



# FLUVANNA COUNTY BOARD OF SUPERVISORS

## REGULAR MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building

72 Main Street, Palmyra, VA 22963

February 18, 2026

**Budget Work Session at 5:00 pm**

Regular Meeting at 6:00 pm

TAB	AGENDA ITEMS
<b>A – CALL TO ORDER</b>	
<b>B – PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE</b>	
<b>C – BUDGET REVIEW – DEPARTMENT HEAD PRESENTATIONS</b>	
	Parks and Recreation – Aaron Spitzer, Director of Parks and Recreation
	Emergency Services – M.J. Fick, EMS Supervisor
<b>RECESS – DINNER BREAK</b>	
<b>RECONVENE @ 6:00pm</b>	
TAB	AGENDA ITEMS
<b>1 - CALL TO ORDER</b>	
<b>2 - PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE</b>	
<b>3 – ADOPTION OF AGENDA</b>	
<b>4 – COUNTY ADMINISTRATOR’S REPORT</b>	
<b>5 – PUBLIC COMMENTS #1</b> (5 minutes each)	
<b>6 – APPOINTMENTS</b>	
<b>7 – PRESENTATIONS (normally not to exceed 10 minutes each)</b>	
A	Expressive Activity Policy – Dan Whitten, County Attorney
<b>8 – ACTION MATTERS</b>	
B	A Resolution Reaffirming Fluvanna County’s Status as a Second Amendment Sanctuary – Dan Whitten, County Attorney
C	Amendment to BOS Bylaws – Dan Whitten, County Attorney
<b>9 – PUBLIC HEARING</b>	
D	ZMP 25:05 Kevin and Ashley Wright – Jason Overstreet, Senior Planner
<b>10 – CONSENT AGENDA</b>	
E	Minutes of February 4, 2026 – Caitlin Solis, Clerk to the Board
F	Budget Calendar Revised – Eric Dahl, County Administrator
G	CRMF - DIV -School Snow Removal – Don Stribling, FCPS Executive Director
H	FY26 Sheriff - VACorp Vehicle Insurance Claim - 2022 Ford F-150 (3066) – Linda Mills, Purchasing Officer
I	FY26 Sheriff - VACorp Vehicle Insurance Claim - 2023 Dodge Charger (4929) – Linda Mills, Purchasing Officer

*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.*

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**11 – UNFINISHED BUSINESS**

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TBD

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**12 – NEW BUSINESS**

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TBD

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**13 – PUBLIC COMMENTS #2** (5 minutes each)

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**14 – CLOSED MEETING AND DINNER RECESS**

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TBD

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**15 – ADJOURN**

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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.

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

**TAB A**

<b>MEETING DATE:</b>	February 18, 2026				
<b>AGENDA TITLE:</b>	Expressive Activity Policy Update				
<b>MOTION(s):</b>	<b>N/A</b>				
<b>BOS WORKPLAN?</b>	Yes	No	<b>If yes, list item(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			<b>X</b>		
<b>STAFF CONTACT(S):</b>	Dan Whitten, County Attorney				
<b>PRESENTER(S):</b>	Dan Whitten, County Attorney				
<b>RECOMMENDATION:</b>	N/A				
<b>TIMING:</b>	N/A				
<b>DISCUSSION:</b>	<ul style="list-style-type: none"> <li>• The County does not currently have an Expressive Activity Policy.</li> <li>• On February 4, 2026, the Board was presented with a draft Expressive Activity Policy. Board discussion of the draft Policy involved expressive activities at the County Fair and similar events.</li> <li>• Staff researched the Board's questions, and this presentation provides an update regarding the County's ability to regulate expressive activities within events such as the County Fair, the Carnival and other County events.</li> </ul>				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	N/A				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
	<b>X</b>				



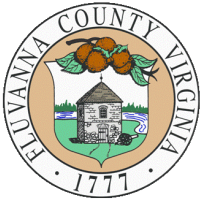
## FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB B

<b>MEETING DATE:</b>	February 18, 2026				
<b>AGENDA TITLE:</b>	A Resolution Reaffirming Fluvanna County's Status as a Second Amendment Sanctuary				
<b>MOTION(s):</b>	<b>I move the Board of Supervisors adopt a resolution reaffirming Fluvanna County's status as a Second Amendment Sanctuary</b>				
<b>BOS WORKPLAN?</b>	Yes	No	<b>If yes, which item(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
<b>STAFF CONTACT(S):</b>	Dan Whitten, County Attorney				
<b>PRESENTER(S):</b>	Dan Whitten, County Attorney				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	<ul style="list-style-type: none"> <li>On December 11, 2019 the Board of Supervisors passed a resolution declaring Fluvanna County a Second Amendment Sanctuary</li> <li>This resolution reaffirms that 2019 action</li> <li>Neighboring counties that passed similar resolutions in 2019/2020 include Goochland, Louisa, Cumberland, Greene, and Orange Counties.</li> <li>Counties so far that have passed a resolution reaffirming the earlier actions include Prince George County, Lynchburg, and Bedford County.</li> </ul>				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	<ul style="list-style-type: none"> <li>Resolution reaffirming Fluvanna County's status as a Second Amendment Sanctuary</li> </ul>				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
	X				







# BOARD OF SUPERVISORS

County of Fluvanna  
Palmyra, Virginia

## RESOLUTION No. 10-2026

### A RESOLUTION REAFFIRMING FLUVANNA COUNTY'S STATUS AS A SECOND AMENDMENT SANCTUARY

**WHEREAS**, on December 11, 2019, the Fluvanna County Board of Supervisors passed a resolution declaring Fluvanna County a Second Amendment Sanctuary; and

**WHEREAS**, the Second Amendment of the United States Constitution provides that "A well-regulated Militia, being necessary to the security of a free state, the right of the people to keep and bear Arms, shall not be infringed;" and

**WHEREAS**, Article I, section 13, of the Constitution of Virginia provides "that a well-regulated militia, composed of the body of the people, trained to arms, is the proper, natural, and safe defense of a free state, therefore, the right of the people to keep and bear arms shall not be infringed; that standing armies, in time of peace, should be avoided as dangers to liberty; and that in all cases the military should be under strict subordination to and governed by, the civil power;" and

**WHEREAS**, Article I, section 2 of the Constitution of Virginia reads, "That all power is vested in, and consequently derived from, the people, that magistrates are their trustees and servants, and at all times amenable to them;" and

**WHEREAS**, the Fluvanna County Board of Supervisors is concerned about the passage of any legislation containing language which unconstitutionally infringes upon the Second Amendment rights of all citizens of Fluvanna County; and

**WHEREAS**, the Fluvanna County Board of Supervisors wishes to express its intent to oppose, within the limits of the Constitutions of the United States and the Commonwealth of Virginia, any efforts to restrict or infringe the rights of its law abiding citizens of sound mind as guaranteed by the above-referenced provisions of those Constitutions and to use lawful means at its disposal to protect the right of those citizens to keep and bear arms, including, among others, through legal action, the power of appropriation of public funds, and the right to petition for redress of grievances;

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

That the Fluvanna County Board of Supervisors hereby expresses its intent to uphold, protect and defend the constitutional rights of the law-abiding citizens of Fluvanna County, Virginia, to keep and bear arms and its intent that the public funds of the County not be used to infringe such rights of the citizens of Fluvanna County; and

That the Fluvanna County Board of Supervisors hereby declares its intent to oppose any infringement on the right to keep and bear arms as guaranteed by the Constitutions of the United States and of the Commonwealth; and

That the Fluvanna County Board of Supervisors hereby reminds the Governor and the General Assembly of the Commonwealth to be at all times mindful of the rights of the citizens of the County and of the Commonwealth to keep and bear arms, as guaranteed by the Constitutions of the United States and of the Commonwealth, and to oppose and to refrain from any infringement on such rights; and

That the Fluvanna County Board of Supervisors hereby reaffirms that Fluvanna County, Virginia, is and remains a Second Amendment Sanctuary as set forth herein.

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

Attest:

\_\_\_\_\_  
Anthony P. O'Brien, Chair  
Fluvanna County Board of Supervisors



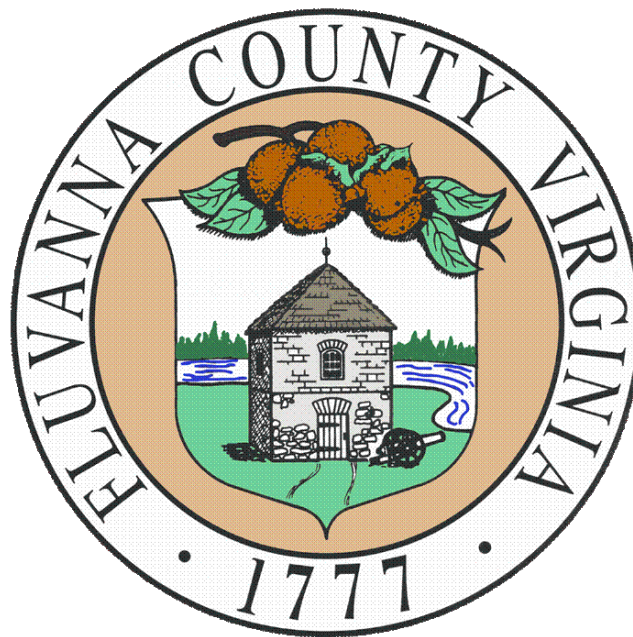
## FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB C

<b>MEETING DATE:</b>	February 18, 2026				
<b>AGENDA TITLE:</b>	Amendments to the Fluvanna County Board of Supervisors 2026 Bylaws and Rules of Procedure				
<b>MOTION(s):</b>	<b>I move that the Board of Supervisors approve the attached amendments to the Fluvanna County Board of Supervisors 2026 Bylaws and Rules of Practice and Procedure</b>				
<b>BOS WORKPLAN?</b>	Yes	No	<b>If yes, which goal(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
<b>STAFF CONTACT(S):</b>	Dan Whitten, County Attorney				
<b>PRESENTER(S):</b>	Dan Whitten, County Attorney				
<b>RECOMMENDATION:</b>	N/A				
<b>TIMING:</b>	N/A				
<b>DISCUSSION:</b>	<p>These amendments to the 2026 Bylaws and Rules of Procedure reflect the following changes:</p> <ol style="list-style-type: none"> <li>1) Clarification that no more than two Board members may attend Town Hall meetings or other community engagement events.</li> <li>2) Deadlines for zoning matter presentation submissions, with a requirement that such presentations be included in Board packets.</li> <li>3) Procedure for zoning applicant presentations and interactions during public hearings.</li> <li>4) Procedure for zoning applicant presentations and interactions at a subsequent meeting after deferral.</li> <li>5) All comments and presentations by applicants speaking on a zoning matters must be germane to the purpose of the specific item that is pending before the Board.</li> </ol>				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Fluvanna County Board of Supervisors 2026 Bylaws and Rules of Practice and Procedure				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
	X				



# **FLUVANNA COUNTY BOARD OF SUPERVISORS**



## **2026 BYLAWS AND RULES OF PRACTICE & PROCEDURES**

Adopted  
~~January 7~~ February 18, 2026

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## Fluvanna County Board of Supervisors BYLAWS AND RULES OF PRACTICE AND PROCEDURES

**I. CREATION.** Fluvanna County Board of Supervisors, hereinafter called the Board, is an elected body provided by the Code of Virginia, Section 15.2-1400. It consists of five members with one elected from each of the five Election Districts.

**II. SEAL OF THE BOARD.** When affixed to any paper or document by the Clerk for the Board, the Seal has the force and effect for authentication for the Board.

**III. PRINCIPAL ADDRESS.** 132 Main Street, Palmyra, Virginia, mailing address: P.O. Box 540, Palmyra, Virginia 22963.

### **IV. RULES**

A. These Bylaws and Rules of Practice and Procedures ("Rules") are adopted and shall apply to the Board of Supervisors of Fluvanna County. These Rules are intended to expedite transaction of the business of the Board of Supervisors in an orderly fashion. The Bylaws and Rules are deemed to be procedural only. The failure strictly to observe application of the Rules shall not affect the jurisdiction of the Board or invalidate any action taken at a meeting that is otherwise held in conformity with law.

B. All meetings and business shall be conducted in accordance with these Rules, Robert's Rules of Order Newly Revised (12<sup>th</sup> Edition), and the law of Virginia. In the event of conflict, the law of Virginia shall govern. A decision of the Chair with respect to the interpretation, applicability, or enforcement of these Rules may be overruled by a majority vote of the Members present and voting.

C. Except as otherwise provided by law, any rule of the Board may be suspended temporarily, upon approval of the majority of the Board members present and voting. The temporary suspension shall apply only to the matter under immediate consideration and, in no case, shall it extend beyond an adjournment.

D. No rule of the Board shall be adopted or amended except by majority vote of the Board.

**V. CONSTRUCTION.** As used in these Rules, the masculine shall include the feminine and the singular the plural unless otherwise specified herein. The word "shall" is mandatory and not discretionary; the word "may" is permissive and discretionary. The word "approve" shall be considered to be followed by the words "or disapprove".

**VI. DEFINITIONS.** As used in these Rules, the following terms are defined:

A. Action of Record. An action taken or decision made by the Board recorded in the Minutes of the Meetings. Except as otherwise required by law, an Action of Record may take the following forms:

1. Motions and seconds with the recorded votes of the members.
2. Consensus agreement of the Board without vote by the Board.
3. Directive of the Chair in the exercise of that office during the conduct of an official meeting of the Board.

B. Board. The Fluvanna County Board of Supervisors.

C. County Code. The Code of Fluvanna County.

D. Directive. An exercise of discretionary authority granted to the Chair from the Board empowering the Chair as follows:

1. To enforce the protocols of these Rules for the conduct of business and discourse before the Board to ensure proper decorum, civility, fairness and order.
2. To cause the removal of any person or persons without charge of civil or criminal offense for misconduct, disruption or disturbance of a meeting of the Board of Supervisors consistent with adopted policies and procedures of the Board.
3. To charge any person or persons with civil or criminal offenses pursuant to federal, state or local laws for the misconduct, disruption or disturbance of a meeting of the Board.

E. Item of Business. A matter to be presented before the Board at an official meeting, specified on the Meeting Agenda or modification thereof, and which may be subject to an Action of Record.

F. Meeting or Official Meeting. Any Annual Organizational, Regular, or Special Meeting of the Board of Supervisors. The following terms may also be used to further define and specify purposes for meetings. Meetings as defined herein are not exclusive of each other and may be concurrently conducted.

1. Annual Organizational Meeting: Pursuant to § 15.2-1416 of the Virginia Code, the Board's first meeting in the month of January. The County Administrator shall preside during the election of the Chair of the Board.



2. **Joint Meeting:** A Joint Meeting may be conducted simultaneously with one or more public bodies for the purpose of review, inquiry and discussion of matters of mutual interest or in the interest of expedient disposition of public business matters. Action of record may be taken at said meeting, and a quorum of both the Board and other body(ies) is required to Call to Order and conduct a Joint Special Meeting.

3. **Public Information Meeting:** A Public Information Meeting shall be limited to the dissemination of information to and/or from the public where the Board of Supervisors will take no Action of Record at said meeting. A quorum of the Board of Supervisors is not required to Call to Order and conduct a Public Information Meeting. Public Information Meetings may be called in the name of the Board of Supervisors or administratively by the County Administrator.

4. **Public Hearing:** A public hearing shall be conducted at said meeting and the Board of Supervisors may take Action of Record on such matters as may arise from the Public Hearing. A quorum of the Board of Supervisors is required to Call to Order and conduct a Public Hearing.

5. **Recessed Meeting:** A meeting conducted at a date, place and time set by the Board of Supervisors as a continuation of a previously held meeting. A Recessed Meeting shall be scheduled no later than the date of the next Regular Meeting.

6. **Rescheduled Meeting:** A Rescheduled Meeting shall be for the purpose of conducting a meeting of the Board of Supervisors where, by virtue of necessity or at the discretion of the Board of Supervisors, the originally scheduled meeting cannot be conducted on its prescribed date or time or at its prescribed location pursuant to these Rules. Action of Record may be taken on any Item of Business presented at a Rescheduled Meeting, and a quorum of the Board of Supervisors is required to Call to Order and conduct a Rescheduled Meeting.

7. **Work Session Meeting:** A Work Session Meeting shall be for the purpose of in-depth review, inquiry and discussion of specified Items of Business where Action of Record may be taken by the Board of Supervisors. A quorum of the Board of Supervisors is required to Call to Order and conduct said meeting. Work Session Meetings may also be called and scheduled for the purposes of presentations to the Board of Supervisors for educational and informational purposes.

G. **Primary Motion.** The first motion presented following informal discussion of any Item of Business at a Board meeting.

H. **Substitute Motion.** A motion presented succeeding and in lieu of a primary motion on any Item of Business at a Board meeting.

I. **Virginia Code.** The 1950 Code of Virginia, as amended.

## **VII. BOARD CHAIR**

A. At the first meeting of the year, the Board selects one of its members to serve as Chair. The Chair is a voting member and serves for one year, or until his successor shall be elected and qualify as such.

B. The Chair, when present, shall preside at all meetings of the Board and shall take the Chair at the hour appointed for every Board meeting and shall immediately call the members to order and, except in the absence of a quorum, shall proceed with the business of the Board in the manner prescribed by these Rules. The Chair shall preserve order and decorum and shall decide all questions of order.

C. Upon the death, resignation or other permanent disability of the Chair to fulfill the duties of his office, the Board shall elect a new Chair at its next regularly scheduled meeting or as soon thereafter as possible.

### **VIII. BOARD VICE CHAIR**

A. At the first meeting of the year, the Board selects one of its members to serve as Vice Chair. The Vice Chair is a voting member and serves for one year, or until his successor shall be elected and qualify as such.

B. In the absence, or inability to act, of the Chair, the Vice Chair shall have and exercise all the powers and duties of the Chair.

### **IX. BOARD MEMBERS**

A. Notification of Absence. If any Board member is unable to attend a meeting, all reasonable effort shall be made to notify the Chair and the County Administrator as soon as possible to ensure there are sufficient members present and voting to consider all agenda items. The County Administrator shall continue an agenda item if there will not be a sufficient number of Board members present and voting at the meeting to approve the item.

B. Conflicts of Interest. At such times a Board member may find himself with a conflict of interest as set forth in the Code of Virginia, Section 2.2-3100 et seq., the Board member shall state the nature of the conflict of interest prior to an issue being heard and shall remove himself from the meeting. The member shall not vote or in any manner act on behalf of the Board with respect to the issue for which a conflict has been declared, until such time as the issue has been decided. The member shall not attend any portion of a closed meeting authorized by the Virginia Freedom of Information Act when the issue is discussed; and will not discuss the issue with other governmental officers or employees in their official capacity at any time.

**X. COUNTY ADMINISTRATOR.** The County Administrator shall assume the general duties as set forth in the Code of Virginia, Section 15.2-1541. He shall maintain an office at the same address as the Board. The County Administrator, or a designated representative, shall attend each

meeting of the Board and shall provide such information to the Board as necessary to assist Board members in their deliberations and decision making.

**XI. CLERK FOR THE BOARD.** The Executive Assistant to the County Administrator is appointed and shall serve as Clerk for the Board per Section 15.2-1538.

**XII. COUNTY ATTORNEY.** The County Attorney shall perform the duties set forth in Code Section 15.2-1542. The County Attorney or his deputy or assistant county attorney designated by him shall attend each meeting of the Board and shall serve as adviser to the Board on issues of law relating to the Board's business. The County Attorney assists the Board in analyzing the facts, provides advice and action in legal matters, and represents the Board in civil actions.

**XIII. PARLIAMENTARY PROCEDURE.** The County Attorney shall serve as the Parliamentarian for the purpose of interpreting these Bylaws and Rules of Procedure and Robert's Rules of Order as may be directed by the Chair, or as required as a result of a point of order raised by any one or more Board members. If the County Attorney is unavailable, the County Administrator shall serve as the Parliamentarian.

**XIV. QUORUM FOR THE EXERCISE OF BOARD BUSINESS.** A majority of the Board shall constitute a quorum for the purpose of conducting Board business.

## **XV. MEETINGS**

### **A. Regular Meeting Schedule**

1. Meetings are held on the first Wednesday of each month at 5:00 p.m. and on the third Wednesday of each month at 6:00 p.m. in the Fluvanna County Circuit Court at 72 Main St., Palmyra, unless another location is announced.

2. Meetings held on the first Wednesday will adjourn/recess no later than 9:00 p.m., and meetings held on the third Wednesday will adjourn/recess no later than 10:00 p.m.

3. The Board, at its pleasure, may continue its meeting beyond the normal adjournment/recess time, by majority vote of the Board members present and voting.

4. Meetings shall start at the appointed time, and if the Chair is not present, the Vice Chair shall preside.

5. If neither the Chair nor the Vice Chair is present, the County Administrator shall call the meeting to order and preside for the election of a temporary Chair.

**B. Work Sessions Schedule.** When needed, Work Sessions are held on the third Wednesday of each month at 5:00 pm, prior to the 6:00 pm Regular Meeting, in the Fluvanna County Circuit

Court at 72 Main St., Palmyra, unless another location is announced. Other days/times may be scheduled by majority consent of the Board.

### C. Closed Meetings

1. Closed Meetings will be held as needed, but may only be convened in conformance with Section 2.2-3711 of the Code of Virginia (1950), as amended.

2. No resolution, ordinance, rule, contract, regulation, or motion agreed to in a Closed Meeting shall become effective until the Board reconvenes in an Open Session and takes a vote of the membership on such resolution, ordinance, rule, contract, regulation, or motion which shall have its substance reasonably identified in the open meeting.

3. At the conclusion of a Closed Meeting, the Board shall reconvene in Open Session immediately thereafter and shall take a roll call vote certifying that to the best of each member's knowledge:

a. Only public business matters lawfully exempted from Open Session requirements were discussed; and

b. Only public business matters identified in the motion convening the Closed Meeting were heard, discussed or considered.

Any member who believes that there was a departure from the above requirements shall so state prior to the vote, indicating the substance of the departure that, in his judgment, has taken place.

4. The failure of the certification to receive the affirmative vote of a majority of the members present and voting during the Closed Meeting shall not affect the validity or confidentiality of the Closed Meeting with respect to matters considered therein in compliance with the Freedom of Information Act.

5. The Board may permit non-members to attend a Closed Meeting if their presence will reasonably aid the Board in its consideration of an issue. Except as otherwise directed by the Board, the County Attorney and the County Administrator shall attend all Closed Meetings.

D. Special Meetings. The Board may hold Special Meetings as it deems necessary, at such times and places as it finds convenient, and may adjourn such special meetings from time to time as it finds convenient and necessary. Special Meetings shall be called and scheduled per §15.2-1418.

**E. Community Engagement and Town Halls. Individual Board members may hold and/or participate in community meetings, town halls, and other community engagement gatherings at their discretion. No more than two (2) Board members shall attend any such gathering.**

**XVI. AGENDA ITEM SUBMISSION**

A. All agenda items are due to the Clerk for the Board by **close of business (“COB”) Tuesday the week before** the Board meeting, with the exception of presentations. **Presentations by applicants presenting on zoning matters are due by COB Wednesday the week before the Board meeting, and the presentations will be included in the Board packet. which Staff presentations** are due by COB Tuesday the week of the meeting.

B. All agenda items require a *BOS Agenda Item Staff Report*. Staff Report and motion samples are available in the “Library/00-BOS Submissions” folder under “Procedures and Formats.”

C. Copy all files into the “Library/00-BOS Submissions” folder (if you do not have access to the county’s shared drive, email the materials to clerk@fluvannacounty.org).

D. Items can be in any file format (e.g., doc, docx, pdf, ppt, pptx, xls, xlsx)

E. NO paper copies of requested Agenda Items are required.

F. Name the submission files as follows:

<b>For Agenda Category:</b>	<b>Name Your File:</b>
06 Appointments	06-Short title of item similar to agenda
07 Presentations	07-
08 Action Matters	08-
09 Public Hearing	09-
10 Consent Agenda	10-
11 Unfinished Business	11-
12 New Business	12-

**XVII. AGENDA PREPARATION**

A. The Clerk, under the direction of the County Administrator, shall prepare the agenda for meetings.

B. The County Administrator may at his discretion, and individual Board members may by request to the County Administrator, place matters of business on the Agenda according to the schedule in paragraph XVI.A above for discussion, information and/or action by the Board as are germane to the affairs and interests of the Board and county. However, this does not prevent the County Administrator or Board members, at their discretion, from having items included which are received after the regular cutoff date.

C. Any Constitutional Officer, department head, agency head, or citizen may also submit items for Agenda consideration provided such requests are received in advance according to the schedule in paragraph XVI.A above.

D. The County Administrator shall allocate time to items on the agenda to suit the convenience of the Board.

E. If the County Administrator considers a requested agenda item not appropriate for consideration by the Board, he shall inform the Chair for a decision. This does not prevent retaining the item on the agenda by majority consent of the Board.

F. The Chairman and County Administrator shall style routine, non-controversial matters requiring Board action on a Consent Agenda. Items may be removed from the Consent Agenda and placed on the Regular Agenda at the request of any Board member present. Only one motion is necessary to adopt all recommendations and action items on the Consent Agenda.

G. The Clerk for the Board shall submit the draft agenda to the Chair on the Wednesday in the week before a regularly scheduled meeting for the Chair's review and approval. Agendas for special or other meetings may have the preparation and approval timeline modified to accommodate the available timeframe.

H. Issues for which actions will be required shall normally have all materials in the agenda package for advance study.

I. The Board agenda and related materials shall be received by each member of the Board and the County Attorney not later than the Friday before the scheduled regular meeting. The Clerk for the Board may request an adjustment to the delivery schedule due to special circumstances.

J. The Clerk shall prepare extra copies of the agenda and shall make the same available to the public and the press in the Office of the County Administrator, the Public Library, and on the County website. The Clerk shall also have at least one hard copy available at each regular meeting.

**XVIII. ORDER OF BUSINESS.** The Order of Business shall be as follows unless the County Administrator in drawing up the Agenda shall find good cause to change it:

1 – Call to Order
2 – Pledge of Allegiance and Moment of Silence
3 – Adoption of Meeting Agenda
4 – County Administrator's Report
5 – Public Comments #1
6 – Appointments

7 –Presentations
8 – Action Matters
9 – Public Hearing
10 –Consent Agenda
11 – Unfinished Business
12 – New Business
13 – Public Comments #2
14 – Closed Meeting (as needed)
15 – Adjourn

## **XIX. CONDUCT OF BUSINESS**

A. Basic Principles: The following principles should be observed at all times in the transaction of public business before the Board.

1. Only one subject may claim the attention of the Board at one time.
2. Each item presented for consideration is entitled to full and free discussion.
3. Every member has rights equal to every other member except as to procedural matters within the competence of the Chair.
4. The will of the majority must be carried out, and the rights of the minority must be preserved.
5. The personality and desires of each member should be merged into the larger unit of the Fluvanna County Board of Supervisors.

B. The Board shall adopt an agenda for each meeting by recorded vote of a majority of the Board members present and voting. The adoption of the agenda shall be the first item for action following the Call to Order, Pledge of Allegiance, and Moment of Silence.

C. Items shall be heard in order of the agenda, except as the Board decides when adopting the agenda and that the Board may vote to call up any matter at any time.

D. Except as provided in subsection F. of this Section XX, the Board shall take no Action of Record on any matter that is not on the Meeting Agenda unless a modification to the Meeting Agenda is requested at the time of Approval of the Agenda. Modification of the Meeting Agenda requires a majority vote of Board members present and voting.

E. The Board shall consider all items on the agenda before taking any other items, unless an unlisted item is brought by majority consent of the Board members present and voting.

F. Items not on the agenda shall be heard as the final items of the Board's business, time permitting, or shall be carried over to the next regular meeting or a special meeting as determined by majority consent of the Board.

G. Exhibits before the Board shall become the property of the Board and shall be filed with the Clerk and shall be deemed a part of the record of the meeting at which submitted.

H. Citizens shall not speak at a meeting until they are recognized. Citizens shall request recognition by addressing "Mr. Chair" or "Madam Chair" (as appropriate), stating their name, their address, and awaiting acknowledgment by the Chair. The Chair may permit a dialogue without individual recognition between members of the Board or between a member and a citizen if such dialogue is orderly and contributes to the expeditious conduct of business.

I. Should it be desired by the Chair, any member, or by the County Administrator, the member making a resolution shall reduce the same to writing and deliver it to the County Administrator's Office. The Clerk shall take down verbal resolutions as accurately as possible to reflect the intent of the Board.

J. Prior to initiating a public hearing, the Chair shall recount, either verbatim or by reference, the rules under which the hearing shall be operated, but the Board may amend the rules during the hearing by giving notice of the change to those gathered (e.g., a change to the time limitation for individual speakers).

K. At the beginning of the public hearing, the Chair shall call upon the County Administrator or the other staff member handling the matter at hand to present a description of the issue placed before the hearing, or the Chair may do so himself.

**L. For zoning matters where a public hearing has been advertised, the planning staff shall be called upon by the Chair to introduce the topic. Then the applicant shall be permitted to speak on behalf of his application and may make a presentation. Next the public hearing shall be opened. At the conclusion of the public hearing, the applicant shall be provided with the opportunity to answer questions or provide additional information for the Board in response to comments made during the public hearing.**

**M. For zoning matters where an item has been deferred after a public hearing, the planning staff shall be called upon by the Chair to introduce the topic. Then the Chair will ask the Board whether it wants to hear updates from the applicant regarding the deferred item. If approved by a majority of the Board, the applicant shall be permitted to speak on behalf of his application and may make a presentation. The applicant shall then be provided with the opportunity to answer questions or provide additional information for the Board.**

**N.** Subject to revocation or extension by the majority of the Board assembled, the Chair may in all matters establish a maximum time for consideration of any matter, and/or limit the



amount of time available to each speaker, including Board members, on a matter and/or limit the number of times each speaker may address the Board on a matter. Regardless, every Board member is entitled to speak on every matter before the Board and the call for the question shall not be entertained until all members who wish to exercise this right shall have done so at least once.

**OM.** All members ~~and~~ ~~or~~ citizens shall limit their comments before and to the Board. The Chair may prohibit questions from citizens until a speaker has finished his presentation.

**PN.** The Board of Supervisors has set forth the following rules for time limits for various agenda items or comments from the public, unless modified by majority consent of the Board:

1. Action Item presentations shall be limited to thirty (30) minutes.
2. Presentations shall be limited to ten (10) minutes.
3. Public Comments shall be limited to five (5) minutes per individual.

**QQ.** Once a notice for Public Hearing has been advertised (regardless of the nature), the Public Hearing will be conducted, unless the Board formally defers the matter to a future meeting. The postponement or cancellation of a public hearing shall be as follows:

1. Any public hearing scheduled for a Board of Supervisors meeting that has been publicly advertised shall not be postponed based on a request from a non-County government entity or person absent extreme mitigating circumstances. The Chair, with concurrence of the County Administrator, will determine when such circumstances exist. If mitigating circumstances exist, the petitioner will bear any cost incurred by the County in providing public notification of the change and for the cost of advertising the new date of the hearing.

2. The Chair, with the concurrence of the County Administrator, shall have the authority to postpone a public hearing based on the weather or other extraordinary circumstances.

3. In all cases, County staff will ensure all Board members are provided timely notification of schedule changes. Further, staff will ensure the public and general news media are notified of changes to schedules which have been announced in public. The public hearing shall be rescheduled, if appropriate, and advertised as required by law.

## **XX. MOTIONS**

A. Motions by Board members shall require a second.

Exceptions. The following do not require a second:

- To Raise a Question of Privilege

- Questions of Order
- Objection to the Consideration of a Question
- Call up Motion to Reconsider
- Nominations
- Leave to Withdraw a Motion
- Inquiries of any kind

B. Motions shall not be formally discussed prior to being duly seconded.

C. After a motion is properly made and seconded, the Chair shall restate the motion and open the floor to discussion.

D. The Chair shall routinely refrain from making or seconding motions in order to fairly and impartially preside over the Board deliberations and discussion. In any case, the Chair shall not make or second a motion without first temporarily surrendering the chair to the Vice Chair, if present and willing to temporarily accept the gavel, or to another member present and willing to temporarily accept the gavel. In such event, he should not resume the chair until the motion is decided.

E. A maker of a motion may not speak against his motion.

F. The Chair shall call for and cause the vote to be recorded after the motion is properly made before the Board, has been seconded, and has been duly discussed. Any member believing a motion has been duly discussed may move or call for the previous question. Such motion shall not be debatable. However, if any member objects, the Chair shall call for a vote on the motion calling for the previous question. If that motion carries, the Chair shall proceed to call for the vote on the motion before the Board. If the motion calling for the previous question is defeated, the debate on the main motion shall continue.

G. A substitute motion may be made by any member to any motion properly on the floor. Once seconded, the substitute motion shall take precedence and all debate or action on the existing motion shall cease until the substitute motion is decided. Debate on a substitute motion is permissible. If the substitute motion is passed by a majority vote of the members then present and voting, the original motion is supplanted by the substitute motion. A second substitute motion can be made only after the first substitute motion is decided by vote of the Board.

H. When a motion is made and then cannot obtain a second, the motion will die for lack of a second and does not require a vote. However, in the event that a motion which is not seconded is nevertheless voted on by the Board and passes by a majority of the members present and voting, the failure of a second shall not invalidate the adoption of such motion.

I. Defeated Motions

1. Same Meeting: A defeated motion can be brought back for consideration at the same meeting if the members present agree to do so by a majority vote. Only a member who voted on the prevailing side may make the motion to reconsider the issue. The rule restricting renewal of a motion in the same session does not apply to a motion that died for lack of a second.

2. Subsequent Meeting: Except as otherwise provided by law, a defeated motion that is still applicable can be re-introduced at a subsequent meeting as new business (under the normal process for new business).

## **XXI. VOTING**

A. All Actions of Record must be approved by vote unless there is unanimous consent.

B. When the question is called and there is no dispute, the Chair shall call for the vote.

C. Whenever any member wishes to abstain from voting on any question, he shall so state and, if because of a conflict, shall indicate in accordance with the Virginia Conflict of Interests Act, Virginia Code § 2.2-3100 et seq., and his abstention shall be announced by the Chair and recorded by the Clerk.

D. The Chair's vote on all issues before the Board shall be recorded with the prevailing side, unless the Chair clearly votes otherwise.

E. The Clerk shall record the name of each member voting and how he voted.

F. A tie vote fails. The Board does not designate a tiebreaker pursuant to § 15.2-1421 of the Virginia Code.

G. Except as otherwise provided by law, motions shall be carried by a majority of the members present and voting in the affirmative (§15.2-1420), except that a majority affirmative vote of all members shall be required for any appropriation exceeding \$500.00, the imposition of taxes, and the authorization for borrowing money (§15.2-1428).

**XXII. RECORDING OF MEETINGS**. The Clerk for the Board shall record each regular meeting. These recordings are the property of the Fluvanna County Board of Supervisors and are public records as provided by the Virginia Freedom of Information Act. Interested persons may listen to the recordings on the County website or in the County Administrator's office, or may obtain copies of the recording by making appropriate arrangements with the County Administrator's office. Costs will be borne by the person making the request. The original recordings shall not be borrowed or removed from the County Office Building, except under the specific prior authorization of the County Administrator.

## **XXIII. ORDERLY CONDUCT**

A. It shall be the duty of the Chair to maintain order and decorum at meetings. The Chair, when presiding at a meeting of the Board, without vacating the chair, shall refer any point of order to the Parliamentarian.

B. In maintaining decorum and propriety of conduct, the Chair shall not be challenged and no debate shall be allowed until after the Chair 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 to discuss the matter by majority vote of the Board members present and voting.

C. All comments by members of the public during any Public Hearing must be germane to the purpose of that Public Hearing. All comments by members of the public during any Public Comment period must be germane to the services or policies of the County. When providing comments, members of the public are not permitted to campaign for public office and shall not promote private businesses or address pending litigation.

**D. All comments and presentations by applicants speaking on a zoning matters must be germane to the purpose of the specific item that is pending before the Board.**

~~E~~D. No member or citizen shall be allowed to use of any profane, vulgar, obscene, abusive, defamatory, disruptive, or threatening speech, and doing so may result in removal from the meeting. No member or citizen shall use language of a personal nature which insults or demeans any person or which, when directed at a public official or County staff, is not related to his or her official duties.

~~F~~E. All speakers shall be respectful of other opinions and viewpoints expressed at the meeting, and the audience shall not make audible expressions of support (i.e. applause) or of opposition (i.e. booing) during meetings.

~~G~~F. Speakers should strive to avoid repetitive comments. Simple statements of endorsement of previous speakers are appropriate.

~~H~~G. Speakers should address all comments to the Board of Supervisors and not the audience.

~~I~~H. The Chair shall be the judge of all breaches of order and decorum, however, the Board may by majority vote of the Board members present and voting opt to overrule the judgment of the Chair.

~~J~~I. When a person engages in such breaches, the Chair may order the person's removal from the building, or may order the person to stand silent, may order the person removed from the County property, and may, at his discretion, bring formal charges for disruption of a public meeting.

**XXIV. AD HOC COMMITTEES.** Ad hoc committees will be appointed by the Chair as needed. Constitutional Officers may be appointed to committees.

**XXV. APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES (BCC)**

A. The Board may appoint such advisory boards, committees and commissions as it may deem necessary pursuant to Code Section 15.2-1411.

B. Information on all nominees for such appointments, whether to represent the County as a whole or a particular election district, shall be included in the Board package for the meeting at which the appointment will be considered. It shall be the policy of the Board as a whole to scrutinize and agree upon all appointees to represent the County in any capacity.

C. Appointments shall generally not be made more than 45 days prior to the commencement of a term for which the appointment is made.

**XXVI. OFFICIAL BOARD TRAVEL AND EXPENSE REIMBURSEMENT**

A. A Board member may travel officially in-state at the Board member's discretion. In-state travel shall include travel to Washington, D.C.

B. A Board member shall obtain advance Board approval for official out-of-state travel.

C. Supervisors are not eligible for mileage reimbursement for regularly scheduled BOS meetings (held generally on the 1st and 3rd Wednesdays).

D. Supervisors are eligible for mileage reimbursement for travel to and from:

1. BOS special meetings and work sessions not scheduled in conjunction with a regular meeting. Examples include periodic strategic planning meetings, budget meetings or other work sessions on different days from regular meetings, meetings with staff, etc.

2. Town hall meetings, community events, Chamber events, local area functions, etc., in support of their role as a County Supervisor.

3. Board, commission, and committee meetings when assigned as a part of their service as a County Supervisor (excluding Planning Commission and Social Services Board).

E. Supervisors may also be eligible for mileage reimbursement as private citizens for travel to and from various board, commission, and committee (BCC) meetings when assigned by the Board of Supervisors to such BCC roles.

F. Supervisors may complete and submit reimbursement claims following the procedures outlined in Policy 2.19, Travel and Expense Reimbursement.

**XXVII. APPROVAL OF CERTAIN CHECKS, AUTHORIZATION TO SIGN WITH STAMP**

A. The Chair, Vice Chair, County Administrator, and Treasurer are hereby authorized to sign and issue checks without prior approval of the Board for the following purposes: end of the month salaries, end of the month contracted personal services, utility payments, and other payments deemed appropriate and necessary by the Chair, County Administrator, and Treasurer; such actions to be reviewed and ratified at the next appropriate meeting of the Board.

B. The Chair of the Board of Supervisors, and in his absence, the Vice Chair, are authorized to substitute his facsimile signature provided he/she signs a certified list of individual checks for which his facsimile signature is authorized; also the signature plates are in the sole possession of the Treasurer.

**XXVIII. POLICY FOR REMOTE PARTICIPATION OF MEMBERS OF THE FLUVANNA COUNTY BOARD OF SUPERVISORS AT MEETINGS OF THE BOARD****A. AUTHORITY AND SCOPE**

1. This policy shall govern participation by an individual member of the Board of Supervisors of Fluvanna County, Virginia, by electronic communication means in public meetings of the Board of Supervisors of Fluvanna County, Virginia, and any closed session of the Board held in accordance with applicable law, from and after the date of adoption of this policy.
2. This policy is adopted pursuant to the authorization of Va. Code § 2.2-3708.3 and is to be strictly construed in conformance with the Virginia Freedom of Information Act (VFOIA), Va. Code §§ 2.2-3700—3715.
3. Any reference to a specific provision of federal, state, or local law referenced in this policy shall mean such provision of law, as amended from time to time, or as set forth in any successor provision dealing with substantially the same subject.

**B. DEFINITIONS**

1. "Board" means the Board of Supervisors of Fluvanna County, Virginia, or any committee, subcommittee, or other entity of the Board.
2. "Member" means any member of the Board.
  - ~~a. "Remote participation" means participation by an individual member of the Board by electronic communication means in a public meeting where a quorum of the Board is physically assembled, as defined by Va. Code § 2.2-~~

~~3701. For purposes of determining whether a quorum is physically assembled, an individual member who is a person with a disability as defined in Va. Code § 51.5-40.1 or is a caregiver as defined in Va. Code § 2.2-3701 and uses remote participation counts toward the quorum as if the individual was physically present.~~

3. "Meeting" means a meeting as defined by Va. Code § 2.2-3701.
4. "Notify" or "notifies," for purposes of this policy, means verbal or written notice that is reasonable under the circumstances, with written notice, such as by email or letter, being the preferred means of notice. Notwithstanding the foregoing, notice does not include text messages or communications via social media.
5. **"Remote participation" means participation by an individual member of the Board by electronic communication means in a public meeting where a quorum of the Board is physically assembled, as defined by Va. Code § 2.2-3701. For purposes of determining whether a quorum is physically assembled, an individual member who is a person with a disability as defined in Va. Code § 51.5-40.1 or is a caregiver as defined in Va. Code § 2.2-3701 and uses remote participation counts toward the quorum as if the individual was physically present.**
6. "VFOIA" means the Virginia Freedom of Information Act, Va. Code § 2.2-3700, et seq.

### C. MANDATORY REQUIREMENTS

Regardless of the reasons why the member is participating in a meeting from a remote location by electronic communication means, the following conditions must be met for the member to participate remotely:

1. A quorum of the Board must be physically assembled at the primary or central meeting location; and
2. Arrangements have been made for the voice of the remotely participating member to be heard by all persons at the primary or central meeting location. If at any point during the meeting the voice of the remotely participating member is no longer able to be heard by all persons at the meeting location, the remotely participating member shall no longer be permitted to participate remotely.
3. For purposes of determining whether a quorum is physically assembled, an individual member who is a person with a disability as defined in Va. Code § 51.5-40.1 or is a caregiver as defined in Va. Code § 2.2-3701 and uses remote participation counts toward the quorum as if the individual was physically present.

#### D. PROCESS TO REQUEST REMOTE PARTICIPATION

1. On or before the day of the meeting, and at any point before the meeting begins, the requesting member must notify the Board Chair (or the Vice-Chair if the requesting member is the Chair) that such member is physically unable to attend a meeting due to (i) a temporary or permanent disability or other medical condition that prevents the member's physical attendance, (ii) a family member's medical condition that requires the member to provide care for such family member, thereby preventing the member's physical attendance or the member is a caregiver who must provide care for a person with a disability at the time the public meeting is being held thereby preventing the member's physical attendance, (iii) such member's principal residence location more than 60 miles from the meeting location, or (iv) a personal matter and identifies with specificity the nature of the personal matter.
2. The requesting member shall also notify County staff of the request, but such member's failure to do so shall not affect such member's ability to participate remotely. Notification to a County staff member that is conveyed by a County staff member to the Board Chair or Vice-Chair, as applicable, shall constitute notice to the Board Chair or Vice Chair as required by this policy.
3. If the requesting member is unable physically to attend the meeting due to a personal matter, the requesting member must state with specificity the nature of the personal matter and that such matter renders the requesting member unable physically to attend. Remote participation due to a personal matter is limited each calendar year to two meetings or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. There is no limit to the number of times that a member may participate remotely for the other authorized purposes listed in (i) - (iii) above.
4. The requesting member is not obligated to provide independent verification regarding the reason for such member's nonattendance, including the temporary or permanent disability or other medical condition or the family member's medical condition that prevents the member's physical attendance at the meeting.
5. The Chair (or the Vice-Chair if the requesting member is the Chair) shall promptly notify the requesting member whether the request is in conformance with this policy, and therefore approved or disapproved.

#### E. PROCESS TO CONFIRM APPROVAL OR DISAPPROVAL OF PARTICIPATION FROM A REMOTE LOCATION

When a quorum of the Board has assembled for the meeting, the Board shall vote to determine whether:



1. The Chair's decision to approve or disapprove the requesting member's request to participate from a remote location was in conformance with this policy; and
2. The voice of the remotely participating member can be heard by all persons at the primary or central meeting location.

#### F. RECORDING IN MINUTES:

1. If the member is allowed to participate remotely due to a temporary or permanent disability or other medical condition, a family member's medical condition that requires the member to provide care to the family member or the member is a caregiver who must provide care for a person with a disability, or because the member's principal residence is located more than 60 miles from the meeting location the Board shall record in its minutes (1) the foregoing circumstance due to which the member is participating remotely; (2) the Board's approval of the member's remote participation; and (3) a general description of the remote location from which the member participated.
2. If the member is allowed to participate remotely due to a personal matter, the Board shall record in its minutes (1) the specific nature of such personal matter that renders the requesting member unable to attend stated by the requesting member; (2) how many times the member has attended remotely due to a personal matter; (3) the Board's approval of the member's remote participation; and (4) a general description of the remote location from which the member participated.
3. If a member's request to participate remotely is disapproved, the disapproval, including the grounds upon which the requested participation violates this policy or VFOIA, shall be recorded in the minutes with specificity.

#### G. CLOSED SESSION

If the Board goes into closed session, the member may continue to participate remotely in the closed session, and shall ensure that no third party is able to hear or otherwise observe the closed meeting.

#### H. STRICT AND UNIFORM APPLICATION OF THIS POLICY

This Policy shall be applied strictly and uniformly, without exception, to the entire membership, and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting. Unless independently received by County staff, the Chair (or Vice-Chair) shall provide County staff with copies of the member's written request to participate remotely and the written response, as applicable, if the request or response is in writing, to be retained by County staff for a period of one year, or other such time required by records retention laws, regulations, and policies.

## I. MEETINGS HELD THROUGH ELECTRONIC COMMUNICATION MEANS DURING DECLARED STATES OF EMERGENCY

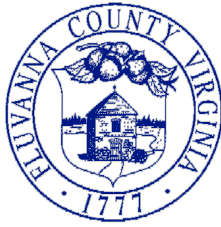
- A. In addition to the foregoing, pursuant to the Code of Virginia Section 2.2-3708.2 the Board may meet by electronic communication means without a quorum of the public body physically assembled at one location when the Governor has declared a state of emergency in accordance with the Code of Virginia Section 44-146.17, or Fluvanna County has declared a local state of emergency pursuant to Code of Virginia Section 44-146.21, provided that (i) the catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location and (ii) the purpose of the meeting is to provide for the continuity of operations of the Board or the discharge of its lawful purposes, duties, and responsibilities. The Board when convening a meeting in accordance with this subdivision (G) shall:
1. Give public notice using the best available method given the nature of the emergency, which notice shall be given contemporaneously with the notice provided to members of the Board conducting the meeting;
  2. Make arrangements for public access to such meeting through electronic communication means;
  3. Provide the public with the opportunity to comment at those meetings of the Board when public comment is customarily received;
  4. Otherwise comply with the provisions of the Code of Virginia Section 2.2-3708 VFOIA; and
  5. State in its minutes the nature of the emergency, the fact that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held.
- J. Nothing in this Section XXVIII shall be construed to prohibit the use of interactive audio or video means to expand public participation.

## FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB D

<b>MEETING DATE:</b>	February 18, 2026				
<b>AGENDA TITLE:</b>	ZMP 25:05 – Kevin and Ashley Wright				
<b>MOTION(s):</b>	I move that the Board of Supervisors (approve / deny / defer) ZMP 25:05, a request to amend the Fluvanna County Zoning Map to rezone 7 +/- acres of Tax Map 50-A-129D from A-1, Agricultural, General, to R-1, Residential, Limited.				
<b>BOS WORKPLAN?</b>	Yes	No	<b>If yes, which item(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Presentation	Action Matter	Public Hearing	Consent Agenda	Other
			X		
<b>STAFF CONTACT(S):</b>	Jason Overstreet, Senior Planner				
<b>PRESENTER(S):</b>	Jason Overstreet, Senior Planner				
<b>RECOMMENDATION:</b>	Planning Commission Recommends approval				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	The applicant is requesting this rezoning in order to create two additional two-acre lots. There were no proffered conditions offered by the applicant with this rezoning request. All by-right uses permitted in R-1 would be allowed if the rezoning request is approved. Could provide additional affordable housing in the Fork Union area.				
<b>FISCAL IMPACT:</b>	None				
<b>POLICY IMPACT:</b>	None.				
<b>LEGISLATIVE HISTORY:</b>	This request was presented to the Planning Commission for review and action on January 6, 2026. The Commission voted 5-0 to recommend approval.				
<b>ENCLOSURES:</b>	<ul style="list-style-type: none"> <li>Staff Report</li> <li>Application</li> <li>APO Letter</li> </ul>				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
					X





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## COUNTY OF FLUVANNA

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*"Responsive & Responsible Government"*

BOS2026-02-18 p.37/102  
132 Main Street  
P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
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### BOARD OF SUPERVISORS STAFF REPORT

To: Fluvanna County Board of Supervisors  
Request: ZMP 25:05 Kevin and Ashley Wright  
Tax Map: 50-A-129D

From: Jason Overstreet  
District: Fork Union Election District

**General Information:** This rezoning request is to be heard by the Board of Supervisors on Wednesday, February 18, 2026 at 7:00 in the Fluvanna County Circuit Court, 72 Main Street, Palmyra, Virginia 22963.

**Applicant:** Kevin Wright

**Owner:** Kevin and Ashley Wright

**Requested Action:** **ZMP 25:05 Kevin and Ashley Wright** – A request to rezone from A-1, Agricultural, General, to R-1, Residential, Limited 7 +/- acres of Tax Map 50-A-129D. The subject property is generally located on the west side of Gold Mine Road (Route 671) approximately 0.1 mile north of West River Road (Route 6). The parcel is located within Fork Union Election District and the Rural Residential Planning Area.

**Existing Zoning:** A-1, Agricultural, General

**Existing Land Use:** Residential

**Planning Area:** Rural Residential Planning Area

**Adjacent Land Use:** The surrounding parcels are zoned A-1, Agricultural General and R-1, Residential Planned Community

**Zoning History:** None

**Summary:** The applicant is requesting this rezoning in order to create two additional two-acre lots.

**Neighborhood Meeting:**

None

**Comprehensive Plan:**

The Comprehensive Plan designates this property as within the Rural Residential Planning Area. This land-use designation seeks to limit growth and preserve the rural character of the county. Twenty percent of new development is envisioned for this land classification. Single-family residential uses should be fifty to one hundred percent of land use within the planning area.

According to the Comprehensive Plan, “there must be valid reasons for any zoning amendment that are substantially related to the public welfare and necessity. It is not sufficient that an applicant merely shows that there is no neighborhood objection to the requested amendment. Zoning applications should be well planned and complementary to the vision for that area”.

**Technical Review Committee:**

The Technical Review Committee reviewed the proposal and offered the following comments:

VDH - They would need to submit soil work for the two new lots and get them identified on the plat.

DOF - No comments

Sheriff's Department – Had no issues with the intended use.

Fire Department – No issues with the request.

**Planning Analysis:**

The subject parcel is within the Rural Residential Planning Area on Gold Mine Road approximately five hundred feet north of its intersection with West River Road. The parcel does not have enough frontage to allow a division on Gold Mine Road under A-1 zoning. The parcel could be divided through the family subdivision process to yield two two-acre lots. There are thirty-nine parcels zoned R-1 within one half of a mile of the subject parcel including seventeen parcels on the east side of Gold Mine Road.

The adjacent parcels are zoned R-1 and A-1 and are residential. The applicant proposes to divide the lot into two two-acre lots if the request is approved. The parcel is in the Fork Union Sanitary District; therefore, water would be provided through this public utility. The intended residential use in this particular location appears to be compatible with the goals of the Comprehensive Plan.

Rezoning applications that do not compliment the community's vision and address all anticipated adverse impacts from the project are not approved. The Potential impacts “external costs” to the

surrounding community could be increased traffic on Gold Mine Road and additional demand for public services.

There were no proffered conditions offered by the applicant with this rezoning request. All by-right uses permitted in R-1 would be allowed if the rezoning request is approved.

**Planning Commission:**

The Planning Commission heard this rezoning request at its meeting on January 6, 2026, and recommended approval by a vote of 5-0.

**Suggested Motion:**

I move that the Board of Supervisors (approve / deny / defer) ZMP **25:05**, a request to rezone from A-1, Agricultural, General, to R-1, Residential, Limited 7 +/- acres of Tax Map 50-A-129D.

**Attachments:**

A – Application



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## COUNTY OF FLUVANNA

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*"Responsive & Responsible Government"*

BOS2026-02-18 p.40/102  
132 Main Street  
P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
[www.fluvannacounty.org](http://www.fluvannacounty.org)

### MEMORANDUM

**Date:** November 20, 2025  
**From:** Jenny C. Faulknier  
**To:** Todd Fortune  
**Subject:** APO Notification

Please be advised that the attached letter was mailed to the following list of Adjacent Property Owners for the February 18, 2026 Board of Supervisors meeting.



## ADJACENT PROPERTY OWNERS ZMP 25:04

TAX MAP	NAME	ADDRESS	CITY/STATE/ZIP
50 A 129E	SCOTT, RANDOLPH T. & BARBARA	2842 GOLD MINE RD	PALMYRA, VA 22963
50 A 129D1	LENHERR, RICHARD D.	1266 GOLD MINE RD	PALMYRA, VA 22963
50 A 129G	CAPONERA, JOSEPH A & GEORGINA K	PO BOX 638	FORK UNION, VA 23055
50 A 129B; 51B 1 10 & 51B 1 11	EDMONDS, RONALD E.	296 TEPEE TOWN RD	BREMO BLUFF, VA 23022
50 20 4	HUDGINS, J MICHAEL & KELLY P	14187 WEST RIVER RD	PALMYRA, VA 22963
50 20 3A	ALLEN, BRENDA JACKSON	2204 CARDWELL RD	OILVILLE, VA 23129
51B 1 6	FLUVANNA/LOUISA HOUSING FOUNDATION	144-A RESOURCE LN	LOUISA, VA 23093
51B 1 7	SELMAN, COLIN REID	2993 GOLD MINE RD	PALMYRA, VA 22963
51B 1 8	FORK UNION RENTALS LLC	PO BOX 175	FORK UNION, VA 23055
51B 1 9	GENTRY, GREGORY H & SANDRA W	PO BOX 581	FORK UNION, VA 23055
51B 1 12	FORD, JEFFREY H & BEVERLY J SMITH	4400 VINTAGE CIR	SEBRING, FL 33872
51B 1 14	JOHNSON, PATRICIA	PO BOX 544	FORK UNION, VA 23055





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## COUNTY OF FLUVANNA

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*"Responsive & Responsible Government"*

BOS2026-02-18 p.43/102  
132 Main Street  
P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
planning@fluvannacounty.org  
www.fluvannacounty.org

### PUBLIC HEARING NOTICE

**January 23, 2026**

**ATTN: Adjoining Property Owner**

**RE: ZMP 25:05 Rezoning**

This letter is to notify you that the Fluvanna County Board of Supervisors will hold a public hearing on:

**Meeting:** Board of Supervisors Regular Meeting  
**Date:** **Wednesday, February 18, 2026 at 7:00 pm**  
**Location:** Fluvanna Courthouse Building, Circuit Courtroom  
72 Main Street, Palmyra, VA 22963

**ZMP 25:05 Wright – A request to rezone from A-1, Agricultural, General, to R-1, Residential, Limited 7 +/- acres of Tax Map 50-A-129D. The subject property is generally located on the west side of Gold Mine Road (Route 671) approximately 0.1 mile north of West River Road (Route 6). The parcel is located within Fork Union Election District and the Rural Residential Area.**

This meeting will be held in person. Instructions for public participation during the meeting will be made available on the Fluvanna County website. Interested persons may submit written comments prior to the scheduled meeting to [planning@fluvannacounty.org](mailto:planning@fluvannacounty.org) and questions may be directed to Todd Fortune, Director of Planning and Zoning at 434-591-1910, between 8:00 am and 5:00 pm, Monday – Friday in the County Administration Building at 132 Main Street Palmyra, VA 22963.

Details of this request are available under Upcoming Public Hearings on the County website at <http://www.fluvannacounty.org/> and in the Planning and Zoning Department during regular office hours.

Sincerely,

Jenny Cassell Faulknier  
Administrative Programs Specialist  
Fluvanna County, Planning & Zoning



COMMONWEALTH OF VIRGINIA  
COUNTY OF FLUVANNA  
Application for Rezoning

Owner of Record: Kevin WrightApplicant of Record: NAAddress: 2974 Gold Mine RdAddress: NAPhone: [REDACTED] Fax: NAPhone: NA Fax: NAEmail: [REDACTED]Email: NARepresentative: NAAddress: NAPhone: NA Fax: NAEmail: NA

Note: If applicant is anyone other than the owner of record, written authorization by the owner designating the applicant as the authorized agent for all matters concerning the request shall be filed with this application.

If property is in an Agricultural Forestal District, or Conservation Easement, please list information here:

Tax Map and Parcel(s) 50-A-129DAcreage 7 Current Zoning A-1Is parcel in Land Use Valuation Program? ☒ No ☐ YesDeed Book and Page: 2539Location of Parcel: 2974 Gold Mine Rd

If any Deed Restrictions, please attach a copy

Requested Zoning R1 Proposed Use of Property Potential Land Sale or additional Single Family Home Build**Affidavit to Accompany Petition for Rezoning**

By signing this application, the undersigned owner/applicant authorizes entry onto the property by County Employees, the Planning Commission, and the Board of Supervisors during the normal discharge of their duties in regard to this request.

I/We, being duly sworn, depose and say that we are Owner/Contract Owner of the property involved in this application and that we have familiarized ourselves with the rules and regulations of the Zoning Ordinance with respect to preparing and filing this application, and that the foregoing statements and answers herein contained and the information on the attached map to the best of our ability present the argument on behalf of the application herewith requested and that the statements and information above referred to are in all respects true and correct to the best of our knowledge.

Date: 10/29/2025 Signature of Owner/Applicant: [Signature]Subscribed and sworn to before me this 29th day of October, 2025 Register # 366712My commission expires: 1/31/2028 Notary Public: [Signature]**All plats must be folded prior to submission to the Planning Department for review. Rolled plats will not be accepted.**

Office Use Only	
Date Received: <u>10/29/25</u>	Pre-Application Meeting: <u>PH Sign Deposit Received: \$50.00</u> Application #: <u>ZMP 25:0005</u>

\$1,000 fee paid: Cash 10/29/2025 [Signature]

Proffer or Master Plan Amendment: \$750.00 Paid:

Election District:	Planning Area:
Public Hearings	
Planning Commission	Board of Supervisors
Advertisement Dates:	Advertisement Dates:
APO Notification:	APO Notification:
Date of Hearing:	Date of Hearing:
Decision:	Decision:

## **Statement of Proposed Use of Property and Reason for Rezoning:**

I would like to rezone my property from A1 to R1 for several reasons. Generally speaking, I would like to build and maintain two additional small single family homes on 1 acre parcels, meeting all the R1 planning guidelines without variance. We are unable to do this under the A1 provisions due to multiple variances because of our oddly shaped property and lack of road frontage. Having individual control over multiple lots gives my family the ability to liquidate assets if we have financial hardships. It also allows my wife and I to harbor our aging parents if that need may arise. We have a 17-year-old daughter, and a future property on this land could potentially be hers as well. As a side note, we have considered the family subdivision but would rather rezone. Additionally, as an LLC owner for a home maintenance business, it allows me to teach my younger children basic life skills in construction and building, considering we will be largely involved in the construction of any dwellings. These are the primary reasons I would like to rezone my property.

My existing plat is unfunctional and in no way represents the general definition of agriculturally zoned land. We use this home as our residence, no different than when we lived in Lake Monticello, other than with more privacy. Per the Fluvanna County General Planning Information document, the permitted uses applied to A1 that are not common to R1 include Agriculture, Equestrian Facilities, Farm Sales, and hunt Clubs. 7 Acres does not serve as a hunt club, that would not be safe with modern guns. The recommended minimum amount of land for a single cow is 1 acre, and ours are wooded. Our 7 acres are not used for any of those defining items listed for agricultural properties, and their actual use is much more applicable to the R1 description. This applies to the majority of my neighbors and local community as well. My neighbors, directly across Gold Mine Rd from my house, are all R1, on 1 acre lots. There are quantity 7, R1 lots within my property's length, directly across the street from me. Many additional houses along Gold Mine are zoned R1 as well, and it's easy to see, because they are set back much closer from the

road. A review of the GIS confirms this. Additionally, we have county water services here. It seems impossible that “city water” would apply in agricultural areas, but we have our water service direct with Fluvanna County with the water tower in sight. Having county water utility would also aid in the development of the additional residences. In addition to the functional use of my land being better represented as R1, my land is barely usable due to it’s odd shape. My home is not located centrally in our plat, and therefore, approximately 4 of the acres we have, have little to no value to us. I would like to be able to utilize this land by parceling out quantity 2, single acre lots, and building small single-family homes on them.

Two additional plots on Gold Mine would NOT:

- Over burden traffic on gold mine road.
- Over burden public services such as security or school systems.
- Have consequential impacts on the environment.

Gold Mine Rd is not in a community protection area. It is better classified as rural residential.

I have also included my google maps map. Utilizing Google, I am able to measure and walk down the properties, similar to a survey. With the proposed parcels, I am able to meet the front, side, and rear set backs from the dwellings required for R1 zoning.

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

**TAB E**

<b>MEETING DATE:</b>	February 4, 2026				
<b>AGENDA TITLE:</b>	Adoption of the Fluvanna County Board of Supervisors January 21, 2026 Meeting Minutes.				
<b>MOTION(s):</b>	<b>I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday January 21, 2026, be adopted.</b>				
<b>BOS WORKPLAN?</b>	Yes	No	<b>If yes, list item(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				<b>XX</b>	
<b>STAFF CONTACT(S):</b>	Caitlin Solis, Clerk to the Board				
<b>PRESENTER(S):</b>	Eric Dahl, County Administrator				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	None.				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Draft Minutes January 21, 2026.				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
					<b>X</b>





**FLUVANNA COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING MINUTES**  
**Circuit Courtroom, Fluvanna Courts Building**  
**72 Main Street, Palmyra, VA 22963**  
**February 4, 2026**  
**Regular Meeting 5:00pm**

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

**ABSENT:** None.

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

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

At 5:02pm, Chair O’Brien called to order the Regular Meeting of February 4, 2026. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

**3 - ADOPTION OF AGENDA**

- Mr. Dahl requested the addition of 2026 General Assembly Resolutions to New Business.

MOTION:	Accept the Agenda, for the February 4, 2026 Regular Meeting of the Board of Supervisors, as amended.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

**SPECIAL PRESENTATION**

*Retirement Recognition of Andrew M. Sheridan, Commissioner of the Revenue* – Andrew M. Sheridan was presented with a plaque and recognized for his 32 years of service to the people of Fluvanna County.

**4 - COUNTY ADMINISTRATOR’S REPORT**

Mr. Dahl reported on the following topics:  
Announcements and Updates  
Happy belated birthday Mr. Hodge!!!  
- February 3<sup>rd</sup>

February is Teen Dating Violence Awareness Month

- In the United States, up to 19% of teens experience sexual or physical dating violence, about half face stalking or harassment, and as many as 65% report being psychologically abused
- Signs of teen dating violence can include:
  - Telling a partner who they can or cannot hang out with or follow on social media
  - Looking through messages on a partners' phone without permission
  - Inconsistent school attendance
  - Sudden request to change a class schedule
  - Constant worrying about making a partner angry
  - Joking about a partner's violent behavior or temper (US Department of Justice, Office of Justice Programs)
- Talk to your teens about healthy, safe relationships. For more information on teen dating violence and available resources, please visit [www.loveisrespect.org](http://www.loveisrespect.org), [ojp.gov/feature/teen-dating-violence/overview](http://ojp.gov/feature/teen-dating-violence/overview) or contact the Fluvanna Victim/Witness Assistance Program at 434-591-1985.

**Next BOS Meetings:**

Day	Date	Time	Purpose	Location
Wed	Feb 11	5:30 PM	BOS Budget Work Session - Constitutional Officer/Department Briefs	Morris Room
Wed	Feb 18	5:00 PM	BOS Budget Work Session - County Agency Briefs	Morris Room
Wed	Feb 18	6:00 PM	Regular Meeting	Circuit Court
Wed	Feb 25	5:30 PM	BOS Budget Work Session - FCPS FY27 Adopted Budget Presentation	Morris Room

## **5 - PUBLIC COMMENTS #1**

At 5:17pm, Chair O'Brien opened the first round of Public Comments.

- Tracy Smith, 2 Sandy Beach Ct, commented on the Expressive Activity Policy.
- Calvin Hickman, 139 Briery Creek Rd, commented on Tenaska.
- Ray Bassi, 50 Smokewood Dr, commented on Tenaska.
- Ronald Barche, 204 Panorama Ct, Commented on Tenaska.

With no one else wishing to speak, Chair O'Brien closed the first round of Public Comments at 5:35pm.

## **6 – BOARDS AND COMMISSIONS**

None.

## **7 – PRESENTATIONS**

*Board of Supervisors Leadership Retreat* – Eric Dahl, County Administrator

Every two years, the Board of Supervisors have traditionally held a Board of Supervisors retreat to come up with a two-year work plan for the current board. The current two-year work plan was adopted October 2, 2024. The FY26 BOS Budget includes \$7,000 for Professional Services related to a Leadership Retreat. Staff wants to identify the timing for holding the next retreat and any specific requests from the board for reaching out for a facilitator.

- After some discussion, the Board agreed to hold the BOS Retreat on Saturday, October 3, 2026; and revisit the selection of a facilitator after the budget season is over.

*Public Hearing Process* – Dan Whitten, County Attorney

Background for Public Hearings

The Board of Supervisors had a discussion at the meeting on January 21, 2026 regarding the applicant's role during the public hearing process. Past practice has allowed the applicant to make a presentation at the beginning of the public hearing. At the end of the public hearing, past practice has authorized the applicant to provide additional comments and answer questions in rebuttal to comments made by the public. The Board also discussed the role of the applicant when an item is deferred by the Board and whether the applicant can make a new presentation or whether the applicant can only be available to answer questions from the Board.

Background for Deferred Items

The Board at the meeting on January 21 also discussed the role of the applicant when an item is deferred by the Board after a public hearing and whether the applicant can make a new presentation or whether the applicant can only be available to answer questions from the Board. Past practice has authorized the applicant to make a presentation and be available for questions (i.e. Marina Point).

Currently, Section XIX of the Board bylaws have the following language:

J. Prior to initiating a public hearing, the Chair shall recount, either verbatim or by reference, the rules under which the hearing shall be operated, but the Board may amend the rules during the hearing by giving notice of the change to those gathered (e.g., a change to the time limitation for individual speakers).

L. Subject to revocation or extension by the majority of the Board assembled, the Chair may in all matters establish a maximum time for consideration of any matter, and/or limit the amount of time available to each speaker, including Board members, on a matter and/or limit the number of times each speaker may address the Board on a matter ...

N. The Board of Supervisors has set forth the following rules for time limits for various agenda items or comments from the public, unless modified by majority consent of the Board:

2. Presentations shall be limited to ten (10) minutes.

Suggested Bylaw Language for Public Hearings

For zoning matters where a public hearing has been advertised, the planning staff shall be called upon by the Chair to introduce the topic. Then the applicant shall be permitted to speak on behalf of his application and may make a presentation. Next the public hearing shall be opened. At the conclusion of the public hearing, the applicant shall be provided with the opportunity to answer questions or provide additional information.

Suggested Bylaw Language for Deferred Items

For zoning matters where an item has been deferred after a public hearing, the planning staff shall be called upon by the Chair to introduce the topic. Then the applicant shall be permitted to speak on behalf of his application and may make a presentation. The applicant shall be provided with the opportunity to answer questions from the Board of Supervisors.

- After much discussion, the Board directed staff to bring back amendments to the bylaws, including language requiring public hearing presentations and comments from the applicant to be germane to the topic, as well as providing presentations in advance.

Board of Supervisors Minutes

*Expressive Activity Policy* – Dan Whitten, County Attorney

This addition to the County Administration Policy would provide guidelines and establish procedures concerning expressive activities conducted by members of the public on and within County property. The County does not currently have an Expressive Activity Policy. This Policy sets guidelines involving access, safety, and use of County property based on property category designation: Operational buildings and facilities, Courthouse Grounds, Parks and Recreation Facilities, and Library Facilities. The Policy includes guidelines involving permitted events and reserved spaces, County bulletin boards, and how to respond to any violations.

- Staff will share the proposed Expressive Activity Policy with the Sherriff’s Office to address any concerns, before bringing the Policy back to the Board at a later meeting.

**8 - ACTION MATTERS**

None.

**9 - PUBLIC HEARING**

None

**10 - CONSENT AGENDA**

The following items were discussed before approval:

*H - Resolution of the Designation of Rural Rustic Highway - Rt 672 Carys Creek Road*

The following items were approved under the Consent Agenda for February 4, 2026:

- *Minutes of January 21, 2026* – Caitlin Solis, Clerk to the Board
- *Accounts Payable Report FY26 October* – Theresa McAlister, Management Analyst
- *Accounts Payable Report FY26 November* – Theresa McAlister, Management Analyst
- *Accounts Payable Report FY26 December* – Theresa McAlister, Management Analyst
- *Resolution of the Designation of Rural Rustic Highway - Rt 672 Carys Creek Road* – Eric Dahl, County Administrator
- *FY26 Fluvanna County Public Schools Insurance Claim – 2017 Thomas School Bus* – Tori Melton, Finance Director

<b>MOTION:</b>	Approve the consent agenda, for the April 19, 2024 Board of Supervisors meeting, and to ratify Accounts Payable and Payroll for October 2025, in the amount of \$3,868,853.88; November 2025, in the amount of \$2,712,119.13; and December 2025, in the amount of \$3,306,529.37.				
<b>MEMBER:</b>	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
<b>ACTION:</b>			Motion		Second
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0</b>				

**11 - UNFINISHED BUSINESS**

None.

**12 - NEW BUSINESS**

*Second Amendment Resolution*

Mr. Sheridan requested the reaffirmation of the Second Amendment Resolution adopted in 2019. Staff was directed to bring a draft Second Amendment Resolution back as an action item at the next meeting.

*2026 General Assembly Resolutions* – Dan Whitten, County Attorney

HB422 (Support)

Prohibits a public utility authorized to furnish water or water and sewer service from filing an application for a rate increase more frequently than once in any three-year period, subject to certain exceptions. The House substitute had a reenactment clause which would require the bill to be approved again next year. There have been 4 rate increases in the last 10 years by Aqua.

HB891/SB443 (Oppose)

Makes utility scale battery energy storage systems a by-right use on any parcel that has been previously approved for utility scale solar and is subject to a special use permit. Legislation would remove such installations from requirements of host siting agreement law. The county currently has approved 3 utility scale solar facilities.

HB711/SB347 (Oppose)

Provide that a ground-mounted solar energy generation facility to be located on property zoned agricultural, commercial, industrial, or institutional shall be permitted by special exception pursuant to various standardized criteria, such as specifications for setbacks, fencing, solar panel height, visual impacts, and grading, and a decommissioning plan for solar energy equipment and facilities, unless otherwise permitted by right. If a locality denies a special exception application for a solar facility, the locality must within 60 days provide to the SCC a written record including the reason for the adverse decision, any finding of nonconformity with the Comprehensive Plan, and the date of the last revision to the Comprehensive Plan.

Modifies the Virginia definition of “agricultural operation” to include electrical production from solar panels concurrent with the production of crops, animals or fowl in the Right to Farm law (§ 3.2-300 et seq.). Modification allows landowners to add solar generation facilities to agricultural operations without obtaining a Special Use Permit.

HB816 (Oppose)  
Requires all localities to allow for by-right development and construction of multifamily residential uses on at least 75% of land contained in business zoning district classifications. Prohibits localities from approving a business use on property adjacent to a multifamily residential development that is different from the use in place when the development was approved. Localities must exempt such development from setback, height and frontage requirements if converting an existing building.

HB804 (Oppose)  
Requires every locality to increase its total housing stock by 7.5 percent over a five-year period beginning Jan. 1, 2028 unless it has already met this requirement from Jan 1, 2020 through Jan 1, 2025. County increased its housing stock by 8.8% over the time period. Therefore, the County would have to continue to increase its housing stock by 1% for subsequent years. An applicant may appeal to the local Board of Zoning Appeals the rejection of an application that will have the effect of increasing the supply of housing in a locality, if a locality has not made a “good faith effort” to meet required housing targets over a five-year period.

<b>MOTION:</b>	Approve the following resolution: A RESOLUTION TO SUPPORT HOUSE BILL 422				
<b>MEMBER:</b>	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
<b>ACTION:</b>		Motion	Second		
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	5-0				

<b>MOTION:</b>	Approve the following resolution: A RESOLUTION TO OPPOSE HOUSE BILL 891 AND SENATE BILL 443				
<b>MEMBER:</b>	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
<b>ACTION:</b>		Motion	Second		
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	5-0				

<b>MOTION:</b>	Approve the following resolution: A RESOLUTION TO OPPOSE HOUSE BILL 711 AND SENATE BILL 347				
<b>MEMBER:</b>	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
<b>ACTION:</b>		Motion	Second		
<b>VOTE:</b>	Yes	Yes	Yes	No	Yes
<b>RESULT:</b>	4-1				

<b>MOTION:</b>	Approve the following resolution: A RESOLUTION TO OPPOSE HOUSE BILL 1091				
<b>MEMBER:</b>	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
<b>ACTION:</b>		Motion			Second
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	5-0				

<b>MOTION:</b>	Approve the following resolution: A RESOLUTION TO OPPOSE HOUSE BILL 816				
<b>MEMBER:</b>	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
<b>ACTION:</b>	Second	Motion			
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	5-0				

<b>MOTION:</b>	Approve the following resolution: A RESOLUTION TO OPPOSE HOUSE BILL 804				
<b>MEMBER:</b>	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
<b>ACTION:</b>	Second	Motion			
<b>VOTE:</b>	Yes	Yes	No	No	Yes
<b>RESULT:</b>	3-2				

13 - PUBLIC COMMENTS #2

At 7:21pm, Chair O’Brien opened the second round of Public Comments.

- Ty Williams, 1671 Carys Creek Rd, spoke in favor of the Second Amendment Resolution.
- Ray Bassi, 50 Smokewood Dr, commented on Tenaska.
- Millie Fife, 889 Jefferson Dr, commented on the Expressive Activities Policy.

With no one else wishing to speak, Chair O’Brien closed the second round of Public Comments at 7:29pm.

14 - CLOSED MEETING

None.

- At 7:30pm, a motion was made for a 10-minute recess.

MOTION:	Approve a motion to recess the February 4, 2026 Regular Board of Supervisors meeting to 7:40pm.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

BUDGET WORK SESSION

County Administrator’s FY27 Budget Proposal and FY28-31 Projected Budgets (The Five-Year Financial Plan) – Eric Dahl, County Administrator  
Budget Development

- Carefully review revenue projections from all existing revenue sources to minimize the need for tax rate increases.
- Perform a detailed review of all expenditure budgets requested.
- Incorporate essential personnel requests to best support Fluvanna’s service, expansion and technical needs.
- Support staff with an adequate compensation and benefits plan.
- Identify any potential funding shortfalls for further discussion during the budget process.
- Determine any service gaps or new services needed.
- Refine and update the future years planning budget projections.

Budget Pressures

- Increased costs for providing public safety:
  - Operational costs for expanding the service for the Department of Emergency Services.
  - Costs related to affiliated regional facilities, such as the Blue Ridge Juvenile Detention
  - Maintaining adequate replacement cycles for Sheriff’s Office patrol vehicles and Fire & Rescue apparatus
- Aging facilities, fleet and equipment that require significant maintenance.
  - The County and Schools combined have over 33 buildings with HVAC and ~300 vehicles.
- The increasing cost of goods and services.
  - Over the last 12 months, the Consumer Price Index (CPI) increased 2.7%.
- Maintaining competitive salaries and benefits for our County and School System staff.
- New and expanding water and sewer infrastructure to support future County buildings, amenities at Pleasant Grove Park and to support economic development in our designated growth areas.
- Our existing debt load. Future budget years have large capital needs that will require the use of additional debt proceeds, therefore increasing annual debt service amounts.

FY27 Budget Proposal Highlights

- Budget totals \$160,936,620
  - Real Estate tax rate of \$0.76 (FY26 - \$0.75)
    - Results in a tax increase of 1.33% for the average homeowner.
  - The personal property tax rate of \$4.10 per \$100 of assessed value remains unchanged from FY2026.
  - No change to the Business Personal Property tax rate (Remains at \$2.90 per \$100 of assessed value)
  - The personal property tax rate for Public Service Corporations reflects a proposed tax rate increase from \$2.90 per \$100 of assessed value to \$4.10 per \$100 of assessed value.
  - No change to the Machinery & Tools tax rate (Remains at \$1.90)
- Overall increase in total County expenditures by \$34,942,579, a 27.7% increase from the FY26 amended budget

Revenues

- Projected total revenues will increase by \$34.9 million above the FY26 amended budget amount. The most significant contributing factors are:
  - A net increase of \$1.6M in tax and local operating revenue, mainly in part to the following increases: real estate revenue, delinquent real estate and personal property taxes, local option sales tax, interest earnings and EMS cost recovery.

Board of Supervisors Minutes

- A decrease of \$4.0M in Schools state/federal/other local revenue, not including the County contribution. This is due to not receiving Fluvanna County Public Schools adopted funding request at this point.
- A decrease of \$840K in Debt Service revenue.
- A net increase of \$42.4M for CIP project funding, mainly due to the use of proffer funds to fund CIP projects.
- A decrease of \$4.0M in Enterprise Funds.
- A decrease of \$304K in Social Services state/federal revenue.

Revenue Category	FY26 Budget (Amended)	FY27 COAD Proposed	Percent Change
GENERAL FUND OPERATING REVENUE	\$68,365,469	\$70,008,627	2.4%
SCHOOLS	\$37,144,008	\$33,160,100	-10.7%
SOCIAL SERVICES	\$2,360,990	\$2,057,020	-12.9%
DEBT SERVICE	\$1,290,834	\$450,386	-65.1%
CAPTIAL IMPROVEMENT PLAN (CIP)	\$9,611,439	\$51,993,099	441.0%
ENTERPRISE	\$7,221,301	\$3,267,388	-54.8%
REVENUES TOTAL	\$125,994,041	\$160,936,620	27.7%

Expenditures

- Departments, Constitutional Officers and Agency budgets have been reviewed in detail and funded at reasonably levels to cover day-to-day operational requirements
  - The County has not received Fluvanna County Public School’s formal funding request, since the FY2027 Budget Request has not yet been presented by the School Board.
  - The School System’s full budget request will be presented to the Board of Supervisors on February 25th.
- General Government
  - County Administration - \$219,534 total: (1) new position for a Business Technology Coordinator, (1) new position for a County Engineer/Capital Projects Manager and a County website upgrade.
  - Reassessment - \$72,268 total: Increased costs for contracting with a new reassessment firm, year 1 start-up costs for Eagleview GSD Aerial Imagery and postage.
  - Information Technology - \$79,103 total: Increases for Microsoft Office 365, COR Vision 8 CAMA software subscription and other software licensing.
- Judicial Administration
  - Commonwealth Attorney- \$112,139 total: (1) new position for an Asst. Commonwealth Attorney.
- Public Safety
  - E-911 - \$540,811 total: (1) new position for a Deputy Director of Communications and VESTA System Replacement (5-year life with 5 years Motorola Monitoring and Warranty).
  - Fire and Rescue - \$105,499 total: Increased contributions to Lake Monticello Volunteer Fire, Rescue and Water Rescue and Fluvanna County Volunteer Fire Department.
  - Correction and Detention - \$80,291 total: Blue Ridge Juvenile Detention proposed cost increase.
- Public Safety (cont.)
  - Emergency Services - \$268,525 total: Costs associated with converting the Kents Store Rescue Station from a 12-hour shift ambulance to a 24-hour shift ambulance, which requires adding (2) EMT-BLS and (2) EMT-ALS positions.
  - Public Animal Shelter - \$83,857 total: Fluvanna County utilizes the Fluvanna SPCA as its public animal shelter. Their submitted budget covers cost increases to retain a quality workforce and a capital funding contribution for a building expansion.
- Health and Welfare
  - CSA Purchase of Services - \$202,200 total: Primary increase for private day placement for clients of the Children’s Service Act. This increase has some offsets for state matching funds.
- Non-Departmental

Expenditure Category	FY26 Budget (Amended)	FY27 COAD Proposed	Percent Change
GENERAL GOVERNMENT	\$4,463,931	\$4,708,453	5.5%
JUDICIAL ADMINISTRATION	\$1,901,255	\$2,033,349	6.9%
PUBLIC SAFETY	\$15,118,030	\$16,191,714	7.1%
PUBLIC WORKS	\$4,610,446	\$4,624,483	0.3%
HEALTH AND WELFARE	\$7,801,372	\$7,979,066	2.3%
PARKS, RECREATION & CULTURAL	\$1,525,627	\$1,550,355	1.6%
COMMUNITY DEVELOPMENT	\$1,620,081	\$1,640,455	1.3%
NON-DEPARTMENTAL	\$589,265	\$1,024,427	73.8%
SCHOOLS	\$60,970,224	\$56,950,316	-6.6%
DEBT SERVICE	\$8,876,348	\$7,440,026	-16.2%
CAPITAL IMPROVEMENT PLAN (CIP)	\$10,261,439	\$52,493,099	411.6%
ENTERPRISE	\$8,256,022	\$4,300,877	-47.9%
EXPENDITURES TOTAL	\$125,994,041	\$160,936,620	27.7%

- BOS and Personnel Contingency - \$65,047 total: The County has a contingency policy that states we will maintain Board and Personnel contingency lines in the general fund to pay for needs caused by unforeseen emergencies, including unanticipated expenditures of a nonrecurring nature, or to meet unexpected small increases in service delivery cost. These contingency lines shall be budgeted at least 0.5% of governmental general fund expenditures. This increase will bring these contingency amounts in line with the policy. In addition, the proposed (8) new positions recommended in the County Administrators proposed budget reflect pay scale minimums for the salary, an additional 9% personnel contingency was included for the hiring those positions.
- Staff Pay Plan and Health Insurance Costs - \$614,380 total: The specifics will be discussed below under Employee Compensation and Health Insurance.
- Employee Compensation
  - Maintain competitive compensation to attract and retain high quality employees.
  - \$337,516 - 2% COLA for all County staff July 2026 (1% = \$169K).
  - Compensation Board reimbursement for the COLA is \$58,072
- Health Insurance
  - Health insurance cost increases have been significant fiscal influences every year.
  - The budget includes \$276,864 to cover an 8.0% increase, and lessen any adverse impact on employees.
  - Each 1% premium increase represents approximately \$34,608

Health Insurance Premium Change	
Year	% Rate Change
FY17	7.00%
FY18	10.69%
FY19	16.33%
FY20	18.00%
FY21	-21.20%
FY22	8.40%
FY23	9.00%
FY24	4.30%
FY25	11.00%
FY26	6.40%

• New Position Requests

Position	Department	Notes
Included in FY2027 Budget Proposal (planned for July 2026)		
Business Technology Coordinator	County Administration	New FT Position
County Engineer/Capital Projects Manager	County Administration	New FT Position
Asst. Commonwealth Attorney	Commonwealth Attorney	New FT Position
Deputy Director of Communications	E911	New FT Position
EMT-BLS	Emergency Services	New FT Position
EMT-BLS	Emergency Services	New FT Position
EMT-ALS	Emergency Services	New FT Position
EMT-ALS	Emergency Services	New FT Position
Not Included in FY2027 Budget Proposal (planned for July 2026)		
Communications Specialist/PIO	County Administration	New FT Position
Deputy COR II	Commissioner of the Revenue	New FT Position
Deputy Treasurer II	Treasurer	New FT Position
Paralegal	Commonwealth Attorney	New FT Position
Crew Chief	Public Utilities	New FT Position
Pipe Technicians 1,2	Public Utilities	New FT Position
Pipe Technicians 1,2	Public Utilities	New FT Position
Social Services Asst. Director	Social Services	New FT Position
Library Asst. II	Library	New FT Position
Park Maintenance Worker	Parks and Recreation	New PT Position
Dir. of Communications and Technology	E911	Position Upgrade
Sheriff's Office – (7) Position Raises	Sheriff's Office	Targeted Raises



Board of Supervisors Minutes  
Capital Projects

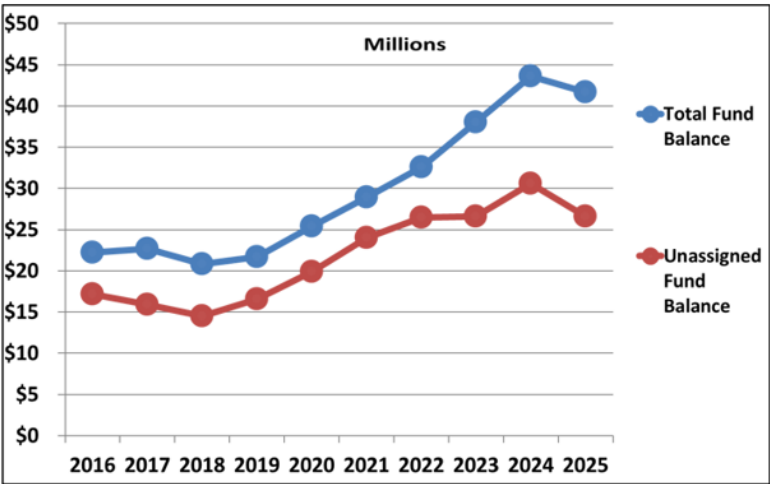
- The County has made a practice of using unassigned fund balance to fund one-time expenditures.
- Many requested projects of less urgency were delayed until later fiscal years to avoid affecting the tax rates, fund balance or debt service funding requirements.
- Cannot continue to defer essential maintenance, facilities, equipment, and vehicles; before long they will be beyond effective life, potentially compromise safety, or fail at a critical time of use.
- Debt service financing may be required to maintain adequate and safe service levels for the community.

Project	Department/Agency	\$ Included	\$ NOT Included
PG Bathroom near Playground	P&R		\$690,000
PG Multi-Purpose Shelter	P&R	\$199,000	
PG Concrete Slabs (2 Structures)	P&R		\$95,000
Community Center Playground Amenities	P&R	\$308,000	
Community Center Basketball to Pickleball Court	P&R		\$128,000
Carysbrook Sports Complex Basketball Court	P&R		\$68,500
Carysbrook Sports Complex Playground Update	P&R	\$192,000	
Community Services	Subtotal	\$699,000	\$981,500
COR & Treasurer Updated Billing Software	COR & Treasurer		\$303,000
Governmental	Subtotal	\$0	\$303,000
Fork Union Water Supply	Public Utilities	\$43,148,330	
PG Park and Commons Blvd Water System	Public Utilities	\$1,507,000	
Public Utilities	Subtotal	\$44,655,330	\$0
Capital Reserve Maintenance Fund	Public Works	\$250,000	
Palmyra Fire Co. #1 Parking Lot Paving	Public Works	\$120,000	
Social Services Vehicle	Public Works	\$35,000	
Parks & Recreation Vehicle	Public Works	\$55,000	
Community Center Driveway/Parking Lot Paving	Public Works	\$180,000	
Community Center Renovations	Public Works		\$500,000
New Government Center Building	Public Works	\$2,214,929	
Public Works	Subtotal	\$2,854,929	\$500,000
Sheriff Vehicles Expansion	Sheriff	\$410,000	
Lower Lot Fencing – Parking Lot & Sally Port	Sheriff	\$80,000	
Sheriff	Subtotal	\$490,000	\$0
Building/Server Room UPS	E911	\$250,000	
E911	Subtotal	\$250,000	\$0

Replacement of Unit 5	EMS	\$546,000	
Stryker Cots	EMS		\$150,000
Lifepak Cardiac Monitors	EMS		\$648,287
Emergency Services	Subtotal	\$546,000	\$798,287
Engine 11 - Palmyra	Fire & Rescue		\$1,684,330
Car 10 - Palmyra	Fire & Rescue		\$126,470
Ambulance 552 – Lake Monticello	Fire & Rescue	\$546,000	
Dive 5 – Lake Monticello	Fire & Rescue		\$450,930
Support 57 – Lake Monticello	Fire & Rescue		\$128,310
Turnout Gear Replacement	Fire & Rescue	\$167,840	
Thermal Imaging Camera Replacement	Fire & Rescue	\$144,000	
Fire and Rescue	Subtotal	\$857,840	\$2,390,040
Capital Reserve Maintenance Fund	Schools	\$250,000	
Schools Buses and Transportation Fleet	Schools	\$990,000	
Student Transport and Operations	Schools	\$100,000	
Custodial, Campus, Grounds and Field Equip.	Schools	\$150,000	
Bus Garage and Access Road Paving	Schools	\$275,000	
Instructional Technology – Virtualization	Schools		\$1,000,000
Food Service Cooler Generators	Schools		\$100,000
FCHS Locker Rooms and Field House	Schools		\$3,000,000
FCHS Gym Floors Resurfaced and Painted	Schools	\$100,000	
FMS Retaining Wall Replaced at the Annex Gym	Schools	\$75,000	
CEN Classroom, Office, and School Carpet/Tile	Schools	\$125,000	
CAR Fire Panel Replacement	Schools	\$75,000	
Schools	Subtotal	\$2,140,000	\$4,100,000
	Grand Total	\$52,493,099	\$9,072,827

Fund Balance

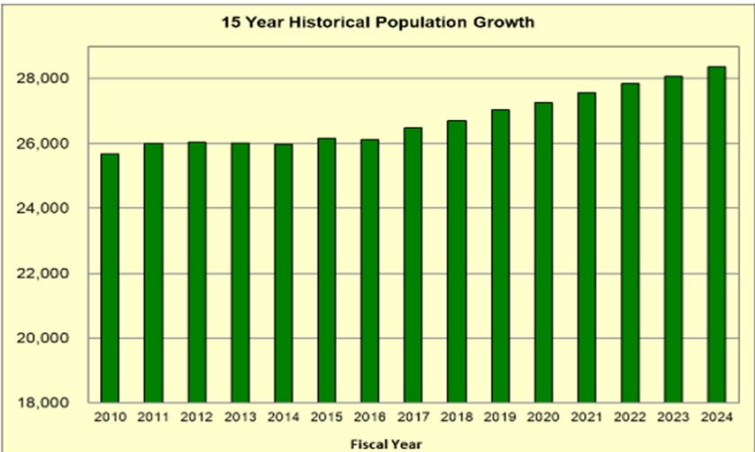
- Fluvanna continues to adhere to a conservative fund balance policy that maintains unassigned restricted fund balance at a minimum of 12% of General Fund revenues and the School Fund revenues, less the County’s funding portion from the General Fund.
- As of June 30, 2025:
  - Unassigned restricted fund balance is \$12,022,656.
  - Unassigned unrestricted fund balance is currently \$14,585,271 (use toward capital projects).
  - FY27 includes \$8,859,600



Source: Fluvanna County Annual Comprehensive Financial Report – June 20, 2025.

Economic Factors

- Annual Unemployment Rate
  - US 4.0%, VA 2.9% & Fluvanna 2.4%
  - Fluvanna Monthly Unemployment Rate
    - Nov. 2025: 3.5%
- Sales Tax
  - 2023 to 2024 increased 3.46%
    - Changes implemented for online retailers making more than \$100,000 in annual gross sales to collect and pay sales tax starting July 1, 2019.
- Population Growth
  - 2000 to 2010 increased 28.2%
    - 25,691
  - 2010 to 2020 increased 6.1%
    - 27,249
  - 2020 to 2024 increased 4.0%
- Total Building Permits\*
  - 2021: 631
  - 2022: 840 (33%)
  - 2023: 651 (-22%)
  - 2024: 616 (-5%)
  - 2025: 716 (16%)
  - Permits for new home construction\*
    - 2021: 184



Source: Weldon Cooper Center for Public Service, Demographics & Workforce Group



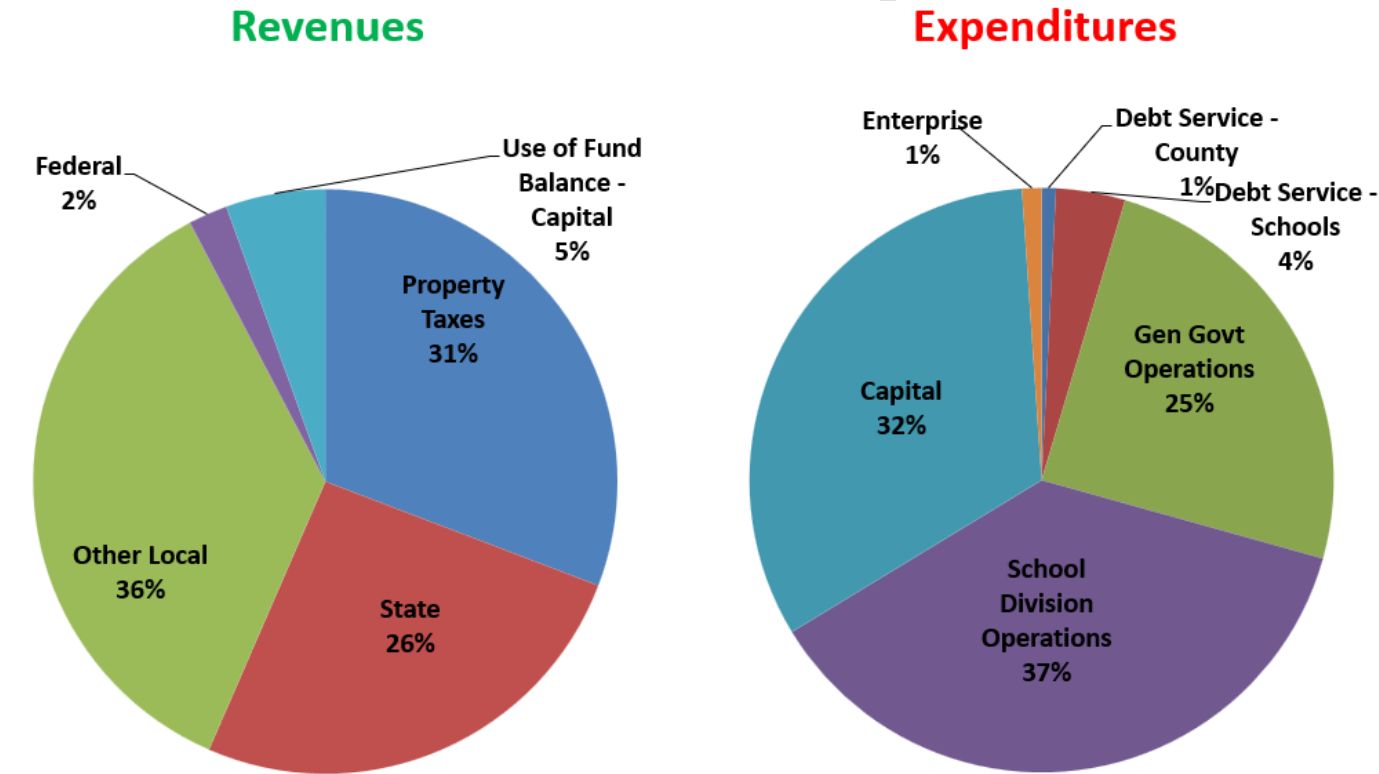
- Board of Supervisors Minutes
- 2022: 169 (-8%)
  - 2023: 109 (-35%)
  - 2024: 137 (25%)
  - 2025: 191 (39%)
- *\*numbers are based upon calendar year*

New Revenue Sources

- Staff continues to review and investigate other potential new and existing revenue sources. New sources would include:
  - The Business License fee would be a standard, nominal flat annual fee for operating a business in the County.
  - A Business, Professional, and Occupational License (BPOL) tax is a local level tax levied on businesses’ gross receipts in the locality, with the locality setting rates based upon an industry classification and determining the level of gross receipts that triggers having to pay the tax.

FY27 Revenues and Expenditures – Tori Melton, Director of Finance

FY27 COAD Proposed Budget - \$160,936,620



General Fund Revenue Summary – FY25-27

A	B	C	D	E
Revenue Source	FY25 Actual	FY26 Amended Budget	FY27 COAD	FY27 to FY26 Budget (Inc/Dec)
General Property Taxes	\$46,238,230	\$48,516,602	\$47,749,085	(\$767,517)
Other local taxes	5,862,253	6,026,500	6,383,000	\$356,500
Permits and fees	504,728	462,750	465,700	\$2,950
Fines and forfeitures	31,416	51,000	16,000	(\$35,000)
Use of money	1,411,795	679,165	1,103,000	\$423,835
Charges for services	1,349,758	1,377,300	1,524,700	\$147,400
Miscellaneous	574,862	100,000	105,250	\$5,250
Recovered Cost	387,869	484,314	295,095	(\$189,219)
Commonwealth	10,062,111	10,028,563	10,149,687	\$121,124
Federal	1,977,562	1,785,265	1,556,771	(\$228,494)

Top 4 Local Revenue Sources

A	F			G
Revenue Source	FY25 Actual	FY26 Amended	FY27 COAD	FY27 to FY26 Inc/Dec
Real Estate Taxes	\$30,447,276	\$32,570,674	\$33,428,706	\$858,032
Personal Property Taxes	10,949,948	12,456,526	11,347,232	(1,109,294)
Public Service Corporation	3,788,786	3,611,330	4,733,630	1,122,300
Local Sales Taxes	2,910,012	3,060,000	3,125,000	65,000

PPTRA	\$2,996,570
Compensation Board	\$2,961,649
CSA	\$2,305,337
Social Services	\$770,792
Miscellaneous	\$1,115,339
TOTAL	\$10,149,687

Real Estate Tax

#	Category	FY27 Residential	FY27 Commercial	Final Date
1	Total Assessed Real Estate Value	\$4,923,597,962	\$124,369,586	Supplements thru Oct.
2	Non-Taxable Real Estate Value	-\$331,788,095	\$0	
3	Total Taxable Real Estate Value	\$4,591,809,867	\$124,369,586	Supplements thru Oct.
4	Land Use, Conservation Easements, and Open Space Agreements (Est.)	-\$298,921,895	N/A	April
5	Tax Relief for Elderly/Veterans (Est.)	-\$142,625,720	N/A	April 1
6	Revised Taxable Real Estate Value	\$4,150,262,252	\$124,369,586	
7	Divided By	100	100	
8	Times Tax Rate	\$0.760	\$0.760	
9	Taxable Real Estate Revenue	\$31,541,993	\$945,209	
10	Collection Rate	99.0%	99.0%	
11	FY27 Budget Real Estate Tax	\$31,226,573	\$935,757	6

Real Estate Penny Calculation

Real Estate (Residential) Value/100	\$41,502,623
Real Estate (Commercial) Value/100	\$1,243,696
Public Utilities Value/100	\$6,119,072
Mobile Homes Value/100	\$21,765
Total Value/100	\$48,887,156
Times \$0.01	\$0.01
Revenue generated by each \$0.01 increase in tax rate (100% Collection Rate)	\$488,872
Per Penny Amount (Collection Rates: 99.0% Real Estate, 100% Public Utilities, and 99.0% Mobile Homes)	\$484,596

A	B	C	D	E
Expenditure	FY25 Actual	FY26 Amended Budget	FY27 COAD	FY27 to FY26 Budget (Inc/Dec)
General Govt	\$4,114,259	\$4,463,931	\$4,708,453	\$244,522
Judicial Admin	1,770,866	1,901,255	2,033,349	\$132,094
Public Safety	13,762,008	15,118,030	16,191,714	\$1,073,684
Public Works	3,297,034	4,610,446	4,624,483	\$14,037
Health & Welfare	7,115,449	7,801,372	7,979,066	\$177,694
Education	22,269,388	23,826,216	23,790,216	(\$36,000)
Parks, Rec. & Library	1,450,982	1,525,627	1,550,355	\$24,728
Comm. Development	1,756,045	1,620,081	1,640,455	\$20,374
Non-departmental	277,012	589,265	1,024,427	\$435,162

15 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, February 4, 2026 at 8:46pm.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

ATTEST: FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis  
Clerk to the Board

Anthony O’Brien  
Chair



**BOARD OF SUPERVISORS**  
County of Fluvanna  
Palmyra, Virginia  
**RESOLUTION No. 03-2026**

**A RESOLUTION DESIGNATING RURAL RUSTIC ROAD PROJECT  
ROUTE 672, CARYS CREEK ROAD**

**WHEREAS**, Section 33.2-332 of the *Code of Virginia*, permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a Rural Rustic Road; and

**WHEREAS**, any such road must be located in a low-density development area and have no more than 1,500 vehicles per day; and

**WHEREAS**, the Board of Supervisors of Fluvanna County, Virginia desires to consider whether Route 672 Carys Creek Road, from Route 15 James Madison Highway one mile towards Route 671 Gold Mine Road should be designated a Rural Rustic Road; and

**WHEREAS**, the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

**WHEREAS**, the Board believes that this road should be so designated due to its qualifying characteristics; and

**WHEREAS**, this road is in the Board’s six-year plan for improvements to the secondary system of state highways.

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby designates this road a Rural Rustic Road, and requests that the Resident Engineer for the Virginia Department of Transportation concur in this designation.

**BE IT FURTHER RESOLVED**, the Board requests that this road be hard surfaced and, to the fullest extent prudent, be improved within the existing right-of-way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state.

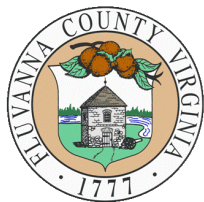
**BE IT FURTHER RESOLVED**, that a certified copy of this resolution be forwarded to the Virginia Department of Transportation Resident Engineer.

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Fluvanna County Board of Supervisors at the Regular Meeting of the Board held on the 4th day of February, 2026;

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

Attest:

\_\_\_\_\_  
Anthony P. O’Brien, Chair  
Fluvanna County Board of Supervisors



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

**RESOLUTION No. 04-2026**

**A RESOLUTION TO SUPPORT HOUSE BILL 422  
(DELEGATE NICOLE COLE)**

**WHEREAS**, the 2026 Virginia General Assembly has convened to consider the passage of legislation that would amend laws affecting the residents of the County of Fluvanna; and

**WHEREAS**, House Bill 422 prohibits a public utility authorized to furnish water or water and sewer service from filing an application for a rate increase more frequently than once in any three-year period, subject to certain exceptions; and

**WHEREAS**, this change would impact the ability of Aqua Virginia, Inc. to file for rate increases impacting approximately 15,000 Fluvanna County residents; and

**WHEREAS**, there have so far been four rate increases made by Aqua Virginia, Inc. in the last ten years; and

**WHEREAS**, the impact of these rate increases falls disproportionately on single-family residential citizens in Fluvanna County.

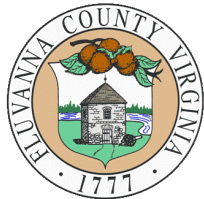
**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Fluvanna County hereby expresses its support for House Bill 422, which would limit the ability of a public utility to file applications for rate increases.

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Fluvanna County Board of Supervisors at a meeting of the Board held on the 4th day of February 2026.

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

Attest:

\_\_\_\_\_  
Anthony P. O’Brien, Chair  
Fluvanna County Board of Supervisors



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

**RESOLUTION No. 05-2026**

**A RESOLUTION TO OPPOSE HOUSE BILL 891 (DELEGATE IRENE SHIN) AND  
SENATE BILL 443 (SENATOR JEREMY S. MCPIKE)**

**WHEREAS**, the 2026 Virginia General Assembly has convened to consider the passage of legislation that would amend laws affecting the authority and operation of Virginia local governments; and

**WHEREAS**, House Bill 891 and Senate Bill 443 make utility-scale Battery Energy Storage Systems (BESS) a by-right use on any parcel that has previously been approved for utility-scale solar and that is subject to an approved special use permit; and

**WHEREAS**, this change would allow the installation of battery storage infrastructure on any land associated with any utility-scale solar site in Fluvanna, without the input of the County Board of Supervisors and its constituents; and

**WHEREAS**, the County Board of Supervisors has issued a special use permit for three separate utility scale solar facilities;

**WHEREAS**, this legislation exempts such installations from the Virginia statutory requirement that applicants give the County written notice of their intent to locate in Fluvanna and request a meeting to negotiate a host siting agreement (§ 15.2-2316.7); and

**WHEREAS**, localities should have the authority to address all impacts and all choices associated with utility-scale solar and battery storage facilities.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Fluvanna County hereby expresses its opposition to House Bill 891 and Senate Bill 443 because they preempt local authority and local decision-making.

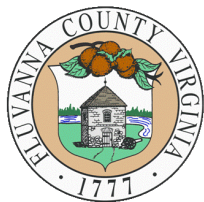
**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Fluvanna County Board of Supervisors at a meeting of the Board held on the 4th day of February 2026.

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

Attest:

\_\_\_\_\_  
Anthony P. O’Brien, Chair  
Fluvanna County Board of Supervisors





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

**RESOLUTION No. 06-2026**

**A RESOLUTION TO OPPOSE HOUSE BILL 711 (DELEGATE CHARNIELE L. HERRING) AND SENATE BILL 347 (SENATOR SCHUYLER T. VANVALKENBURG)**

**WHEREAS**, the 2026 Virginia General Assembly has convened to consider the passage of legislation that would amend laws affecting the authority and operation of Virginia local governments; and

**WHEREAS**, the Board of Supervisors opposes House Bill 711 and Senate Bill 347, which provide that a ground-mounted solar energy generation facility to be located on property zoned agricultural, commercial, industrial, or institutional shall be permitted pursuant to various standardized criteria, such as specifications for setbacks, fencing, solar panel height, visual impacts, and grading, and a decommissioning plan for solar energy equipment and facilities, unless otherwise permitted by right; and

**WHEREAS**, under the legislation, a locality is required to consider every special exception application for solar facilities that conforms to these standardized criteria in property zoned agricultural, commercial, industrial, or institutional; and

**WHEREAS**, under the legislation, if a locality denies a special exception application for a solar facility, the locality must within sixty days provide to the State Corporation Commission a written record including the reason for the adverse decision, any finding of nonconformity with the Comprehensive Plan, and the date of the last revision to the Comprehensive Plan; and

**WHEREAS**, in Fluvanna County, utility scale solar generation facilities are authorized only by special use permit in S-1, B-1, B-C, I-1, and I-2 zoning districts and subject to specific siting regulations; and

**WHEREAS**, localities should have the authority to address all public health, safety and welfare impacts associated with utility-scale solar facilities.

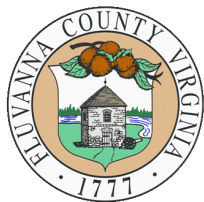
**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Fluvanna County hereby expresses its opposition to House Bill 711 and Senate Bill 347, which require consideration of every conforming special exception application for solar facilities in property zoned agricultural, commercial, industrial, or institutional, thereby overriding local authority and effectively rendering the County’s duly-enacted zoning of no effect.

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Fluvanna County Board of Supervisors at a meeting of the Board held on the 4th day of February 2026.

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

Attest:

\_\_\_\_\_  
Anthony P. O’Brien, Chair  
Fluvanna County Board of Supervisors



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

**RESOLUTION No. 07-2026**

**A RESOLUTION TO OPPOSE HOUSE BILL 1091  
(DELEGATE AMY J. LAUFER)**

**WHEREAS**, the 2026 Virginia General Assembly has convened to consider the passage of legislation that would amend laws affecting the authority and operation of Virginia local governments; and

**WHEREAS**, House Bill 1091 modifies the Virginia definition of “agricultural operation” to include electrical production from solar panels concurrent with the production of crops, animals or fowl in the Right to Farm law (§ 3.2-300 et seq.); and

**WHEREAS**, this modification allows landowners to add solar generation facilities to agricultural operations without obtaining a Special Use Permit; and

**WHEREAS**, in Fluvanna County, utility scale solar generation facilities are authorized only by special use permit in S-1, B-1, B-C, I-1, and I-2 zoning districts; and

**WHEREAS**, localities should have the authority to address all impacts and all choices associated with utility-scale solar.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Fluvanna County hereby expresses its opposition to House Bill 1091, which overrides local authority and effectively renders the County’s duly-enacted zoning ordinance of no effect.

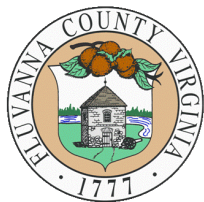
**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Fluvanna County Board of Supervisors at a meeting of the Board held on the 4th day of February 2026.

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

Attest:

\_\_\_\_\_  
Anthony P. O’Brien, Chair  
Fluvanna County Board of Supervisors





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

**RESOLUTION No. 08-2026**

**A RESOLUTION TO OPPOSE HOUSE BILL 816  
(DELEGATE DAN I. HELMER)**

**WHEREAS**, the 2026 Virginia General Assembly has convened to consider the passage of legislation that would amend laws affecting the authority and operation of Virginia local governments; and

**WHEREAS**, House Bill 816 requires all local zoning ordinances to allow by-right development and construction of multifamily residential uses on at least 75 percent of all land zoned commercial or business; and

**WHEREAS**, the bill also requires the zoning ordinance to exempt any proposed development that converts an existing building to a multifamily residential use from any setback, height, or frontage requirements, and prohibits localities from approving any new commercial or business use on a property adjacent to an approved multifamily residential development; and

**WHEREAS**, Fluvanna County has, through its Comprehensive Plan and capital improvements, made strategic investments to provide for managed growth in business, jobs, and housing; and

**WHEREAS**, a state mandate to allow for multi-family residential use on land planned and zoned for commercial and business growth invalidates publicly invested time and money and ignores the County’s role in making local land use decisions.

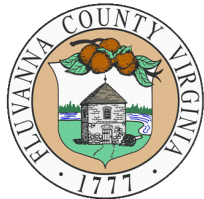
**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Fluvanna County hereby expresses its opposition to House Bill 816, which preempts local authority and local decision-making.

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Fluvanna County Board of Supervisors at a meeting of the Board held on the 4th day of February 2026.

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

Attest:

\_\_\_\_\_  
Anthony P. O’Brien, Chair  
Fluvanna County Board of Supervisors



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

**RESOLUTION No. 09-2026**

**A RESOLUTION TO OPPOSE HOUSE BILL 804  
(DELEGATE DAN I. HELMER)**

**WHEREAS**, the 2026 Virginia General Assembly has convened to consider the passage of legislation that would amend laws affecting the authority and operation of Virginia local governments; and

**WHEREAS**, House Bill 804 requires every locality to increase its total housing stock by 7.5 percent over a five-year period beginning Jan. 1, 2028; and

**WHEREAS**, under the bill, an applicant may appeal to the local Board of Zoning Appeals the rejection of an application that will have the effect of increasing the supply of housing in a locality, if a locality has not made a “good faith effort” to meet required housing targets over a five-year period; and

**WHEREAS**, Virginia law already requires localities to include in their comprehensive plans “...the designation of areas and implementation of measures for the construction, rehabilitation and maintenance of affordable housing, which is sufficient to meet the current and future needs of residents of all levels of income in the locality while considering the current and future needs of the planning district within which the locality is situated”; and

**WHEREAS**, the bill preempts local decision-making authority and creates additional state level policies and targets for housing that are more appropriate for localities and regions to establish; and

**WHEREAS**, under state law, the Board of Zoning Appeals is specifically not granted the “... power to rezone property or to base board decisions on the merits of the purpose and intent of local ordinances duly adopted by the governing body.”

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Fluvanna County hereby expresses its opposition to House Bill 804, which preempts local authority and local decision-making.

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Fluvanna County Board of Supervisors at a meeting of the Board held on the 4th day of February 2026.

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

Attest:

\_\_\_\_\_  
Anthony P. O’Brien, Chair  
Fluvanna County Board of Supervisors

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

**TAB F**

<b>MEETING DATE:</b>	February 18, 2026				
<b>AGENDA TITLE:</b>	FY27 Budget Calendar - Revised				
<b>MOTION(s):</b>	<b>I move the Board of Supervisors ratify the FY27 Budget Calendar, as presented.</b>				
<b>BOS WORKPLAN?</b>	Yes	No	<b>If yes, list item(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
<b>STAFF CONTACT(S):</b>	Eric Dahl, County Administrator				
<b>PRESENTER(S):</b>	Eric Dahl, County Administrator				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	In an effort to include all presentations between constitutional officers, schools, agencies and departments for the month of February, the FY27 Budget calendar was updated on February 11, 18, and 25, 2026, and needs to be ratified by the Board.				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	In accordance with Fluvanna County Budget Policy, Code of Virginia 58.1-3321 and Code of Virginia 15.2-2506				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	FY27 Budget Calendar - Revised				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
		X			





# FY27 BUDGET CALENDAR

Holiday - Offices Closed

DAY	DATE	DESCRIPTION	TIME/LOCATION	Su	M	T	W	Th	F	Sa
<b>Aug-2025</b>										
Fri	Aug 1	CIP Packet Released	Finance Email						1	2
Wed	Aug 6	BOS Regular Meeting	5:00 pm; Circuit Court Room	3	4	5	6	7	8	9
Wed	Aug 20	BOS Regular Meeting	6:00 pm; Circuit Court Room	10	11	12	13	14	15	16
				17	18	19	20	21	22	23
				24	25	26	27	28	29	30
				31						
<b>Sep-2025</b>										
Tues	Sep 2	CIP Submissions Due to Finance	5:00 pm; Email Finance		1	2	3	4	5	6
Wed	Sep 3	BOS Regular Meeting	5:00 pm; Circuit Court Room	7	8	9	10	11	12	13
Wed	Sep 10	County Administrator's CIP Review Committee	3:00 pm; Morris Room	14	15	16	17	18	19	20
Wed	Sep 17	BOS Regular Meeting	6:00 pm; Circuit Court Room	21	22	23	24	25	26	27
				28	29	30				
<b>Oct-2025</b>										
Wed	Oct 1	BOS Regular Meeting	5:00 pm; Circuit Court Room				1	2	3	4
Tues	Oct 7	Planning Commission Work Session/Meeting - CIP Review	6:00 pm; Morris Room	5	6	7	8	9	10	11
Wed	Oct 15	BOS Regular Meeting	6:00 pm; Circuit Court Room	12	13	14	15	16	17	18
Fri	Oct 17	FY27 Operating Budget Kick-Off	Budget Packet Email	19	20	21	22	23	24	25
				26	27	28	29	30	31	
<b>Nov-2025</b>										
Wed	Nov 5	BOS Regular Meeting	5:00 pm; Circuit Court Room							1
Tues	Nov 18	Planning Commission Work Session/Meeting - CIP Review	6:00 pm; Morris Room	2	3	4	5	6	7	8
Wed	Nov 19	BOS Regular Meeting	6:00 pm; Circuit Court Room	9	10	11	12	13	14	15
Wed	Nov 26	Operating Budgets Due to Finance (COB)	Email to Finance	16	17	18	19	20	21	22
				23	24	25	26	27	28	29
				30						
<b>Dec-2025</b>										
	Dec 8-15	County Administrator Oper. Budget Reviews w/ CO's, DH's, & Agencies	TBD; Morris Room		1	2	3	4	5	6
Wed	Dec 3	BOS Regular Meeting	5:00 pm; Circuit Court Room	7	8	9	10	11	12	13
Wed	Dec 3	BOS Work Session - FCPS And County Preliminary Budget Discussion	7:00 pm; Morris Room	14	15	16	17	18	19	20
Tues	Dec 9	Planning Commission Meeting - CIP Public Hearing/Recommendation	6:00 pm; Morris Room	21	22	23	24	25	26	27
Wed	Dec 17	BOS Regular Meeting	6:00 pm; Circuit Court Room	28	29	30	31			
<b>Jan-2026</b>										
Wed	Jan 7	BOS Regular Meeting	5:00 pm; Circuit Court Room					1	2	3
Wed	Jan 21	BOS Regular Meeting	6:00 pm; Circuit Court Room	4	5	6	7	8	9	10
Wed	Jan 21	BOS Budget Work Session - Non-Profit Presentations -	7:00 pm; Morris Room	11	12	13	14	15	16	17
Wed	Jan 28-30	BOS Budget Briefs	TBD; TBD	18	19	20	21	22	23	24
				25	26	27	28	29	30	31
<b>Feb-2026</b>										
Wed	Feb 4	BOS Regular Meeting	5:00 pm; Circuit Court Room							
		County Administrator's FY27 Budget Proposal and Revenue/Expenditure Brief	7:00 pm; Morris Room	1	2	3	4	5	6	7
Wed	Feb 9	School Board Work Session - Superintendent's Budget (TBD) and Public Hearing	5:30 pm; School Board	8	9	10	11	12	13	14
Wed	Feb 11	BOS Budget Work Session - Constitutional Officer/County Agencies	5:30 pm; Morris Room	15	16	17	18	19	20	21
Wed	Feb 18	School Board Meeting - Budget Adoption (TBD)	6:30 pm; School Board	22	23	24	25	26	27	28
Wed	Feb 18	BOS Budget Work Session - Department Heads	5:00 pm; Morris Room							
Wed	Feb 18	BOS Regular Meeting	6:00 pm; Circuit Court Room							
Wed	Feb 25	BOS Budget Work Session - FCPS FY27 Adopted Budget Presentation/County Agencies	5:30 pm; Morris Room							
<b>Mar-2026</b>										
Wed	Mar 4	BOS Regular Meeting	5:00 pm; Circuit Court Room							
Wed	Mar 4	CIP Review Set Proposed FY27 Budget & CY26 Tax Rates for Advertising	7:00 pm; Morris Room	1	2	3	4	5	6	7
Wed	Mar 11	BOS Budget Work Session	5:30 pm; Morris Room	8	9	10	11	12	13	14
Wed	Mar 18	BOS Budget Work Session	5:00 pm; Morris Room	15	16	17	18	19	20	21
Wed	Mar 18	BOS Regular Meeting	6:00 pm; Circuit Court Room	22	23	24	25	26	27	28
Wed	Mar 25	BOS Budget Work Session - TBD	5:30 pm; Morris Room	29	30	31				
<b>Apr-2026</b>										
Wed	Apr 1	BOS Regular Meeting	5:00 pm; Circuit Court Room				1	2	3	4
Wed	Apr 1	Public Hearing for FY27 Budget and CY26 Tax Rate	7:00 pm; Morris Room	5	6	7	8	9	10	11
Wed	Apr 8	BOS Special Meeting - Adopt FY27 Budget and CY26 Tax Rate*	6:00 pm; Morris Room	12	13	14	15	16	17	18
Wed	Apr 15	BOS Regular Meeting	6:00 pm; Circuit Court Room	19	20	21	22	23	24	25
				26	27	28	29	30		





## Capital Reserve Maintenance Fund Request

TAB G

**MOTION:** I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request in the amount of **\$7,500.00** for the purpose(s) of:  
removing snow and ice at the schools with skid steers and salt truck.

## Section 1 - REQUEST

Requesting Department/Agency <b>FCPS</b>	Dept/Agency Contact <b>Don Stribling</b>	Date of Request <b>02/09/2026</b>	
Phone <b>(434) 589-5948</b>	Fax <b>(434) 589-5393</b>	Fiscal Year <b>FY26</b>	
Reserve Fund Purpose Category: <b>Non-recurring project</b>			
Description of Project/Repair	Qty	Unit Price	Total Price
			\$0.00
<b>Moore's Plumbing &amp; Septic, LLC</b>	1	\$7,500.00	\$7,500.00
	1		\$0.00
			\$0.00
Total Request:			<b>\$7,500.00</b>

Description and justification for proposed use.

In an effort to remove snow and ice from parking lots and traffic loops, we outsourced services to Moore's Plumbing and Septic to support snow and ice removal at the schools using skid steers.

Department/Agency Head Name <b>Don Stribling</b>	Signature <b>Don Stribling</b> <small>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'</small>	Date <b>02/09/2026</b>
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## Section 2 - REVIEW

Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director <b>Tori Melton</b> <small>Digitally signed by Tori Melton Date: 2026.02.10 15:21:22 -05'00'</small>	Date
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator <b>Eric Dahl</b> <small>Digitally signed by Eric Dahl Date: 2026.02.10 16:23:22 -05'00'</small>	Date

## Section 3 - BOARD OF SUPERVISORS

Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Decision Date	Comments
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**FLUVANNA COUNTY BOARD OF SUPERVISORS  
AGENDA ITEM STAFF REPORT**

**TAB H**

<b>MEETING DATE:</b>	February 18, 2026				
<b>AGENDA TITLE:</b>	FY26 Sheriff – VACorp Vehicle Insurance Claim— 2022 Ford F-150 (3066)				
<b>MOTION(s):</b>	<b>I move that the Board of Supervisors approve a supplemental appropriation of \$3,775.75 to the FY26 Sheriff Vehicle Budget to reflect reimbursement from VACorp #0322025392401 insurance claim.</b>				
<b>BOS WORKPLAN?</b>	Yes	No	<b>If yes, which item(s):</b>		
		X			
<b>AGENDA CATEGORY:</b>	Presentation	Action Matter	Public Hearing	Consent Agenda	Other
				<b>X</b>	
<b>STAFF CONTACT(S):</b>	Linda Mills, Purchasing Officer				
<b>PRESENTER(S):</b>	Linda Mills, Purchasing Officer				
<b>RECOMMENDATION:</b>	Recommend approval of the following action				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	<p>On December 10, 2025, a deer was struck by a patrol car. No injuries to officer. Vehicle is pending repairs. The vehicle was declared to have body damage VACorp. The recovered amount for the vehicle after the \$500 deductible is \$3,775.75.</p> <p>The supplemental appropriation would authorize staff to appropriate the additional revenue and expense.</p>				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Resolution				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
		<b>X</b>			



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

**TAB I**

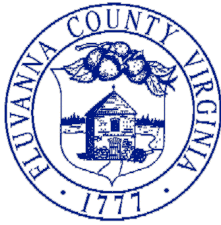
<b>MEETING DATE:</b>	February 18, 2026				
<b>AGENDA TITLE:</b>	FY26 Sheriff – VACorp Vehicle Insurance Claim— 2023 Dodge Charger (4929)				
<b>MOTION(s):</b>	<b>I move that the Board of Supervisors approve a supplemental appropriation of \$4,137.35 to the FY26 Sheriff Vehicle Budget to reflect reimbursement from VACorp #0322025392409 insurance claim.</b>				
<b>BOS WORKPLAN?</b>	Yes	No	If yes, which item(s):		
		X			
<b>AGENDA CATEGORY:</b>	Presentation	Action Matter	Public Hearing	Consent Agenda	Other
				X	
<b>STAFF CONTACT(S):</b>	Linda Mills, Purchasing Officer				
<b>PRESENTER(S):</b>	Linda Mills, Purchasing Officer				
<b>RECOMMENDATION:</b>	Recommend approval of the following action				
<b>TIMING:</b>	Routine				
<b>DISCUSSION:</b>	<p>On December 12, 2025, a deer was struck by a patrol. No injuries to officer. Vehicle is pending repairs. The vehicle was declared to have body damage VACorp. The recovered amount for the vehicle after the \$500 deductible is \$4,137.35.</p> <p>The supplemental appropriation would authorize staff to appropriate the additional revenue and expense.</p>				
<b>FISCAL IMPACT:</b>	N/A				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	Resolution				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
		X			



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

Incl?	Item
<input checked="" type="checkbox"/>	BOS Contingency Balance Report
<input checked="" type="checkbox"/>	Building Inspections Report
<input checked="" type="checkbox"/>	Capital Reserve Balances Memo
<input checked="" type="checkbox"/>	Fluvanna County Bank Balance and Investment Report
<input checked="" type="checkbox"/>	Unassigned Fund Balance Report
<input checked="" type="checkbox"/>	VDOT Monthly Report
<input checked="" type="checkbox"/>	The Board of Supervisors Work Plan





# COUNTY OF FLUVANNA

*"Responsive & Responsible Government"*

BOS2026-02-18 p.79/102  
P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
[www.fluvannacounty.org](http://www.fluvannacounty.org)

## MEMORANDUM

**Date:** February 18, 2026  
**From:** Theresa McAllister – Management Analyst  
**To:** Board of Supervisors  
**Subject:** FY26 BOS Contingency Balance

The FY26 BOS Contingency line balance is as follows:

<b>Beginning Original Budget:</b>	<b>\$150,000</b>
Less: Transfer to BOS Professional Services Budget – 10.15.25	-\$22,500
Less: Operational Medical Director (OMD) Agreement – 10.15.25	-\$24,000
Less: Tenaska Traffic Study – 10.15.25	-\$60,000
Less: Board of Supervisors Pay Increase – 06.18.25	-\$7,764
<b>Available:</b>	<b>\$35,736</b>



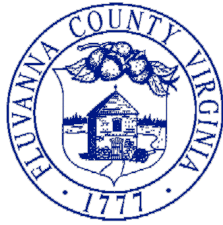


Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
BUILDING PERMITS ISSUED														
NEW - Single Family Detached (incl. Trades permits & SWMH)	2022	17	11	20	11	18	32	10	9	11	12	9	4	164
	2023	5	6	6	12	12	6	10	5	7	8	9	7	93
	2024	9	7	13	7	8	12	16	8	11	12	16	6	125
	2025	11	6	12	8	12	11	22	11	5	12	12	7	129
	2026	2	0	0	0	0	0	0	0	0	0	0	0	2
NEW - Single Family Attached (Town Homes)	2022	0	0	0	0	0	0	0	0	6	0	0	0	6
	2023	0	8	0	0	0	0	0	0	0	0	0	7	15
	2024	0	0	0	0	0	0	0	6	0	6	0	7	19
	2025	0	7	5	6	6	6	7	4	3	7	11	0	62
	2026	5	0	0	0	0	0	0	0	0	0	0	0	5
Multi Family (Apartment, Duplex)	2022	0	0	0	0	0	0	0	5	0	0	0	0	5
	2023	1	0	0	0	0	0	0	0	0	0	0	0	1
	2024	0	0	0	0	0	0	0	0	0	0	0	0	0
	2025	0	0	0	0	0	0	0	0	0	0	0	0	0
	2026	0	0	0	0	0	0	0	0	0	0	0	0	0
Additions and Alterations	2022	33	48	60	45	47	50	51	63	45	63	51	44	600
	2023	52	34	51	34	36	28	36	35	45	39	43	37	470
	2024	39	33	45	31	43	29	39	27	38	32	36	30	422
	2025	30	27	40	42	43	46	42	33	45	47	27	35	457
	2026	20	0	0	0	0	0	0	0	0	0	0	0	20
* Trade permits count not in .														
Accessory Buildings	2022	3	4	13	6	5	2	5	4	5	3	0	2	52
	2023	7	2	7	5	6	2	5	8	4	7	5	6	64
	2024	1	6	5	3	9	3	5	2	8	1	2	4	49
	2025	6	2	2	3	3	3	5	3	5	5	7	3	47
	2026	4	0	0	0	0	0	0	0	0	0	0	0	4
Swimming Pools	2022	0	2	4	4	1	0	3	3	0	0	0	0	17
	2023	1	0	6	1	2	4	0	0	0	2	0	0	16
	2024	1	0	6	1	2	4	0	0	0	2	0	0	16
	2025	3	0	2	1	1	0	1	1	1	0	0	1	11
	2026	1	0	0	0	0	0	0	0	0	0	0	0	1
Commercial/ Industrial Build/Cell Towers	2022	0	0	0	0	0	2	3	2	0	2	1	0	10
	2023	1	1	0	1	0	0	0	0	0	0	0	0	3
	2024	0	0	0	0	0	1	0	1	0	0	0	0	2
	2025	1	0	0	7	3	1	0	1	0	1	0	0	14
	2026	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL BUILDING PERMITS	2022	54	65	97	66	71	86	72	77	61	80	61	50	840
	2023	67	51	64	52	51	40	52	48	56	56	57	57	651
	2024	49	46	64	44	63	45	60	44	57	49	55	40	616
	2025	51	42	61	67	64	67	77	53	59	72	57	46	716
	2026	32	0	0	0	0	0	0	0	0	0	0	0	32
* Trade permits count not included as in previous years														
BUILDING VALUES FOR PER														

[illegible]



Period:	
Dec-2024	
Dec	TOTAL
11	191
8	178
4	164
7	93
6	125
5	18
0	6
0	0
7	15
7	12
0	3
0	0
0	5
0	124
0	0



# COUNTY OF FLUVANNA

*"Responsive & Responsible Government"*

BOS2026-02-18 p.85/102  
P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
www.fluvannacounty.org

## MEMORANDUM

**Date:** February 18, 2026  
**From:** Theresa McAllister – Management Analyst  
**To:** Board of Supervisors  
**Subject:** FY26 Capital Reserve Balances

The FY26 Capital Reserve account balances are as follows:

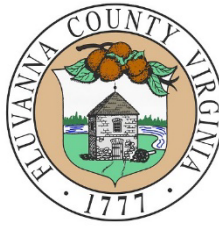
### County Capital Reserve:

FY25 Carryover	\$542,664.43
<b>FY26 Budget Allocation:</b>	<b>\$250,000</b>
Less: FUF D Receptacles to Light Poles – 10.01.25	-\$6,500
Less: Carysbrook Softball Field Lights – 10.15.25	-\$3,950
Less: Fire Rescue Door Repairs – 11.05.25	-\$6,580
Less: Migration to M365 Government Cloud – 11.05.25	-\$63,269.60
Less: PG P&R Extend Power – 11.05.25	-\$15,805
Less: Courts Boiler Replacement – 01.07.26	-\$26,000
Less: Rescue 1 Add'l Counter Space – 01.07.26	-\$5,500
Less: PG House Stair & Railing Replacement – 01.21.26	-\$8,170
Less: Tree Removal & Pruning – 01.21.26	-\$14,905
<b>FY26 Available:</b>	<b>\$641,984.83</b>

### Schools Capital Reserve:

FY25 Carryover	\$176,044.63
<b>FY26 Budget Allocation:</b>	<b>\$250,000</b>
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: 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
Less: CE & FMS Replace Flooring in Food Service Coolers – 11.05.25	-\$36,708
Less: Replace (2) Refrigerators at FCHS – 11.05.25	-\$49,398
Less: Abrams Academy Fire Alarm System – 11.19.25	-\$9,991.99
Less: FCHS Chiller (1) Tubes Cleaning – 11.19.25	-\$10,000
Less: FCHS VFD in the AHU – 11.19.25	-\$6,833
Less: FMS & FCHS Remote Well Monitoring System – 11.19.25	-\$6,450
Less: FCHS Floor Scrubber – 01.07.26	-\$9,387
Less: DIS Fuel Master Live – 01.21.26	-\$21,000
<b>FY26 Available:</b>	<b>\$156,329.34</b>



## FLUVANNA COUNTY TREASURER

**Deborah Rittenhouse**

34 Palmyra Way

P.O. Box 299

Palmyra, VA 22963

Telephone: (434) 591-1945

## TREASURER'S REPORT

February 18, 2026

### Account Balances ending January 2025:

Wells Fargo –	\$4,757,722.10
Wells Fargo Interest Earned –	0
Wells Fargo Cost Recovery –	3,500.00
Truist Cost Recovery –	1,000.00
Multi-Bank Securities (CD's) –	1,374,682.09
Multi-Bank Earnings –	5,561.68
VIP Liquidity Pool –	26,725,718.43
VIP Earnings –	92,273.65
VIP 1-3 Year High Quality Bond –	537,224.31
VIP 1-3 Year Earnings -	1,067.13

### TACS Collections Report:

Total amount collected as of February 9, 2026 - \$3,515,399.01





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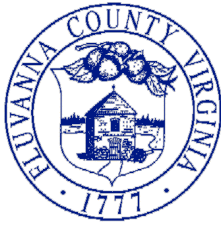
Month/ Year	Wells Fargo Commercial Checking- Main Bank	Wells Fargo Analysis Interest Earned	Wells Fargo Cost Recovery Fund	Truist Cost Recovery Fund	Multi-Bank Securities Brokerage (CD's)	MBS Earnings	Virginia Investment Pool (VIP) Stable NAV Liquidity Pool	VIP Stable Nav Earnings	VIP 1-3 Year High Quality Bond Fund	VIP 1-3 Year Earnings	Ending Balance Total
2024											
Jan	5,221,107.44	1,677.73	95,558.06	162,784.81	1,293,012.45	11,204.09	20,884,095.07	102,517.69	3,005,279.93	10,608.18	36,364,701.32
Feb	5,450,567.92	1,199.52	25,746.19	6,879.87	1,293,659.42	646.97	19,320,430.26	90,482.19	2,992,118.06	(13,161.88)	34,817,196.48
Mar	5,850,557.69	1,535.37	32,707.52	7,864.26	1,295,392.06	1,732.64	16,978,981.67	82,377.18	3,002,968.44	10,850.38	32,922,868.83
Apr	5,603,640.05	3,012.96	25,416.98	5,000.00	1,300,005.38	4,613.32	15,640,903.65	71,369.03	491,318.64	(11,649.80)	28,846,465.26
May	5,534,527.40	3,118.17	25,000.00	5,000.00	1,302,758.96	2,753.58	18,805,610.95	66,503.02	494,396.35	3,077.71	31,974,144.43
Jun	5,665,209.52	3,217.51	25,000.00	5,000.00	1,309,033.26	6,274.30	33,675,620.31	105,067.14	497,357.87	2,961.52	47,005,780.62
Jul	9,726,103.03	2,729.20	26,199.85	13,835.28	1,319,166.40	10,133.14	19,825,672.86	112,809.72	502,365.23	5,007.36	37,268,715.82
Aug	6,582,521.68	5,030.45	25,000.00	5,000.00	1,328,119.09	8,952.69	18,481,500.24	93,414.32	507,291.82	4,926.59	32,811,709.17
Sept	5,262,264.36	3,657.78	25,255.00	5,000.00	1,335,607.42	7,488.33	15,638,259.61	67,741.90	511,111.23	3,819.14	28,685,308.20
Oct	6,807,079.80	4,195.88	25,000.00	5,000.00	1,339,210.60	3,603.18	11,212,424.00	54,035.56	508,163.54	(2,947.69)	25,829,942.61
Nov	5,754,730.07	2,694.58	25,000.00	5,000.00	1,341,926.32	2,715.72	16,826,209.89	53,211.38	509,630.03	1,466.49	30,419,190.93
Dec	6,225,245.59	2,343.85	28,829.57	12,159.20	1,347,528.38	5,602.06	23,492,935.21	88,256.02	510,667.05	1,037.02	37,597,682.78
2025											
Jan	4,449,187.05	1,762.40	11,886.83	10,302.45	1,351,374.12	3,845.74	27,785,811.10	97,891.18	512,607.82	1,940.77	34,121,169.37
Feb	3,997,342.05	1,236.25	4,000.00	1,000.00	1,354,336.23	2,962.11	25,942,880.10	91,439.14	516,236.10	3,628.28	31,815,794.48
Mar	3,971,546.95	696.22	4,000.00	1,000.00	1,359,511.84	5,175.61	21,653,224.82	90,878.38	518,523.12	2,287.02	27,507,806.73
Apr	4,070,978.83	516.50	4,000.00	1,000.00	1,365,086.29	5,574.45	21,108,437.86	74,110.44	522,493.32	3,970.20	27,071,996.30
May	4,513,101.73	893.62	4,000.00	1,000.00	1,333,399.04	6,271.59	24,230,335.15	73,041.02	521,453.56	(1,039.76)	30,603,289.48
Jun	3,842,558.49	677.41	7,729.80	1,000.00	1,340,700.23	7,301.19	37,563,369.04	127,027.11	524,664.76	3,211.20	43,280,022.32
Jul	6,640,689.33	0.00	17,728.98	1,000.00	1,344,970.14	4,269.91	25,735,519.29	108,780.34	524,326.89	(337.87)	34,264,234.63
Aug	3,850,110.10	782.00	3,500.00	1,000.00	1,350,772.27	5,802.13	24,083,567.24	96,171.18	528,764.92	4,438.03	29,817,714.53
Sept	3,959,790.36	503.82	3,500.00	1,000.00	1,358,058.32	7,286.05	18,729,626.27	76,318.88	530,409.66	1,644.74	24,582,384.61
Oct	4,398,660.24	19.73	3,500.00	1,000.00	1,360,291.16	2,232.84	17,927,593.57	60,975.00	531,930.92	1,521.26	24,222,975.89
Nov	4,129,914.45	157.70	3,500.00	1,172.80	1,365,981.76	5,690.60	22,441,962.06	63,501.25	534,428.80	2,497.88	28,476,959.87
Dec	4,993,832.08	0.00	3,500.00	1,000.00	1,369,120.41	3,138.65	31,085,831.54	99,278.80	536,157.18	1,728.38	37,989,441.21
2026											
Jan	4,757,722.10	0.00	3,500.00	1,000.00	1,374,682.09	5,561.68	26,725,718.43	92,273.65	537,224.31	1,067.13	33,399,846.93
Feb											
Mar											
Apr											
May											
Jun											
Jul											
Aug											
Sept											
Oct											
Nov											
Dec											

**Fiscal Year Collections**

Month of Paid Date	Paid Date	
	FY 2025	FY 2026
July		\$259,650.21
August	\$21,370.50	\$178,933.49
September	\$188,364.53	\$254,189.22
October	\$174,587.07	\$145,990.14
November	\$202,432.52	\$183,220.97
December	\$208,050.64	\$160,209.09
January	\$159,148.16	\$244,194.95
February	\$194,422.14	\$40,451.26
March	\$207,603.52	
April	\$156,160.52	
May	\$319,925.57	
June	\$216,494.51	
<b>Grand Total</b>	<b>\$2,048,559.68</b>	<b>\$1,466,839.33</b>

**Prior Five Calendar Year Total Collections**

Account ..	Paid Date			Grand Total
	2024	2025	2026	
FLUV-PP	\$547,633.75	\$1,734,165.07	\$180,026.28	<b>\$2,461,825.10</b>
FLUV-RE	\$247,171.51	\$701,782.47	\$104,619.93	<b>\$1,053,573.91</b>
<b>Grand T..</b>	<b>\$794,805.26</b>	<b>\$2,435,947.54</b>	<b>\$284,646.21</b>	<b>\$3,515,399.01</b>



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## MEMORANDUM

**Date:** February 18, 2026  
**From:** Theresa McAllister– Management Analyst  
**To:** Board of Supervisors  
**Subject:** Unassigned Fund Balance

<b>*FY25 Year End (Audited) Unassigned Fund Balance:</b>	<b>\$26,607,927</b>
<b>Unassigned Fund Balance – 12% Target Per Policy:</b>	<b>\$12,022,656</b>
<b>Unassigned Fund Balance – Excess Above Policy Target:</b>	<b>\$14,585,271</b>
Less: Coves at 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
Less: FY25 to FY26 County Carryovers – 12.03.25	-\$67,921.40
Less: FY25 to FY26 County Carryovers – 12.17.25	-\$36,000
Less: Coves at Monticello Performance Grant – 01.21.26	-\$63,208.33
Less: Historic Courthouse Restoration – 01.21.26	-\$516,140
<b>Current (Audited) Unassigned Fund Balance:</b>	<b>\$13,191,041.94</b>





**VDOT Maintenance Issues or Concerns**  
**Call 1-800-367-ROAD**

## **February Report**

Fluvanna County  
February 2026

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## MAINTENANCE

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### Palmyra & Zions Crossroads Area Headquarters for the month of January 2026

- Dead Animal Retrieval Rte 6,15,53,600,618,676
- Debris Removal Rte 6,15,53,600,601,608,615,616,618,656,660
- Pothole Patching Rte 15,601,608,615,618,619,655,656,659
- Tree Removal Rte 639,688
- Machine Grade Rte 609,672. Additional Stone Rte 615
- Litter Control Rte 6,15
- Ditching Rte 609,658,672,674. Gradall Ditching Rte 676
- Shoulder Repair Rte 604

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## LAND DEVELOPMENT & PERMITS

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### Submissions Completed

Plat • SUB25-21 – Scott Family Subdivision, Submission 1: Reviewed 1/05/2026 • SUB25-54 – Grooms Family Subdivision, Submission 1: Reviewed 1/29/2026

SUP • SDP25:14 – Edgecomb, Submission 1: Reviewed 1/08/2026 • SDP25:06 – Prater, Submission 1: Reviewed 1/08/2026

Preliminary / By-Right • SDP25:07 – Saddle Creek Lane, Submission 1: Reviewed 1/08/2026

## Submissions Completed Cont.

### Utility

- 742-23685 – Dominion Energy / VA Elec & Power Co, Submission 1: Reviewed 1/27/2026 • 742-23575 – Central Virginia Services, Inc. (DBA Firefly) WO105003 Route 654, Submission 2: Reviewed 1/27/2026 • 742-23565 – Central Virginia Services, Inc. (DBA Firefly) WO105004 Route 642, Submission 2: Reviewed 1/30/2026
- 742-23589 – Central Virginia Services, Inc. (DBA Firefly), Submission 2: Received 1/28/2026 (Reviewed 2/5/2026) • 742-23650 – Stevean E. Irving II, Submission 2: Received 1/13/2026 (Reviewed 1/20/2026)

## Plan Review in Progress

Site / Access Management Exception • SDP25-03 – Project Hoops (TIS / Exception Request), Submission 1: Received 1/15/2026 (Review Underway / Sent to District)

- SDP25-03 – Project Hoops (Exception Request), Submission 1: Received 1/30/2026 (Review Underway / Sent to District)

## LUPS Permits Issued and Completed

VDOT issued 4 permits in January 2026

VDOT closed 7 permits in January 2026

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## CONSTRUCTION

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### Bridge Projects

- **BRDG-967-657, N501 (UPC 126211) On-Call Bridge Maintenance Contract** – Project starting on October 14th. TO issued for various Bridges maintenance work.
- Scope: Bridge Maintenance -Various locations  
Estimated Contract Completion Date: September 15, 2026  
*(Currently inactive in the area)*

### Road Projects

- **ADA Compliance 9999-967-317, N01 (UPC 124876)** various locations.  
NTP: Specific to each task order  
Scope: On call ADA compliance  
Estimated contract completion date: August 01, 2025 (T1)  
*(Currently inactive in the area)*
- **9999-967-620, N01 (UPC 119781) On-call Signal** District wide various locations.  
NTP: Specific to each task order  
Scope: District wide On-call signals contract  
Estimated contract completion date: December 31, 2026 (T1)  
*(Currently inactive in the area)*

### Schedules



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## TRAFFIC STUDIES/ SPECIAL REQUESTS

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1401 Stage Junction Road, School Bus Stop Ahead Request.

Request Received: 9/22/2025

Status: In Progress

Rte 600, Paynes Mill Road & Rte 250, Richmond Road, Pavement Markings Restored-“Stop Ahead” Request.

Request Received: 9/5/2025

Status: Completed. No Work Planned. Markings removed several years ago during paving schedule. Study does not warrant restoring.

Completed	#	BOS 2024 Work Plan Adopted Oct 2, 2024	Due	Progress Notes (Most recent appear in red.) Updated: 01/30/2026
A	Infrastructure: Develop and maintain adequate utilities and facilities to sustain quality of life and, support appropriate new development and provide for efficient County operations			
	1	Develop sewer infrastructure at Zions Crossroads and Fork Union		
	1a	A preliminary engineering report (PER) is being developed for Zions Crossroads and will be completed by July 1, 2025	1-Jul-25	Aug 2025 - Completed. Will need adjustments for phasing and revisions pending client needs.
	1b	Re-engage w/ Fork Union Military Academy (FUMA) regarding a partnership, or the County taking over the wastewater treatment plant – County Administrator to initiate discussions with FUMA leadership and provide a status report.	1-Jan-25	Apr 2025 - County engineers and FUMA engineers coordinating to review wastewater treatment updates. Jan 2026 - Waiting on County Engineers to provide proposal for FUMA waste watertreatment.
	2	Develop water and sewer infrastructure in Pleasant Grove Park		
	2a	PER completion.	1-Jul-25	Aug 2025 - WSP completed field work for ERI survey Dewberry is QA/Qcing plans and verifying water demand assumptions; County will provide updated water use information Jan 2026 - Final PER to be presented early March
	2b	Include funding for master plan development in the FY 2026 Budget with completion.	31-Dec-26	Oct 2024 - Submitted for FY26 CIP Apr 2025 - Approved in FY26 CIP for design and engineering.
	3	Provide for public water in Fork Union		
	3a	PER to be completed by December 31, 2024	31-Dec-24	Draft PER submitted to the County 12/23/24. County staff meet with Dewberry January 9, 2025 to review the PER. Updates and revisions are due back to the County by the end of February 2025. Jan 2026 - PER Completed. Presented to Board June 2025; Aug 2025 Board approved preliminary design services for waterlines and water treatment plant
	3b	Develop an implementation plan by July 1, 2025	1-Jul-25	Aug 2025 - JRWA and final design for surface water plant pending

Completed	#	BOS 2024 Work Plan <i>Adopted Oct 2, 2024</i>	Due	Progress Notes
				(Most recent appear in red.) Updated: <b>01/30/2026</b>
		3c Include the project or project components in the FY 2026 Budget and CIP.	FY26	Oct 2024 - Submitted for FY26 CIP Apr 2025 - Approved in FY26 CIP for design and engineering.
	4	<b>Extension of water service west on Route 250 from Zions Crossroads – go/no-go decision by December 31, 2024.</b>	31-Dec-24	01/08/2025 - The BOS decided to suspend moving forward with the project at this time.
	5	<b>Construct a new County Administration and Social Services Building and renovate the existing County Administration and Social Services Building for department expansion and consolidation.</b>		
		5a Issue RFP for design and construction	1-Oct-24	Post for 30 days 10/10/2024 - RFP Issued 11/08/2024 - RFP closed. Multiple bids received.
		5b Select an architect by December 31, 2024.	18-Dec-24	1/22/2025 - BOS approved an agreement with an architect, Enteros Design
		5c Include the project in the FY26 CIP.	3-Sep-24	Oct 2024 - Submitted for FY26 CIP Apr 2025 - Budget authority for space study and design approved in FY22. <b>Feb 2025 - BOS approved funding for Government Facilities Study.</b>
		5d Complete space needs analysis and preliminary planning and develop and adopt a financing plan.	1-Nov-25	02/05/2025 - Board approved Space Needs Study project agreement Apr 2025 - Enteros Design, PC, began space study interviews with County Departments. <b>Jan 2026 - Facility space study and preliminary design completed Dec 2025.</b>
		5e Occupancy planned for July 2028.	30-Jul-28	
<b>B</b>	<b>Government Performance: Continually work to improve efficiency, effectiveness, and equity in service delivery and project management with an appropriate organizational structure and through the adoption of appropriate policies, procedures, and practices; adapt and implement best practices.</b>			
	1	<b>Prepare an enhanced Capital Improvements Plan for the current fiscal year plus 5 for the Fiscal Year 2027 Budget:</b>		

Completed	#	BOS 2024 Work Plan <i>Adopted Oct 2, 2024</i>	Due	Progress Notes (Most recent appear in red.) Updated: <b>01/30/2026</b>
	1a	include project descriptions, costs, sources of funding, potential operating costs.	FY27	
	1b	identify other projects outside of the six-year window or that, while desirable, are of a lower priority for funding.	FY27	
	2	<b>Develop a budget projection tool looking at least five years out (with a goal of a ten-year projection).</b>	1-Dec-25	
	3	<b>Develop or procure an Asset Management Plan for the maintenance and replacement of capital assets for the Fiscal Year 2028 Budget and CIP.</b>	FY28	Sept 2024: Munis module already purchased, not currently implemented
<b>C Citizen Engagement: Actively engage citizens through outreach and effective two-way communications.</b>				
	1	<b>Complete implementation of the Citizens Self-Service Portal.</b>	31-Dec-25	Jan 2026 - Implementation delayed due to configuration issues; anticipated date of implementation dependent on
	2	<b>Upgrade the County website to include important information and access to documents</b>	1-Jul-26	
	3	<b>Develop a Communications Plan for citizen engagement</b>		
	3a	identify audiences, potential platforms, information priorities, communications mechanisms, and timing.	1-Jul-25	
	3b	Immediate action to conduct citizen outreach in May and November of 2025, possibly through tax bills, and to include information such as on the budget and County accomplishments.	05/2025 & 11/2025	
<b>D Economic Development: Support business development and expansion that increases the tax base, provides gainful employment, and enhances quality of life. Agriculture and tourism are important components.</b>				
	1	<b>Provide an annual report on implementation of the Economic Development Strategic Plan and other accomplishments.</b>	1-Mar-25	01/08/2025 - Annual report provided to the BOS
	2	<b>Provide an annual report on implementation of the Tourism Strategic Plan and other accomplishments.</b>	1-Mar-25	Apr 2025 - Annual report provided to the BOS

Completed	#	BOS 2024 Work Plan Adopted Oct 2, 2024	Due	Progress Notes (Most recent appear in red.) Updated: 01/30/2026
E	Rural Preservation: Foster rural open space, protect the natural beauty of the County, and support agricultural production through appropriate land use planning and regulation.			
	1	Provide a report on the number of approved cluster subdivisions, including the number of undeveloped lots, and the status of proposed cluster subdivisions. Identify options for management.	1-Nov-24	09/18/2024 BOS Mtg - Provided report and discussed rural cluster subdivisions; Board remanded to PC for further research and options 10/08/2024 PC Mtg - Planning Commission adopted a resolution authorizing and advertisement for Zoning Text Amendment to eliminate rural cluster subdivisions in A1 Zoning District.
	2	Provide a report on undeveloped parcels in the County in size categories such as greater than 1000 acres, 500-1000 acres, 200-500 acres, etc.	1-Nov-24	Planned for the Nov 6, 2024 BOS Mtg. 11/06/2024 - Presentation/map provided. Parcels with more than 50 acres and a single dwelling will be added to the map and presented at a future BOS meeting. 11/20/2024 - updated map provided to the BOS
F	Growth Management: Act to accommodate responsible growth that enhances quality of life, preserves rural character, and provides economic opportunities.			
	1	Revise and update the Comprehensive Plan – provide a plan for the process of updating the plan by January 1, 2025.	1-Jan-25	10/08/2024 PC Mtg - Provided timeline and work plan to Planning Commission; will present to BOS on 11/06/2024 Jan 2026 - Advisory groups continue to meet; anticipated Planning Commission initial review Apr 2026; anticipated Plan completion Dec 2026.
G	Community Development and Enrichment: Support infrastructure development, revitalization, streetscape improvements, and amenities to promote village centers of housing, commerce, and cultural activities in areas such as Columbia, Fork Union, Palmyra, and Zions Crossroads.			
	1	Complete Phase 1 of the Palmyra Streetscape Improvements by December 31, 2025.	31-Dec-25	Jan 2026 - Construction projected with VDOT for Sept 2026
	1a	Include future phases in the FY 2026 CIP.	3-Sep-24	Oct 2024 - Submitted for FY26 CIP Jan 2026 - cost estimates higher than anticipated; proposed FY28 inclusion

Completed	#	BOS 2024 Work Plan Adopted Oct 2, 2024	Due	Progress Notes (Most recent appear in red.) Updated: 01/30/2026
	2	Provide a preliminary plan to complete Fork Union streetscape improvements – by December 31, 2024.	31-Dec-24	Aug 2025 - Planning Staff are working on a grant application to VDOT for funds to undertake spot improvements in the village area, due by September 15. My understanding is that the remaining sidewalks in the area will be rehabbed by VDOT as part of their maintenance program. Jan 2026 - Grant application Sep 2025; announcement of grant award expected June 2026.
	3	Explore planning grants opportunities for the development of a Columbia area plan.	31-Dec-25	Research into grant funding opportunities are temporarily on hold while Staff researches. Jan 2026 - staff continues to research and has engaged with Virginia Chapter of American Planning Assoc. to explore assistance with Village Overlay District and concept plans
	4	Incorporate the use of the \$500,000 grant from Dominion Energy as a funding source for selected projects in the Fiscal Year 2026 CIP.	FY26	Jan 2026 - in FY26 Dominion Energy had not received final permit approvals; all permits have been acquired and funding will be included in FY27 CIP

H	Public Safety: Protect life and property, plan for emergency management, mitigate risks, and respond to individual and community-wide crises.			
	1	Present the incentives plan to promote greater volunteer participation developed by the Fire and Rescue Association (FRA) by March 31, 2025.	31-Mar-25	02/05/2025 - Board approved an Incentive Plan for Fluvanna County Fire and Rescue Volunteers to begin retroactively on Jan 1, 2025.
	2	Include funding for a County Fire Chief in the FY 2026 Budget.	FY26	Aug 2025 - FY26 budget adopted April 23, 2025