



FLUVANNA COUNTY BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building

November 5, 2025 at 5:00 pm

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
A	Board, Commission, and Committee Appointments – Eric Dahl, County Administrator
7	PRESENTATIONS (normally not to exceed 10 minutes each)
B	2025 MAPP2Health Community Health Assessment – Ryan McKay, Health Director BRHD
C	Economic Development Project Updates – Jennifer Schmack, Director of Economic Development
D	Food and Beverage Tax Update – Dan Whitten, County Attorney
8	ACTION MATTERS
E	2026 TJPDC Legislative Program Approval – David C. Blount, Deputy Director/Director of Legislative Services TJPDC
F	Deer Hunt for Handicapped Hunters at Pleasant Grove – Aaron Spitzer, Director of Parks and Recreation
9	PUBLIC HEARING
10	CONSENT AGENDA
G	Minutes of October 7, 2025 – Caitlin Solis, Clerk to the Board
H	Minutes of October 15, 2025 – Caitlin Solis, Clerk to the Board
I	CRMF - CEN and FMS Food Service Cooler Flooring – Don Stribling, FCPS Executive Director
J	CRMF - FCHS Pass Through Refrigerators – Don Stribling, FCPS Executive Director
K	CRMF - Fire Rescue Door Repairs – Dale Critzer, Director of Public Works
L	CRMF – Migration to M365 Government Cloud – Andy Notman, Director of Information Technology
M	CRMF - PG P&R Extend Rower – Dale Critzer, Director of Public Works
N	Temporary Staff Stipend for Additional Duties – Hamner – Tori Melton, Director of Finance
11	UNFINISHED BUSINESS
	TBD
12	NEW BUSINESS
	TBD

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.

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
BCC APPOINTMENTS STAFF REPORT

TAB A

MEETING DATE:	November 5, 2025			
AGENDA TITLE:	Board, Commission, and Committee Appointments			
MOTION:	I move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s):			
Board/Commission/Committee	Candidates (I) indicates incumbent	Term Start	Term End	
Thomas Jefferson Area Community Criminal Justice Board	Amanda Galloway (I)	1/1/2025	12/31/2027	
Thomas Jefferson Area Community Criminal Justice Board	Shawn Custer	11/5/2025	12/31/2027	
James River Alcohol Safety Action Plan (ASAP) Policy Board	Jeff Haislip (I)	1/1/2026	12/31/2029	
Social Services Board – Rivanna District Representative	Jacquelyn Wheeler	11/5/2025	12/31/2025	

BCC VACANCIES AND APPLICANTS				
BCC Interest	Applicant	Type	District	Current BCC Appointments / Other Notes
Thomas Jefferson Area Community Criminal Justice Board (CCJB)	Amanda Galloway, Asst. Commonwealth's Attorney	Reappt	Palmyra	Incumbent; Term beginning January 1, 2025 and ending December 31, 2027
Thomas Jefferson Area Community Criminal Justice Board (CCJB)	Shawn Custer, Sheriff's Office	Appt	Columbia	Unexpired term beginning immediately and ending December 31, 2027
James River Alcohol Safety Action Plan (ASAP) Policy Board	Jeff Haislip, Commonwealth's Attorney	Reappt	Rivanna	Incumbent; term beginning January 1, 2026 and ending December 31, 2029
Social Services Board – Rivanna District Representative	Jacquelyn Wheeler	Appt	Rivanna	Unexpired term to begin immediately and end December 31, 2025.
DISCUSSION:	- Thomas Jefferson Area Community Criminal Justice Board –Two Positions - Terms to begin January 1, 2025 and ending, December 31, 2027. - James River Alcohol Safety Action Plan (ASAP) Policy Board –Term beginning January 1, 2026 and ending December 31, 2029. - Social Services Board – Rivanna District Representative – Unexpired Term to begin immediately and end December 31, 2025.			
ENCLOSURES:	Candidate Application			



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Applicants are considered as vacancies occur and your application will be kept on file for three years.

Fluvanna County does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services. Before completing the application, please review the membership requirements for the Board, Commission, or Committee for which you are interested. Applicants who do not meet membership requirements will not be put forward for consideration.

Name: Jacquelyn Wheeler	Election ☐ Columbia ☐ Cunningham ☐ Fork Union District: ☐ Palmyra ☒ Rivanna ☐ Other
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): BA in Sociology (Social Welfare option - including field work & counseling)1977 MBA awarded 2001 (cum laude) 28+ years with Nature Made Vitamins including Cost Accounting, Contract Manufacturing & Demand Planning (Forecast development based on consumer trends analysis and performance analysis)	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES:	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): Committee member, group leader and volunteer with Habitat for Humanity's annual golf tournament (3 yrs)	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I have enjoyed living at Lake Monticello for the past 3+ years, and now that I am retired I have the time and want to give back to the community	

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

1. BCC members shall attend at least two-thirds of all scheduled meetings in each calendar year while serving.
2. The Chairperson of the board, commission, or committee shall notify the Clerk to the Board of Supervisors of any absences exceeding this policy.
3. The Clerk shall report these findings to the Board of Supervisors, typically in closed session.
4. Appointees who do not meet the attendance requirement without a valid reason(s) may be deemed to have rendered an implied resignation of that appointment.
5. The Board may choose to accept the resignation and appoint another person to fill the appointed position. The Board may also override the implied resignation and extend the appointment, if extenuating circumstances so dictate.
6. This requirement shall apply to all boards, commissions, or committees listed on the attached application form, provided however, that if State or County Ordinance addresses attendance requirements in an alternative manner, such law shall prevail.

**PLEASE INDICATE BELOW THE BOARDS, COMMISSIONS, OR COMMITTEES (BCC)
ON WHICH YOU WISH TO SERVE.**

X	BCC	X	BCC	X	BCC
	Agricultural/Forestral District Advisory Committee		Fluvanna Partnership for Aging Committee (FPA)		Parks & Recreation Advisory Board (RAB)
	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee		Piedmont Virginia Community College (PVCC) Board
	Building Code of Appeals Board		James River Water Authority (JRWA)		Planning Commission (PC)
	Central Virginia Regional Jail (CVRJ) Authority		JAUNT Board		Region Ten Community Services Board
	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Advisory Council		Rivanna River Basin Commission
	Economic Development Authority (EDA)		Jefferson Area Board of Aging (JABA) Board of Directors	X	Social Services Board
	Family Assessment and Planning Team (FAPT) – Parent/Family Rep & Vendor Rep		Library Board of Trustees		Thomas Jefferson Planning District Commission (TJPD)
	Finance Board		Monticello Area Community Action Agency (MACAA)		Thomas Jefferson Water Resources Protection Foundation
	Tourism Advisory Committee (TAC)	For TAC only, please indicate the industry you are representing:			

Submit by email (clerk@fluvannacounty.org) or mail to:

County of Fluvanna, Attention: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963

By signing below you are indicating that you have read and understand the Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.

In accordance with Virginia Code §2.2-3705.1, by submitting this application, it is presumed that you are providing your personal contact information to be used for communicating with the County, and unless otherwise indicated by you, your personal contact information will not be shared publicly.

Applicant's Signature Jacquelyn Wheeler		Date 10/15/2025	
Mailing Address (including City, State, & ZIP) 32 W Lake Forest Dr, Palmyra VA 22963		Physical Address (if different)	
Years Lived in Fluvanna 3+	Phone # [REDACTED]	Alternate Phone # N/A	Email Address [REDACTED]
Office Use Only			
Application Received On:	10/15/2025	Application Received By: Caitlin Solis	
Acknowledgement Sent:	10/20/2025		
Renewal Date:		Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			

FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT

TAB B

MEETING DATE:	November 5, 2025				
AGENDA TITLE:	2025 MAPP2Health Community Health Assessment				
MOTION(s):	N/A				
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):	Ryan McKay, Health Director BRHD				
RECOMMENDATION:	Information only				
TIMING:	Routine				
DISCUSSION:	Overview of the 2025 MAPP2Health Community Health Assessment, an 18-month assessment of the community. The results can then be used to plan, leverage resources, execute, and evaluate implementation initiatives to improve health.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	• 2025 MAPP2Health Quick Sheet • Presentation				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X				X



2025 MAPP2Health Community Health Assessment

WHO

- All Non-profit hospitals
- Healthcare system partners

WHY

Requirement of the Internal Revenue Service and...

- Understand Community Needs & Strengths
- Decision Making That's Data-Driven
- Address Root Causes

WHAT

An 18-month assessment of the community. The results can then be used to plan, leverage resources, execute, and evaluate implementation initiatives to improve health.

WHEN

Published every three years



WHO: MAPP2Health

Core Group

**4 PEOPLE;
3 ORGANIZATIONS**

- Maintained communication across partners and facilitated meetings
- Gathered steering committee feedback
- Assigned funding and resources
- Conducted data gathering + analysis
- Met every other week, January 2024–April 2025

Steering Committee

**10-12 PEOPLE;
ORGANIZATION +
COMMUNITY LEADS**

- Provided input, advice, and feedback on major steps of MAPP
- Met monthly, July 2024–April 2025
- Fluvanna representatives:
Mozell Booker
Retta Johnson-Morgan
Bertha Armstrong



Stakeholders

SURVEYS + FOCUS GROUPS

- Randomized door-to-door household survey
- Key Informant Interviews
- Focus Groups
- Online survey
- Photovoice from Monticello High School

ONLINE SURVEY

- Stakeholder Survey

2024-2025 MAPP2HEALTH: Priorities



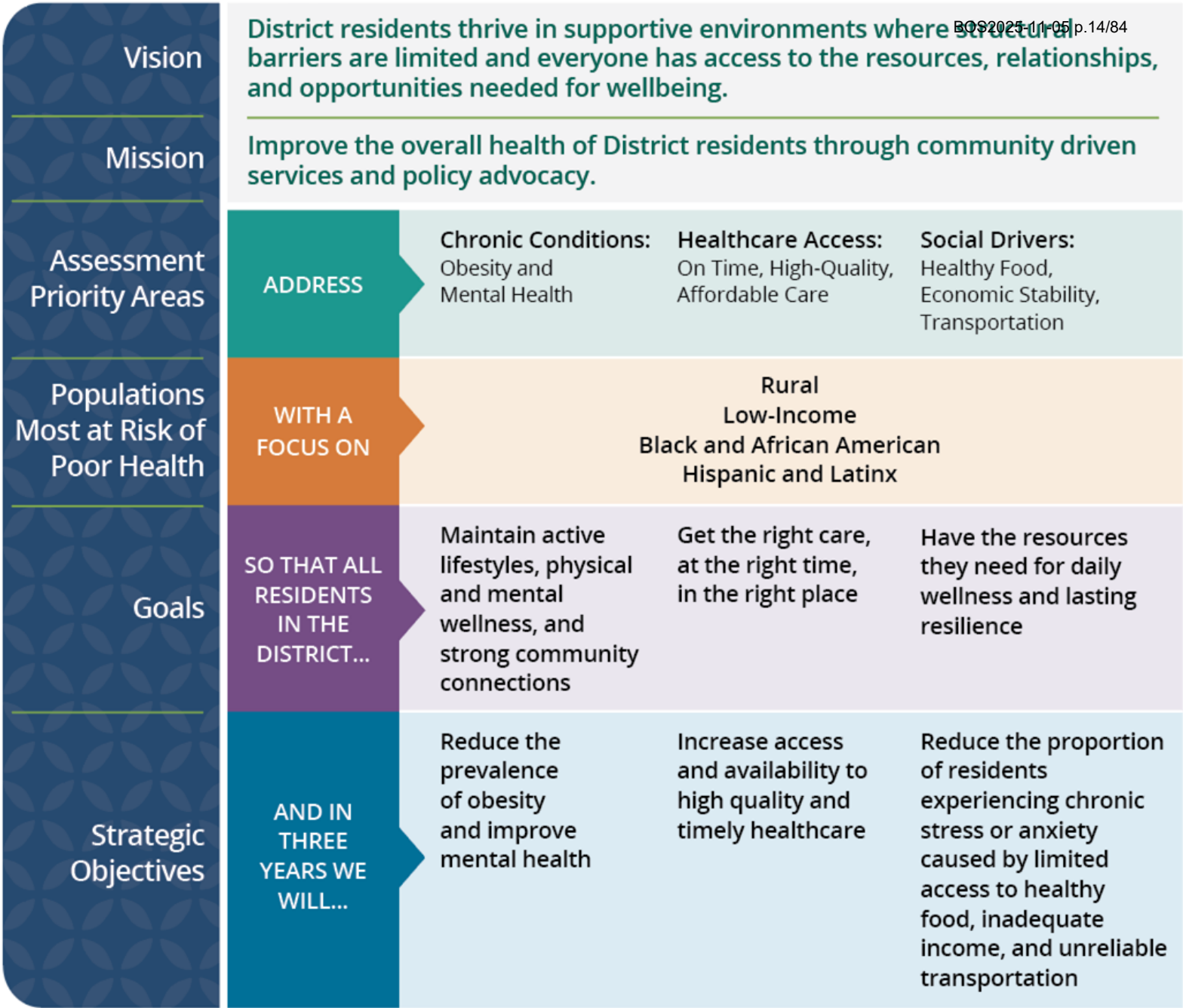
PRIORITY 1: Chronic Conditions
Obesity and Mental Health



PRIORITY 2: Healthcare Access



PRIORITY 3: Social Drivers of Health
Healthy Food, Economic Stability, Transportation



PROCESS



Primary Data

Process qualitative data from interviews, surveys + focus groups. Report this back to the Core Group and Steering Committee for evaluation and recommendations.



Secondary Data

Reviewed Census, County, and State data for trends and disparities. Validated where and with whom to do the assessment.



Priorities + Recommendations

Determine priorities, interview community members for recommendations, establish workgroups to implement change (Community Health Improvement Plan (CHIP)).

BRHD includes Albemarle, Charlottesville, Fluvanna, Greene, Louisa, Nelson

PRIMARY DATA Household Survey

Tract 9501.01 in Nelson County

Arrington, Gladstone, Norwood, Shipman, Schuyler, Wingina

238
doors knocked

100
responses

Given the similar rural context, demographics, and health access challenges across the district's rural localities, the Nelson County results can be considered a reasonable proxy for other rural areas.



PRIMARY DATA

Key Informant Interviews

- Convenience survey
- Folks associated with community partners/
at risk of poor health outcomes
- Follow up interviews in Spring 2025

347

respondents

17

events / locations

~13%

Fluvanna

PRIMARY DATA

Focus Groups

- Similar questions from KII
- Folks associated with community partners/ at risk of poor health outcomes
- Facilitated

22 participants

4 different groups:

- LGBTQAI+
- Folks with Disabilities **
- Spanish speaking CHWs
- Re-entry Community**

** Included 1 resident from Fluvanna.



PRIMARY DATA Surveys

- Unique questions but similar concepts
- General public – within the District
- Stakeholder – staff and leadership serving the District

708

respondents

51

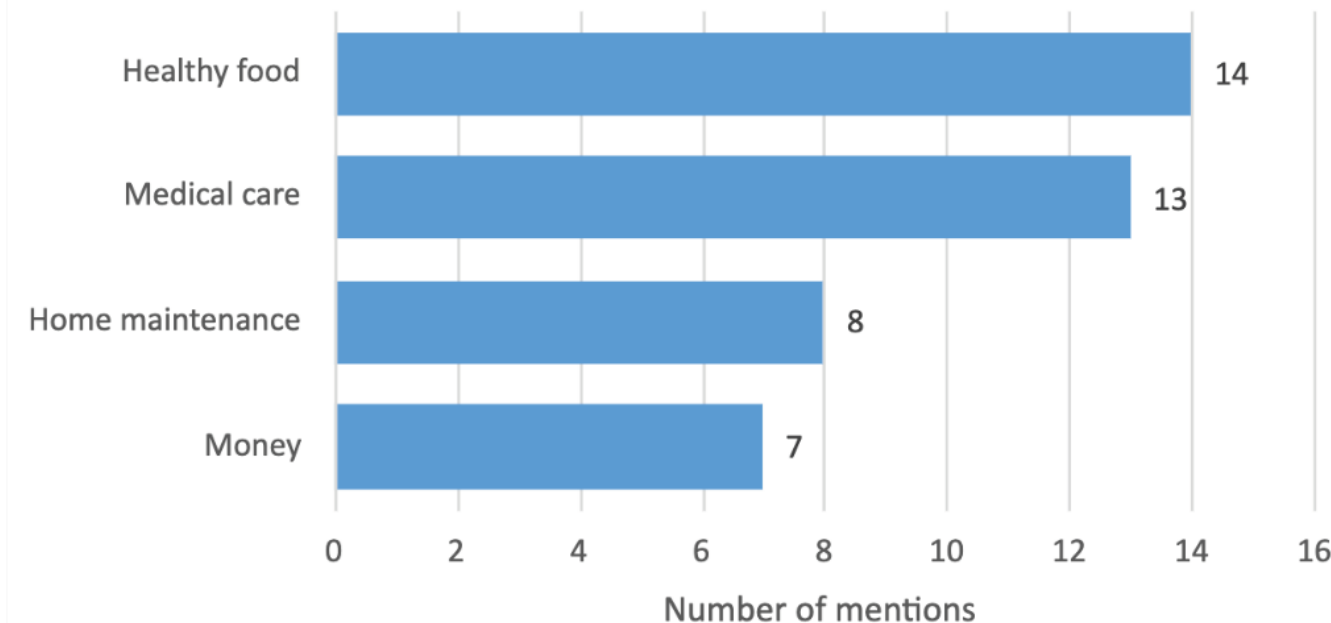
Fluvanna residents
completed the
Community Survey

33%

Stakeholder Survey
participants serve
Fluvanna



Support needed results from online community survey: Fluvanna



PRIMARY DATA

Photovoice

- 7 Monticello High School students who were part of the Starr Hill Pathways program
- Sponsored and Facilitated by UVA Health
- Included Photography + Focus Group

7

participants

3

themes

- **Assets** — something or someone of value
- **Well-being** — comfort, good health, and happiness
- **Resilience** — the ability to survive and thrive

Students emphasized that caring for health is about everyday opportunities to feel safe, supported, and connected.



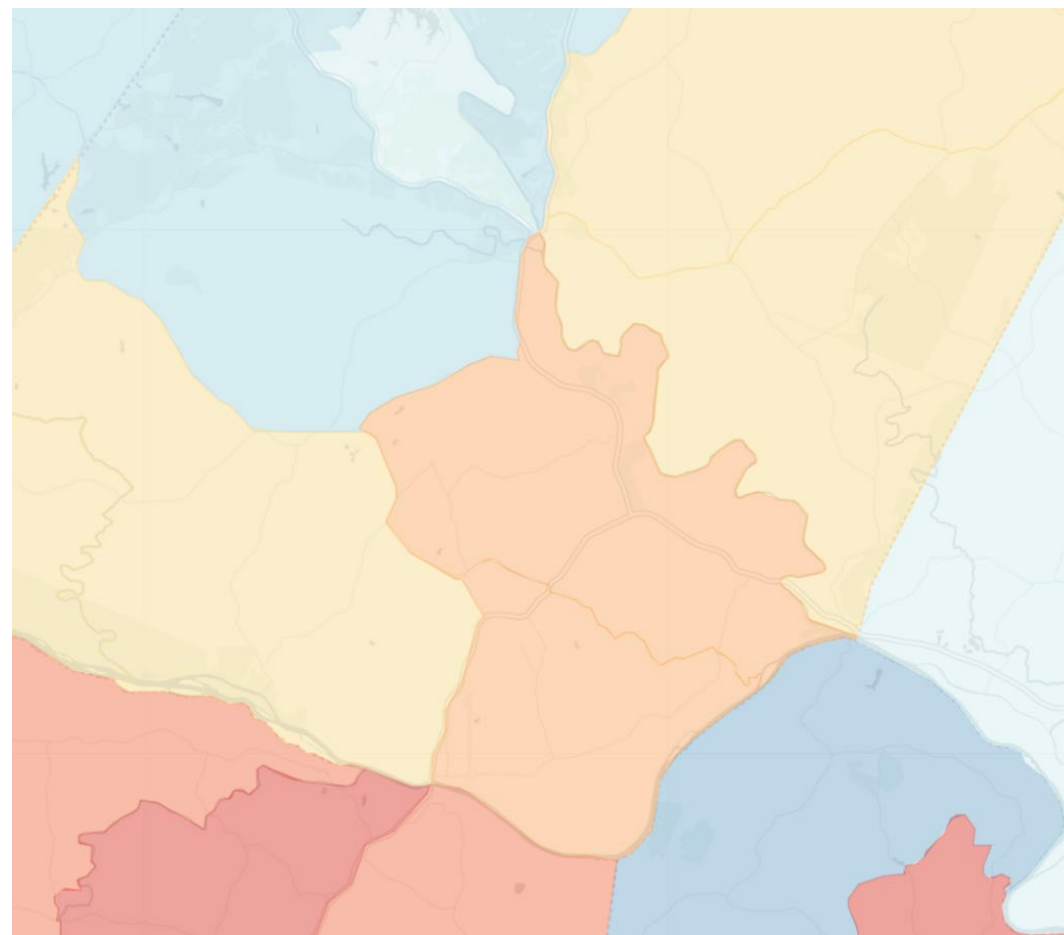
SECONDARY DATA

The ADI is a national measure of neighborhood socioeconomic disadvantage that's reported in census block groups — which are smaller than tracts.

We averaged the ADI percentiles for the block groups within each census tract, adjusting for how many people live in each block group. This produced a tract-level summary score for each area.

ADI Indicators include:

- Education
- Employment
- Income
- Rent/Mortgage
- Home ownership
- Car at home
- Phone
- Plumbing
- Crowding
- Poverty thresholds



Columbia/ Fork Union
Census Tract 202

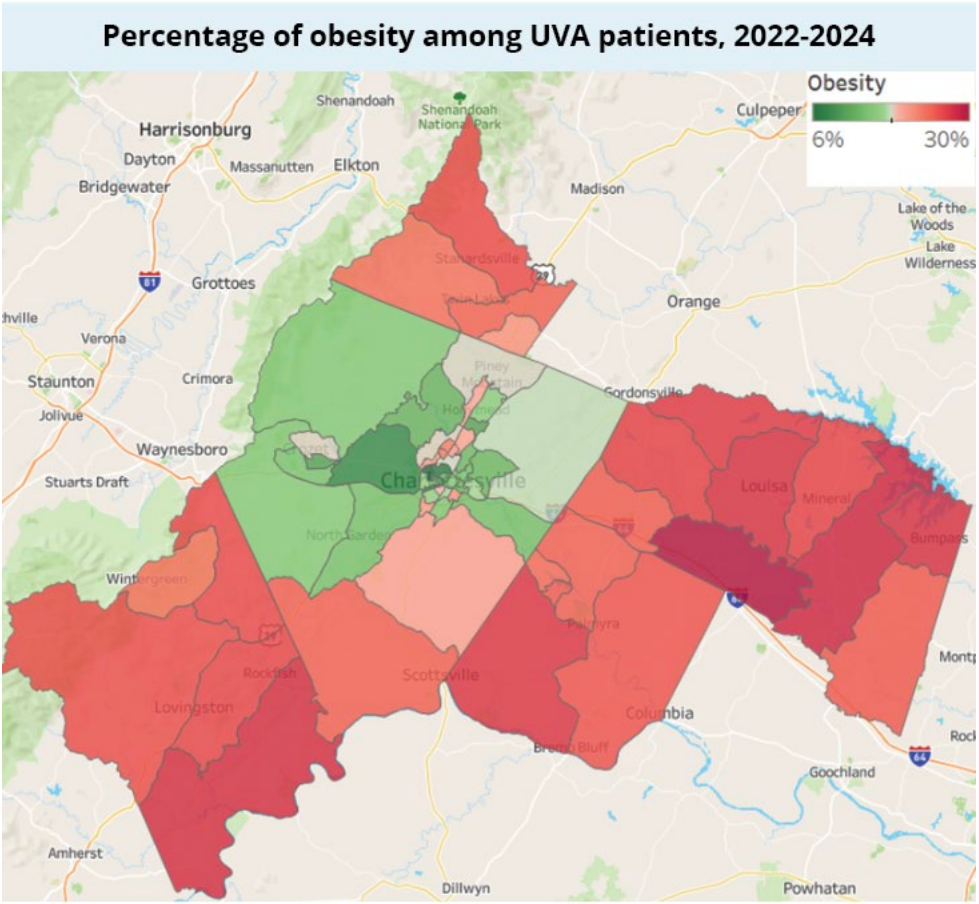
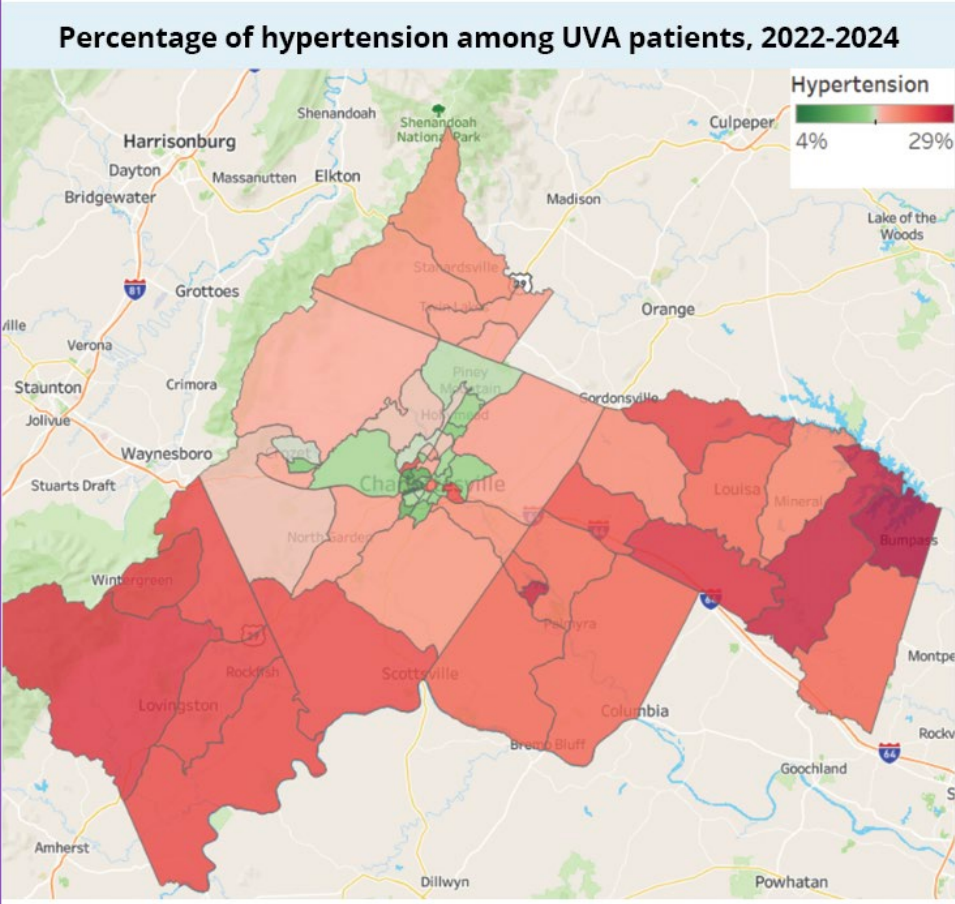
SECONDARY DATA

Aggregated electronic medical record data provided by UVA Health's internal data team.

~99,500
Geocoded patients

Who had at least one medical visit within the past three years (2022–2024)

Maps show the percent of patients diagnosed with each condition for each tract.

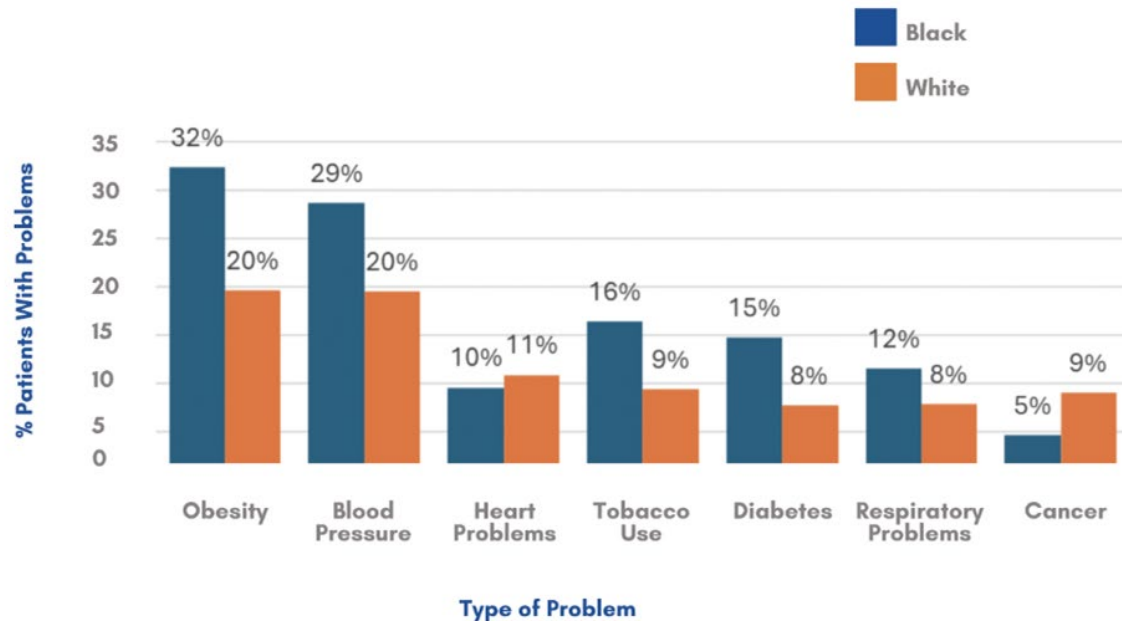


SECONDARY DATA

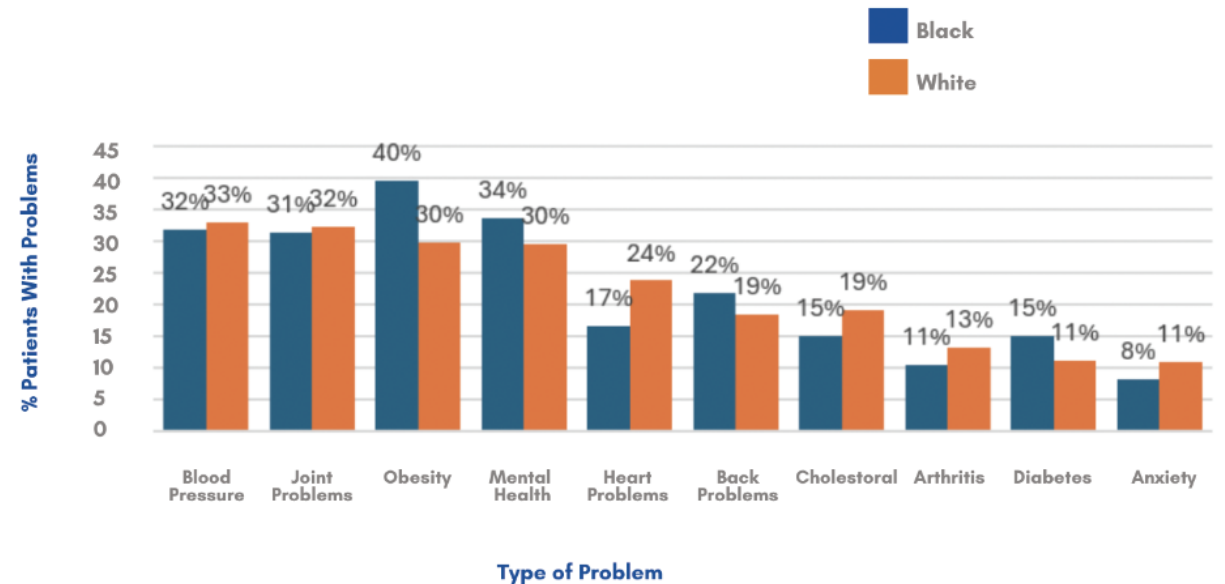
In UVA Health data, Black patients suffer much more than White patients from obesity, hypertension, tobacco use, diabetes, and respiratory problems: from 45% to 88% more. In the SMJMG data, Black patients have a third higher prevalence of obesity than White patients, and heart problems are 43% more prevalent in White patients than in Black patients.

BOS2025-11-05 p.23/84

UVA Health patient health problems, in BRHD, 2022-2024
By Race



Sentara Martha Jefferson Medical Group patient health problems, in BRHD, 2022-2024
By Race



SECONDARY DATA

An“X” indicates that the locality has a value at least 10% worse than the state’s.

The number listed reflects the amount of “X” in that category.

Blue highlight indicates a particular outlier for a problem area. For instance, under “Health Care Access”, Fluvanna was at least 10% worse than the state average for three out of the three indicators.

Problem area	Fluvanna
Health	2
Premature deaths	
Child deaths	
Injury deaths	
Motor vehicle deaths	X
Firearm deaths	
Suicide deaths	X
Fair or poor health	
Low birthweight	
Teen births	
HIV	
Behavior	1
Smoking	
Physically inactive	
Excessive drinking	X
Alcohol-related driving deaths	
Drug overdose deaths	
Health care access	3
Primary care physicians	X
Dentists	X
Mental health providers	X

Environment	1
Traffic volume	
Air pollution	
Access to exercise opportunities	X
Social determinants	1
Income	
Children in poverty	
Free/reduced lunch	
Food insecurity	
Uninsured	
Housing problems	
Income inequality	
Access to healthy foods	
Single-parent households	
Child-care centers	
School reading scores	
High school education	
Some college education	
Census participation	
Social association	X
Juvenile arrests	
Broadband access	

Problems



- Diabetes
- Blood pressure
- Mental health
- Weight issues
- Heart problems

Obstacles



- Access to healthcare
- No time
- Healthy Food access
- Money
- Transportation
- Aging
- Lack of exercise

Supports Needed



- Money
- Doctors close by
- Community support
- Health information
- Recreational opportunities/gyms
- Mental health support
- Home maintenance
- Access to affordable timely care
- Transportation
- Access to healthier food

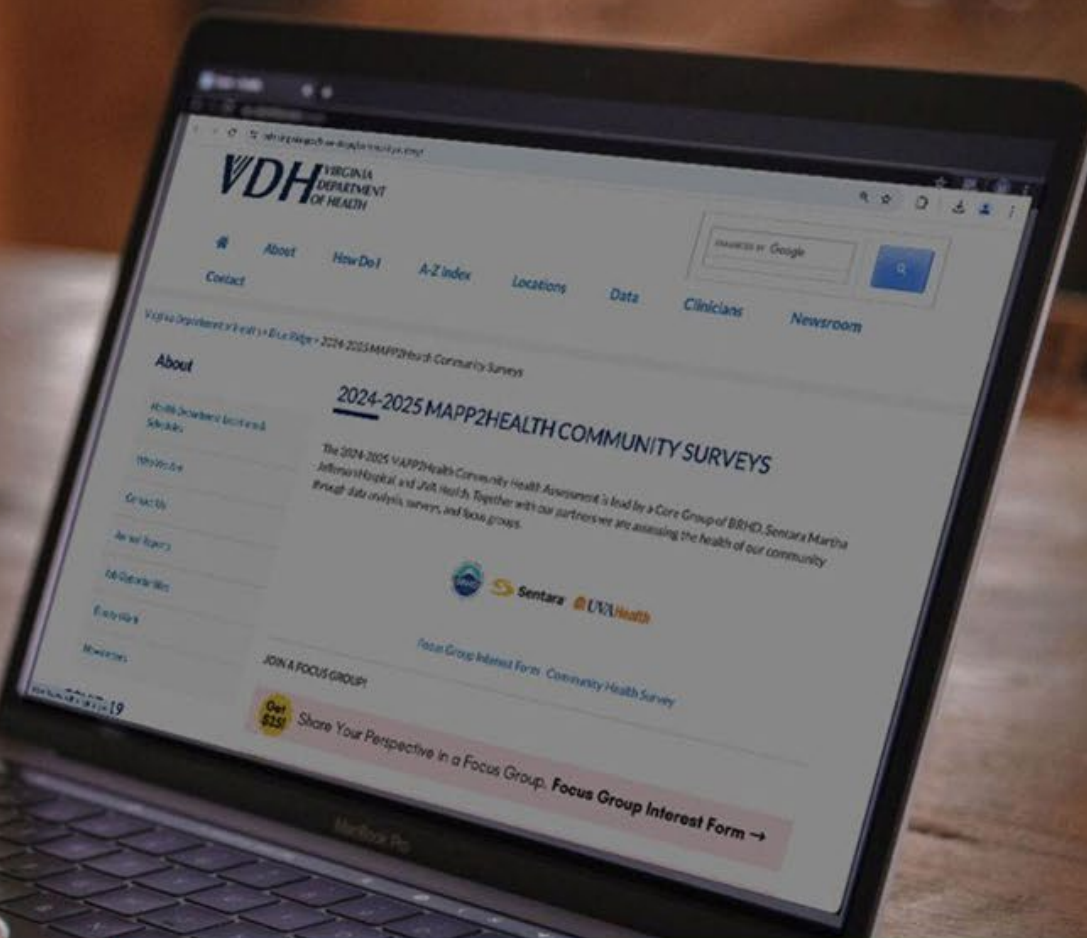


Recommendations for the CHIP

80 Key Informant Interviews Ideas included:

- Healthy eating classes with culturally familiar foods, budgeting support, and transportation to class (or done virtually)
- Community-led groups for connections and accountability to improve physical activity and mental health
- Mobile and free healthcare nearby
- Transportation support - including transit, personal vehicle maintenance, and insurance
- Improved efforts at advertising and marketing of services to connect rural residents to those resources

- Join us in the work



FOLLOW YOUR CHIP!

2025 MAPP2Health

ALBEMARLE • CHARLOTTESVILLE • **FLUVANNA** • GREENE • LOUISA • NELSON

Demographics (2023 Estimates)

POPULATION SIZE

- **27,764:** Fluvanna County is predominately rural, with a population density of 96 people per square mile.

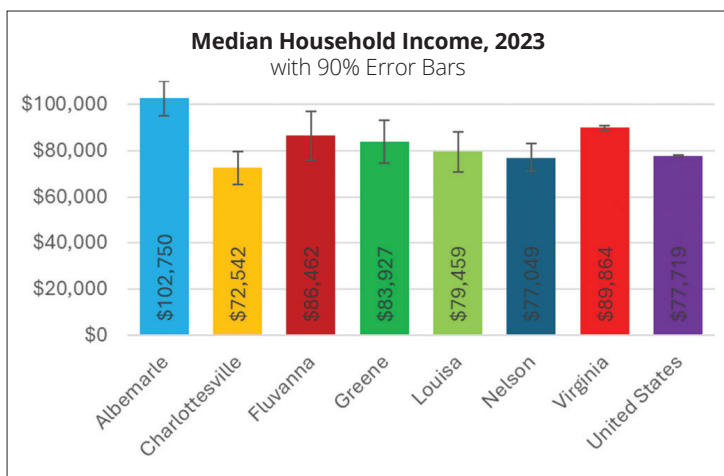
AGE

- 20.8% are 65 years or older

RACE & ETHNICITY

- 76.7% White
- 12.6% Black
- 7.2% Multiple Races
- 0.9% Asian
- 4.4% are Hispanic (lowest in the district)
- Of people at least five years old, 4.6% speak a language other than English at home

MEDIAN HOUSEHOLD INCOME



Median Household Income, BRHD Localities, BRHD as a whole, and Virginia. The median household income values here come from the Census Small Area Income and Poverty Estimates (SAIPE) program, based on sampling populations; generally, the more samples, the more accurate the estimate. The error bars here show how accurate each estimate is; roughly speaking, if the error bars for two localities overlap a lot, then it would be invalid to conclude that the true median incomes are different.

Source: U.S. Census Bureau, Small Area Income and Poverty Estimates, SAIPE Interactive Data Tool. https://www.census.gov/data-tools/demo/saie/#?s_state=51&s_county=51003,51540,51065,51079,51109,51125&s_district=&s_geography=county&s_measures=mhi&map_yearSelector=2022&x_tableYears=2023,2022

2025 MAPP2Health narrows in on three major community-identified priorities:



Chronic Conditions, specifically obesity and mental health



Access to Healthcare



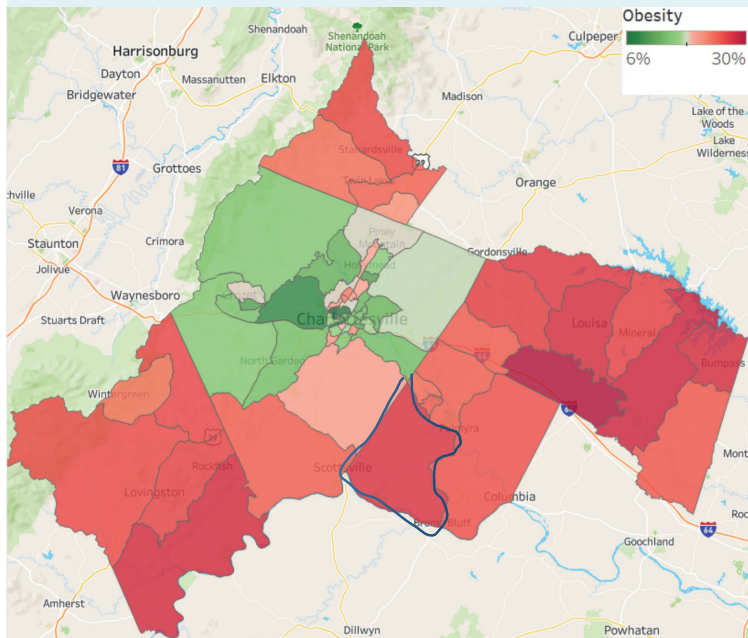
Social Drivers, specifically access to healthy food, economic stability, and transportation

Health Indicators

Locality	Years of Potential Life Lost Before Age 75 per 100,000 People
Virginia	7,297
Albemarle	4,986
Charlottesville	6,342
Fluvanna	6,629
Greene	6,018
Louisa	9,456
Nelson	7,842

From the 2024 County Health Rankings & Roadmaps: A key high-level health indicator is “premature death,” defined as the rate of years of potential life lost before age 75 per 100,000 people. The premature death rate in Louisa is 30% worse than in Virginia as a whole and far more than other localities in BRHD.

Percentage of obesity among UVA patients, 2022-2024

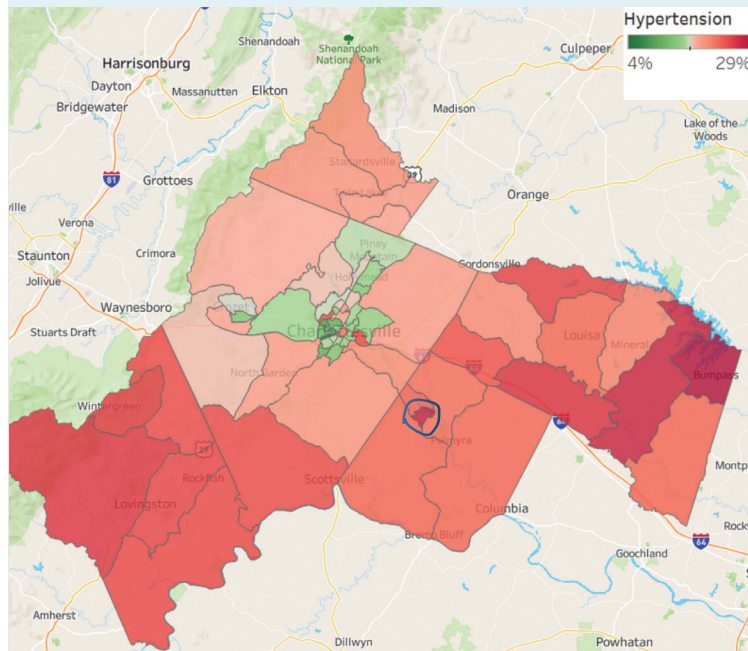


From the 2024 County Health Rankings & Roadmaps: In the table below, an "X" indicates that the locality has a value at least 10% worse than the state's. The number listed represents how many "X" for that category.

The blue highlight indicates a particular outlier for a problem area. For instance, under "Health Care Access", Fluvanna was at least 10% worse than the state average for three out of the three indicators.

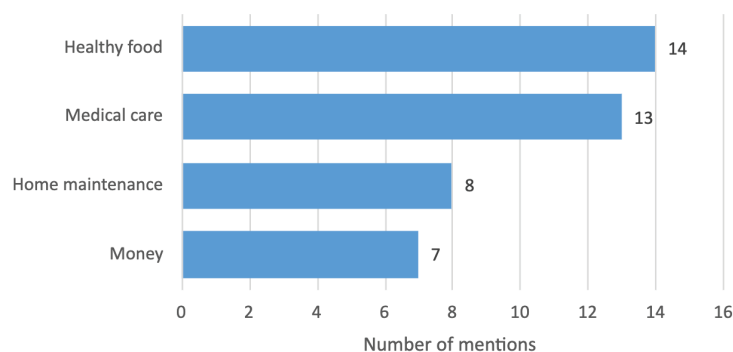
Problem area	Fluvanna	Social determinants	1
Health	2		
Premature deaths		Income	
Child deaths		Children in poverty	
Injury deaths		Free/reduced lunch	
Motor vehicle deaths	X	Food insecurity	
Firearm deaths		Uninsured	
Suicide deaths	X	Housing problems	
Fair or poor health		Income inequality	
Low birthweight		Access to healthy foods	
Teen births		Single-parent households	
HIV		Child-care centers	
Behavior	1	School reading scores	
Smoking		High school education	
Physically inactive		Some college education	
Excessive drinking	X	Census participation	
Alcohol-related driving deaths		Social association	X
Drug overdose deaths		Juvenile arrests	
		Broadband access	
Health care access	3		
Primary care physicians	X		
Dentists	X		
Mental health providers	X		
Prevention	0		
Preventable hospitalizations			
Flu vaccination			
Environment	1		
Traffic volume			
Air pollution			
Access to exercise opportunities	X		

Percentage of hypertension among UVA patients, 2022-2024

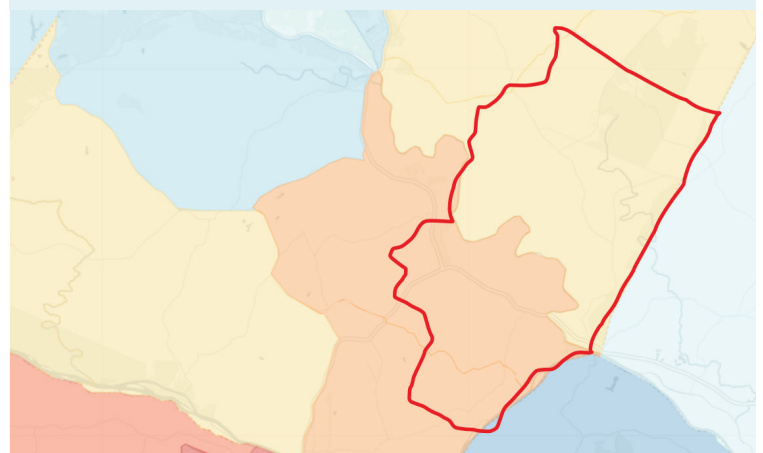


Source: 2025 Mapbox © OpenStreetMap; UVA Health Medical Records Data, 2022-2024

Support needed results from online community survey: Fluvanna



Census Tract with Highest Area Deprivation Index Score



Census Tract 202; ADI score 53% National Percentile.

Source: <https://www.neighborhoodatlas.medicine.wisc.edu/mapping>

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

TAB C

MEETING DATE:	November 5, 2025				
AGENDA TITLE:	Economic Development Project Updates				
MOTION(s):	N/A				
BOS WORKPLAN?	Yes X	No	If yes, which item(s):	D1	
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			X		
STAFF CONTACT(S):	Jennifer Schmack, Director of Economic Development				
PRESENTER(S):	Jennifer Schmack, Director of Economic Development				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	Provide an update on Economic Development projects in Fluvanna County.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

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

TAB D

MEETING DATE:	November 5, 2025				
AGENDA TITLE:	Food and Beverage Tax Update				
MOTION(s):	N/A				
BOS 2 YEAR GOALS?	Yes	No	If yes, which goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			X		
STAFF CONTACT(S):	Dan Whitten, County Attorney				
PRESENTER(S):	Dan Whitten, County Attorney				
RECOMMENDATION:	Informational				
TIMING:	Routine				
DISCUSSION:	• Supervisor Goad has requested a presentation on the Food and Beverage Tax. • The presentation will outline the duties of the Commissioner of the Revenue and the Treasurer's Office in relation to the Food and Beverage Tax. • The presentation will also outline the food and beverage tax quick reference guide that was sent out to all restaurants by the Commissioner of the Revenue's Office.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	• Food and Beverage Tax Quick Reference Guide				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X				

Fluvanna County Food & Beverage Tax: Quick Reference Guide

Guidelines by Seller Type

- **RESTAURANTS:**
 - ALL food and beverage items are taxable
 - Various merchandise (clothing, accessories, etc.) = is NOT taxable
- **GROCERY AND/OR CONVENIENCE STORE DELICATESSAN COUNTERS:**
 - Items sold in and/or marked with a “deli” sticker/barcode/label = ARE taxable
 - Packaged and/or ready to eat single-serving items sold in and/or marked with a “deli” sticker/barcode/label = ARE taxable
 - Meats and/or cheeses sold by the pound = are NOT taxable
 - Various merchandise (clothing, accessories, etc.) = is NOT taxable
- **FOOD TRUCKS:**
 - ALL food and beverage items are taxable
 - Various merchandise (clothing, accessories, etc.) = is NOT taxable
- **WINERIES, BREWERIES, MEADERIES, ORCHARDS, ETC.:**
 - ALL food and beverage items are taxable
 - Sealed alcoholic beverages purchased for off-premises consumption = are NOT taxable
 - Various merchandise (clothing, accessories, etc.) = is NOT taxable
- **CATERERS:**
 - ALL food and beverage items are taxable; however, the food and beverage tax collected is remitted to the city/county **in which the items are prepared.**
- **BAKERIES:**
 - **With** a sit-down area: ALL food and beverage items are taxable
 - **Without** a sit-down area: are NOT taxable

Less Common Seller Types

- **HOSPITALS & NURSING HOMES:**
 - All food and beverages provided to residents/patients: are NOT taxable
 - Food and beverages sold to employees and the general public = ARE taxable
- **INDUSTRIAL CAFETERIAS:**
 - Food and beverages sold to employees = are NOT taxable
 - Food and beverages sold to the general public = ARE taxable

Quick Facts

- The food and beverage tax is a four percent (4%) tax levied on food and beverages sold by restaurants as the term is defined in the Code of Virginia. *NOTE: This tax applies in addition to all other taxes and fees required by law, regardless of payment method (cash or credit).*
- Applicable businesses are required to file a Fluvanna County Food & Beverage Tax Registration form with the Office of the Commissioner of the Revenue.
- Restaurants are considered places/operations where food is prepared and served to the public, on/off premises, and/or places/operations preparing/storing food for distribution to those of the same (or related) business operation, for service to the public.
- Any discretionary gratuity is non-taxable.
- Sellers may keep a three percent commission of the tax amount due (if submitted and paid on time) and is accounted for in the form of a deduction on their return. This deduction is intended to offset the seller’s cost of administering the tax.

Common Exemptions

- Alcoholic/nonalcoholic beverages sold in factory sealed containers and purchased for off-premises consumption
- Food and/or beverages sold by churches that serve meals for members as a regular part of their religious observances
- Food and/or beverages when consumed and paid for by the Commonwealth of Virginia, any political subdivision of the Commonwealth, or the United States
- Food and/or beverages sold by day care centers
- Anything that falls under the definition of “food” in the Food Stamp Act, except for the following items: sandwiches, salad bar items sold from a salad bar, prepackaged single-serving salads consisting primarily of vegetables, and non-factory sealed beverages
- Food and beverages provided by a public or private non-profit charitable organization or establishment to elderly, infirm, blind, handicapped, or needy persons in their homes, or at central locations
- Food and beverages provided by restaurants to their employees as part of their compensation when no charge is made to their employee
- Food and beverages sold through vending machines
- Food and beverages sold by volunteer fire departments and rescue squads; nonprofit churches or other religious bodies; educational, charitable, fraternal, or benevolent organizations, on an occasional basis, not exceeding three times per calendar year as a fundraising activity, the gross proceeds of which are to be used by such church, religious body or organization exclusively for nonprofit educational, charitable, benevolent, or religious purposes
- Sellers at local farmers markets and/or roadside stands, when such seller’s annual income from such sales does not exceed \$2,500.00.

Records Retention, Remittance, Penalties

- Sellers collecting the food and beverage tax must retain records of gross sales of food and/or beverages, amounts charged to customers, the date of charges, taxes charged per customer, and amount of tax liability due.
- Remittance of taxes owed is due on the 20th of each month, following the month of collection (payment of food and beverage tax collected in June would be due July 20th). *NOTE: If the due date should fall on a weekend or holiday, payment will be due the next business day.*
- Payments are accepted in person at the Fluvanna County Treasurer’s Office during normal business hours, on the payment due date, prior to the due date, or via USPS. *NOTE: Mailed items must include a postmarked date on or before the due date.*
- Penalties could result for late remittance or noncompliance:
 - If any seller fails or refuses to remit to the Treasurer the tax required to be collected and paid within the time and in the amount specified, or fails or refuses to file a return within the time specified, there shall be a penalty in the amount of 10% of the total amount of the tax owed if the failure is not for more than one month, with an additional penalty of 5% of the total amount of the tax owed for each additional month or fraction thereof during which the failure continues, such penalty not to exceed 25% of the taxes collected.
 - Any person required to collect, account for and pay food and beverage tax who willfully fails to collect or truthfully account for and pay, and any person who willfully evades or attempts to evade the food and beverage tax or payment thereof, shall be guilty of a **class 1 misdemeanor**.

This is a quick reference guide ONLY. Copies of both the Code of Virginia and the Code of the County of Fluvanna can be found online or by contacting our office at (434) 591-1940, emailing meganmorris@fluvannacounty.org, or in-person at 34 Palmyra Way in Palmyra, Virginia 22963.

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

TAB E

MEETING DATE:	November 5, 2025				
AGENDA TITLE:	2026 Thomas Jefferson Planning District Legislative Program				
MOTION(s):	I move the Board of Supervisors approve the 2026 Thomas Jefferson Planning District Legislative Program as presented.				
BOS WORKPLAN?	Yes	No	If yes, which item(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	David C. Blount, Deputy Director/Director of Legislative Services TJPDC				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	The draft program lists three top legislative priorities for 2026 as follows: 1. Public Education Funding 2. Budgets and Funding 3. Land Use and Growth Management The accompanying "Legislative Positions" section focuses on the most critical recommendations and positions in other areas of current interest and concern in the region.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	• Thomas Jefferson Planning District 2026 Legislative Program Draft and Memo				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X



October 27, 2025

TO: Members, Fluvanna County Board of Supervisors
Fluvanna County Administrator

FROM: David C. Blount, Director of Legislative Services

RE: 2026 TJPDC Legislative Program Approval

Attached for your review and consideration is the draft 2026 TJPDC Legislative Program. It will be on the agenda for approval at your November 5 meeting. The draft program continues three top legislative priorities for 2026 as follows:

- 1) Public Education Funding
- 2) Budgets and Funding
- 3) Land Use and Growth Management

The accompanying "Legislative Positions" section focuses on the most critical recommendations and positions in other areas of current interest and concern in the region.

Items in the draft program that have been substantively amended are noted following this memo.

A summary of the priority positions will be produced and distributed later for you to use in continuing to communicate with your state legislators.

Thank you for your consideration.

Recommended Action: Approve the draft 2026 TJPDC Legislative Program

Substantive Changes to Legislative Priorities and Positions

Public Education Funding (p. 1; first paragraph of rationale): Adds language regarding the federal government's fundamental changes in its funding relationship with states.

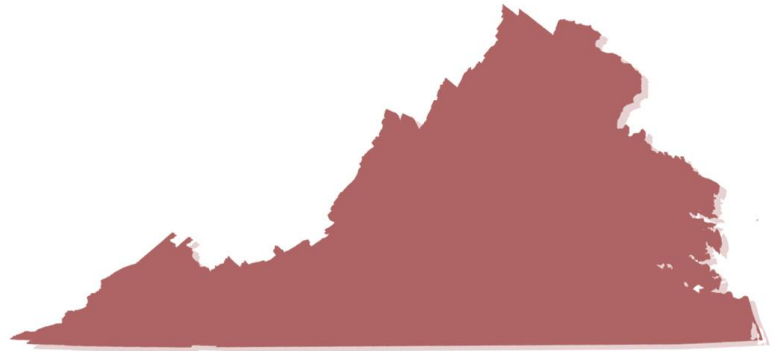
Budgets and Funding (p. 2; first paragraph): New language stresses that the state 1) not shift costs to localities of programs previously supported by federal funds; and 2) should collaborate with local governments to implement required changes to programs with shared responsibility.

Children's Services Act (p. 3; fourth bullet): Adds language opposing caps on state reimbursement under the Children's Services Act.

Health and Human Services (p. 6 - 7; various): New language encourages support for the following:

- 1) investment in staff training and other tools to enable local social services staff to administer revised SNAP and Medicaid programs effectively and efficiently (p. 6, second bullet);
- 2) rural hospitals facing reductions in overall Medicaid funding (p. 7, first bullet); and
- 3) additional funding to local communities to assist low-income working families with childcare costs (p. 7, third bullet).

Transportation (p. 8; first paragraph): Adds language supporting additional state investment to meet increasing demands for new construction and maintenance for existing transportation infrastructure.



Thomas Jefferson Planning District

2026 LEGISLATIVE PROGRAM

Thomas Jefferson Planning District

Albemarle County | City of Charlottesville
Fluvanna County | Greene County
Louisa County | Nelson County

October 2025
DRAFT

Keith Smith, Chair
Christine Jacobs, Executive Director
David Blount, Director of Legislative Services

TOP LEGISLATIVE PRIORITIES

Public Education Funding

PRIORITY: The Planning District’s member localities urge the State to fully fund its share of the realistic costs of the Standards of Quality (SOQ) and reverse policy changes that previously reduced funding or shifted funding responsibility to localities.

With the federal government fundamentally changing its funding relationship with states, policymakers in Virginia are pledging to exercise caution in development of the next state biennial budget. Also added to the mix is more than \$1.5 billion needed to meet increasing state K-12 education rebenchmarking costs and for Medicaid.

The State will spend more than \$21 billion dollars on direct aid to public education in the current biennium. Additional state funding for teacher salaries, at-risk students and childcare subsidies in the current biennium are appreciated. However, we continue to believe that the State should increase its commitment to public education in a manner that reflects the true costs of K-12 education. The 2023 Joint Legislative Audit and Review Commission (JLARC) report on K-12 education funding confirmed this, finding that public education in Virginia is underfunded, while noting that local school divisions receive less K-12 funding per student than divisions in other states and several key funding benchmarks.

Local governments consistently go “above and beyond” their responsibilities by appropriating twice as much K-12 funding as required by the state. We believe localities need an adequately defined SOQ that more equitably shares the costs of public education between the state and local governments, in order to ensure the overall success of students across the Commonwealth.

Further, we urge state efforts to support 1) flexibility in the use of state funds provided for school employee compensation; 2) adequate pipeline programs for teachers, especially in critical shortage areas; and 3) funding and policies that assist localities in addressing challenges with hiring school bus drivers and mental health professionals.

Budgets and Funding

PRIORITY: The Planning District’s member localities urge the governor and legislature to preserve and enhance state aid to localities, to not impose unfunded mandates on or shift costs to localities, and to enhance local revenue options.

As the State addresses spending priorities for the current biennium, we encourage support for K-12 education, health services, public safety, economic development and other public goals. Localities continue to be the state’s “go-to” service provider and we believe state investment in local service delivery must be enhanced. The State should not expect local governments to pay for new funding requirements or to expand existing ones on locally delivered services, without a commensurate increase in state financial assistance.

As the state confronts declines in financial support and additional spending requirements from the federal government, we urge the state to avoid shifting costs for programs previously supported by federal funds to localities, and to collaborate with local governments to implement required changes to programs with shared state/local responsibility. Generally, we oppose unfunded state and federal mandates and the cost shifting that occurs when the State or the federal government fails to fund requirements or reduces or eliminates funding for programs. Doing so strains local ability to craft effective and efficient budgets to deliver required services or those demanded by residents.

We support the legislature making additional revenue options available to localities in order to diversify the local revenue stream. Any tax reform efforts should examine the financing and delivery of state services at the local level and how revenue is generated relevant to our economic competitiveness. The State should not eliminate, phase out or restrict local revenue sources or confiscate or redirect local general fund dollars to the state treasury. This includes any state-mandated exemptions to local revenue sources, Communications Sales and Use Tax Trust Fund dollars, and the local share of recordation taxes, unless a viable revenue replacement to local governments is established.

Land Use and Growth Management

PRIORITY: The Planning District's member localities urge the State to resist preempting or circumventing existing land use authorities, but rather support local authority to plan and regulate land use.

In the past, the General Assembly has enacted both mandated and optional land use provisions. Some have been helpful, while others more recently have prescribed one-size-fits-all rules that hamper different local approaches to land use planning. Accordingly, we support local control of decisions to plan and regulate land use and oppose legislation that weakens these key local responsibilities.

- We support the State providing additional tools to plan and manage growth, as current land use authority often is inadequate to allow local governments to provide for balanced growth in ways that protect and improve quality of life.
- We support local authority to address siting and other impacts associated with utility-scale installation of clean energy resources and facilities. We support state funding and technical assistance that address the planning, production, transmission, and deployment of new energy resources.
- We support broader impact fee authority for facilities other than roads, and changes to the current proffer law that limit the scope of impacts that can be addressed by proffers.
- We oppose legislation that would 1) restrict local oversight of the placement of various telecommunications infrastructure; 2) single out specific land uses for special treatment without regard to the impact of such uses in particular locations; and 3) exempt additional facilities serving as event spaces from building, fire code and other health and safety regulations.
- We believe accessory dwelling units should not be mandated, and that local governments should retain the authority to regulate them.
- We request 1) state funding and incentives for localities, at their option, to acquire, preserve and maintain open space, and 2) enhanced ability for localities to balance growth and development as it pertains to farm and forestland within their jurisdiction.
- We support greater flexibility for localities in the preservation and management of trees.

LEGISLATIVE POSITIONS

Broadband

The Planning District's member localities urge and support state and federal efforts and financial incentives that assist localities and their communities in deploying universal, affordable access to broadband technology in unserved areas. While we appreciate federal and state actions that have substantially increased funding for the Virginia Telecommunication Initiative (VATI), we believe state and federal support for broadband expansion that utilizes both fiber and wireless technologies, public/private partnerships and regulated markets should include the following:

- Support for cooperative efforts among private broadband, internet and wireless companies, and electric cooperatives to ensure access to service at an affordable cost.
- Support for linking broadband efforts for education and public safety to private sector efforts to serve businesses and residences.
- Maintaining local land use, permitting, fee and other local authorities.
- The ability of localities to establish, operate and maintain sustainable broadband authorities to provide essential broadband to communities.
- Provisions and incentives that would provide a sales tax exemption for materials used to construct broadband infrastructure.

Children's Services Act

The Planning District's member localities urge the State to be partners in containing Children's Services Act (CSA) costs and to better balance CSA responsibilities between the State and local governments. Accordingly, we take the following positions:

- The costs of CSA should be fully funded in the state's base budget, with allocations based on realistic anticipated levels of need. We support local ability to use state funds to pay for mandated services provided directly by the locality, specifically for private day placements, where the same services could be offered in schools.
- We support the state maintaining cost shares on a sum sufficient basis by both the state and local governments; changing the funding mechanism to a per-pupil basis of state funding would shift the sum sufficient portion fully to localities, which we would oppose.
- We support enhanced state funding for local CSA administrative costs.
- We support a cap on local expenditures (with the State making up any gaps) in order to combat higher costs for serving mandated children. We do not support caps on state reimbursement which limit the state's exposure to increasing costs.
- We support the state being proactive in making residential facilities, services, and service providers available, especially in rural areas, and in supporting local efforts to provide facilities and services on a regional level.
- We oppose state efforts to increase local match levels and to make the program more uniform by attempting to control how localities run their programs.

Economic and Workforce Development

The Planning District's member localities recognize economic development and workforce training as essential to the continued viability of the Commonwealth. Policies and additional state funding that closely link the goals of economic and workforce development and the state's efforts to streamline and integrate workforce activities and revenue sources are crucial. Accordingly, we support the following:

- Enhanced coordination with the K-12 education community to equip the workforce with in-demand skill sets, so as to align workforce supply with anticipated employer demands.
 - Continuing emphasis on regional cooperation in economic, workforce and tourism development.
 - Continuation of the *GO Virginia* initiative to grow and diversify the private sector in each region.
 - State job investment and small business grants being targeted to businesses that pay higher wages.
 - State support for the Virginia Business Ready Sites Program and for an economic development project adjacent to the existing Rivanna Station.
 - Increased state funding for regional planning district commissions.
-

Education

The Planning District's member localities believe that, in addition to funding the Standards of Quality (as previously noted), the State should be a reliable funding partner with localities by recognizing other resources necessary for a high-quality public education system. Accordingly, we take the following positions:

- Concerning school facilities:
 - >We support allowing all localities the option of levying a one-cent sales tax to be used for construction or renovation of school facilities.
 - >The State should discontinue seizing dollars from the Literary Fund to help pay for teacher retirement.
 - >We appreciate and support the school construction assistance programs enacted in 2022 and request that they be consistently funded.
- We support 1) amending the LCI formula to recognize the land use taxation value, rather than the true value, of real property; and 2) preserving current *Code* provisions stipulating that local school funds unexpended at the end of the year be retained by the local governing body.
- We believe that unfunded liability associated with the teacher retirement plan should be a shared responsibility of state and local government.

Environmental and Water Quality

The Planning District's member localities believe that environmental and water quality should be funded and promoted through a comprehensive approach, and address air and water quality, solid waste management, land conservation, climate change, and land use policies. Such an approach requires regional cooperation due to the inter-jurisdictional nature of environmental resources, and adequate state funding to support local and regional efforts. Accordingly, we take the following positions:

- We oppose legislation mandating expansion of the Chesapeake Bay Preservation Act's coverage area. Instead, we urge the State to provide legal, financial, and technical support to localities that wish to improve water quality and use other strategies that address point and non-point source pollution. We also support aggressive state investment in meeting required milestones for reducing Chesapeake Bay pollution to acceptable levels. We support state assistance for cyanobacteria monitoring, mitigation, and remediation efforts, as well as hydrilla treatment and buoy maintenance at Lake Anna.
 - We support state investment targeted to permitted dischargers to upgrade treatment plants, to aid farmers with best management practices, and to retrofit developed areas.
 - We support continued investment in the Stormwater Local Assistance Fund (SLAF) to assist localities with much-needed stormwater projects and in response to any new regulatory requirements.
 - We support the option for localities, as a part of their zoning ordinances, to designate and/or reasonably restrict the land application of biosolids to specific areas within the locality.
 - We support legislative and regulatory action to ensure effective operation and maintenance of alternative on-site sewage systems and to increase options for localities to secure owner abatement or correction of system deficiencies.
 - We support dam safety regulations that do not impose unreasonable costs on dam owners whose structures meet current safety standards.
 - The State should be a partner with localities in water supply development and should work with and assist localities in addressing water supply issues, to include providing funding for development and implementation of state-required regional plans and investing in regional projects.
-

General Government

The Planning District's member localities believe that since so many governmental actions take place at the local level, a strong local government system is essential. Local governments must have the freedom, flexibility, and tools to fulfill their responsibilities. Accordingly, we take the following positions:

- State policies should protect local governments' current ability to regulate businesses, to include collection and auditing of taxes, licensing, and regulation (whether they are traditional, electronic, internet-based, virtual, or otherwise), while encouraging a level playing field for competing services in the marketplace.
- We oppose intrusive legislation involving purchasing procedures; local government authority to establish hours of work, salaries and working conditions for local employees; matters that can be adopted by resolution or ordinance; and procedures for adopting ordinances.
- The state should maintain the principles of sovereign immunity for local governments and their employees, to include regional jail officers.

- Localities should have maximum flexibility in providing compensation increases for state-supported local employees (including school personnel), as local governments provide significant local dollars and additional personnel beyond those funded by the State. We also support the use of a notarized waiver to allow volunteer workers to state they are willing to provide volunteer services and waive any associated compensation.
- We urge state funding to address shortfalls in elections administration dollars, as administration has become more complex and federal and state financial support for elections continues to lag the need. We request adequate funding for costs associated with voting equipment, mail in ballots, registrar offices, early voting requirements, and election security standards.
- We urge state funding necessary for agencies to carry out tasks such as processing applications, reviewing permits and other critical administrative functions.
- We support expanding the allowable use of electronic meetings for all local public bodies, with flexibility for them to determine public comment, participation, and other procedures. Also, any changes to FOIA should preserve 1) a local governing body's ability to meet in closed session; 2) the list of records currently exempt from disclosure; 3) provisions concerning the creation of customized records; and 4) provisions allowing public bodies to charge for providing requested records.
- We support the use of alternatives to newspapers for publishing various legal advertisements and public notices.
- We support federal and state funding for localities to acquire and maintain advanced cybersecurity to protect critical systems and sensitive data.
- We support enhanced state funding for local and regional libraries.
- We support expanding local authority to regulate smoking in public places.
- The State should not inhibit the ability of localities to determine how best to use artificial intelligence (AI) or require any related reporting requirements that are unreasonable.

Health and Human Services

The Planning District's member localities recognize that special attention must be given to helping disabled people, poor people, and young and elderly people achieve their full potential. Funding for at-risk individuals and families to access appropriate services remains critical. Recently enacted changes to the Supplemental Nutrition Assistance Program (SNAP) and to Medicaid also will require significant state support and coordination between state agencies and localities. Accordingly, we take the following positions:

- We support full state funding for any local costs associated with Medicaid expansion, including local eligibility workers and case managers, but oppose any shifting of Medicaid matching requirements from the State to localities.
- We support investment in staff training and other tools to enable local social services staff to administer revised SNAP and Medicaid programs effectively and efficiently.
- We support the provision of sufficient state funding to match federal dollars for the administration of mandated services within the Department of Social Services, and to meet the staffing standards for local departments to provide services as stipulated in state law.
- The State should provide sufficient funding to allow Community Services Boards to meet the challenges of providing a community-based system of care for people with behavioral health and developmental disability service needs that helps divert them from needing state hospital care, as well as having services such as outpatient and permanent supportive housing available.

- We support improvements in state hospital capacity to accept individuals under a TDO, and encourage support for rural hospitals facing reductions in overall Medicaid funding.
- We support continued operation and enhancement of early intervention and prevention programs, including the Virginia Preschool Initiative and Part C of the Individuals with Disabilities Education Act (infants and toddlers).
- We support additional funding to local communities to assist low-income working families with childcare costs.

Housing

The Planning District's member localities believe every citizen should have an opportunity to afford decent, safe, and sanitary housing. The State, regions and localities should work to promote a balanced mix of affordable and mixed-use housing, and to expand and preserve the supply and improve the quality of housing that is affordable for the elderly, disabled, and low- and moderate-income households. Accordingly, we take the following positions:

- We support the following specific items: 1) local authority to promote and flexibility in the operation of housing affordability programs and establishment of affordable dwelling unit ordinances; 2) increased federal and state funding, as well as appropriate authority and incentives, to assist communities in fostering an increased supply of housing that is affordable; 3) grants and loans to low- or moderate-income persons to aid in purchasing dwellings; 4) funding for rental assistance to low-income families with school-aged children; and 5) policies and direct state investments to prevent homelessness and to assist the chronic homeless.
- We support incentives that encourage rehabilitation and preservation of historic structures.

Public Safety

The Planning District's member localities encourage state financial support, cooperation and assistance for law enforcement, emergency medical care, criminal justice activities, and fire services responsibilities carried out locally. Accordingly, we take the following positions:

- The Compensation Board should fully fund local positions that fall under its purview, to include supporting realistic levels of staffing to enable constitutional offices to meet their responsibilities and limit the need for localities to provide additional locally funded positions. The Compensation Board should not increase the local share of funding for Constitutional offices or divert money away from them, and localities should be afforded flexibility in the state use of state funds for compensation for these offices.
- We encourage state support and incentives for paid and volunteer fire/EMS/first responders and related equipment needs, given the ever-increasing importance they play in local communities. We oppose regulatory action that hinders the provision of emergency services by increasing costs of operations or deterring recruitment and retention of emergency services employees.
- We support state efforts to assist localities in recruiting and retaining law enforcement personnel.
- We support changes to the Line of Duty Act (LODA) to afford officers employed by private police departments the benefits available under LODA.

- We urge state funding of the HB 599 law enforcement program in accordance with *Code of Virginia* provisions.
- We support adequate and necessary funding for mental health and substance abuse services at juvenile and adult detention facilities and jails.
- We encourage needed funding for successful implementation of policies and programs that 1) supplement law enforcement responses to help individuals in crisis to get evaluation services and treatment; 2) provide alternative transportation options for such individuals; and 3) reduce the amount of time police officers must spend handling mental health detention orders.
- In an effort to fairly share future cost increases, we support indexing jail per diem costs as a fixed percentage of the actual, statewide daily expense average, as set forth in the annual Jail Cost Report.
- We support the ability of local governments to 1) adopt policies regarding law enforcement body worn cameras that account for local needs and fiscal realities, and 2) utilize photo speed camera devices to address safety concerns, including on locally designated highway segments.

Transportation

The Planning District's member localities recognize that revenues for expanding and maintaining all modes of infrastructure are critical for meeting Virginia's well-documented transportation challenges; for attracting and retaining businesses, residents, and tourism; and for keeping pace with growing public needs and expectations. We encourage the State to seek to grow revenue over time to meet increasing demands for new construction and maintenance for existing transportation infrastructure; to prioritize funding for local and regional transportation needs; and to provide financial support to localities for increased workloads for performing administrative functions. Accordingly, we take the following positions:

- As the State continues to adjust the "Smart Scale" prioritization and the funds distribution process, there should be state adequate funding and local authority to generate transportation dollars for important local and regional projects across modes.
- We support additional authority to establish mechanisms for funding transit and non-transit projects in our region.
- We support the Virginia Department of Transportation utilizing Metropolitan Planning Organizations and regional rural transportation staff to conduct local transportation studies.
- We oppose attempts to transfer responsibility to counties for construction, maintenance, or operation of current or new secondary roads.
- We support ongoing state and local efforts to coordinate land use and transportation planning and urge state and local officials to be mindful of various local and regional plans when conducting corridor or transportation planning within a locality or region.

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

TAB F

MEETING DATE:	November 5, 2025				
AGENDA TITLE:	Deer Hunt for Handicapped Hunters at Pleasant Grove				
MOTION(s):	I move that the Board of Supervisors authorize the Sheriff to conduct a deer hunt at Pleasant Grove Park on December 19, 2025 for the purpose of controlling deer numbers, such hunt to be managed by Wheelin' Sportsmen, a non-profit organization providing outdoor recreation opportunities for handicapped hunters.				
BOS WORKPLAN?	Yes	No	If yes, list item(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Aaron Spitzer, Director of Parks and Recreation Eric Hess, Sheriff of Fluvanna County				
PRESENTER(S):	Aaron Spitzer, Director of Parks and Recreation				
RECOMMENDATION:	Approval				
TIMING:	Immediate				
DISCUSSION:	The Sheriff's Office continues to believe that it is necessary to reduce the numbers of deer on Pleasant Grove and that the best means of such control is through a managed hunt under the auspices of Wheelin' Sportsmen, a group affiliated with the National Wild Turkey Federation. The proposal is to permit a small (7-10) group of hunters to take deer during the current hunting season. The hunt will be confined to carefully selected areas of Pleasant Grove on Friday, December 19, 2025. Like the events held in recent years past, it is proposed that the hunt be scheduled for the afternoon only (beginning around 2 p.m.). This reflects the success rate of the afternoon period of past years and is intended to minimize the closing of the Park as well as the time devoted by volunteers and maximizing the safety at the high school. Security will be provided by the sheriff's office, and portions of the property west of the dog park will be closed to public access during that day only. Primary access for hunters will be at the sheriff's office and the main entrance to the Pleasant Grove house. All hunters will be wheel-chair bound or otherwise handicapped, will be duly licensed and will be escorted by qualified volunteers from the community. Wheelin' Sportsmen organizes similar hunts at numerous locations in Virginia, including state parks and other similar properties as well as selected private properties and has done so for many years. It is a qualified charitable organization which maintains a \$2 million liability insurance policy. The County enjoys sovereign immunity. Similar shoots were held in December/January of 2013-2024 with safety and success. It is expected that, if approved, this hunt will be similar, with minor changes based on previous years' experience.				

FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	Similar activities were approved and were carried out in December/January of 2013 through 2024.				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X				X

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

TAB G

MEETING DATE:	November 5, 2025				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors October 7, 2025 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday October 7, 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 October 7, 2025.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

FLUVANNA COUNTY BOARD OF SUPERVISORS
SPECIAL MEETING MINUTES
Fluvanna County Circuit Court
72 Main Street
Palmyra, VA 22963
October 7, 2025
Special Meeting 7:00pm

MEMBERS PRESENT: Chris Fairchild, Cunningham District, Chair
John M. (Mike) Sheridan, Columbia District
Mike Goad, Fork Union District

ABSENT: Tony O’Brien, Rivanna District, Vice Chair
Timothy M. Hodge, Palmyra District

ALSO PRESENT: Eric M. Dahl, County Administrator
Kelly Harris, Assistant County Administrator
Dan Whitten, County Attorney
Jennifer Schmack, Director of Economic Development
Todd Fortune, Director of Planning

1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE
At 7:02pm, Chair Fairchild called to order the Special Meeting of October 7, 2025.

The Board of Supervisors attended the Fluvanna County Planning Commission Regular Meeting. Supervisors had to opportunity to make comments during the public hearings but did take any action for the following advertised items:

- (i) ZTA 25:09 – Amend the “Code of the County of Fluvanna, Virginia,” by amending height regulations for power production plants;
- (ii) SA 25:01 – Planning Commission Substantial Accord Review and Determination for Expedition Generation Holdings per Code of Virginia Section 15.2-2232;
- (iii) SUP 25:04 – Expedition Generation Holdings; and
- (iv) ZMP 25:03 – Rezoning Request, Tax Map 11-A-88 and Tax Map 11-A-93

15 - ADJOURN
Mr. Sheridan left the meeting, and the quorum of the Board of Supervisors ended. The Special meeting of Wednesday, October 7, 2025 was adjourned at 9:02pm.

ATTEST: FLUVANNA COUNTY BOARD OF SUPERVISORS

Kelly Harris
Assistant County Administrator

Christopher S. Fairchild
Chair

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

TAB H

MEETING DATE:	November 5, 2025				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors October 15, 2025 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday October 15, 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 October 15, 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
October 15, 2025
Regular Meeting 6:00pm

MEMBERS PRESENT: Chris Fairchild, Cunningham District, Chair
Tony O’Brien, Rivanna District, Vice Chair
Mike Goad, Fork Union District
Timothy M. Hodge, Palmyra District
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 6:01pm, Chair Fairchild called to order the Regular Meeting of October 15, 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 October 15, 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. Sheridan!!!
- October 26th

2025 Annual Halloween Festival

- Come enjoy the Halloween Festival and Trunk or Treat at Pleasant Grove Park Saturday, October 25, 2025, from 6:30pm to 8:30pm.
- Free and open to the public!
- Semi-scary Haunted Barn and Trunk or Treat start at 6:30pm and end at 8:30pm.
- If you plan on handing out candy or treats from a trunk, you must register your vehicle’s trunk at <https://Fluvanna.recdesk.com> or call (434)589-2016 M-F, 9am-4pm. Trunks must be registered by 12 Noon, Tuesday, October 21, 2025.

Next BOS Meetings

Day	Date	Time	Purpose	Location
Wed	Nov 5	5:00 PM	Regular Meeting	Circuit Court
Wed	Nov 19	6:00 PM	Regular Meeting	Circuit Court
Wed	Dec 3	5:00 PM	Regular Meeting	Circuit Court
Wed	Dec 17	6:00 PM	Regular Meeting	Circuit Court

5 - PUBLIC COMMENTS #1

At 6:03pm, Chair Fairchild opened the first round of Public Comments.

- Tristana Treadway, 893 Courthouse Rd, thanked the Board for recognizing the need and the approval of the inclusive playground.
- Faith Stuart, Shores Rd, commented on the County’s relationship with JABA.
- Don Reynard, 3531 Union Mills Rd, commented on assessments and taxes.
- Patti Reynard, 3531 Union Mills Rd, commented on zoning and assessments around Zion Crossroads.
- Tracy Smith, 2 Sandy Beach Ct, thank the Board for attending the Planning Commission meeting on October 7, 2025 and commented on the public hearing comments from the meeting.

With no one else wishing to speak, Chair Fairchild closed the first round of Public Comments at 6:23pm.

6 – BOARDS AND COMMISSIONS

None.

7 – PRESENTATIONS

Treasurer’s Report – Debbie Rittenhouse, Treasurer

Ms. Rittenhouse gave the Board a brief overview of the bank balances and TACS report outlining the taxes collected as of September.

2026 Board of Supervisors Legislative Priorities Discussion – Eric Dahl, County Administrator
Seeking guidance and input from the Board of Supervisors for their 2026 Legislative Priorities for the Elected Officials Breakfast in November and the upcoming General Assembly session.
2025 Priorities included:

- Health and Human Services
 - CSA – Protected Funding
- General Government and Finances
 - Financial impact of 45 day early voting funding on localities
- Courts
 - “Sealing Legislation” and the impact on the clerk’s office. Sections 19.2-392.5 – 19.2-391.17 of the Code of Virginia.
- Environment, Energy, and Land Use
 - Utility-Scale Renewable Energy Generation and Energy Storage
 - maintaining local authority to address all impacts and all choices associated with utility-scale installations of solar power, wind power, and energy storage facilities
 - Local Authority to plan and regulate land use, farm, and forest preservation
- Public Safety
 - Dispatcher Regrade 9.3%, require localities to provide the raise in addition to local supplements.
 - Fully fund 1 LE deputy per 1,500 population
 - 2% additional salary raise for deputies and nonsworn personnel or equal to no less than other state or state-supported employees.
 - Fully fund DJCS program for ECO/TDO transportation overtime costs - \$12 Million
 - E-911 dispatchers – hazard duty pay
 - Provide additional resources to assist with recruitment, retention, training, and support of first responders.
 - Virginia HB2175 - Fire service needs; sustainability of funding, and alternative funding models.

Mr. Dahl asked if the Board had any information they would like staff to prepare for the Elected Officials Breakfast.

- Mr. Sheridan asked for the dollar amount to be able to show the Elected Officials what percentage we are supposed to pay, and what the County is actually paying.
- Mr. Sheridan also asked for a dollar amount of what early voting costs the County to be able to show how much we spend and ask if it can be shortened.

8 - ACTION MATTERS

FY25 Budget CSA Purchase of Services Supplemental Appropriation – Judy Blakey, CSA Program Manager

- The FY25 CSA Purchase of Services budget is over budget.
- State pool funds will account for approximately 62% of the total CSA Purchase of Services budget, with local funds providing the remaining 38%.
- FY25 expenditures totaled \$3,101,584.12, \$40,798.12 over the FY25 adopted budget of \$3,060,786.00.
- This supplemental appropriation would make the revised FY25 budget \$3,101,584.12.

MOTION:	Approve a supplemental appropriation of \$40,798.12 for the FY25 CSA Purchase of Services Budget, with the \$15,548.16 local portion of funding to come from Unassigned Fund Balance and the state portion of \$25,249.96 to come from the Office of Children’s Services.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

2025 VACo Annual Conference Voting Credentials – Eric Dahl, County Administrator

- Article VI, VACo Bylaws, states that each county shall designate a representative of its board of supervisors to cast its vote(s) at the Annual Business Meeting.

- Association's Bylaws allow a county to designate a non-elected official from your county or a member of a board of supervisors from another county to cast a proxy vote(s) for your county.
- For your county to be certified to vote at the Annual Business Meeting, a completed Voting Credentials Form or a Proxy Statement must be submitted to VACo by October 24, 2025.

MOTION:	Approve John M. Sheridan be appointed Voting Delegate, representing Fluvanna County by casting votes at the 2025 Annual Business Meeting of the Virginia Association of Counties.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

MOTION:	Approve Eric Dahl be appointed Alternate Delegate, representing Fluvanna County by casting votes at the 2025 Annual Business Meeting of the Virginia Association of Counties.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

Operational Medical Director (OMD) Agreement – Dan Whitten, County Attorney

Contract terms the County should be aware of (highlights only, see contract for details):

- One-year agreement for OMD services provided by Dr. Brendan Byrne; automatic renewal of one-year terms unless thirty days’ written notice provided by either party.
- Cost of \$32,000 per year, paid in four quarterly installments of \$8,000.
- Appropriated amount was \$10,000/year; supplemental appropriation of \$22,000 required from Board contingency fund.
- With the current OMD billing in the arrears, a \$10,000 payment was just made for the existing agreement.
- Once the new agreement is effective around November 1, 2025, additional funding will be needed for 3 quarterly payments (\$8,000/qtr x 3).

MOTION:	Approve the Operational Medical Director Agreement with the University of Virginia Physicians Group and authorize the County Administrator to sign the agreement subject to approval as to form by the County Attorney.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

MOTION:	Approve a supplemental appropriation in the amount of \$24,000 with the funds to come from the FY26 Board of Supervisors Contingency Balance.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

9 - PUBLIC HEARING

ZTA 25-08 Amend the Definitions of “Outdoor Entertainment” and “Outdoor Gathering” – Dan Whitten, County Attorney; Todd Fortune, Director of Planning

- This proposed ZTA would amend the Fluvanna County Code by amending § 22-22-1 to amend the definitions of Outdoor Entertainment and Outdoor Gathering to clarify when a Special Entertainment Permit would be required for such events.
 - This ZTA would amend the definitions of Outdoor Entertainment and Outdoor Gathering to stipulate that an event falls under one of these definitions when a charge is imposed for admission.
 - For the definition of Outdoor Entertainment, this ZTA proposes to further amend the definition to stipulate that a Special Entertainment Permit would be needed when the event is expected to attract 1,000 or more people at one time.
- There have been discussions since late 2024 about how permits for special events are handled. The issue was brought back to the forefront recently as two big events were held in September.
- This proposed ZTA was presented to the Planning Commission for review on September 9, 2025. The Commission, by a vote of 5-0, recommended approval of the proposed amendment.

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 ZTA 25:08 an ordinance to amend and reordain “The Code of the County of Fluvanna, Virginia” by amending § 22-22-1 to amend the definitions of “Outdoor Entertainment” and “Outdoor Gathering.”				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

FY26 FCPS Grants Supplemental Appropriation – Gemma Soares, Executive Director for Instruction and Finance

- The Adopted FY2026 budget totals \$117,769,609 in revenues and expenditures. The proposed amendment for the FCPS Budget calls for an increase of \$3,605,471.42 in revenues and expenditures.
- Per Code of Virginia 15.2-2507, any additional appropriation which increases the total budget by more than 1% of the total expenditure budget for that fiscal year requires a public hearing.
- Notice of the public hearing must be advertised at least once in a newspaper of general circulation in the locality at least 7 days prior to the hearing. The advertisement was on October 2, 2025.

Revenue Category	FY26 Adopted	FY26 Revised	FY26 Request	FY26 Revised (NEW Total)
Local - County	23,790,216	-	-	23,790,216
Other Local	454,200	-	-	454,200
State	31,265,400	-	3,282,800.44	34,548,200.44
Federal	1,440,500	-	322,670.98	1,763,170.98
TOTAL	56,950,316	-	3,605,471.42	60,555,787.42

At 7:16pm, Chair Fairchild opened the Public Hearing. With no one wishing to speak, Chair Fairchild closed the Public Hearing at 7:16pm.

MOTION:	Approve a supplemental appropriation of \$3,605,471.42 to the Fluvanna County Public Schools FY26 budget for funds received from State and Federal revenue sources.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

8 - ACTION MATTERS

Authorization to Advertise for a Public Hearing to Enact County Code Section 2-1-8 to Allow Jurors to Donate Their Pay to Specified Recovery Court Service Organizations – Dan Whitten, County Attorney
Virginia Code Authority

- Virginia Code § 17.1-619 authorizes a County to “provide by local ordinance that a juror may direct in writing that compensation due him be paid to the court service unit or to any other agency, authority or organization which is ancillary to and provides services to the courts of the county or city.”

Proposed County Code Section

- The Circuit Court Clerk has requested the authority in the County Code for jurors to donate their pay Offender Aid and Restoration - Jefferson Area Community Corrections or to Region Ten Community Services Board.
- The juror must provide this direction in writing.
- OAR – Jefferson Area Community Corrections and Region Ten Community Service Board provide extensive services to our court, especially with regard to Recovery Court.

MOTION:	Advertise the amendment to the County Code to enact Section 2-1-8 for a public hearing to be held November 19, 2025.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion			Second
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

10 - CONSENT AGENDA

The following items were discussed before approval:

- J - Four-for-Life Supplemental Appropriation
- M - FY26 Fork Union Fire Insurance Claim - 2024 Polaris Ranger ATV – 5293
- R - CRMF - CEN and CAR Replacement Cafeteria Tables
- T - CRMF - Park & Rec Carysbrook Softball Field Lights

The following items were approved under the Consent Agenda for October 15, 2025:

- Minutes of October 1, 2025 – Caitlin Solis, Clerk to the Board
- Four-for-Life Supplemental Appropriation – Theresa McAllister, Management Analyst
- Board of Supervisors Budget Transfer – Eric Dahl, County Administrator
- FY26 EMS Insurance Claim - 2022 Ford F550 Ambulance - (2973) Inland Marine Claim 2016 Stryker Power Pro Ambulance Cot – Linda Mills, Purchasing Officer
- FY26 Fork Union Fire Insurance Claim - 2024 Polaris Ranger ATV - 5293 – Linda Mills, Purchasing Officer
- FY26 Sheriff’s Office Insurance Claim - 2015 Dodge Charger - 4394 – Linda Mills, Purchasing Officer
- FY26 Sheriff’s Office Insurance Claim - 2019 Dodge Charger - 2557 – Linda Mills, Purchasing Officer
- FY26 Sheriff’s Office Insurance Claim - 2019 Dodge Ram 1500 - 4079 – Linda Mills, Purchasing Officer
- FY26 Sheriff’s Office Insurance Claim - 2023 Dodge Charger - 4926 – Linda Mills, Purchasing Officer
- CRMF - CEN and CAR Replacement Cafeteria Tables – Don Stribling, FCPS Executive Director
- CRMF - FCHS Baseball Field Drainage – Don Stribling, FCPS Executive Director
- CRMF - Park & Rec Carysbrook Softball Field Lights – Aaron Spitzer, Director of Parks and Recreation
- Virginia Department of Fire Programs Particulate Blocking Hoods, Extractors and Exhaust Systems Mini - Grant –Tori Melton, Director of Finance and Andrew Pullen, Chief of Kents Store Vol. Fire Department
- Temporary Staff Stipend for Additional Duties – Bates – Dale Critzer, Director of Public Works
- Temporary Staff Stipend for Additional Duties – Harrison - Dale Critzer, Director of Public Works
- Temporary Staff Stipend for Additional Duties – Sharpe – Dale Critzer, Director of Public Works

MOTION:	Approve the consent agenda, for the October 15, 2025 Board of Supervisors meeting.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

11 - UNFINISHED BUSINESS

Tenaska

Mr. Goad asked if sound mitigation on the existing plant can be conditioned in a SUP. The existing plant cannot be shut down for the amount of time it would take to correct sound issues but potentially a fund can be made to help neighboring homes install sound mitigating improvements.

Mr. Sheridan mentioned an issue at Rt 53 and Ruritan Lake Rd, and asked if Tenaska would be willing to correct the traffic issues to address the projected 800 additional vehicles that will come to Fluvanna during construction of the new plant.

- After much discussion, the Board directed staff to secure a traffic study to see how traffic will be impacted by the Tenaska construction.

MOTION:	Approve \$60,000 to be taken from the BOS Contingency Balance, and authorize the County Administrator to approve a contract for a traffic study up to \$60,000.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion			Second
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

Emergency Services

- Mr. Sheridan asked what the status is for a crew at the Kents Store station. MJ Fick informed the Board staffing 12-hour crews is more difficult than a 24-hour crew. Once the 24-hour stations are fully staffed, 12-hour crews will then be advertised.

12 - NEW BUSINESS

- Mr. Sheridan asked if the Kents Store Fire Station can staff one first responder until the EMS station can be fully staffed.

13 - PUBLIC COMMENTS #2

At 8:29pm, Chair Fairchild opened the second round of Public Comments.

- Don Reynard, 3531 Union Mills Rd, complemented the school system, and commented on assessments around Lake Monticello.
- Patti Reynard, 3531 Union Mills Rd, commented on zoning and assessments around Zion Crossroads.

- James Kelley, 363 Manor Blvd, commented on the candidate’s forum held for the students, carryover requests and the upcoming budget.
- Ron Barche. 204 Panorama Ct, commented on the relationship between PGM and Tenaska, sound abatement and data center cooling systems.
- Jeff Potter, 474 Covered Bridge Rd, commented on data center cooling systems.
- Ray Bassi, 50, Smokewood Dr, commented on “guardrails” for Tenaska to keep in mind before any decisions are made.

With no one else wishing to speak, Chair Fairchild closed the second round of Public Comments at 8:49pm.

- Mr. Sheridan mentioned the UDA Zoning around Zion Crossroads to allow agricultural properties to be upzoned to industrial use and not incur rollback taxes until the properties have improvements that receive a certificate of occupancy as an incentive to bring businesses to Fluvanna County.
- Mr. Hodge asked about zoning and by-right use vs SUPs for landscaping businesses. Staff confirmed landscaping businesses can be operated with a Special Use Permit and kept at the A-1 zoning and lower tax rate; or operated by-right if it is upzoned to B-1 thereby increasing the allowed uses and the value of the property.

RECESS FOR DINNER AND CLOSED SESSION

14 - CLOSED MEETING

MOTION:	At 8:57pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.6 of the Code of Virginia, 1950, as amended, for the purpose of discussing Investment of Funds – general reassessment services.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

MOTION:	At 9:41 pm, 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:			Motion		Second
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

15 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, October 15, 2025 at 9:42pm.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

Christopher S. Fairchild
Chai



Capital Reserve Maintenance Fund Request

TAB I

MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request in the amount of **\$36,708.00** for the purpose(s) of:
replacing the flooring in the Food Service coolers at Central Elementary and FMS.

Section 1 - REQUEST

Requesting Department/Agency FCPS	Dept/Agency Contact Don Stribling	Date of Request 10/13/2025	
Phone (434) 589-5948	Fax (434) 589-5393	Fiscal Year FY26	
Reserve Fund Purpose Category: Unexpected facility repairs or replacements			
Description of Project/Repair	Qty	Unit Price	Total Price
Fluvanna Middle School Cooler Floor	1	\$17,300.00	\$17,300.00
Central Elementary Cooler Floor	1	\$19,408.00	\$19,408.00
			\$0.00
			\$0.00
Total Request:			\$36,708.00

Description and justification for proposed use.

Both floors in the Food Service coolers are buckling causing safety concerns when loading and unloading.

Department/Agency Head Name Don Stribling	Signature Don Stribling Digitally signed by Don Stribling DN: cn=Don Stribling, o=FCPS, ou=FCPS, email=dstribling@apps.fluco.org, c=US Date: 2018.08.21 13:12:45 -04'00'	Date 10/13/2025
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Section 2 - REVIEW

Recommended? ☒ Yes ☐ No	County Finance Director Tori Melton Digitally signed by Tori Melton Date: 2025.10.30 07:53:06 -04'00'	Date
Recommended? ☒ Yes ☐ No	County Administrator Eric Dahl Digitally signed by Eric Dahl Date: 2025.10.30 08:47:10 -04'00'	Date

Section 3 - BOARD OF SUPERVISORS

Approved? ☐ Yes ☐ No	Decision Date	Comments
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Capital Reserve Maintenance Fund Request

TAB J

MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request in the amount of **\$49,398.00** for the purpose(s) of:
replacing (2) pass through refrigerators at FCHS.

Section 1 - REQUEST

Requesting Department/Agency FCPS	Dept/Agency Contact Don Stribling	Date of Request 10/13/2025	
Phone (434) 589-5948	Fax (434) 589-5393	Fiscal Year FY26	
Reserve Fund Purpose Category: Unexpected facility repairs or replacements			
Description of Project/Repair	Qty	Unit Price	Total Price
WebstaurantStore	2	\$24,699.00	\$49,398.00
			\$0.00
			\$0.00
			\$0.00
Total Request:			\$49,398.00

Description and justification for proposed use.

There are (2) refrigerators that are non-operational at FCHS.

Department/Agency Head Name Don Stribling	Signature Don Stribling Digitally signed by Don Stribling DN: cn=Don Stribling, o=FCPS, ou=FCPS, email=dstribling@apps.fluco.org, c=US Date: 2018.08.21 13:12:45 -04'00'	Date 10/13/2025
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Section 2 - REVIEW

Recommended? ☒ Yes ☐ No	County Finance Director Tori Melton Digitally signed by Tori Melton Date: 2025.10.30 07:54:05 -04'00'	Date
Recommended? ☒ Yes ☐ No	County Administrator Eric Dahl Digitally signed by Eric Dahl Date: 2025.10.30 08:51:02 -04'00'	Date

Section 3 - BOARD OF SUPERVISORS

Approved? ☐ Yes ☐ No	Decision Date	Comments
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Capital Reserve Maintenance Fund Request

TAB K

MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request in the amount of \$6,580.00 for the purpose(s) of:

Various repairs found during preventive maintenance for roll up doors on Fork Union Fire Co., Kent's Store Fire Co., Palmyra Fire Co. and Rescue #1

Section 1 - REQUEST

Requesting Department/Agency Public Works PW26-003	Dept/Agency Contact Dale Critzer	Date of Request 10/23/2025
Phone (434) 981-1925	Fax (434) 591-1924	Fiscal Year FY26

Reserve Fund Purpose Category: **Unexpected facility repairs or replacements**

Description of Project/Repair	Qty	Unit Price	Total Price
Various Roll Up Door Repairs For Fire and Rescue Buildings	1	\$5,580.00	\$5,580.00
Contingency For Unforeseen Issues	1	\$1,000.00	\$1,000.00
			\$0.00
			\$0.00

Total Request: **\$6,580.00**

Description and justification for proposed use.

During normal preventive maintenance several issues were found on roll up doors for Palmyra , Kent's Store and Fork Union Fire Companies and Rescue #1.. Items such as coil cables , tension cables ,brake assembly and door seals .

Department/Agency Head Name Director of Public Works	Signature Dale Critzer Digitally signed by Dale Critzer Date: 2025.10.23 10:26:53 -04'00'	Date 10/23/2025
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Section 2 - REVIEW

Recommended? ☒ Yes ☐ No	County Finance Director Tori Melton Digitally signed by Tori Melton Date: 2025.10.30 07:39:14 -04'00'	Date
Recommended? ☒ Yes ☐ No	County Administrator Eric Dahl Digitally signed by Eric Dahl Date: 2025.10.30 08:51:42 -04'00'	Date

Section 3 - BOARD OF SUPERVISORS

Approved? ☐ Yes ☐ No	Decision Date	Comments
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Capital Reserve Maintenance Fund Request

TAB L

MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request in the amount of \$63,269.60 for the purpose(s) of:
Migrating from on-premise to M365 Government Cloud

Section 1 - REQUEST

Requesting Department/Agency	Dept/Agency Contact	Date of Request	
Information Technology	Andy Notman	10/02/2025	
Phone	Fax	Fiscal Year	
(434) 591-1910	(434) 591-1911	FY26	
Reserve Fund Purpose Category: Project that requires initiation prior to the completion of the annual budget cycle			
Description of Project/Repair	Qty	Unit Price	Total Price
Microsoft 365 GCC Licensing	1	\$49,269.60	\$49,269.60
Microsoft 365 Guided Deployment Services	1	\$14,000.00	\$14,000.00
			\$0.00
			\$0.00
Total Request:			\$63,269.60

Description and justification for proposed use.

Give access to Microsoft Cloud offerings for seamless communications and collaboration within and outside of the organization

Department/Agency Head Name	Signature	Date
Andy Notman		10/02/2025

Section 2 - REVIEW

Recommended?	County Finance Director	Date
☒ Yes ☐ No	Tori Melton  Digitally signed by Tori Melton Date: 2025.10.16 10:19:30 -04'00'	
Recommended?	County Administrator	Date
☒ Yes ☐ No	Eric Dahl  Digitally signed by Eric Dahl Date: 2025.10.16 13:47:27 -04'00'	

Section 3 - BOARD OF SUPERVISORS

Approved?	Decision Date	Comments
☐ Yes ☐ No		



Capital Reserve Maintenance Fund Request

TAB M

MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request in the amount of \$15,805.00 for the purpose(s) of:

Extend power underground from the Pleasant Grove equestrian field service panel to a sub panel to be located at the flag pole at the entrance intersection.

Section 1 - REQUEST

Requesting Department/Agency Public Works PW26-002	Dept/Agency Contact Dale Critzer	Date of Request 10/10/2025	
Phone (434) 591-1925	Fax (434) 591-1924	Fiscal Year FY26	
Reserve Fund Purpose Category: Non-recurring project			
Description of Project/Repair	Qty	Unit Price	Total Price
Labor and Materials to install	1	\$13,805.00	\$13,805.00
Contingency for unforeseen issues	1	\$2,000.00	\$2,000.00
			\$0.00
			\$0.00
Total Request:			\$15,805.00

Description and justification for proposed use.

Parks and Recreation has requested to have power at the flag pole area of Pleasant Grove for lighting , carnival events etc . There is no extended power in that area currently . Power will be buried underground from the equestrian field Service panel to the flagpole where a sub panel will be placed for use .

Department/Agency Head Name Director of Public Works	Signature Dale Critzer Digitally signed by Dale Critzer Date: 2025.10.10 12:58:41 -04'00'	Date 10/10/2025
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Section 2 - REVIEW

Recommended? ☒ Yes ☐ No	County Finance Director Tori Melton Digitally signed by Tori Melton Date: 2025.10.30 07:55:34 -04'00'	Date
Recommended? ☒ Yes ☐ No	County Administrator Eric Dahl Digitally signed by Eric Dahl Date: 2025.10.30 08:48:06 -04'00'	Date

Section 3 - BOARD OF SUPERVISORS

Approved? ☐ Yes ☐ No	Decision Date	Comments
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**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB N

MEETING DATE:	November 5, 2025				
AGENDA TITLE:	Temporary Staff Stipend for Additional Duties – Hamner				
MOTION(s):	I move the Board of Supervisors approve a temporary stipend for Bethany Hamner, Administrative Program Specialist, at the rate of \$75 per week, retroactive to November 3, 2025, while the Financial Services Technician is on extended leave, with such funds to come from the Finance Department personnel budget vacancy savings.				
BOS WORKPLAN?	Yes	No	If yes, list item(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tori Melton, Director of Finance; Dale Critzer, Director of Public Works and Eric Dahl, County Administrator				
PRESENTER(S):	Tori Melton, Director of Finance				
RECOMMENDATION:	I recommend approval of the motion as stated above.				
TIMING:	Effective November 3, 2025				
DISCUSSION:	Mrs. Hamner, Administrative Program Specialist in Public Works is assisting the Finance Department with job duty coverage for the Financial Services Technician position while on extended leave. Filling this role carries additional responsibility. Mrs. Hamner will be processing accounts payable for the Finance Department during this time. This is above and beyond the duties of the Administrative Program Specialist, while continuing with regular job tasks. I am recommending approval of a \$75 stipend per week to compensate for the extra responsibilities.				
FISCAL IMPACT:	\$75 stipend per week will come from Finance personnel budget vacancy savings.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			COAD

**FLUVANNA COUNTY BOARD OF SUPERVISORS
MEETING PACKAGE ATTACHMENTS**

Incl?	Item
X	BOS Contingency Balance Report
☐	Building Inspections Report
X	Capital Reserve Balances Memo
☐	Fluvanna County Bank Balance and Investment Report
X	Unassigned Fund Balance Report
☐	VDOT Monthly Report & 2020 Resurfacing List
☐	ARPA Fund Balance Memo
☐	The Board of Supervisors Work Plan

MEMORANDUM

Date: November 5, 2025
From: Theresa McAllister – Management Analyst
To: Board of Supervisors
Subject: FY26 BOS Contingency Balance

The FY26 BOS Contingency line balance is as follows:

Beginning Original Budget:	\$150,000
Less: Transfer to BOS Professional Services Budget	-22,500
Available:	\$127.500

MEMORANDUM

Date: November 5, 2025
From: Theresa McAllister – Management Analyst
To: Board of Supervisors
Subject: FY26 Capital Reserve Balances

The FY26 Capital Reserve account balances are as follows:

County Capital Reserve:

FY25 Carryover	\$542,664.43
FY26 Budget Allocation:	\$250,000
Less: FUF D Receptacles to Light Poles – 10.01.25	-\$6,500
Less: Carysbrook Softball Field Lights	-\$3,950
FY26 Available:	\$782,214.43

Schools Capital Reserve:

FY25 Carryover	\$176,044.63
FY26 Budget Allocation:	\$250,000
Less: CEN Playground Equipment – 08.06.25	-\$16,263.10
Less: FCHS Bus Loop Sheetrock & Ceiling – 08.06.25	-\$12,000
Less: FCHS Chiller 1 – 08.06.25	-\$9,430
Less: FCHS Stage CYC Lights – 08.06.25	-\$10,660
Less: FMS Track Inspections and Projects – 07.02.25	-\$13,000
Less: FCHS Café Dishwasher – 09.17.25	-\$5,448.93
Less: Replace Variable Frequency Drive in FCHS Air Handler – 10.01.25	-\$7,258
Less: Removal of Bleachers at Middle School Football Field – 10.01.25	-\$15,000

Less: CEN and CAR Replacement of Cafeteria Tables – 10.15.25	-\$29,982.27
Less: FCHS Baseball Field Drainage – 10.15.25	-\$13,905
FY26 Available:	\$293,097.33

MEMORANDUM

Date: November 5, 2025
From: Theresa McAllister– Management Analyst
To: Board of Supervisors
Subject: Unassigned Fund Balance

*FY25 Year End (Unaudited) Unassigned Fund Balance:	\$11,387,352.90
Less: Coves Monticello Performance Grant – 07.02.25	-\$63,208.33
Less: Pleasant Grove Park Paving CIP – 08.06.25	-\$21,216
Less: Information Technology ADP Services – 08.06.25	-\$11,535
Less: Fire Training Building – 09.17.25	-\$615,000
Current (Unaudited) Unassigned Fund Balance:	\$10,676,393.57

*Audited FY25 Year End Unassigned Fund Balance will be available upon
 Completion of the FY25 Annual Comprehensive Financial Report

