

FLUVANNA COUNTY BOARD OF SUPERVISORS  
SPECIAL MEETING MINUTES  
Circuit Courtroom, Fluvanna Courts Building  
72 Main Street, Palmyra, VA 22963  
April 23, 2025  
Special Meeting 5:00pm

**MEMBERS PRESENT:** Chris Fairchild, Cunningham District, Chair  
Tony O’Brien, Rivanna District, Vice Chair  
Mike Goad, Fork Union District (*entered meeting at 5:34pm*)  
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 5:30pm, Chair Fairchild called to order the Special Meeting of April 23, 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 23, 2025 Special 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	Yes	Absent
RESULT:	4-0				

**4 - COUNTY ADMINISTRATOR’S REPORT**  
None.

**5 - PUBLIC COMMENTS #1**  
At 5:31pm, Chair Fairchild opened the first round of Public Comments.  
- Patti Reynard, 3531 Union Mills Rd, commented on the budget and land use.  
With no one else wishing to speak, Chair Fairchild closed the first round of Public Comments at 5:35pm.

**6 – BOARDS AND COMMISSIONS**  
None.

**7 – PRESENTATIONS**  
None.

**8 - ACTION MATTERS**  
*Authorization to Advertise a Public Hearing for the VDOT Secondary Six Year Plan* – Scott Thornton, VDOT Residency Administrator  
The Board reviewed 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.

MOTION:	Authorize staff to advertise for a public hearing regarding the Virginia Department of Transportation Secondary Six Year Plan.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Mr. Sheridan asked to have the following statement recorded in the Board minutes.

*On Item 8(B) – Fiscal Year 2025 Operations Budget and Tax Rate and on Item 8(C) – Fiscal year 2025-2029 Capital Improvements Plan, I would like to disclose the following –*

*Pursuant to the Code of Virginia Section 2.2-3115(H), as amended, I want to disclose that I have worked for Fluvanna County Public Schools as a Physical Education teacher and bus driver since 1987.*

*Because my salary as a Physical Education teacher exceeds \$5,000.00, I have a “personal interest” in those transactions by the Board of Supervisors that would specifically affect my position with the Fluvanna County Public Schools.*

*Nevertheless, Virginia Code § 2.2-3112(B)(1) allows me to participate in a broad range of transactions by the Board of Supervisors that generally affect the Fluvanna County Public Schools as long as I make a public disclosure. Since I intend to participate and vote on the FY2025 Operations Budget and Tax Rate, and FY 2025-2029 Capital Improvements Plan, I publicly declare in accordance with Virginia Code § 2.2-3115(H) that:*

- 1. I am a member of a group of three or more persons who work for the Fluvanna County Public Schools who are affected by the Board’s “transaction” of adopting a budget, tax rate, and capital improvement plan that affects Fluvanna County Public Schools;*
- 2. The “transaction” affects the public generally; and*
- 3. I am able to participate in the adoption of the budget, tax rates, and capital improvement plan fairly, objectively and in the public interest.*

*I am asking the Clerk to record this statement, verbatim, in the minutes of the Board.*

**Fiscal Year 2026 Operations Budget and Tax Rates –** Tori Melton, Director of Finance  
**FY26 Budget Highlights**

- Budget totals \$117,769,609**
  - Real Estate tax rate of \$0.750 (Equalized Tax Rate \$0.689)
    - Results in a tax increase of 8.85% for the average homeowner.
  - No change to the Personal Property tax rate (Remains at \$4.10 per \$100 of assessed value)
  - No change to the Business and Public Utility Personal Property tax rates (Remains at \$2.90 per \$100 of assessed value)
  - No change to the Machinery & Tools tax rate (Remains at \$1.90)
- Overall increase in total County expenditures by \$6.8 million, a 6.1% increase from the FY25 amended budget**
  - Largest decreases:
    - Schools: \$2.9 million ( Decrease in State & Federal funding)
  - Largest Increases:
    - Schools: \$1.5 million (County Funding)
    - CIP: \$4.6 in Projects
    - JRWA: \$1.4 million in Debt Service
    - Sheriff \$563k 3 FT deputies 1 ½ year deputy to start January 1<sup>st</sup>
    - Emergency Services \$217k Chief of Fire and EMS & increase in Contract
    - CSA Purchase of Service \$375k Increase in additional service needs
    - Social Services \$248k 3 new FT positions (108k offset by state/fed)
    - COLA & Compensation Study \$744k 3% COLA for staff and Compensation Study
    - Health Insurance \$283k Insurance increase

**New Positions**

Position	Department	Notes
Included in FY2026 Adopted Budget (planned for July 2025)		
Deputy Sheriff	Sheriff’s Office	New FT Position
Deputy Sheriff	Sheriff’s Office	New FT Position
Deputy Sheriff	Sheriff’s Office	New FT Position
Deputy Sheriff (Start Jan 1, 26)	Sheriff’s Office	New FT Position
Chief of Fire and EMS (Start Jan 1, 26)	Emergency Services	New FT Position
Utilities Operator	FUSD	New FT Position
Family Services Spc. I	Social Services	New FT Position
Human Services Asst. III	Social Services	New FT Position
Benefits Supervisor	Social Services	New FT Position

Not Included in FY2026 Adopted Budget		
Deputy Treasurer II	Treasurer’s Office	New FT Position
Information Security Officer	IT	New FT Position
Cyber Security Specialist	IT	New FT Position
Deputy Sheriff	Sheriff’s Office	New FT Position
Deputy Sheriff	Sheriff’s Office	New FT Position
EMT BLS	Emergency Services	New FT Position
EMT BLS	Emergency Services	New FT Position
EMT BLS	Emergency Services	New FT Position
EMT BLS	Emergency Services	New FT Position
EMS Billing Specialist	Emergency Services	New FT Position
Crew Chief	FUSD	New FT Position
Pipe Technician 1,2	FUSD	New FT Position
Pipe Technician 1,2	FUSD	New FT Position
FAPT Coordinator	CSA	New FT Position
EMS Billing Specialist	Emergency Services	New PT Position
Program Specialist	Library	New PT Position
Dep. Sheriff to Sergeant	Sheriff’s Office	Position Upgrade
Dep. Sheriff to Lieutenant	Sheriff’s Office	Position Upgrade

MOTION:	Adopt the resolution entitled “A Resolution to Adopt the FY26 Operations Budget, Set the Tax Rates and Appropriate Funds.”				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:				Motion	Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Fiscal Year 2026 – 2030 Capital Improvements Plan – Tori Melton, Director of Finance

- 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.
- This action will allow administration and staff to plan projects and resources accordingly.

MOTION:	Adopt the resolution entitled “Adoption of the FY2026-2030 Capital Improvements Plan.”				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:				Motion	Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

9 - PUBLIC HEARING

None.

10 - CONSENT AGENDA

The following items were approved under the Consent Agenda for April 23, 2025:

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

MOTION:	Approve the consent agenda, for the April 23, 2025 Board of Supervisors 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				

11 - UNFINISHED BUSINESS

None.

12 - NEW BUSINESS

None.

13 - PUBLIC COMMENTS #2

At 5:48pm, Chair Fairchild opened the second round of Public Comments.

- James Kelley, 363 Manor Blvd, commented on the budget, and thanked the Board for their investment in the school’s students and staff.

With no one else wishing to speak, Chair Fairchild closed the second round of Public Comments at 5:49pm.

- Mr. O’Brien thanked staff for their work on the budget.

**15 - ADJOURN**

<b>MOTION:</b>	Adjourn the Special meeting of Wednesday, April 23, 2025 at 5:51pm.				
<b>MEMBER:</b>	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
<b>ACTION:</b>				Second	Motion
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Caitlin Solis  
Clerk to the Board

\_\_\_\_\_  
Christopher S. Fairchild  
Chair

APPROVED



**BOARD OF SUPERVISORS**  
County of Fluvanna  
Palmyra, Virginia

**RESOLUTION No. 09-2025**

**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>
<b>TOTAL</b>	<b>\$104,936,869</b>

**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	<u>8,876,348</u>
<b>TOTAL</b>	<b>\$ 103,252,148</b>

**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	<u>0</u>
<b>TOTAL</b>	<b>\$ 9,611,439</b>
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	<u>1,350,000</u>
<b>TOTAL</b>	<b>\$ 10,261,439</b>

\*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	X					
John M. Sheridan, Columbia District	X					X
Anthony P. O’Brien, Rivanna District	X				X	
Timothy M. Hodge, Palmyra District	X					
David M. Goad, Fork Union District	X					

Attest:

\_\_\_\_\_  
Christopher Fairchild, Chair



**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	X					
John M. Sheridan, Columbia District	X					X
Anthony P. O’Brien, Rivanna District	X				X	
Timothy M. Hodge, Palmyra District	X					
David M. Goad, Fork Union District	X					

Attest:

\_\_\_\_\_  
Christopher Fairchild, Chair  
Fluvanna County Board of Supervisors