



FLUVANNA COUNTY BOARD OF SUPERVISORS

BUDGET ADOPTION MEETING AGENDA

Morris Room, Fluvanna County Administration Building

132 Main Street, Palmyra, VA 22963

April 23, 2025 at 5:30pm

TAB AGENDA ITEMS

1 - CALL TO ORDER

2 - PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

3 – ADOPTION OF AGENDA

4 – COUNTY ADMINISTRATOR’S REPORT

5 – PUBLIC COMMENTS #1 (5 minutes each)

6 – APPOINTMENTS

7 – PRESENTATIONS (normally not to exceed 10 minutes each)

8 – ACTION MATTERS

- A Authorization to Advertise a Public Hearing for the VDOT Secondary Six Year Plan – Scott Thornton, VDOT Residency Administrator
 - B Fiscal Year 2026 Operations Budget and Tax Rates – Tori Melton, Director of Finance
 - C Fiscal Year 2026 – 2030 Capital Improvements Plan – Tori Melton, Director of Finance
-

9 – PUBLIC HEARING

10 – CONSENT AGENDA

- D Minutes of April 16, 2025 – Caitlin Solis, Clerk to the Board
-

11 – UNFINISHED BUSINESS

TBD

12 – NEW BUSINESS

TBD

13 – PUBLIC COMMENTS #2 (5 minutes each)

14 – CLOSED MEETING

TBD

15 – ADJOURN

County Administrator Review

PLEDGE OF ALLEGIANCE

I pledge allegiance, to the flag,
of the United States of America,
and to the Republic for which it stands,
one nation, under God, indivisible,
with liberty and justice for all.

GENERAL RULES OF ORDER

1. It shall be the duty of the Chairman to maintain order and decorum at meetings. The Chairman shall speak to points of order in preference to all other members.
2. In maintaining decorum and propriety of conduct, the Chairman shall not be challenged and no debate shall be allowed until after the Chairman declares that order has been restored. In the event the Board wishes to debate the matter of the disorder or the bringing of order; the regular business may be suspended by vote of the Board to discuss the matter.
3. No member or citizen shall be allowed to use defamatory or abusive language directed at any member of the Board or other person, to create excessive noise, or in any way incite persons to use such tactics. The Chair shall be the judge of such breaches, however, the Board may by majority vote of the Board members present and voting to overrule the judgment of the Chair.
4. When a person engages in such breaches, the Chairman shall order the person's removal from the building, or may order the person to stand silent, or may, if necessary, order the person removed from the County property.

RULES OF PROCEDURE FOR PUBLIC HEARINGS

1. PURPOSE
 - The purpose of a public hearing is to receive testimony from the public on certain resolutions, ordinances or amendments prior to taking action.
 - A hearing is not a dialogue or debate. Its express purpose is to receive additional facts, comments and opinion on subject items.
2. SPEAKERS
 - Speakers should approach the lectern so they may be visible and audible to the Board.
 - Each speaker should clearly state his/her name and address.
 - All comments should be directed to the Board.
 - All questions should be directed to the Chairman. Members of the Board are not expected to respond to questions, and response to questions shall be made at the Chairman's discretion.
 - Speakers are encouraged to contact staff regarding unresolved concerns or to receive additional information.
 - Speakers with questions are encouraged to call County staff prior to the public hearing.
 - Speakers should be brief and avoid repetition of previously presented comments.
3. ACTION
 - At the conclusion of the public hearing on each item, the Chairman will close the public hearing.
 - The Board will proceed with its deliberation and will act on or formally postpone action on such item prior to proceeding to other agenda items.
 - Further public comment after the public hearing has been closed generally will not be permitted.

Fluvanna County is committed to providing an excellent quality of life for our citizens and businesses through the efficient delivery of core services and programs, while preserving the unique identity and rural character of the County.

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB A

MEETING DATE:	April 23, 2025				
AGENDA TITLE:	Authorization to Advertise a Public Hearing for the VDOT Secondary Six Year Plan				
MOTION(s):	I move the Board of Supervisors authorize staff to advertise for a public hearing regarding the Virginia Department of Transportation Secondary Six Year Plan.				
BOS WORKPLAN?	Yes	No	If yes, list item(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Scott Thornton, VDOT Residency Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	Brief presentation on the VDOT Secondary Six Year Plan and request for authorization to advertise a Public Hearing for the proposed Secondary Six-Year Plan for Fiscal Years 2026 through 2031.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	<ul style="list-style-type: none"> • Draft advertisement for Public Hearing for VDOT SSYP • Draft Fluvanna County SSYP FY26 • Fluvanna Qualifying Unpaved Secondary Roads 				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

Secondary System
 Fluvanna County
 Construction Program
 Estimated Allocations

Fund	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	Total
TeleFee	\$59,093	\$59,093	\$59,093	\$59,093	\$59,093	\$59,093	\$354,558
District Grant Unpaved	\$15,971	\$15,971	\$15,971	\$15,971	\$13,372	\$13,371	\$90,627
Total	\$75,064	\$75,064	\$75,064	\$75,064	\$72,465	\$72,464	\$445,185

Board Approval Date:

DRAFT

Resident Engineer

Date

County Administrator

Date

(Seal)
PUBLIC HEARING
Fluvanna County Board of Supervisors
Wednesday, May 21, 2025, at 7:00 p.m.

The Virginia Department of Transportation and the Board of Supervisors of Fluvanna County, in accordance with Section 33.2-331 of the Code of Virginia, will conduct a joint Public Hearing at the Fluvanna County Circuit Court, 72 Main Street, Palmyra 22963, at 7:00 p.m. on Wednesday, May 21, 2025. The purpose of this Public Hearing is to receive public comment on the proposed Secondary Six-Year Plan for Fiscal Years 2026 through 2031 in Fluvanna County, and on the Secondary System Construction Budget for Fiscal Year 2026. Copies of the proposed Plan and Budget may be reviewed at the Louisa Residency Office of the Virginia Department of Transportation, located at 3709 Davis Highway, Louisa, or at the Fluvanna County Administrator's Office located at 132 Main Street, Palmyra, Virginia.

All projects in the Secondary Six-Year Plan that are eligible for federal funds will be included in the Statewide Transportation Improvement Program (STIP), which documents how Virginia will obligate federal transportation funds.

Persons requiring special assistance to attend and participate in this hearing should contact the Virginia Department of Transportation at 829-7616. Persons wishing to speak at this public hearing should contact the Fluvanna County Administrator's Office at 434-591-1910.

TO: Fluvanna Review

Advertise on the following dates: 1 & 8 May 2025

Authorized by: Fluvanna County Board of Supervisors

Bill to: Fluvanna County Administration
P.O. Box 540, Palmyra, VA, 22963
Caitlin Solis
Clerk for the Board of Supervisors
Fluvanna County, Virginia 22963
Email csolis@fluvannacounty.org
(434) 591-1910 ext. 1059 FAX (434) 591-1913

FLUVANNA COUNTY BOARD OF SUPERVISORS					TAB B								
AGENDA ITEM STAFF REPORT													
MEETING DATE:	April 23, 2025												
AGENDA TITLE:	Fiscal Year 2026 Operations Budget and Tax Rates												
MOTION(s):	I move the Board of Supervisors adopt the resolution entitled “A Resolution to Adopt the FY26 Operations Budget, Set the Tax Rates and Appropriate Funds.”												
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):										
		X											
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other								
		X											
STAFF CONTACT(S):	Tori Melton, Director of Finance												
PRESENTER(S):	Tori Melton, Director of Finance												
RECOMMENDATION:	<p>Approve the resolution to set the tax rates with a revised Real Property tax rate of \$0.750 per \$100, a Personal Property tax rate of \$4.10 per \$100, a Business Personal Property Tax Rate of \$2.90 per \$100, a Machinery & Tools tax rate of \$1.90 per \$100 and adopt the FY26 Operations Budget.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">General Fund Operations</td> <td style="text-align: right;">\$ 103,252,148</td> </tr> <tr> <td>Capital Improvements Plan</td> <td style="text-align: right;">\$ 10,261,439</td> </tr> <tr> <td>Enterprise Funds</td> <td style="text-align: right;">\$ 4,256,022</td> </tr> <tr> <td style="text-align: right;">TOTAL:</td> <td style="text-align: right;">\$117,769,609</td> </tr> </table>					General Fund Operations	\$ 103,252,148	Capital Improvements Plan	\$ 10,261,439	Enterprise Funds	\$ 4,256,022	TOTAL:	\$117,769,609
General Fund Operations	\$ 103,252,148												
Capital Improvements Plan	\$ 10,261,439												
Enterprise Funds	\$ 4,256,022												
TOTAL:	\$117,769,609												
TIMING:	Effective Immediately												
DISCUSSION:	This action will allow adequate time to prepare for the June 5 th tax billing cycle. The Code of Virginia, § 15.2-2503, requires the governing body to approve the budget and set a tax rate for the budget year no later than the date on which the fiscal year begins.												
FISCAL IMPACT:	Adoption of the FY2026 operational budget and tax rates will establish authorization for receipt of revenues and disbursements of expenses.												
POLICY IMPACT:	Required by state code.												
LEGISLATIVE HISTORY:	N/A												
ENCLOSURES:	“A Resolution to Adopt the FY26 Operations Budget, Set the Tax Rates and Appropriate Funds”												
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other								
		X											



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 9-2025

**A RESOLUTION TO ADOPT THE FY26 OPERATIONS BUDGET,
SET THE TAX RATES AND APPROPRIATE FUNDS**

WHEREAS, it is the responsibility of the Fluvanna County Board of Supervisors to approve and control the County's fiscal plan for FY26; and,

WHEREAS, the Board of Supervisors has received numerous staff reports; received comments from residents at a duly advertised public hearing on April 16, 2025; and has reviewed each request for funding;

NOW, THEREFORE, BE IT RESOLVED by the Fluvanna County Board of Supervisors this 23rd day of April 2025, that the Fluvanna County budget totaling **\$117,769,609** is adopted and the tax rates for FY26, the period July 1, 2025 through June 30, 2026, are set as given below:

COUNTY TAX RATES

Real Estate	\$0.750 per \$100 of assessed value
Mobile Homes	\$0.750 per \$100 of assessed value
Public Service Corps.	\$0.750 per \$100 of assessed value
Personal Property (Residential)	\$4.10 per \$100 of assessed value
Personal Property (Business)	\$2.90 per \$100 of assessed value
Personal Property (Public Utilities)	\$2.90 per \$100 of assessed value
Machinery & Tools	\$1.90 per \$100 of assessed value

BE IT FURTHER RESOLVED that the Board of Supervisors does hereby budget and appropriate to the COUNTY OPERATING BUDGET the following revenues and expenditures; this appropriation is also conditioned on the understanding that, with regard to the operating budget for the School system, revenues received from the Commonwealth will be expended prior to local dollars:

GOVERNMENTAL REVENUES

Local	\$59,984,620
State	41,726,484
Federal	<u>3,225,765</u>
TOTAL	\$104,936,869

GOVERNMENTAL EXPENDITURES

General Government Administration	\$ 4,141,827
Judicial Administration	1,790,622
Public Safety	14,828,870
Public Works	4,581,331
Health and Welfare	7,763,666
Education	56,950,316
Parks and Recreation	1,458,262
Community Development	1,518,202
Non-Departmental	1,342,704

Debt Service	8,876,348
TOTAL	\$ 103,252,148

BE IT FURTHER RESOLVED that for budgeting and accounting purposes, the adopted budget revenues and expenditures for the Capital Improvements fund are set as follows:

Capital Fund Revenues*	
Local Use of General Fund Balance	\$ 5,140,627
Grants	4,470,812
Proceeds from Indebtedness	0
TOTAL	\$ 9,611,439
Capital Fund Expenditures	
Community Development	\$ 505,785
Community Services	226,000
Public Works	838,544
Public Utilities	4,301,200
Public Safety	3,039,910
Schools	1,350,000
TOTAL	\$ 10,261,439

*Capital fund revenues are supplemented by transfers from the General Fund.

FINALLY BE IT RESOLVED that for budgeting and accounting purposes the adopted budget revenues and expenditures for the Enterprise funds are set as follows:

	Expenditures	Revenues
School Food Service	\$2,571,945	\$2,571,945
Fork Union Sanitary District	449,574	449,574
Palmyra Sewer*	246,318	20,000
ZXR**	988,185	179,782
TOTAL	\$4,256,022	\$3,221,301

**Utility fund & ZXR revenues are supplemented by transfers from the General Fund.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the annual Organizational Meeting of the Board held on the 23rd day of April, 2025;

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Christopher Fairchild, Cunningham District						
John M. Sheridan, Columbia District						
Anthony P. O'Brien, Rivanna District						
Timothy M. Hodge, Palmyra District						
David M. Goad, Fork Union District						

Attest:

Christopher Fairchild, Chair

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB C

MEETING DATE:	April 23, 2025				
AGENDA TITLE:	Fiscal Year 2026 – 2030 Capital Improvements Plan				
MOTION(s):	I move the Board of Supervisors adopt the resolution entitled “Adoption of the FY2026-2030 Capital Improvements Plan.”				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Tori Melton, Director of Finance				
PRESENTER(S):	Tori Melton, Director of Finance				
RECOMMENDATION:	Approval of the resolution to adopt Fiscal Year 2026-2030 Capital Improvements Plan as outlined.				
TIMING:	Effective Immediately				
DISCUSSION:	N/A				
FISCAL IMPACT:	FY26 Capital Improvements Plan outlines expenditures that are included in the FY26 budget. FY26-30 Capital Improvements Plan items are approved as planning projects only.				
POLICY IMPACT:	This action will allow administration and staff to plan projects and resources accordingly.				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Resolution entitled “Adoption of FY2026-2030 Capital Improvements Plan”				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			



BOARD OF SUPERVISORS
 County of Fluvanna
 Palmyra, Virginia

RESOLUTION No. 10-2025

A RESOLUTION TO ADOPT THE FY26-30 CAPITAL IMPROVEMENTS PLAN

At a meeting of the Fluvanna County Board of Supervisors held in the Administration Building Morris Room at 5:30 PM on Wednesday, April 23, 2025, the following resolution was adopted by the Board of Supervisors, the vote being as shown below and recorded in the minutes of the meeting.

WHEREAS, it is the responsibility of the Fluvanna County Board of Supervisors to approve the County’s Capital Improvements Plan; and,

WHEREAS, the Capital Improvements Plan recommends the initiation and completion of numerous capital projects based upon staff recommendations and citizen input; and,

WHEREAS, the Board of Supervisors held a public hearing on the proposed Capital Improvements Plan on April 16, 2025; and,

WHEREAS, the Board of Supervisors has approved the FY2026 Capital Improvements Budget as part of the overall Fluvanna County Budget;

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors that the FY 2026-2030 Capital Improvements Plan hereby be approved.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the annual Organizational Meeting of the Board held on the 23rd day of April, 2025;

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Christopher Fairchild, Cunningham District						
John M. Sheridan, Columbia District						
Anthony P. O’Brien, Rivanna District						
Timothy M. Hodge, Palmyra District						
David M. Goad, Fork Union District						

Attest:

 Christopher Fairchild, Chair
 Fluvanna County Board of Supervisors

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB D

MEETING DATE:	April 23, 2025				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors April 16, 2025 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday April 16, 2025, be adopted.				
BOS WORKPLAN?	Yes	No	If yes, list item(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Caitlin Solis, Clerk to the Board				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Draft Minutes April 16, 2025.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Courtroom, Fluvanna Courts Building
72 Main Street, Palmyra, VA 22963
April 16, 2025
Regular Meeting 6:00pm**

MEMBERS PRESENT:

Chris Fairchild, Cunningham District, Chair
 Tony O’Brien, Rivanna District, Vice Chair *(entered the meeting at 6:20pm)*
 Mike Goad, Fork Union District
 Timothy M. Hodge, Palmyra District
 John M. (Mike) Sheridan, Columbia District

ABSENT:

None.

ALSO PRESENT:

Eric M. Dahl, County Administrator
 Kelly Harris, Assistant County Administrator
 Dan Whitten, County Attorney
 Caitlin Solis, Clerk for the Board of Supervisors

1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE

At 6:00pm, Chair Fairchild called to order the Regular Meeting of April 16, 2025. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

MOTION:	Accept the Agenda, for the April 16, 2025 Regular Meeting of the Board of Supervisors, as presented.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

4 - COUNTY ADMINISTRATOR’S REPORT

Mr. Dahl reported on the following topics:
 Announcements and Updates

- Happy Birthday Mr. O’Brien! - April 21st

New Employees

- Dorothy Cosner, E911, Communications Officer, Started April 7th
- Alex Porter, Planning/Zoning Dept, Planner / GIS Technician, Started April 7th
- Miller Stoddard, Sheriff’s Office, Deputy Sheriff – Part Time, Started April 10th
- Robert Misker, Emergency Services, EMT ALS, Started April 10th

Pleasant Grove Park and Carysbrook Sports Complex Fencing

This FY25 CIP project has been completed. \$180,000 was approved and project final cost \$119,073 All fencing was replaced with new fence at the baseball and softball fields at Pleasant Grove Park and Carysbrook Sports Complex. The old fence was at least 17 years old and started to be dangerous for youth to use. A new fence was installed at the Carysbrook Sports Complex’s softball field for the youth to finally give a regulation size field, 200’ at the corners and 215’ in center field. FGSL has also put in \$5,600 in new sod to get the infield at the correct distance. Parks and Recreation has been leveling Carysbrook fields with infield dirt and will complete Pleasant Grove Park fields in the near future.

The New Pleasant Grove Park Message Board has been installed.

Fluvanna County Parks and Recreation Annual EASTER EGG HUNT!

The Annual Pleasant Grove Park Easter Egg Hunt will be held at the Pleasant Grove House Museum Lawn. Saturday, April 19, 2025. Hunt begins promptly at 10am, and ends when the last egg is found. Please bring your own basket.

Fluvanna County Tire Drop Off and Hazardous Waste Collection

Saturday, April 26, 2025, Hazardous Waste Collection 10am - 2pm and Tire Drop Off 9am - 11am. Proof of Fluvanna County Residency Required! Must Present Valid ID. Arrive Early! Limited Collection Capacity! When the trucks are full, we will close. 15 TIRES PER RESIDENT - ALL TIRES MUST BE OFF RIMS! Safe Disposal of Tires, Gasoline, Paints, Thinners, Solvents and Light Bulbs. Questions, Call FCPR at (434) 589-2016.

Board of Supervisors Minutes
 Spotlight on Business

The Ribbon Cutting of the Fluvanna Family Chiropractic will be April 26, 2025, at 11:00pm, 68 Heritage Dr, Palmyra, VA 22963

Announcements and Updates

- Governor Glenn Younkin issued a proclamation recognizing April 13-19, 2025 as National Public Safety Telecommunicators Week in the Commonwealth of Virginia.

5 - PUBLIC COMMENTS #1

At 6:10pm, Chair Fairchild opened the first round of Public Comments.

- Patti Reynard, 3531 Union Mills Rd, commented on land use.
- Don Reynard, 3531 Union Mills Rd, commented on land use.
- James Schoenster, 843 Jefferson Dr, commented on the Board’s efforts on the FY26 Budget.

With no one else wishing to speak, Chair Fairchild closed the first round of Public Comments at 6:20pm.

6 – BOARDS AND COMMISSIONS

The Fluvanna County Board of Supervisors recommends Board of Zoning Appeals (BZA) members, who are then appointed by the Fluvanna County Circuit Court to serve.

MOTION:	Recommend to the Circuit Court Donald Reynard, for appointment to The Board of Zoning Appeals, At-large position, with a term to begin immediately and terminate on December 31, 2029.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

7 – PRESENTATIONS

Presentation of Move Safely Blue Ridge Draft Safety Action Plan – Gorjan Gjorgjievski, Thomas Jefferson Planning District Commission

The Thomas Jefferson Planning District Commission (TJPDC) has been working with consultant Kimley Horn on a regional safety action plan, Move Safely Blue Ridge, to identify strategies for reducing roadway fatalities and serious injuries for all road users within the TJPDC region (which includes Fluvanna County). A draft safety action plan has been developed, and is ready for review. TJPDC staff are presenting the draft plan to the Board for review and comment.

8 - ACTION MATTERS

Authorization to Advertise a Public Hearing for the VDOT Secondary Six Year Plan – Scott Thornton, VDOT Residency Administrator

The VDOT Secondary Six Year Plan and request for authorization to advertise a Public Hearing for the proposed Secondary Six-Year Plan for Fiscal Years 2026 through 2031 was deferred so Carys Creek Road could be added to the Secondary Six Year Plan.

MOTION:	Defer the authorization to advertise for a public hearing regarding the Virginia Department of Transportation Secondary Six Year Plan until the April 23, 2025 meeting.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Child Abuse Prevention Month Proclamation – Rocky Reed, DSS CPS Supervisor

Ms. Reed gave a brief presentation about local Child Protective Service numbers and what the Department of Social Services staff is experiencing.

MOTION:	Proclaim the month of April 2025 as Celebrating Children Month in Fluvanna County in observation of Child Abuse Prevention Month				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Authorization to Advertise for a public hearing to enact County Code § 20-13-1 to codify that there shall be a biennial reassessment – Dan Whitten, County Attorney

Board of Supervisors Minutes

- Virginia Code Sec. 58.1-3253 authorizes the Board of Supervisors to provide for the biennial reassessment and equalization of assessments of all real estate in the County.
- All real estate shall be assessed as of January 1.
- The County started biennial reassessments in 2013, and this proposed amendment to the County Code will codify the practice.

MOTION:	Advertise the amendments to the County Code to enact § 20-13-1 for a public hearing to be held May 21, 2025.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion			Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Waiver to Administer an Existing Split Precinct for Elections in 2025 – Eric Dahl, County Administrator
 The Code of Virginia, 24.2-307, requires the elimination of split precincts. Fluvanna has one split district in the Cunningham District, near the Town of Scottsville – House Districts 55 and 56.

Under the provisions of 24.2-307, localities are required to comply with the following:

Each precinct shall be wholly contained within a single congressional district, Senate district, House of Delegates district, and election district used for the election of one or more members of the governing body or school board for the county or city. In each year ending in one, the governing body of each county and city shall establish the precinct boundaries to be consistent with any congressional district, Senate district, House of Delegates district, and local election district that was adopted by the appropriate authority by June 15 of that year. If congressional districts, Senate districts, House of Delegates districts, or local election districts have not been adopted by the appropriate authority by June 15 of a year ending in one, the governing body may use the congressional districts, Senate districts, House of Delegates districts, or local election districts as such districts existed on June 15 of that year as the basis for establishing the precinct boundaries to be used for the elections to be held in November of that year. Such governing body shall establish precinct boundaries to be consistent with any subsequent changes to the congressional districts, Senate districts, House of Delegates districts, or local election districts. If a governing body is unable to establish a precinct with the minimum number of registered voters without splitting the precinct between two or more congressional districts, Senate districts, House of Delegates districts, or local election districts, it shall apply to the State Board for a waiver to administer a split precinct. The State Board may grant the waiver or direct the governing body to establish a precinct with fewer than the minimum number of registered voters as permitted by § 24.2-309. A governing body granted a waiver to administer a split precinct or directed to establish a precinct with fewer than the minimum number of registered voters may use such a precinct for any election held that year.

This waiver must be requested yearly as long as the split precinct exists.

The Department of Elections requires a copy of the minutes from a Board of Supervisors meeting, in which the governing body formally requests a waiver until such a time as redistricting can be completed.

MOTION:	Adopt the resolution approving the request for “Waiver to Administer a Split Precinct” for elections held in 2025; and authorizing the General Registrar to complete the procedures, including submission of requests for waiver on behalf of the Board, required to administer the Cunningham District and Precinct as a split precinct for elections held in 2025.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

- The Board took a short break before beginning the Public Hearings at 7:00pm

9 - PUBLIC HEARING

Amendment to SUP 83:05 Park, Caretaker Residence – Dan Whitten, County Attorney; Todd Fortune, Director of Planning

The subject properties are zoned I-1, Industrial, Limited. A Special Use Permit (SUP) was approved for these properties on August 1, 1983 for the placement of a mobile home on the properties as a caretaker’s residence. Staff are proposing an amendment to the SUP to limit the term of the SUP to five years, subject to renewal by the Board.

At the time the SUP was approved, the subject properties were owned by Sidney Park. The properties are now owned by his son, Phillip Park. The SUP goes with the properties. The proposed amendment would allow the SUP to expire upon the transfer of the properties to another party.

Board of Supervisors Minutes

At 7:05pm, Chair Fairchild opened the Public Hearing. With no one wishing to speak, Chair Fairchild closed the Public Hearing at 7:05pm.

MOTION:	Approve an amendment to SUP 83:05 to include a period of validity of five years for the existing SUP with respect to Tax Map 53-5-1 and 53-5-2, subject to renewal by the Board.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion		Second	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Agricultural-Forestal District (AFD) 24:01 – Ann Park – Withdrawal from North 640 AFD – Jason Overstreet, Senior Planner

AFD 24:01 Withdrawal from the North 640 Agricultural and-Forestal District-A request to withdraw a parcel from the North 640 Agricultural and Forestal District in accordance with County Code Section 3.1-13. This parcel located on 6.78 acres and known as Tax Map 30 Section 12 Parcel 3A. The Parcel is located on James Madison Hwy (SR15) in the area of Haden Martin Rd (SR 640) and is located in the Rural Residential Planning Areas and the Fork Union Election District.

- The property was recently sold and the new owners will need to apply if they would like to remove the property from the North 640 Agricultural and Forestal District.
- Because the Public Hearing was advertised, the Board still needs to hear public comments if anyone would like to speak, but no action will be taken on this agenda item.

At 7:06pm, Chair Fairchild opened the Public Hearing. With no one wishing to speak, Chair Fairchild closed the Public Hearing at 7:06pm.

Public hearing for Deed of Temporary Construction Easement to Zion 3 Notch LLC – Dan Whitten, County Attorney

Zion 3 Notch LLC is developing the property for the location of a Wawa Convenience Store. Zion 3 Notch LCC needs a temporary construction easement on the property owned by the County to construct water and sewer facilities. The County property will be returned to its prior state after the facilities are constructed. The property is identified as 5-7-9E and currently contains the County water tank. Virginia Code Section 15.2-1800 requires a public hearing before the dedication of the temporary construction easement.

At 7:07pm, Chair Fairchild opened the Public Hearing. With no one wishing to speak, Chair Fairchild closed the Public Hearing at 7:07pm.

MOTION:	Approve the Deed of Temporary Construction Easement to Zion 3 Notch LLC and authorize the County Administrator to sign the deed subject to approval as to form by the County Attorney.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Fiscal Year 2026 Operations Budget, Tax Rates, & Capital Improvement Plan – Tori Melton, Finance Director
The Public Hearing will allow adequate time to adopt the budget on April 23, 2025, in accordance with Virginia Code Section 15.2-2504; then proceed with preparing for the June 5th tax billing cycle.

At 7:10pm, Chair Fairchild opened the Public Hearing. With no one wishing to speak, Chair Fairchild closed the Public Hearing at 7:10pm.

ZTA 24:09 – Amendments to the Fluvanna County Zoning Ordinances, amending § 19-2-1 to clarify that no more than five lots may be created from the parent tract using the minor subdivision approval process, regardless of whether the lots are created at one time or over an extended period of time – Dan Whitten, County Attorney; Todd Fortune, Director of Planning

Fluvanna Code currently allows parcels to be repeatedly resubdivided every five years, using the less rigorous minor subdivision approval process and resulting in what are effectively major subdivisions. This text change eliminates the existing work-around, so that any subdivision activity yielding six or more lots will go through the major subdivision review process.

At 7:38pm, Chair Fairchild opened the Public Hearing. With no one wishing to speak, Chair Fairchild closed the Public Hearing at 7:38pm.

- After some discussion the Chair called for a vote.

MOTION:	Approve an ordinance to amend and reordain “The Code of the County of Fluvanna, Virginia” by amending § 19-2-1 to clarify that no more than five lots may be created from the parent tract using the minor subdivision approval process, regardless of whether the lots are created at one time or over an extended period of time.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second			Motion
VOTE:	Yes	Yes	Yes	No	Yes
RESULT:	4-1				

ZTA 24:11 – Amendments to the Fluvanna County Zoning Ordinances, amending § 22-22-1 to clarify that no more than five lots may be created from the parent tract using the minor subdivision approval process, regardless of whether the lots are created at one time or over an extended period of time – Dan Whitten, County Attorney; Todd Fortune, Director of Planning

Fluvanna Code currently allows parcels to be repeatedly resubdivided every five years, using the less rigorous minor subdivision approval process and resulting in what are effectively major subdivisions. This text change eliminates the existing work-around, so that any subdivision activity yielding six or more lots will go through the major subdivision review process.

At 7:52pm, Chair Fairchild opened the Public Hearing. With no one wishing to speak, Chair Fairchild closed the Public Hearing at 7:52pm.

MOTION:	Approve ZTA 24:11, an ordinance to amend and reordain “The Code of the County of Fluvanna, Virginia” by amending §22-22-1 to clarify that no more than five lots may be created from the parent tract using the minor subdivision approval process, regardless of whether the lots are created at one time or over an extended period of time.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

ZTA 25:01 – Amendments to the Fluvanna County Zoning Ordinances, amending §§ 22-22-1 and 22-4-2.1 to define “agritourism activity” and to authorize such activity by-right in the A-1 zoning district – Dan Whitten, County Attorney; Todd Fortune, Director of Planning

This proposed ZTA would amend the Fluvanna County Code by amending §§ 22-22-1 and 22-4-2.1 to define “agritourism activity” and to authorize such activity by-right in the A-1 zoning district. Fluvanna County Code currently does not define or regulate Agritourism. The definition is taken from the Virginia Code § 3.2-6400. The Fluvanna County Planning Commission held a public hearing on this ZTA at its March 11, 2025 monthly meeting. The Commission voted 4-0 (with one member absent) to recommend approval.

At 7:56pm, Chair Fairchild opened the Public Hearing.

- Don Reynard, 3531 Union Mills Rd, spoke in opposition to ZTA 25:01.

With no one else wishing to speak, Chair Fairchild closed the Public Hearing at 8:00pm.

MOTION:	Approve ZTA 25:01, an ordinance to amend and reordain “The Code of the County of Fluvanna, Virginia” by amending §§ 22-22-1 and 22-4-2.1 to define “agritourism activity” and to authorize such activity by-right in the A-1 zoning district.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion	Second	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

10 - CONSENT AGENDA

The following items were discussed before approval:

R - Road Name Assignment - Campbells Trace

The following items were approved under the Consent Agenda for April 16, 2025:

- *Minutes of April 2, 2025 – Caitlin Solis, Clerk to the Board*
- *Minutes of April 9, 2025 – Caitlin Solis, Clerk to the Board*
- *Temporary Staff Stipend for Additional Duties - Becker – Major Aaron Hurd, Sheriff’s Office*
- *Temporary Staff Stipend for Additional Duties - Holman – Major Aaron Hurd, Sheriff’s Office*
- *Road Name Assignment - Campbells Trace – Jason Overstreet, Senior Planner*
- *CRMF Request - Courts Building Repairs – Dale Critzer, Director of Public Works*

Board of Supervisors Minutes

- *CRMF Request - Kents Store Fire Bay Floor* – Dale Critzer, Director of Public Works
- *CRMF Request - Forestry Mulching at Pleasant Grove Park* – Aaron Spitzer, Director of Public Works

MOTION:	Approve the consent agenda, for the April 16, 2025 Board of Supervisors meeting.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion			Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

11 - UNFINISHED BUSINESS

TBD

12 - NEW BUSINESS

TBD

13 - PUBLIC COMMENTS #2

At 8:03pm, Chair Fairchild opened the second round of Public Comments.

- Cody Davidson, 2373 Carys Creek Rd, thanked the Board for their efforts with getting safety measures installed on Carys Creek Rd.
- Patti Reynard, 3531 Union Mills Rd, commented on the budget.

With no one else wishing to speak, Chair Fairchild closed the second round of Public Comments at 8:09pm.

RECESS FOR DINNER AND CLOSED SESSION

14 - CLOSED MEETING

None.

15 - ADJOURN

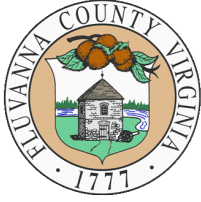
MOTION:	Adjourn the regular meeting of Wednesday, April 16, 2025 at 8:09pm.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

Christopher S. Fairchild
Chair



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

PROCLAMATION 02-2025

Child Abuse Prevention Month

WHEREAS, children are the foundation of a sustainable and prosperous society, and our welfare as a Commonwealth and a nation is built on a foundation of safe and healthy child development; and

WHEREAS, child abuse is among our nation's foremost public health issues, with studies revealing a direct link between the abuse and neglect of children and long-term psychological, emotional, and physical effects, often with lifelong consequences for victims of abuse and potential impact for future generations; and

WHEREAS, the Virginia Department of Social Services reports that child abuse affects more than 120,000 families each year in the Commonwealth as documented by local departments of social services; and

WHEREAS, childhood trauma, including abuse and neglect, affects every segment of our community, and finding solutions requires input and action from everyone; and

WHEREAS, child sexual abuse is one of the leading public health issues affecting children, carrying profound and long-lasting consequences for their physical, emotional, and psychological well-being; and

WHEREAS, child trafficking, also known as the commercial sexual exploitation of children (CSEC), is a grave human rights violation that poses serious public health and criminal justice concerns, occurring daily across the United States; and

WHEREAS, the prevention of child abuse, exploitation, and trafficking requires a collective effort, with widespread community engagement, education, and awareness playing a vital role in protecting children and reducing harm; and

WHEREAS, protective factors such as economic and social supports create conditions that reduce or eliminate risk and promote the social, emotional, and developmental well-being of children; and

WHEREAS, every child is entitled to love and care in a safe and nurturing environment free from abuse and neglect with access to the support and educational opportunities needed to help them grow and thrive; and

WHEREAS, creating communities where Virginia's families are supported and strengthened through meaningful partnerships between schools, professional health services, community and faith-based organizations, businesses, and law enforcement can prevent child abuse and neglect; and

WHEREAS, through partnership with numerous state agencies and non-governmental organizations, the Commonwealth of Virginia established a five-year child welfare prevention plan targeting resources and services to prevent abuse and neglect; and

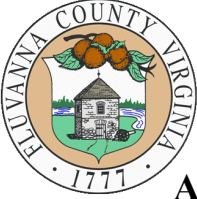
WHEREAS, April is National Child Abuse Prevention Month, a time for Virginians and Americans to be reminded of the courage and responsibility it takes to raise a child as we strive to increase awareness about child abuse and neglect while creating safe and healthy environments for children to live with supportive families and engaged communities;

NOW, THEREFORE, the Fluvanna County Board of Supervisors, does hereby recognize April 2025, as **CHILD ABUSE PREVENTION MONTH** in Fluvanna County and urge all citizens to recognize this month by dedicating ourselves to the task of improving the quality of life for all children and families.

Passed and adopted this 16th day of April, 2025.

Christopher Fairchild

Chair, Board of Supervisors



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia
RESOLUTION No. 07-2025

**A RESOLUTION APPROVING THE APPLICATION FOR A
WAIVER TO ADMINISTER A SPLIT PRECINCT FOR
HOUSE DISTRICTS IN THE COUNTY OF FLUVANNA**

WHEREAS, the Cunningham District of Fluvanna County is a split precinct; and
WHEREAS, a portion of the Town of Scottsville lies in the Cunningham District/Precinct; and
WHEREAS, the House of Delegates Redistricting Map (2021) placed the Town of Scottsville voters in House of Delegates District 55 while the remainder of Fluvanna County is wholly contained in House of Delegates District 56.

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

That the Board of Supervisors authorizes the General Registrar to complete the procedures required by applicable law, including but not limited to Virginia Code Section 24.2-307, and the Virginia Department of Elections to administer the Cunningham District/Precinct as a split precinct pursuant to the 2021 redistricting for elections held in 2025.

Precinct Number & Name

Split Precinct

401 - Cunningham

House Districts 55, 56;

That, without limiting the foregoing, the request for “Waiver to Administer a Split Precinct” for elections held in 2025 is approved and the General Registrar is authorized to submit such request and subsequent requests in accordance with this resolution on behalf of the Board of Supervisors;

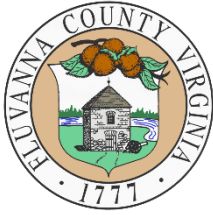
And, that this resolution shall be in effect from and after its adoption.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at a meeting of the Board held on the 16th day of April 2025, by the following vote:

SUPERVISOR	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Chris Fairchild, Cunningham District, Chair	X					
Anthony P. O’Brien, Rivanna District, Vice Chair	X					
John M. Sheridan, Columbia District	X					
Mike Goad, Fork Union District	X				X	
Tim Hodge, Palmyra District	X					X

ATTEST:

Caitlin Solis, Clerk
Fluvanna County Board of Supervisors



BOARD OF SUPERVISORS
 County of Fluvanna
 Palmyra, Virginia
RESOLUTION No. 08-2025

A RESOLUTION TO ASSIGN A ROAD NAME: Campbells Trace

WHEREAS, the E911 emergency system requires the assignment of names to all streets and roads in the County, the assignment of building numbers to all buildings having telephones and/or occupancies, and the erection of appropriate street signs at intersections; and,

WHEREAS, a third address has been assigned to the private road located on the west side of James Madison Highway one tenth of a mile east of its intersection with Winnsville Drive which requires that a name be assigned; and,

WHEREAS, Section 18-2 (B) of the Code of the County of Fluvanna provides that the name of each street shown on a subdivision plat approved pursuant to Chapter 19 of the Code of the County of Fluvanna and subsequently recorded in the office of the Clerk of the Circuit Court shall be deemed to have been approved pursuant to this section; and,

WHEREAS, the Board of Supervisors is empowered to name streets, roads and alleys within the County in accordance with Section 18-2 of the Code of the County of Fluvanna;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Fluvanna County pursuant to Section 18-2 of the Code of the County of Fluvanna that the private road located off of James Madison Highway be named Campbells Trace.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors on this 16th day of April 2025.

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Chris Fairchild, Cunningham District	X					
John M. Sheridan, Columbia District	X					X
Mike Goad, Fork Union District	X				X	
Timothy Hodge, Palmyra District	X					
Anthony P. O'Brien, Rivanna District	X					

Attest:

 Christopher S. Fairchild, Chair
 Fluvanna County Board of Supervisors

