

FLUVANNA COUNTY BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
Circuit Courtroom, Fluvanna Courts Building  
72 Main Street, Palmyra, VA 22963  
June 4, 2025  
Regular Meeting 5:00pm

**MEMBERS PRESENT:** Chris Fairchild, Cunningham District, Chair  
Tony O’Brien, Rivanna District, Vice Chair  
Mike Goad, Fork Union District  
Timothy M. Hodge, Palmyra District

**ABSENT:** John M. (Mike) Sheridan, Columbia District

**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 5:00pm, Chair Fairchild called to order the Regular Meeting of June 4, 2025. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

**3 - ADOPTION OF AGENDA**

- Mr. Dahl requested the addition of CRMF – Courts Boiler #1 to the Consent Agenda; BOS Salary Increase and TJPDC Housing Study Participants to New Business.

<b>MOTION:</b>	Accept the Agenda, for the June 4, 2025 Regular Meeting of the Board of Supervisors, as amended.				
<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	Absent
<b>RESULT:</b>	<b>4-0</b>				

**4 - COUNTY ADMINISTRATOR’S REPORT**

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

- Happy Birthday to Mr. Fairchild! - June 10th

New Employees

- Robert Flowers, EMS Department, Part-Time EMT-BLS, Started May 27<sup>th</sup>
- Brian McPherson, EMS Department, Part-Time EMT-ALS, Started May 27th

Join us Saturday, June 14, 2025 at Pleasant Grove Park for Groovin’ at the Grove and Art in the Park.

- Art in the Park 10am-3pm
- Food and Beer Garden 4-7pm
- Live music 5-7pm

**Next BOS Meetings**

Day	Date	Time	Purpose	Location
Wed	Jun 18	6:00 PM	Regular Meeting	Circuit Court
Wed	Jul 2	5:00 PM & 6:00 PM	Regular Meeting	Circuit Court
Wed	Aug 6	5:00 PM	Regular Meeting	Circuit Court

**5 - PUBLIC COMMENTS #1**

At 5:13pm, Chair Fairchild opened the first round of Public Comments.

- Patti Reynard, 3531 Union Mills Rd, Commented on the land use program and the Commissioner’s Office.
- Don Reynard, 3531 Union Mills Rd, Commented on land use and taxes.
- Debbie Rittenhouse, Treasurer, thanked the Board for hearing *Advertise for a public hearing to amend Sections 4-2-1 and 4-2-1.1 to provide for lifetime individual dog licenses*, on this agenda.

With no one else wishing to speak, Chair Fairchild closed the first round of Public Comments at 5:21pm.

<b><u>MOTION:</u></b>	Move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s)/reappointments(s):				
<b>BOARD/COMMISSION/COMMITTEE</b>	<b>APPOINTEES</b>		<b>APPT/ REAPPT</b>	<b>BEGINS TERM</b>	<b>ENDS TERM</b>
JABA Advisory Council – Fluvanna County Representative	Allison Pace (I)		Reappt	July 1, 2025	June 30, 2027
JAUNT Board – Fluvanna County Representative	Iscella Wittich (I)		Reappt	July 1, 2025	June 30, 2028
Planning Commission – Fork Union District	Kathleen Kilpatrick (I)		Reappt	July 1, 2025	June 30, 2029
Social Services Board – Fork Union District	Charles Haden Thomas Parrish		Appt	July 1, 2025	June 30, 2029
<b>MEMBER:</b>	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
<b>ACTION:</b>		Motion	Second		
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Absent
<b>RESULT:</b>	<b>4-0</b>				

7 – PRESENTATIONS

Historic Courthouse Restoration Update – Eric Dahl, County Administrator

- The County has been working with our architectural/engineering consultants MTFA on 100% Design Development plans. This will be the basis of the work towards developing construction documents.
- County staff and consultants meet today for a landscaping and logistics review meeting (laydown areas, material access, pedestrian access)
- It has been determined that there is only one suitable quarry to supply the Buckingham slate for the roof. There is a significant lead time for the slate and only one Buckingham slate quarrying operation remains today (located near Arvonias). Because of this, the County will be moving forward with a sole source purchase to order the needed roof slate.
- Kathleen Kilpatrick and consultants MTFA took a fieldtrip late this afternoon to the James River Slate quarrying operation.

Timeline

- Through July 2025 - the architectural/engineering consultants will complete the Construction Document (CD) Drawings, specifications, bid sets and working to complete the IFB.
  - August 2025 – County issues Invitation For Bid (IFB)
  - September 2025 – IFB due to the County
  - October 2025 – Construction contract to the BOS
  - October 2025 – Commence construction
- Mr. Goad asked for Staff to provide a Historic Courthouse renovation update during the September 17, 2025 meeting.

Fire Training Building Update – Eric Dahl, County Administrator

- TRC (County Engineers) completed the final engineering plans for the site and submitted them to the Fluvanna County Planning Department for review. Due to the changes, they were required to go through the review process again.
  - Technical Review Committee (TRC) reviewed the plans on May 8<sup>th</sup>
  - Planning Commission will consider acceptance of the Site Development Plan and a Sidewalk Waiver request at their June 10<sup>th</sup> meeting.
- We will be working to issue the IFB for site work and an RFP for the prototype 4 structure no later than June 2025.
- The critical date with the Virginia Department of Fire Programs is the completion date of March 2026.

8 - ACTION MATTERS

Commonwealth Attorney Case Management System – Jeff Haislip, Commonwealth Attorney

In 2011, the Commonwealth Attorney’s office was looking for a program to replace VCAIS, a State provided case management system that was obsolete and was going away. Software Unlimited (SU) was the most cost effective option. They were looking to expand into VA and we were the second office to go with them.

SU was not web based and we had to get IT to dedicate a large server just for that program. It was and is not very intuitive or user friendly. There are five sections of the program; one for data entry, one for the main program, a dashboard for individuals, as well as sections to update law enforcement agencies and statutes.

Most of the staff in the Commonwealth Attorney’s Office use one of the five, and one person does not use the program at all because of its clunkiness.

Below are some advantages that we put together to show the necessity to change over. As Spartan is looking to break into Virginia and is offering to do the data migration for no cost, this is the prime time to go with them.

- 1). In SU, due to the above-mentioned five sections of the program, it is often necessary to enter the same information multiple times.
- 2). In SU if one person is working on a casefile, other users are blocked from opening that file.
- 3). In Spartan information is updated instantly for all users as entered. Currently the Commonwealth Attorney’s office has to reopen the program to get the most recent information.
- 4). Spartan allows for instant electronic discovery. the Commonwealth Attorney’s office now has to use ShareFile on the County server and once the CA office grant access to the file, the attorney can do what they want with the information. Spartan will also notify the CA office when the defense has accessed the file. Currently the link can expire causing the CA office to have to resend the discovery. GOVERNOR YOUNGKIN HAS VETOED MANDATORY E-DISCOVERY THE LAST TWO YEARS SO IT IS COMNG SOON. THIS IS THE MAIN REASON FOR NEEDING A CHANGE AT THIS TIME.
- 5). Spartan allows for searches throughout the program. For example, the CA office could search for a person and every case with that person involved will come up. The same for any word like Fentanyl for example. the CA office cannot currently do that.
- 6). This allows the CA office to run reports for any statistic.
- 7). Spartan allows for easy redaction of documents within the program.
- 8). Spartan has the ability to email or text people with updates automatically after court hearings. Currently, the Victim/Witness Manager has to email each witness and victim to give individual updates. Spartan has a feature that sends messages to any number of people upon the happening of an event. So, when a case gets a new date for any event, all preselected individuals are automatically notified. This will save so much time.
- 9). When a Spartan user clicks on an address the Google street view pops up in a new screen inset on the program.
- 10). Spartan will allow the CA office to access our information anywhere the web can be accessed. The CA office have to be on the County system to access SU.
- 11). When SU is updated their IT has to remote in to each user causing disruption. Spartan will update without the CA office being affected.

MOTION:	Approve the Commonwealth Attorney to move forward with a case management system with Spartan, for an initial amount of \$27,600.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

MOTION:	Approve a budget transfer in the amount of \$24,200 from the FY25 BOS Contingency Budget to the FY25 Commonwealth Attorney Budget.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

- Establishment of the Fluvanna County Tourism Advisory Committee (TAC) – Eric Dahl, County Administrator*
- Since its creation in 2016, the Economic Development and Tourism Advisory Council (EDTAC) provided guidance on both business and tourism issues in the County. As tourism has become a more central component of the County’s economic development strategy, the need for a more specialized advisory body became evident. In response, the Board of Supervisors voted on May 21, 2025, to dissolve EDTAC and directed staff to bring forward bylaws to establish a dedicated Tourism Advisory Committee.
  - The purpose of the TAC is to serve in an advisory capacity to the Economic Development Director, Parks and Recreation Director, and Board of Supervisors, offering recommendations on tourism marketing, project initiatives, and long-term strategies for strengthening the County’s tourism sector. The committee will also investigate and evaluate tourism-related opportunities to increase visitation and local tax revenues. TAC members will not set policy but will provide strategic input and recommendations.
  - Membership of the TAC will consist of industry experts representing key sectors of the local tourism economy, including arts and culture, history, recreation, restaurants, Lake Monticello, wineries and craft beverages, agribusiness and agritourism, and retail. The Economic Development Director and the Director of Parks and

- Recreation will serve as voting members, and a member of the Board of Supervisors will serve as a non-voting liaison.
- Upon adoption of the bylaws, a public application period will open for a minimum of two months to solicit interest from qualified candidates. Applications will be reviewed, and appointments to the committee are scheduled to be made by the Board of Supervisors on August 20, 2025.
  - At the first meeting on September 8, 2025, TAC will consider approval of the Remote Participation Policy.

MOTION:	Approve the Resolution to Establish a Tourism Advisory Committee, and I move that the Board of Supervisors approve the Bylaws for the Tourism Advisory Committee.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

- Advertise for a public hearing to amend Sections 4-2-1 and 4-2-1.1 to provide for lifetime individual dog licenses*  
– Dan Whitten, County Attorney
- Virginia Code § 3.2-6528 authorizes local governments to impose either an annual or lifetime license tax on individual dogs at least four months old. An annual individual tax may not exceed \$10; a lifetime tax may not exceed \$50.
  - Under our current County Code, a tax of between \$4 and \$8 is assessed annually. This amendment provides instead for a \$10 license tax, with the license to remain valid for the lifetime of the dog as long as rabies vaccination is kept current.
  - This change will decrease the administrative burden on the Treasurer’s Office, and on Fluvanna citizens.
  - Kennel licenses will continue to be issued for one year only.

MOTION:	Advertise a public hearing to be held July 2, 2025 to amend County Code Sections 4-2-1 and 4-2-1.1 to provide for lifetime individual dog licenses.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

- FY26 Compression Pay Adjustments* – Eric Dahl, County Administrator
- On March 5, 2025, the County adjusted General Government and Law Enforcement Pay Rates and Classifications to remain competitive in the marketplace and to continue to attract and retain a talented workforce at market rates. During the presentation to the Board of Supervisors at that time, it was noted that new employees hired after the March 5, 2025 date when the Pay Rates and Classifications were adjusted, compression pay with existing staff would need to be addressed. It was discussed that funding would be included in the FY26 budget to address additional compensation and compression pay.
  - In the FY26 budget, the Board of Supervisors approved a 3% Cost Of Living Adjustment (COLA) for all staff that were hired prior to the Pay Raise Inclusion Policy eligibility date of March 1, 2025. The amount budgeted was \$496,347 for the COLA.
  - In addition, \$250,000 funding was allocated in the FY26 budget for additional compensation and to address compression pay. A plan has been formulated for the additional compensation and compression pay by making adjustments after the 3% COLA has been made, to adjust hourly rates and salaries based upon the percent above the current Law Enforcement, General Government and Department of Social Services Pay Rate minimums in each Pay Band. All current employees hired prior to March 1, 2025 will be eligible for the compression pay adjustments. The chart below on the next page reflects the compression pay adjustments:

Percent Above Pay Band/Pay Rate Minimum	Percent Pay Adjustment
0 - 5 %	3.00%
5.01 - 10%	2.50%
10.01 - 15%	2.00%
15.01 - 20%	1.50%
20.01% or greater	1.00%

Law Enforcement Compression Pay Adjustments

For all employees that fall under the Law Enforcement Pay Rates and Classifications with a hire date prior to March 1, 2025, the approximate average of the percent above Pay Band/Pay Rate minimums is 18.1% and the average percent pay adjustment is 1.9%.

General Government Compression Pay Adjustments

For all employees that fall under the General Government Pay Rates and Classifications with a hire date prior to March 1, 2025, the approximate average of the percent above Pay Band/Pay Rate minimums is 12.7% and the average percent pay adjustment is 2.2%.

Department of Social Services Compression Pay Adjustments

For all employees that fall under the Fluvanna County Department of Social Services Salary Ranges with a hire date prior to March 1, 2025, the approximate average of the percent above Grade/Salary Range minimums is 59.6% and the average percent pay adjustment is 1.0%.

- *The Chair requested staff bring a presentation on step programs within pay bands back to the Board.*

MOTION:	Approve the FY26 budget compression pay adjustments plan, as presented, effective June 15, 2025.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

Amendments to Personnel Policy 2.13, Leave and Holidays – Dan Whitten, County Attorney Policy Update Summary:

- 2.13.2 defines the term “immediate family” for purposes of sick leave and authorizes increased payout of sick leave up to certain dollar amounts.
- 2.13.4 changes the Military Leave limit from 15 days to 21 days in conformance with 2022 amendments to Virginia Code §§ 44-93 and 44-204.
- 2.13.6 provides that Leave Without Pay is limited to 80 hours per fiscal year, with certain exceptions authorized by the County Administrator or Constitutional Officer.
- 2.13.9 clarifies Sick Leave Sharing restrictions:
  - Limits the maximum amount of sick leave that can be received to 80 hours per fiscal year, with certain exceptions authorized by the County Administrator or Constitutional Officer.
  - The employee donating or receiving the sick leave must have worked for the County for a minimum of 1 year, with certain exceptions authorized by the County Administrator or Constitutional Officer.
  - An employee may not donate leave after submitting a resignation notice.
  - An employee that donates leave must have a minimum remaining balance of at least 40 hours of sick leave.
  - After 1 year of employment, Hybrid employees are not authorized to receive donated leave during the period when they are on short-term disability.
- 2.13.9 also clarifies Sick Leave Sharing procedures:
  - After receiving the request, the Human Resources Director shall email the request to all employees.
  - If a requester receives more leave than what is needed for the pay period, the amount of excess leave will be returned.
  - The Finance Director and County Administrator shall sign the leave sharing form, and the Finance Director shall process the form.
- *Mr. Whitten suggested amending the policy to include 2.13.9 sec A8 to clarify what constitutes an extenuating circumstance for the County Administrator or Constitutional Officer to approve a leave share exception.*

MOTION:	Approve the amendments to County Personnel Policy 2.13, <i>Leave and Holidays</i> , as amended.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second	Motion	
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

Social Services Performance-Based Bonus Opportunity for Medical Assistance Renewals – Kim Mabe, Director of Social Services

- VDSS announced a new initiative to recognize and reward Local Departments of Social Services and those employees who consistently exceed expectations in processing Medical Assistance Renewals while also maintaining high-quality standards.

- VDSS is implementing a performance-based bonus structure designed to incentivize efficiency and accuracy in reducing Medical Assistance Renewals backlogs.
- In order for VDSS to distribute these bonuses, the locality must have an ordinance in place authorizing such payments.
- Fluvanna County does not currently have this ordinance.
- These bonuses do not require a local funding match.

MOTION:	Authorize staff to advertise an ordinance for a public hearing to be held July 2, 2025 authorizing monetary bonuses to eligible Fluvanna County Department of Social Services employees per § 15.2-1508 of the Code of Virginia.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

*Authorization to Advertise a Public Hearing for the First Amendment to the Lease Agreement with Cellco Partnership d/b/a Verizon Wireless – Dan Whitten, County Attorney*

- This amendment contemplates a proposed increase in rent and a modified Exhibit C to reflect the updated equipment listing and depiction of equipment layout.
- Cityscape Consultants has reviewed the amendment and also included updated language to modify the provisions related to Access, Public Safety, and the Water Supply Facility and Protection of Public in this amendment.
- Current Rent as of 3/1/2025: \$2,643.36 (\$31,720.32)
- Proposed Adjusted New Rent: \$2,749.10 (\$32,989.20)
- Next Increase 3/1/2026: \$2,831.57 (\$33,978.84)

MOTION:	Advertise a public hearing to be held July 2, 2025 for the First Amendment to the Water Tower Lease Agreement with Cellco Partnership d/b/a Verizon Wireless.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

**9 - PUBLIC HEARING**

None.

**10 - CONSENT AGENDA**

The following items were discussed before approval:

- CRMF - Courts Boiler #1*
- Temporary Staff Stipend for Additional Duties*
- FY25 Public Works Insurance Claim – 2014 Ford F-150 – 0539*
- FY25 Emergency Services Insurance Claim – 2008 Yukon – 5120*

The following items were approved under the Consent Agenda for June 4, 2025:

- *Temporary Staff Stipend for Additional Duties – Mitchell – Eric Dahl, County Administrator*
- *FY25 Public Works Insurance Claim – 2014 Ford F-150 – 0539 – Tori Melton, Director of Finance*
- *Virginia Department of Health Generator MOU – Eric Dahl, County Administrator*
- *Pleasant Grove Park Playground Purchase Order Contract with Landscape Structures, Inc. and Sparks@Play, LLC – Dan Whitten, County Attorney*
- *FY25 Emergency Services Insurance Claim – 2008 Yukon – 5120 – Tori Melton, Director of Finance*
- *Zion Crossroads Water and Sewer Fund Capital Budget Carryover – Tori Melton, Director of Finance*
- *Department of Emergency Services Ambulance Purchase Agreement with FESCO Emergency Sales – Dan Whitten, County Attorney*
- *CRMF – FCPS Division Blacktop Fill and Sealcoat – Don Stribling, FCPS Executive Director*
- *CRMF - Commonwealth’s Attorney Basement – Dale Critzer, Director of Public Works*
- *CRMF - Courts Boiler #1 – Dale Critzer, Director of Public Works*

MOTION:	Approve the consent agenda, for the June 4, 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	Absent
RESULT:	4-0				

11 - UNFINISHED BUSINESS

- Mr. O’Brien asked if the Commissioner of the Revenue could come to a future BOS meeting to discuss the Land Use Program. The Board agreed to add a Land Use presentation to the second August Board meeting, and have the County Attorney give a Land Use presentation at the first Board meeting in August.

12 - NEW BUSINESS

BOS Salary Increase – Mr. Dahl asked the Board if they would like to see the BOS Salary Increase on a future agenda. The Board asked to see the data from VACo at the next meeting.

TJPDC Housing Study Participants – Mr. Dahl asked if any Board members would like to participate in the TJPDC Housing Study. Mr. Fairchild and Mr. O’Brien agreed to serve.

- Mr. Hodge asked about working with LMOA and VDOT to take down two trees next to the road along the road at the Crofton Section of Lake Monticello. Mr. Dahl will bring it to VDOT.

13 - PUBLIC COMMENTS #2

At 7:04pm, Chair Fairchild opened the second round of Public Comments.

- Don Reynard, 3531 Union Mills Rd, commented on land use.
- Patti Reynard, 3531 Union Mills Rd, commented on the Historic Courthouse renovation.
- Tom Diggs, 947 Jefferson Dr, commented on tree removal along roadways.

With no one else wishing to speak, Chair Fairchild closed the second round of Public Comments at 7:11pm.

RECESS FOR DINNER AND CLOSED SESSION

14 - CLOSED MEETING

MOTION:	At 7:11pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.3, A.5, A.6 & A.8 of the Code of Virginia, 1950, as amended, for the purpose of discussing Real Estate – acquisition of property in the Columbia District, Prospective Industry – prospective business in the Columbia and Cunningham Districts, Investment of Funds – Contract User Grant under the Water and Sewer Ordinance in Zion Crossroads, Legal Matters – Contract User Grant under the Water and Sewer Ordinance in Zion Crossroads; Department of Human Resources; personnel policy; special election.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second	Motion	
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

MOTION:	At 10:12pm, move Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and “BE IT RESOLVED, the Board of Supervisors does hereby certify to the best of each member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711-A of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting.”				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second	Motion	
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

MOTION TO EXTEND

- At 10:13pm, a motion was made to extend the Board of Supervisors meeting.

MOTION:	Approve a motion to extend the June 4, 2025 Regular Board of Supervisors meeting to 10:15pm.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion	Second	
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

MOTION:	Adjourn the regular meeting of Wednesday, June 4, 2025 at 10:13pm.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second	Motion	
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

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Caitlin Solis  
Clerk to the Board

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

APPROVED



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

**RESOLUTION No. 14-2025**

**A RESOLUTION ESTABLISHING THE FLUVANNA COUNTY TOURISM ADVISORY COMMITTEE AND APPROVING THE BYLAWS THEREOF**

WHEREAS, the Economic Development and Tourism Advisory Council (EDTAC) was established in 2016 to advise Fluvanna County on matters related to economic development and tourism; and

WHEREAS, the existing EDTAC structure has proven to be too broad in scope to effectively address specialized tourism needs; and

WHEREAS, a Tourism Advisory Committee (TAC), governed by proposed bylaws, has been designed to serve by concentrating exclusively on tourism-related matters; and

WHEREAS, the Fluvanna County Board of Supervisors voted on May 21, 2025 to dissolve the EDTAC and directed staff to bring forward bylaws to establish a dedicated Tourism Advisory Committee.

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

1. Establishes the Fluvanna County Tourism Advisory Committee; and
2. Directs that the Tourism Advisory Committee shall serve in an advisory capacity to the Economic Development Director, Parks and Recreation Director, and Board of Supervisors, and shall investigate and evaluate tourism-related opportunities to increase visitation and local tax revenues; and
3. Approves the Bylaws of the Tourism Advisory Committee.
4. This Resolution shall take effect upon 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 4th day of June, 2025:

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

Attest:

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

Fluvanna County Board of Supervisors