agenda D - Approval Of Ranking Of Responses To Request For Proposals For Real Estate Reassessment Services

Requesting Department County Administration

Documents:

[RANKING OF REASSESSMENT RFP RESPONSES.PDF](#)

### 3. Consent Agenda E - Approval Of Addendum To Water Tank Maintenance Contract With Utility Service Co., Inc. (Lead Containment And Exterior Blast Of Milford Water Tower)

Requesting Department                      Public Utilities

Documents:

[MILFORD TANK MAINTENANCE ADDENDUM.PDF](#)

3. Consent Agenda F - A Resolution Declaring October 8 Through 14, 2023 As Fire Prevention Week In Caroline County

Requesting Department                      Fire & Rescue

Documents:

[FIRE PREVENTION WEEK RESOLUTION.PDF](#)

3. Consent Agenda G - Accept Conveyance Of Utility Easement From Walton Virginia LLC For Habitat For Humanity Homes In Bridlewood Subdivision

Requesting Department                      County Administration

Documents:

[CONVEYANCE OF UTILITY EASEMENT FOR HABITAT FOR HUMANITY.PDF](#)

3. Consent Agenda H - Approval Of Budget Amendment #6 For Caroline County Public Schools - Additional Food Service Budget Authority

Requesting Department                      Other

Documents:

[BUDGET AMENDMENT 6 FOR CCPS - FOOD SERVICE.PDF](#)

7:30 P.M. PUBLIC COMMENTS

PUBLIC HEARINGS

4. Proposed Amendment To Chapter 103 - Taxation, Article VII, Transient Occupancy Tax Of The Code Of Caroline County

Requesting Department                      Commissioner's Office

Documents:

[AMENDMENT TO TRANSIENT OCCUPANCY TAX ORDINANCE.PDF](#)

5. Proposed TXT-10-2023 - An Ordinance To Amend The Zoning Ordinance Of Caroline County, Virginia By Amending Article XI (Planned Unit Developments), To Create Division 7 – Planned Innovation, Research And Technology Park (PIRT)

TXT-10-2023 - An Ordinance to amend the Zoning Ordinance of Caroline County, Virginia by amending Article XI (Planned Unit Developments), to create Division 7 - Planned Innovation, Research and Technology Park (PIRT) to provide a controlled and protected environment for the orderly growth and development of research and technology businesses and industries within a park-like setting and to 1) establish principal uses, accessory uses and structures, and conditional uses within the PIRT Zoning District and; 2) establish performance standards for development within the PIRT Zoning District. **The proposed text amendment establishes a new district and regulations in support of Planned Innovation, Research and Technology Park (PIRT) or Industrial land use classifications contained in the comprehensive plan.**

Requesting Department                      Planning and Community Development

Documents:

[BOS PACKET TXT-10-2023 OCT 10 2023.PDF](#)

#### NEW BUSINESS

#### 6. Proposed Department Of Fire & Rescue Funding For Backfill Firefighter/EMT Positions To Address Vacancies

Requesting Department                      Fire & Rescue

Documents:

[PROPOSED FIRE AND RESCUE FUNDING FOR BACKFILL POSITIONS.PDF](#)

#### 7. First Reading Of Amendments To Chapter 49 Of The Caroline County Zoning Ordinance (Special Events)

An Ordinance to Amend the Code of Caroline County by Repealing & Replacing Chapter 49, Festivals with Chapter 49 - Festivals and Special Events.

Requesting Department                      Planning and Community Development

Documents:

[BOS PACKET CH 49 FIRST READING OCT 10 2023.PDF](#)

#### INFORMATIONAL/CALENDAR ITEMS

#### 8. INFORMATIONAL/CALENDAR ITEMS

Requesting Department                      County Administration

Documents:

[INFO CALENDAR ITEMS.PDF](#)

## CLOSING BOARD COMMENTS

### CLOSED MEETING

A. Motion to Convene in Closed Meeting in Accordance with the Following Sections of the Code of Virginia:

§ 2.2-3711 A. 8. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

§ 2.2-3711 A. 29. Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

B. Motion to Reconvene in Open Session

C. Certification of Closed Meeting

D. Action on Closed Meeting (if necessary)

Requesting Department                      County Administration

## ADJOURNMENT

### OCTOBER 10, 2023 PORTFOLIO

Requesting Department                      County Administration

Documents:

[OCTOBER 10, 2023 PORTFOLIO.PDF](#)