



STANDING COMMITTEES

[12:30 P.M. FINANCE, AUDIT AND BUDGET COMMITTEE MEETING \(BOARD CHAMBERS\) Materials will be available Friday, October 13, 2023, on the County's website in the Agenda Center.](#)

[1:00 P.M. FIVE YEAR FINANCIAL PLAN WORK SESSION: GENERAL FUND \(BOARD CHAMBERS\) Materials will be available Monday, October 16, 2023, on the County's website in the Agenda Center.](#)

**REGULAR AGENDA
BOARD OF SUPERVISORS
OCTOBER 17, 2023**

3:00 P.M. - CALL TO ORDER - ROLL CALL OF MEMBERS

PRESENTATIONS

PRESENTATION OF A PROCLAMATION RECOGNIZING NATIONAL NIGHT OUT

PRESENTATION OF A PROCLAMATION TO RECOGNIZE OCTOBER 24, 2023, AS WORLD POLIO DAY

PRESENTATION OF A PROCLAMATION TO RECOGNIZE STAFFORD COUNTY FOR ITS 2023 GOVERNMENT EXPERIENCE OVERALL 1ST PLACE AWARD

ADDITIONS - DELETIONS AND APPROVAL OF THE REGULAR AGENDA

PRESENTATIONS BY THE PUBLIC - I (3 MINUTES EACH)

REPORTS BY BOARD MEMBERS

REPORT OF THE COUNTY ATTORNEY

REPORT OF THE COUNTY ADMINISTRATOR

FY2023 AND FY2024 FINANCIAL UPDATES

VIRGINIA DEPARTMENT OF TRANSPORTATION QUARTERLY REPORT, PRESENTED BY KYLE BATES, RESIDENCY ADMINISTRATOR

OCTOBER 4, 2023 COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE ACTION LIST (FOR INFORMATION ONLY)

OCTOBER 4, 2023 INFRASTRUCTURE COMMITTEE ACTION LIST (FOR INFORMATION ONLY)

MONTHLY EXPENDITURE LISTING REPORT (FOR INFORMATION ONLY)

CAPITAL PROJECTS QUARTERLY REPORT (FOR INFORMATION ONLY)

APPROVAL OF THE CONSENT AGENDA

CONSENT AGENDA

1. COUNTY ADMINISTRATION; APPROVE OCTOBER 4, 2023 BOARD OF SUPERVISORS MEETING MINUTES
2. COUNTY ADMINISTRATION; APPOINT MR. CHARLES SCERCY TO THE COMMUNITY POLICY AND MANAGEMENT TEAM (CPMT) AS A PRIVATE PROVIDER REPRESENTATIVE FOR A TERM FROM OCTOBER 17, 2023 TO OCTOBER 17, 2026
BACKGROUND SUMMARY: APPROVES APPOINTMENT TO CPMT.
3. COMMISSIONER OF THE REVENUE; RATIFY CONTACT AND AUTHORIZE THE COUNTY ADMINISTRATOR TO APPROVE ADDITIONAL EXPENDITURES FOR THE PAYMENT TO CATALIS TAX & CAMA INC. PROPOSED RESOLUTION R23-303
BACKGROUND SUMMARY: APPROVES EXPENDITURES.
4. COMMUNITY ENGAGEMENT; A PROCLAMATION RECOGNIZING OCTOBER AS BREAST CANCER AWARENESS MONTH
PROPOSED PROCLAMATION P23-12
BACKGROUND SUMMARY: RECOGNIZES MONTH.
5. COMMUNITY ENGAGEMENT; PROCLAMATION RECOGNIZING NATIONAL NIGHT OUT
PROPOSED PROCLAMATION P23-13
BACKGROUND SUMMARY: RECOGNIZES EVENT.
6. COMMUNITY ENGAGEMENT; A PROCLAMATION TO RECOGNIZE OCTOBER 24, 2023, AS WORLD POLIO DAY
PROPOSED PROCLAMATION P23-29
BACKGROUND SUMMARY: RECOGNIZES DAY.
7. COMMUNITY ENGAGEMENT; PROCLAMATION RECOGNIZING OCTOBER AS CYBER SECURITY AWARENESS MONTH
PROPOSED PROCLAMATION P23-30
BACKGROUND SUMMARY: RECOGNIZES MONTH.
8. DEVELOPMENT SERVICES; RATIFY CONTRACTS TO PROVIDE ON-CALL PROFESSIONAL ENGINEERING SERVICES FOR DEVELOPMENT SERVICES/ENVIRONMENTAL PROJECTS
PROPOSED RESOLUTION: R23-296
BACKGROUND SUMMARY: RATIFIES CONTRACTS.
9. DEVELOPMENT SERVICES; AUTHORIZE THE SUBMISSION OF A CAPACITY BUILDING AND PLANNING GRANT APPLICATION TO THE VIRGINIA DEPARTMENT OF CONSERVATION AND RECREATION FOR THE DEVELOPMENT OF A FLOOD RESILIENCE PLAN
PROPOSED RESOLUTION R23-299
BACKGROUND SUMMARY: APPROVES GRANT APPLICATION.
10. DEVELOPMENT SERVICES; AUTHORIZE SUBMISSION OF A COMMUNITY FLOOD PREPAREDNESS FUND STUDY GRANT TO THE VIRGINIA DEPARTMENT OF CONSERVATION AND RECREATION (DCR) FOR THE COMPLETION OF THE BROOKE ROAD FLOODING AND MITIGATION ANALYSIS
PROPOSED RESOLUTION R23-306
BACKGROUND SUMMARY: APPROVES GRANT APPLICATION. **Aquia**
11. FIRE AND RESCUE; AUTHORIZE THE COUNTY ADMINISTRATOR TO EXECUTE CONTRACTS WITH LAAKE ENTERPRISES, INC. D.B.A. FESCO EMERGENCY SALES FOR THE PURCHASE OF A HAZARDOUS MATERIALS

UNIT AND A LIGHT AND AIR UNIT
PROPOSED RESOLUTION: R23-285
BACKGROUND SUMMARY: APPROVES CONTRACT.

12. HUMAN RESOURCES; DELEGATE AUTHORITY TO THE COUNTY ADMINISTRATOR TO CREATE OR AMEND STAFFORD COUNTY HUMAN RESOURCES POLICIES IN CIRCUMSTANCES REQUIRING ROUTINE OR MINOR POLICY CREATION OR AMENDMENTS
PROPOSED RESOLUTION R23-305.

BACKGROUND SUMMARY: APPROVES RESOLUTION R23-305.

13. PARKS, RECREATION, FACILITIES & TOURISM; RATIFY CONTRACT AND AUTHORIZE ADDITIONAL EXPENDITURES WITH ATLANTIC CORPORATE INTERIORS, INC. FOR OFFICE FURNITURE AND INSTALLATIONS AT VARIOUS COUNTY FACILITIES
PROPOSED RESOLUTION R23-287

BACKGROUND SUMMARY: RATIFIES CONTRACT AND AUTHORIZES EXPENDITURES.

14. UTILITIES; AUTHORIZE THE COUNTY ADMINISTRATOR TO EXECUTE A CONTRACT WITH SAGRES CONSTRUCTION CORPORATION FOR PHASE 4 OF THE FERRY FARM WATERLINE IMPROVEMENTS PROJECT
PROPOSED RESOLUTION R23-286

BACKGROUND SUMMARY: APPROVES CONTRACT.

George Washington

15. UTILITIES; REFER TO THE PLANNING COMMISSION AND AUTHORIZE THE COUNTY ADMINISTRATOR TO ADVERTISE A PUBLIC HEARING TO CONSIDER A PROPOSED ORDINANCE TO AMEND AND REORDAIN THE SUBDIVISION ORDINANCE REGARDING UPDATES TO THE COUNTY'S WATER AND SEWER PRO RATA PROGRAM
PROPOSED RESOLUTION R23-288

BACKGROUND SUMMARY: PC REFERRAL AND AUTHORIZES A PUBLIC HEARING.

16. UTILITIES; AUTHORIZE THE COUNTY ADMINISTRATOR TO EXECUTE A TASK ORDER WITH SULLIVAN, DONAHOE AND INGALLS FOR THE DESIGN OF THE BUTLER ROAD WATERLINE REPLACEMENT PROJECT
PROPOSED RESOLUTION R23-290

BACKGROUND SUMMARY: APPROVES EXPENDITURES.

Falmouth
George Washington

17. UTILITIES; AUTHORIZE THE COUNTY ADMINISTRATOR TO EXECUTE A TASK ORDER WITH W.C. SPRATT, INCORPORATED FOR THE WATERLINE IMPROVEMENTS ON FLEMING PLACE WITHIN THE FERRY FARMS SUBDIVISION
PROPOSED RESOLUTION R23-302

BACKGROUND SUMMARY: APPROVES TASK ORDER.

George Washington

UNFINISHED BUSINESS

18. BOARD OF SUPERVISORS; CONSIDER ADOPTING AN EMERGENCY ORDINANCE TO TEMPORARILY SUSPEND PENALTIES AND INTEREST ON THE LATE PAYMENT OF PERSONAL PROPERTY TAXES DUE ON DECEMBER 5, 2023
PROPOSED EMERGENCY ORDINANCE EO23-01

BACKGROUND SUMMARY: APPROVES EMERGENCY ORDINANCE.

NEW BUSINESS

19. BUDGET AND MANAGEMENT; CONSIDER SCHOOL BOARD'S REQUEST TO BUDGET AND APPROPRIATE STATE FUNDS FOR SCHOOLS

COMPENSATION ADJUSTMENTS AND ADVERTISE A PUBLIC HEARING TO
CONSIDER AMENDING THE FY2024 BUDGET BY MORE THAN 1% FOR
ONE-TIME FUNDING PROVIDED BY THE STATE FOR SPECIFIC
EDUCATIONAL PURPOSES

PROPOSED RESOLUTION R23-297

BACKGROUND SUMMARY: BUDGETS AND APPROPRIATES FUNDS AND
AUTHORIZES PUBLIC HEARING.

20. PLANNING AND ZONING; CONSIDER TIME LIMIT EXTENSION REQUESTS
FOR ZONING RECLASSIFICATION AND CONDITIONAL USE PERMIT
APPLICATIONS FOR A PROJECT KNOWN AS BELMONT PARK
PROPOSED RESOLUTION R23-292 (APPROVE)
PROPOSED RESOLUTION R23-293 (DENY)
BACKGROUND SUMMARY: CONSIDERS EXTENSION REQUEST. **George Washington**
21. CAPITAL PROJECTS TRANSPORTATION; CONSIDER APPROVING
SAFETY/WEDGE-WIDENING PROJECT(S) FOR FY2025
PROPOSED RESOLUTION R23-298
BACKGROUND SUMMARY: APPROVES PROJECT(S).
22. FINANCE; CONSIDER APPROVAL AND ADOPTION OF THE STAFFORD
COUNTY GRANTS POLICY
PROPOSED RESOLUTION: R23-301
BACKGROUND SUMMARY: APPROVE POLICY.
23. PLANNING AND ZONING; CONSIDER SUSPENDING BY-LAWS
TO AUTHORIZE ADVERTISEMENT OF A PUBLIC HEARING ON
APPLICATION RC23154991, REQUESTING AN AMENDMENT TO
PROFFERED CONDITIONS ON TAX MAP PARCEL NO. 39-71A, FOR
NOVEMBER 14, 2023 (PROJECT KNOWN AS OLD POTOMAC CHURCH DATA
CENTER)
PROPOSED RESOLUTION R23-307
BACKGROUND SUMMARY: AUTHORIZES PUBLIC HEARING AND
SUSPENDS BY-LAWS FOR LAND USE CASE. **Falmouth**
24. DISCUSSION ON SHORT TERM RENTALS
REQUESTED BY SUPERVISORS TOM COEN AND DARRELL ENGLISH

CLOSED MEETING

COUNTY ADMINISTRATION; A RESOLUTION TO AUTHORIZE CLOSED
MEETING

PROPOSED RESOLUTION CM23-22

BACKGROUND SUMMARY: APPROVES RESOLUTION.

COUNTY ADMINISTRATION; A RESOLUTION TO CERTIFY THE ACTIONS OF
THE STAFFORD COUNTY BOARD OF SUPERVISORS IN A CLOSED MEETING
ON OCTOBER 17, 2023

PROPOSED RESOLUTION CM23-22(C)

BACKGROUND SUMMARY: APPROVES RESOLUTION.

**7:00 PM - CALL TO ORDER - INVOCATION - PLEDGE OF ALLEGIANCE (PRESENTED BY CUB SCOUT PACK
26)**

PRESENTATIONS

BAND TOGETHER TO FIGHT HUNGER - DRUM MAJORS PRESENTATION

AMERICAN JUNIOR GOLF ASSOCIATION AND ECONOMIC DEVELOPMENT
AUTHORITY (EDA) CHECK PRESENTATION

PRESENTATION OF A PROCLAMATION RECOGNIZING OCTOBER AS
BREAST CANCER AWARENESS MONTH

PRESENTATIONS BY THE PUBLIC - II (3 MINUTES EACH)

PUBLIC HEARINGS

25. REGISTRAR; CONSIDER AMENDING AND REORDAINING STAFFORD COUNTY CODE SEC. 9-47, "LOCATION" AND SEC. 9-51, "VOTER SATELLITE OFFICES," TO RELOCATE THE GENERAL REGISTRAR'S OFFICE, CENTRAL ABSENTEE PRECINCT, AND VOTER SATELLITE OFFICE
PROPOSED ORDINANCE 023-23
BACKGROUND SUMMARY: APPROVES CODE AMENDMENT.
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JOINT BOARD OF SUPERVISORS AND PLANNING COMMISSION PUBLIC HEARING

26. PLANNING AND ZONING; CONSIDER PROPOSED AMENDMENTS TO THE "STAFFORD COUNTY VIRGINIA COMPREHENSIVE PLAN 2016-2036, 2021 5-YEAR UPDATE," ADOPTED ON NOVEMBER 16, 2021, AS LAST REVISED; AND TWO ORDINANCES (OPTION A OR OPTION B) TO AMEND AND REORDAIN STAFFORD COUNTY CODE SEC. 28-25, "DEFINITIONS OF SPECIFIC TERMS;" SEC. 28-35, "TABLE OF USES AND STANDARDS;" AND SEC. 28-39 "SPECIAL REGULATIONS", REGARDING DATA CENTERS
PROPOSED RESOLUTION R23-214
PROPOSED ORDINANCES 023-19 (OPTION A) OR 023-24 (OPTION B)
BACKGROUND SUMMARY: APPROVES COMPREHENSIVE PLAN AMENDMENT AND AMENDS COUNTY CODE.
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ADJOURNMENT

DEFERRED - REFERRED LIST

27. DEFERRED-REFERRED LIST

This agenda may be amended on the day of the meeting. Participation of all citizens is encouraged. For all individuals with special needs, please notify County Administration of any accommodations required at least 24 hours in advance of the meeting. The agenda and related materials may be found on the County's website at www.staffordcountyva.gov