



FLUVANNA COUNTY BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building

72 Main Street, Palmyra, VA 22963

April 15, 2026 at 6:00 pm

TAB AGENDA ITEMS

1 - CALL TO ORDER

2 - PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

3 – ADOPTION OF AGENDA

4 – COUNTY ADMINISTRATOR’S REPORT

5 – PUBLIC COMMENTS #1 (5 minutes each)

6 – APPOINTMENTS

- A Board, Commission, and Committee Appointments – Eric Dahl, County Administrator

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

- B The Barn at Pleasant Grove – McKinley Jones, Project Representative/Fluvanna Resident

8 – ACTION MATTERS

- C Draft VDOT Secondary Six Year Plan & Authorization to Advertise a Public Hearing for the Secondary Six Year Plan – Scott Thornton, VDOT Residency Administrator
- D Child Abuse Prevention Month – Rocky Reed, DSS CPS Supervisor
- E Resident Access and Business License Modules Implementation – Eric Dahl, County Administrator

9 – PUBLIC HEARING

- F SUP 26:08 Lenherr – Jason Overstreet, Senior Planner
- ZTA 26:10 – Amendments to the Fluvanna County Zoning Ordinance, amending § 22-15-2 to include signs for volunteer fire departments and rescue squads as being exempt from requirements in the County Sign Ordinance – Dan Whitten, County Attorney; Todd Fortune, Director of Planning

10 – CONSENT AGENDA

- H Minutes of March 11, 2026 – Caitlin Solis, Clerk to the Board
- I Minutes of March 18, 2026 – Caitlin Solis, Clerk to the Board
- J Minutes of March 25, 2026 – Caitlin Solis, Clerk to the Board
- K Minutes of April 1, 2026 – Caitlin Solis, Clerk to the Board
- L FY26 Sheriff’s Office Supplemental Appropriation – Theresa McAllister, Management Analyst II
- M County Attorney and Board of Supervisors Budget Transfers – Eric Dahl, County Administrator
- N CRMF - PG Caretaker House Demolition Request – Dale Critzer, Director of Public Works

11 – UNFINISHED BUSINESS

TBD

12 – NEW BUSINESS

TBD

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

13 – PUBLIC COMMENTS #2 (5 minutes each)

14 – CLOSED MEETING

TBD

15 – ADJOURN



County Administrator Review

PLEDGE OF ALLEGIANCE

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

GENERAL RULES OF ORDER

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

RULES OF PROCEDURE FOR PUBLIC HEARINGS

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

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

FLUVANNA COUNTY BOARD OF SUPERVISORS
BCC APPOINTMENTS STAFF REPORT

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TAB A

MEETING DATE:	April 15, 2026			
AGENDA TITLE:	Board, Commission, and Committee Appointments			
MOTION:	I move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s):			
Board/Commission/Committee	Candidates (I) indicates incumbent	Term Start	Term End	
JABA Board of Directors	Chris Baca (I) David Harlow Matthew Houston	3/1/2026	2/28/2028	
JABA Advisory Council	Catherine Rigby Matthew Houston	5/1/2026	4/30/2028	
Monticello Area Community Action Agency (MACAA) – Fluvanna Citizen Representative	David Harlow	4/15/2026	6/30/2026	

BCC VACANCIES AND APPLICANTS				
BCC Interest	Applicant	Type	District	Current BCC Appointments / Other Notes
JABA Board of Directors	Chris Baca	Reappt	Cunningham	Incumbent seeking reappointment. Term beginning March 1, 2026 and ending February 28, 2028.
JABA Board of Directors	David Harlow	Appt	Fork Union	Term beginning March 1, 2026 and ending February 28, 2028
JABA Board of Directors	Matthew Houston	Appt	Palmyra	Term beginning March 1, 2026 and ending February 28, 2028
JABA Advisory Council	Catherine Rigby	Appt	Rivanna	Term beginning May 1, 2026 and ending April 30, 2028.
JABA Advisory Council	Matthew Houston	Appt	Palmyra	Term beginning May 1, 2026 and ending April 30, 2028.
Monticello Area Community Action Agency (MACAA) – Fluvanna Citizen Representative	David Harlow	Appt	Fork Union	Unexpired term beginning immediately and ending June 30, 2026.
DISCUSSION:	- JABA Board of Directors – One position - Term beginning March 1, 2026 and ending February 28, 2028. - JABA Advisory Council – One Position – Term beginning May 1, 2026 and ending April 30, 2028. - Monticello Area Community Action Agency (MACAA) – One position– Fluvanna Citizen Representative – unexpired term beginning immediately and ending June 30, 2026.			
ENCLOSURES:	Candidate Applications, and JABA Board of Directors Letter of Endorsement			



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

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

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

Name: Christopher L. Baca, Sr.	Election ☐ Columbia ☒ Cunningham ☐ Fork Union District: ☐ Palmyra ☐ Rivanna ☐ Other
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provide dates of education and experience. You may also provide a resume/CV.): Fluvanna Leadership Development Program 23-24	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES:	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): Rotary Club of Ketchikan First City-Alaska Board member 2011/2013. President Elect 2013/14, President 2014/15, Past President 2015/16 Rotary Club of Greater Spokane Valley President Elect 2020/21, President 2021/22, Past President 2022/23	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I want to be a part of the future decision makers and policy developers of our county to ensure we continue to intentionally grow and change for the improvement of services for our citizens and visitors.	

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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

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

X	BCC	X	BCC	X	BCC
X	Agricultural/Forestral District Advisory Committee	X	Finance Board	X	Piedmont Virginia Community College (PVCC) Board
X	Board of Equalization (BOE)	X	Fluvanna Partnership for Aging Committee (FPA)	X	Planning Commission (PC)
X	Board of Zoning Appeals (BZA)	X	Fork Union Sanitary District (FUSD) Advisory Committee	X	Region Ten Community Services Board
X	Building Code of Appeals Board	X	James River Water Authority (JRWA)	X	Rivanna River Basin Commission
X	Central Virginia Regional Jail (CVRJ) Authority	X	JAUNT Board	X	Social Services Board
X	Columbia Task Force (CARE)	X	Jefferson Area Board of Aging (JABA) Advisory Council	X	Thomas Jefferson Planning District Commission (TJPD)
X	Community Policy & Management Team (CPMT)	X	Jefferson Area Board of Aging (JABA) Board of Directors	X	Thomas Jefferson Water Resources Protection Foundation
X	Economic Development Authority (EDA)	X	Library Board of Trustees		
X	Economic Develop. & Tourism Advisory Council (EDTAC)	X	Monticello Area Community Action Agency (MACAA)		
X	Family Assessment and Planning Team (FAPT)	X	Parks & Recreation Advisory Board (RAB)		

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

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

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

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

Applicant's Signature <i>(Typing name below serves as digital signature)</i> C. Baca (from file)		Date 01-06-2024	
Mailing Address (including City, State, & ZIP) 40 Turkeysag Trail Palmyra, VA 22963		Physical Address (if different)	
Years Lived in Fluvanna 2	Phone # 	Alternate Phone #	Email Address
Office Use Only			
Application Received On:	01-06-2024	Application Received By:	
Acknowledgement Sent:	01-08-2024	Leontyne Peck	
Renewal Date:		Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			

Christopher L. Baca, Sr.

40 Turkeysag Trail
Palmyra, VA 22963

OBJECTIVE

Executive with 25+ years experience in progressively larger academic clinical department operations; six years experience in new program development, community collaboration, workforce and secondary school teacher training, seeking COVID-19 Contact Tracer or Investigator opportunity in team-oriented organization.

Certificate of Completion, ASTHO and NCSD, Completed 12/26/2021

Making Contact: A Training for COVID-19 Case Investigators and Contact Tracers

CORE EXPERTISE/SUMMARY

- Obtained LEAN – Green Belt, PeaceHealth Medical Group
- Managing clinics on two islands in Southeast Alaska
- Extensive knowledge and experience in academic clinical department administration areas including budgeting, personnel management, project management, clinical practice operations and billing, federal grants administration – pre and post award, residency and fellowship programs.
- Over five years experience in workforce training and secondary school teacher development program planning.
- New program development within educational, economic development, state government setting.
- Developing programs to compliment university priorities and industry cluster needs.
- Organization of Advisory Committees, and Advisory Board for the Center.

Office of Biotechnology –

- Collaboratively addressed: marketing, joint oversight, and design of UT Research Park (a collaboration of UT HSC Houston and UT/MDA CC)
- Researched Biotechnology and Life Sciences Workforce issues with community-based task force
- Created small office incubator facility within office for start up operations of faculty

Academic Clinical Departments –

- Led multiple school of medicine-wide task forces and committees to address TQM of physician practice operations, ambulatory clinic processes, improve quality and accuracy of physician billing practices
- Oversaw Enterprise-wide physician practice clinical system conversion from SMS to IDX at TTU HSC MS
- Created systems for administrating multiple clinical departments to improve efficiencies and reduce operational expenses

- Approved and implemented local area network in two departments to increase staff efficiencies, and records retention.

MANAGERIAL ROLES:

- **Clinic Manager, PeaceHealth Medical Group, Ketchikan, AK**, September 19, 2011 – June 21, 2019 Primary Care, Psychiatry, Pediatrics, OB/Gyn, Hospitalists, Off site Primary Care Clinic Prince of Wales - Craig
- **Clinic Manager, UTMB- Prison Management, Polunsky Prison, Livingston, TX**, 2009 – 2011 3,000 prisoner population
- **Director, Quality Control, Harris County Hospital District, Physician Practice**, 2008 – 2009

ACADEMIC APPOINTMENTS

- **Research Associate Professor**, College of Technology, Department of Engineering Technology, University of Houston, June 2005- September 2008
- **Fluvanna County School District**, Substitute teacher, August 2022 – May 2023

ADMINISTRATIVE APPOINTMENTS

- **Executive Director**, Center for Life Science Technology, College of Technology, Engineering Technology, University of Houston, June 2005- September 2008 (Created Center for Life Sciences Technology- www.texasbiotech.org)
- **DIRECTOR**, Office of Biotechnology, The University of Texas HSC – Houston, TX, 2001 to June 2005 (Established Center for Life Sciences Technology)
- **DIRECTOR MANAGEMENT OPERATIONS**, Departments of Internal Medicine and Dermatology; University of Texas HSC - Houston, Medical School, June 1995 to April 2002 (Administration of academic clinical department, worked through 6 years of declining operational budget representing ~ 40% clinical revenue budget decline, established budgeting of clinical revenues by CPT/RVU, DMO Lead- school-wide team on centralizing billing and clinic operations reengineering)
- **ASSISTANT TO THE CHAIR**, Department of Surgery, University of Texas Medical Branch @ Galveston, TX., June 1992 to June 1995 (participated in CQI projects for campus, led multi-level team on clinic access)
- **ADMINISTRATOR**, Department of Surgery, Georgetown University Medical Center, Washington, D.C., July 1988 to May 1992 (Installed Local area network for clinical department, negotiated physician managed care contracts)
- **DIRECTOR**, Texas Tech Health Sciences Center, Medical Practice Income Plan (MPIP) Lubbock, Amarillo, El Paso, Odessa, Lubbock, TX, April 1987 to July 1988 (Oversight of faculty practice plan operations in Lubbock, Odessa, Amarillo, and El Paso, responsible for successful enterprise-wide practice plan computer conversion, responsible for enterprise computer conversion and installation – SMS to IDX)

EDUCATION

MA Organizational Management, University of Phoenix, 2002-2004. Focused on Organizational Management

BBA, Business Economics, New Mexico State University, 1971-1976, Minor in Accounting

RECOGNITION

Omicron Delta Epsilon, Economic Honors Society, member 1975 – 1976, Vice President 1975-1976

Admiral of the Texas Navy, Commissioned July 1993, by Governor Ann Richards

United Who's Who, Lifetime Member, 2003



www.jabacares.org

674 Hillsdale Drive Suite 9, Charlottesville VA

Phone: (434) 817-5222

Fax: (434)817-5230

April 7th, 2026

Dear Fluvanna County Board of Supervisors,

Chris Baca has submitted an application for reappointment for the Fluvanna County seat on the JABA Board of Directors. Chris has been a valuable Board member, bringing important insights to support the needs of Fluvanna County residents. His experience working with seniors and his passion for Fluvanna County add meaningful perspective to JABA's work.

I hope the Board of Supervisors will consider his reappointment to the JABA Board for the Fluvanna County seat.

Sincerely,
Christina

Christina Evans
Chief Executive Officer
JABA (Jefferson Area Board for Aging)
cevans@jabacares.org

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Name: David Chesley Harlow	Election ☐ Columbia ☐ Cunningham ☒ Fork Union District: ☐ Palmyra ☐ Rivanna ☐ Other
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provide dates of education and experience. You may also provide a resume/CV.): See attached.	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: See attached.	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates):	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: To continue my public service to support, provide, and advocate for the citizens of Fluvanna County.	

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ON WHICH YOU WISH TO SERVE.**

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

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

Applicant's Signature David Chesley Harlow (from file)		Date 12/19/2025	
Mailing Address (including City, State, & ZIP) 400 Rosewood Drive, Scottsville, VA, 24590		Physical Address (if different)	
Years Lived in Fluvanna 33	Phone # [REDACTED]	Alternate Phone #	Email Address [REDACTED]
Office Use Only			
Application Received On:	12/19/2025	Application Received By: Caitlin Solis	
Acknowledgement Sent:	12/30/2025	Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			

EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provide dates of education and experience.):

PROFESSIONAL BACKGROUND AND MANAGERIAL HISTORY

Data Analytics Project Manager September 2023 - Present

Department of Medical Assistance Services (DMAS) Richmond, VA

- A part of the DMAS Data Governance committee that created, vetted, implemented, and managed data governance practices throughout the entire agency, both with internal and external partners
- Responsible for providing HAD guidance and support to help meet the strategic goals of HAD, and participate on projects related to cost, coverage, quality, and utilization trends as assigned by the Director.
- Led project management activities from end-to-end including developing and maintaining project plans with clear milestones, clearly and consistently communicating status updates, and coordinating and supporting project implementation.
- Managed incoming data requests from internal and external requesters, including supporting Freedom of Information Act (FOIA) requests, coordinating and managing new and existing data sharing agreements, and serving as point of contact for data requests from the General Assembly (GA).
- Served as Contract Administrator of the data warehouse vendor, coordinated and managed SQL, data warehouse, and Tableau training for the Agency and facilitate routine meetings for updates to the Agency's data warehouse, SAS, and other analytic tools.

Program Coordinator/Data Analytics Liaison April 2021 – September 2023

University of Virginia Health System – Population Health Charlottesville, VA

- Coordinates data feeds for all Population Health programs (IHM, BPCI-A, Medicare Advantage, Medicine HOME, Virginia at HOME, Cystectomy Program, Bariatric Patient Program)
 - Partnered with UVA data scientists to assist in ROI template creation for Population Health programs to identify patient populations with high readmissions and to gather financial information on the impact that was being felt in the health system
 - Partnered to create Tableau dashboard for UVA Health to track and monitor SDOH inputs
 - Manages day-to-day operations of assisting both advocates, advocacy manager, and program director with daily operational needs
 - Initiates any new build request for Population Health from initial inquiry to full project completion
- Sample of projects for Population Health
- Collaborated with CompassRose project rollout system-wide at UVA Health
 - Implemented leadership and management strategies relating to Cystectomy and Bariatric

projects

- Partnered with UVA PMO office for UniteUs Implementation across UVA Health
- Granted leadership role for SDOH rainbow wheel implementation across ambulatory clinics, both primary care and specialty clinics
- Created program auditing guidelines for all programs to look at areas for improvement post implementation

Patient Advocate May 2019 – April 2021

University of Virginia Health System – Population Health Charlottesville, VA

- Readmission and social determinant of health (SDoH) program at UVA Health that works with patients for

30 days to assign services to make sure unwarranted readmissions do not occur

- Reports directly to department director and project coordinator on new hire training progression
- Assists with new hire trainings and conducts audits on team members for workflow continuity
- Selected by department manager and project coordinator to expand scope of role due to extensive

knowledge, proficiency, and understanding of departmental needs

Unit Coordinator April 2017 – May 2019

The Bridgeline Place Charlottesville, VA

- Worked in a non-profit clubhouse model with members who had brain injuries (traumatic and nontraumatic)
- Coordinated kitchen and household supportive goals for members to work on in yearly blocks
- Wrote and supported Individualized Care Plans to make sure members were supported in terms of the goals

they want to work on for that given year

- Lead a support group comprised of 7-13 members to discuss supportive techniques with counseling aspects.

Some leadership skills used was motivational interviewing and active listening

- Coordinated non-profit safety goals and promoted leadership skills relating to specific rules and regulations

the organization was bound by

Adjunct Instructor/Professor of Practice August 2024 – present

Virginia Commonwealth University; School of Education. Richmond, VA

Department of Educational Leadership

- Course – EDLP 717 – Data Visualization, General Leadership Online Cohort
- Course – EDLP 711 – Data and Leadership 1, General Leadership Online Cohort

Adjunct Professor April 2023 – present

University of Denver; University College Denver, CO

- Courses – Healthcare Management and Health Informatics/Undergraduate and Graduate
- HINF 4620 – Healthcare Methods and Programming

- HINF 4310 – Healthcare Information Systems
- HINF 4630 – Healthcare Data Mining, Integration, and Interpretation
- HINF 4640 – Healthcare Database Applications
- HINF 4010 – Health Informatics Communication
- HINF 4650 – Healthcare Project Management

Adjunct Professor July 2022 –August 2024
Piedmont Virginia Community College

Master of Business Administration (MBA) December 2024
Johns Hopkins University Carey Business School Baltimore, MD

Doctor of Philosophy (PhD) May 2022
Liberty University Lynchburg, VA

Master of Arts (MA) in Human Services Counseling Sept 2018
Liberty University Lynchburg, VA

Bachelor of Science (BS) in Health Sciences May 2015
James Madison University Harrisonburg, VA

Associates of Applied Science (AAS) July 2013
Piedmont Virginia Community College Charlottesville, VA

CURRENT OR PRIOR EXPERIENCE ON BOARDS/COMMISSIONS/COMMITTEES:

GOVERNMENT-APPOINTED BOARD APPOINTMENTS

Board Member July 2025 – Present

Region 10 Community Service Board Member; Fluvanna County Representative Palmyra, VA

- Purpose: Comprised of 14 citizen representatives who make up the Region 10 community service board

region. The Board, as an operating community services board as defined in Virginia Code Section 37.2-

500, has the general powers, duties, and responsibilities. Of a board as outlined and required by applicable Virginia law and regulations including, but not limited to, those provisions found in Section

37.2-504, Code of Virginia

o Committees served: Finance Committee (2025 – present)

Legislative Committee (2025 – present)

Board Member December 2024 – Present

Albemarle County Historic Preservation Committee Charlottesville, VA

- Purpose: The Historic Preservation Committee (HPC) is a public body appointed by the Board of Supervisors and is charged with protecting the County's historic and cultural resources. The Committee

takes an active role in identifying and documenting cultural resources of importance to the community and

provides assistance and advice concerning the County's historic preservation program.

- Positions served: Secretary: 2025-2026

Council Member December 2022 – Present

Fluvanna County Library Board of Trustees Palmyra, VA

- Purpose: Acts as a governing board for the Fluvanna County Library. Employ a competent and qualified library director. Determine the mission, goals, and objectives of the library and adopt written

policies governing the library. Ensure that the library has a long-range planning process that considers

the library's strengths and weaknesses and can be implemented and evaluated. Be familiar with local,

state, and federal library laws; actively support pending library legislation. Establish, support, and participate in a planned public relations program.

- Affecting Legislation: Established by the County Board of Supervisors according to the County Code,

Section 2-6-2, adopted by the Fluvanna County Board of Supervisors on June 17, 1998.

PUBLICALLY-APPOINTED BOARD APPOINTMENTS

Board Member – Facilities Committee February 2025 - Present

The Paramount Theater Charlottesville, VA

- Purpose: The Facilities Committee is responsible for working with the Theater staff to ensure the proper maintenance and preservation of the historic Paramount Theater. Conduct a thorough annual

tour and condition review of the facility. Make recommendations to the Board of Directors regarding all

matters pertaining to the short- and the long-term building maintenance and expenditures associated

with the facility. Create, implement, and monitor the Facilities Management Plan.

Board Member January 2025 - Present

Virginia Rural Health Association Blacksburg, VA

- Purpose: The Virginia Rural Health Association (VRHA) is a nonprofit organization working for the 2.5

million people who call rural Virginia their home. The mission is to improve the health of rural Virginians

through education, advocacy, and fostering cooperative partnerships. The board provided strategic leadership and oversight for the non-profit for growth and advancement

Healthy Workplace Committee; UVA Health May 2023 – September 2023

Member

- Purpose: Committee of 40 established to promote and support healthy workplace policy and procedures

and address stressors in the workplace throughout all of UVA Health. Those supported by the work include both employees and subsequent patient care at UVA Health. My role is to serve the

committee

and to provide feedback relating to education, member involvement, and engagement throughout the

entire UVA Health system.

Secretary for ACHE; CVHEG chapter January 2023 – January 2024

- Purpose: My role is to participate in board meetings and other designated events to provide administrative support for both the Board of Directors and the supporting member population. This is in

addition to any other needs as designated by the President of CVHEG. I also assisted in yearly budget

creation and appointment.

o Oversight Role: Advisory Committee member

Membership Committee Director for ACHE; CVHEG chapter January 2022 – January 2023

- Purpose: My role is to coordinate with the board for CVHEG to lead initiatives to increase membership

and to continue to build up mentorship program and spread understanding and engagement for both

CVHEG and ACHE.

Membership Committee Assistant Director for CVHEG January 2021 – January 2022

- Purpose: My role is to assist in coordination with the board for CVHEG to increase membership and to

lead initiatives to continue to build up mentorship program and spread understanding and engagement

for both CVHEG and ACHE.

DAVID HARLOW

PROFESSIONAL BACKGROUND AND MANAGERIAL HISTORY

Data Analytics Project Manager

September 2023 - Present

Department of Medical Assistance Services (DMAS)

Richmond, VA

- A part of the DMAS Data Governance committee that created, vetted, implemented, and managed data governance practices throughout the entire agency, both with internal and external partners
- Responsible for providing HAD guidance and support to help meet the strategic goals of HAD, and participate on projects related to cost, coverage, quality, and utilization trends as assigned by the Director.
- Led project management activities from end-to-end including developing and maintaining project plans with clear milestones, clearly and consistently communicating status updates, and coordinating and supporting project implementation.
- Managed incoming data requests from internal and external requesters, including supporting Freedom of Information Act (FOIA) requests, coordinating and managing new and existing data sharing agreements, and serving as point of contact for data requests from the General Assembly (GA).
- Served as Contract Administrator of the data warehouse vendor, coordinated and managed SQL, data warehouse, and Tableau training for the Agency and facilitate routine meetings for updates to the Agency's data warehouse, SAS, and other analytic tools.

Program Coordinator/Data Analytics Liaison

April 2021 – September 2023

University of Virginia Health System – Population Health

Charlottesville, VA

- Coordinates data feeds for all Population Health programs (IHM, BPCI-A, Medicare Advantage, Medicine HOME, Virginia at HOME, Cystectomy Program, Bariatric Patient Program)
- Partnered with UVA data scientists to assist in ROI template creation for Population Health programs to identify patient populations with high readmissions and to gather financial information on the impact that was being felt in the health system
- Partnered to create Tableau dashboard for UVA Health to track and monitor SDOH inputs
- Manages day-to-day operations of assisting both advocates, advocacy manager, and program director with daily operational needs
- Initiates any new build request for Population Health from initial inquiry to full project completion

Sample of projects for Population Health

- Collaborated with CompassRose project rollout system-wide at UVA Health
- Implemented leadership and management strategies relating to Cystectomy and Bariatric projects
- Partnered with UVA PMO office for UniteUs Implementation across UVA Health
- Granted leadership role for SDOH rainbow wheel implementation across ambulatory clinics, both primary care and specialty clinics
- Created program auditing guidelines for all programs to look at areas for improvement post implementation

Patient Advocate

May 2019 – April 2021

University of Virginia Health System – Population Health

Charlottesville, VA

- Readmission and social determinant of health (SDoH) program at UVA Health that works with patients for 30 days to assign services to make sure unwarranted readmissions do not occur
- Reports directly to department director and project coordinator on new hire training progression
- Assists with new hire trainings and conducts audits on team members for workflow continuity
- Selected by department manager and project coordinator to expand scope of role due to extensive knowledge, proficiency, and understanding of departmental needs

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Unit Coordinator

April 2017 – May 2019

The Bridgeline Place

Charlottesville, VA

- Worked in a non-profit clubhouse model with members who had brain injuries (traumatic and nontraumatic)
- Coordinated kitchen and household supportive goals for members to work on in yearly blocks
- Wrote and supported Individualized Care Plans to make sure members were supported in terms of the goals they want to work on for that given year
- Lead a support group comprised of 7-13 members to discuss supportive techniques with counseling aspects. Some leadership skills used was motivational interviewing and active listening
- Coordinated non-profit safety goals and promoted leadership skills relating to specific rules and regulations the organization was bound by

GOVERNMENT-APPOINTED BOARD APPOINTMENTS

Board Member

July 2025 – Present

Region 10 Community Service Board Member; Fluvanna County Representative

Palmyra, VA

- Purpose: Comprised of 14 citizen representatives who make up the Region 10 community service board region. The Board, as an operating community services board as defined in Virginia Code Section 37.2-500, has the general powers, duties, and responsibilities. Of a board as outlined and required by applicable Virginia law and regulations including, but not limited to, those provisions found in Section 37.2-504, Code of Virginia
 - o Committees served: Finance Committee (2025 – present)
 - Legislative Committee (2025 – present)

Board Member

December 2024 – Present

Albemarle County Historic Preservation Committee

Charlottesville, VA

- Purpose: The Historic Preservation Committee (HPC) is a public body appointed by the Board of Supervisors and is charged with protecting the County's historic and cultural resources. The Committee takes an active role in identifying and documenting cultural resources of importance to the community and provides assistance and advice concerning the County's historic preservation program.
 - Positions served: Secretary: 2025-2026

Council Member

December 2022 – Present

Fluvanna County Library Board of Trustees

Palmyra, VA

- Purpose: Acts as a governing board for the Fluvanna County Library. Employ a competent and qualified library director. Determine the mission, goals, and objectives of the library and adopt written policies governing the library. Ensure that the library has a long-range planning process that considers the library's strengths and weaknesses and can be implemented and evaluated. Be familiar with local, state, and federal library laws; actively support pending library legislation. Establish, support, and participate in a planned public relations program.
- Affecting Legislation: Established by the County Board of Supervisors according to the County Code, Section 2-6-2, adopted by the Fluvanna County Board of Supervisors on June 17, 1998.

PUBLICALLY-APPOINTED BOARD APPOINTMENTS

Board Member – Facilities Committee

February 2025 - Present

The Paramount Theater

Charlottesville, VA

- Purpose: The Facilities Committee is responsible for working with the Theater staff to ensure the proper maintenance and preservation of the historic Paramount Theater. Conduct a thorough annual

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tour and condition review of the facility. Make recommendations to the Board of Directors regarding all matters pertaining to the short- and the long-term building maintenance and expenditures associated with the facility. Create, implement, and monitor the Facilities Management Plan.

Board Member
Virginia Rural Health Association

- Purpose: The Virginia Rural Health Association (VRHA) is a nonprofit organization working for the 2.5 million people who call rural Virginia their home. The mission is to improve the health of rural Virginians through education, advocacy, and fostering cooperative partnerships. The board provided strategic leadership and oversight for the non-profit for growth and advancement

January 2025 - Present
Blacksburg, VA

Healthy Workplace Committee; UVA Health Member

- Purpose: Committee of 40 established to promote and support healthy workplace policy and procedures and address stressors in the workplace throughout all of UVA Health. Those supported by the work include both employees and subsequent patient care at UVA Health. My role is to serve the committee and to provide feedback relating to education, member involvement, and engagement throughout the entire UVA Health system.

May 2023 – September 2023

Secretary for ACHE; CVHEG chapter

- Purpose: My role is to participate in board meetings and other designated events to provide administrative support for both the Board of Directors and the supporting member population. This is in addition to any other needs as designated by the President of CVHEG. I also assisted in yearly budget creation and appointment.
- o Oversight Role: Advisory Committee member

January 2023 – January 2024

Membership Committee Director for ACHE; CVHEG chapter

- Purpose: My role is to coordinate with the board for CVHEG to lead initiatives to increase membership and to continue to build up mentorship program and spread understanding and engagement for both CVHEG and ACHE.

January 2022 – January 2023

Membership Committee Assistant Director for CVHEG

- Purpose: My role is to assist in coordination with the board for CVHEG to increase membership and to lead initiatives to continue to build up mentorship program and spread understanding and engagement for both CVHEG and ACHE.

January 2021 – January 2022

TEACHING EXPERIENCE

Adjunct Instructor/Professor of Practice
Virginia Commonwealth University; School of Education.
Department of Educational Leadership

- Course – EDLP 717 – Data Visualization, General Leadership Online Cohort
- Course – EDLP 711 – Data and Leadership 1, General Leadership Online Cohort

August 2024 – present
Richmond, VA

Innovation in Learning Center Sub-Committee Member
Robert J. Menges Award for Outstanding Research in Educational Development POD Network in Higher Education

- Purpose

March 2024 – present
College Station, TX

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- The reward honors individuals with a drive to contribute to teaching, learning, faculty development, and educational development in higher education. Awards are given for proposals that reflect original research, which may be quantitative or qualitative, and may be based on experimental participant observation, practitioner research, or other methodologies that lead to systematic investigation and evidence-based conclusions

Center for Excellence in Teaching and Learning Faculty Fellow Piedmont Virginia Community College

**January 2024 – August 2024
Charlottesville, VA**

- Purpose: Act as a liaison with your academic division, department, and unit colleagues to identify professional development needs and goals.
- Work with the director of the CETL and other Faculty Fellows to develop and facilitate workshops and training sessions to support faculty in adopting effective teaching practices.
- Provide one-on-one consultations and coaching for faculty.

Adjunct Professor University of Denver; University College

**April 2023 – present
Denver, CO**

- Courses – Healthcare Management and Health Informatics/Undergraduate and Graduate
 - HINF 4620 – Healthcare Methods and Programming
 - HINF 4310 – Healthcare Information Systems
 - HINF 4630 – Healthcare Data Mining, Integration, and Interpretation
 - HINF 4640 – Healthcare Database Applications
 - HINF 4010 – Health Informatics Communication
 - HINF 4650 – Healthcare Project Management

Adjunct Professor Piedmont Virginia Community College

**July 2022 – August 2024
Charlottesville, VA**

- Courses o HLT 130 Nutrition and Diet Therapy

COURSE DESIGN

HINF 4630 – Healthcare Data Mining University of Denver

**April 2024 – August 2024
Denver, CO**

- Scope of work
 - Co-collaborated with University College colleague to review, critique, and improve HINF 4630 to be more inclusive and robust with the technological advances occurring in the data mining sector, specifically with A.I. and better incorporation with informed decisionmaking pre and post data extractions and mining

PEER REVIEWED LITERATURE

Topic: Patient and Consumer Preferences and Needs. AcademyHealth

November 2024 – June 2025

- Scope of work
 - Provided peer review of abstracts for the 2025 Annual Research Meeting (ARM) that focuses on health policy and health services researchers and policy staffers to learn about new research, discuss policy implications, sharpen method skills, and network with colleagues from around the world.

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Topic: General Education Best Practices and Reform Approach

October 2024

American Association of Colleges and Universities

Principle Editors: C. Edward Watson (AAC&U), Caleb J. Keith (Indiana University Indianapolis), and Kate Drezek McConnell (AAC&U)

- Scope of work
 - Provided peer revision for Chapter 33 of the textbook. The chapter was evaluated according to specified criteria, with specific interest focuses on relevance, clarity, originality, and contribution to the field.

PUBLICATIONS

May 2022. The perceived benefit that positive intervention plays in the development of students enrolled in elearning curriculum: A transcendental phenomenological study of the experience of online education.

EDUCATION

Master of Business Administration (MBA)

Johns Hopkins University Carey Business School

December 2024

Baltimore, MD

Doctor of Philosophy (PhD)

Liberty University

May 2022

Lynchburg, VA

Master of Arts (MA) in Human Services Counseling

Liberty University

Sept 2018

Lynchburg, VA

Bachelor of Science (BS) in Health Sciences

James Madison University

May 2015

Harrisonburg, VA

Associates of Applied Science (AAS)

Piedmont Virginia Community College

July 2013

Charlottesville, VA

CERTIFICATIONS

Political Leaders Program

University of Virginia – Weldon Cooper Center for Public Service

Sorenson Institute for Political Leadership

December 2025

Charlottesville, VA

Health Care Economics

Harvard University – Harvard Business School

December 2023

Boston, MA

Python for Managers

Columbia University – Columbia Business School

October 2023

New York, NY

LICENSES AND CREDENTIALS

Tableau Desktop I: Fundamentals – TTD101

- Trailhead Academy/Salesforce
2025

November

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Fellow of the American College of Health Data Management (FACHDM)	
• American College of Health Data Management	May 2024
Certified Business Consultant	
• Six Sigma Global Institute: 88489208	December 2023
Fellow of the Healthcare Financial Management Association (FHFMA)	
• Healthcare Financial Management Association	July 2023
Project Management Professional (PMP)	
• Project Management Institute: 3421905	February 2023
Certified Revenue Cycle Representative (CRCR)	
• Healthcare Financial Management Association	January 2023
Dare to Lead	
• Brene Brown: Dare to Lead Program	December 2022
Lean Six Sigma Black Belt	
• Six Sigma Global Institute: 53884735	June 2022
Certified Healthcare Financial Professional (CHFP)	
• Healthcare Financial Management Association	August 2022

TECHNICAL SKILLS

Software: Adobe Photoshop, Adobe Illustrator, EPIC EMR, Python, Microsoft Office, Mendeley, Java, Zoom, Google Suite, SPSS, SAS, MMIS, VITA, MES, MS Project, SharePoint, SQL, JIRA, Tableau, AnyLogic, SmartSheets, Docusign, Teradata Studio, Handshake, Qualtrics, Cardinal

Written communication: Technical reporting, editing, fact checking, proofreading, scholarly writing, technical writing, project management, data analysis, research writing, agile, lean, scrum methodology



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

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

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

Name: Matthew Houston	Election ☐ Columbia ☐ Cunningham ☐ Fork Union District: ☒ Palmyra ☐ Rivanna ☐ Other
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): Supplemental Staffing Nurse Manager II VCU Health 2026- Present Paralegal Heilberg Law 2025-2025 Staffing Resource Office Nurse Manager UVA Health, Nursing Business Operations & Staffing Resource Office 2021-2025 Clinical Quality Assurance / Unit Manager/ Golden Living of Charlottesville Nursing Specialist 2014-2020 Adjunct Clinical Nursing Faculty Piedmont Virginia Community College Clinical Instructor 2016-2019 Registered Nurse UVA Health, Neurosurgery and Otolaryngology Clinician 4 2013-2021 Radford University Master of Nursing Administration (2024-2026) University of Virginia Bachelor of Science, Nursing (2014-2016) Bachelor of Art, Cognitive Neuroscience (2004-2008) Bachelor of Art, Psychology (2004-2008)	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: Chair Nurse Staffing Committee UVA Health Local Shared Governance Committee UVA Health	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): Fluvanna SPCA Volunteer Charlottesville Free Clinic Volunteer Nurse Virginia Medical Reserve Corps Volunteer Nurse	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: Dynamic and results-driven professional with a proven track record of delivering high-quality work in fast paced, deadline-driven environments. Adept at collaborating cross-functionally to streamline processes, improve team performance, and drive organizational growth. Skilled at synthesizing complex information into actionable strategies that enhance efficiency and profitability. Committed to ongoing professional development, continuous improvement, and achieving excellence in all assigned responsibilities.	

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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

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

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

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

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

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

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

Applicant's Signature Matthew Houston		Date 3-12-2026	
Mailing Address (including City, State, & ZIP) 60 Bolling Circle, Palmyra, VA 22963		Physical Address (if different)	
Years Lived in Fluvanna 10	Phone # [REDACTED]	Alternate Phone #	Email Address [REDACTED]
Office Use Only			
Application Received On:	3-12-2026	Application Received By: Leontyne Peck	
Acknowledgement Sent:	3-16-2026		
Renewal Date:		Remarks: See Resume	
Renewal Date:			
Renewal Date:			
Renewal Date:			



Matthew Houston

BOS2026-04-015 p.31/138

PROFESSIONAL SUMMARY

Dynamic and results-driven professional with a proven track record of delivering high-quality work in fast-paced, deadline-driven environments. Adept at collaborating cross-functionally to streamline processes, improve team performance, and drive organizational growth. Skilled at synthesizing complex information into actionable strategies that enhance efficiency and profitability. Committed to ongoing professional development, continuous improvement, and achieving excellence in all assigned responsibilities.

EXPERIENCE

Staffing Resource Office Nurse Manager UVA Health, Nursing Business Operations & Staffing Resource Office 2021-2025

- Quality, Compliance & Continuous Improvement:** Authored and revised policy and procedure guidelines. Leveraged staffing data and performance metrics for improvement, implementing evidence-based interventions to enhance patient experiences, clinical outcomes, and operational efficiency.
- Strategic Planning & Change Management:** Enacted strategic plans to achieve cost, quality, and utilization targets. Served as a change agent through transitions by optimizing processes and aligning initiatives with evolving organizational goals.
- Program & Resource Management:** Oversaw the Remote Video Monitoring Program across 3 different hospitals ensuring reliable, safe, and compliant operations. Led recruitment and hiring strategies, launching the UVA Earn While You Learn CNA Program and UVA Health Nurse Extern Program to secure top clinical talent and build robust talent pipelines.
- Clinical Operations & Care Coordination:** Provided clinical leadership to streamline care management processes to remove operational barriers, collaborating with care managers, medical directors to improve care continuity and patient outcomes.
- Leadership & Team Development:** Built and guided diverse, high-performing clinical teams—maintained on average 90-100 direct reports.

Clinical Quality Assurance / Unit Manager/ Nursing Specialist (Wage) Golden Living of Charlottesville / Cedars Healthcare 2014-2020

- Clinical Operations & Care Coordination:** Ensured care delivery for skilled and long-term care residents consistent with organizational standards. Coordinated therapy, appointments, transportation, and daily activities. Collaborated with an interdisciplinary team to develop and maintain comprehensive, individualized care plans.
- Leadership & Team Development:** Served as Interim Director of Nursing and Assistant Director of Nursing during leadership transitions. Mentored new Nursing Administrators, offering guidance on best practices, policy interpretation, and managerial responsibilities. Provided clinical guidance and problem-solving support to staff, reinforcing evidence-based practices and professional development.
- Quality, Compliance & Continuous Improvement:** Investigated allegations of abuse, neglect, and quality-of-care issues, ensuring compliance with resident rights and regulatory standards. Completed closed and open chart reviews, identifying documentation improvements and adherence to clinical guidelines. Prepared detailed investigative reports, statements of deficiencies, and corrective action plans in response to identified compliance gaps. Led Quality Assurance/Performance Improvement (QAPI) initiatives. Oversaw infection control and prevention programs, aligning with public health guidelines and state regulations.
- Strategic Planning & Change Management:** Guided organizational transitions through leadership roles, adapting operational strategies to meet evolving regulatory requirements, organizational goals, and patient needs.

Adjunct Clinical Nursing Faculty Clinical Instructor Piedmont Virginia Community College 2016-2019

- Prepared and administered weekly exams, care plan assignments, and evaluations to assess and enhance students' nursing skills, critical thinking, and clinical judgment.
- Guided students in integrating theoretical knowledge with hands-on clinical practice, using demonstrations, simulations, and observation to ensure safe and competent patient care.
- Directed and evaluated student performance in clinical settings, fostering growth in critical reasoning, effective communication, and professional conduct.
- Served as a professional role model, upholding high academic and clinical standards that reflect excellence in nursing education.

Registered Nurse Clinician 4 UVA Health, Neurosurgery and Otolaryngology 2013-2021

- Provide comprehensive, individualized patient care across multiple specialties including neurosurgery, neurology, otolaryngology, orthopedics, and neuroradiology.
- Lead and actively take part in various committees such as Professional Development, Unit Based Shared Governance, Pressure Ulcer Prevention Champion, EPIC Champion, Patient Education Committee, and Clinical Nursing Documentation Committee.
- Manage daily operations as the consistent Shift Manager on acute and intermediate care units overseeing staffing assignments, transfers, admissions, and discharges.
- Lead unit improvement initiatives by redesigning workflows, standardizing work protocols, and implementing Lean Methodology.

ADDITIONAL HEALTHCARE RELATED POSITIONS

- Clinical Research Assistant** University of Virginia Department of Neurosurgery 2010-2011
- Research Assistant** University of Virginia Affective Neuroscience Lab 2007-2008

EDUCATION

Radford University

- Master of Nursing Administration (2024-2025)

University of Virginia

- Bachelor of Science, Nursing (2014-2016)
- Bachelor of Art, Cognitive Neuroscience (2004-2008)
- Bachelor of Art, Psychology (2004-2008)

SKILLS

EXPERT: Leadership• Quality and Compliance• Strategic Planning• Data-Driven Improvement• Change Leadership• Program Management• Data Analysis• Lean Methodology• Care Coordination

EXPERT: Epic• Smartsheet• Point Click Care• Excel• Word• Sharepoint• Access• Workbench Reporting• Avasure• Qualtrics• Google Suite• UKG Kronos

RECENT ACHIEVEMENTS

2024 VNA 40 under 40 Winner
2024 VNA Staffing Summit Panelist
2025 UVA Cornerstone Nominee

REFERENCES

Lisa Schaffer, MSN

Director UVA Health Nursing Business Operations and Staffing

Susan Prather, MSN

UVA Health



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

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Name: Catherine Rigby	Election ☐ Columbia ☐ Cunningham ☐ Fork Union District: ☐ Palmyra ☒ Rivanna ☐ Other
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provide dates of education and experience. You may also provide a resume/CV.): Some College PVCC completing several semesters 2019 I have created a delivered a plethora of business traveler educational content (over the course of twenty years-please see resume), written SOP's, policy, negotiated and managed supplier service contracts, and supported thousands of stakeholder travelers and internal business partners and efforts.	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: Association) Travel Risk Committee as a volunteer to produce and travel risk and safety educational curriculum for a base of global travel buyers and managers.	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): business, church, or social groups-please provide dates): My passion for giving back to the community is evident in my years of volunteering for the Salvation Army as a Red Kettle Bell Ringer! I have also participated in various community services programs including the VA Special Olympics, Walk for Alzheimers, the United Way Day of Caring, and I single-handedly managed a company food drive for the Blue Ridge Area Food Bank. Most recently, I worked with the Fluvanna County Sheriff's Department to help with the recent food drive, and have connected with Fluvanna County Parks and Rec and am hopeful I can support trail cleanup at Pleasant Grove in the very near future.	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I am a new Fluvanna County homeowner (Lake Monticello) interested in supporting the community by volunteering to enhance our resident and visitor experience. I have traveled around the world and have over two decades working in the corporate travel industry. I feel my experiences, proficiency in creating engaging communications and promotions, and love of exploration, culture, history, and recreation could support the Fluvanna County tourism development and promotion efforts.	

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5. The Board may choose to accept the resignation and appoint another person to fill the appointed position. The Board may also override the implied resignation and extend the appointment, if extenuating circumstances so dictate.
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ON WHICH YOU WISH TO SERVE.**

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

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

Applicant's Signature Catherine F. Rigby		Date 11-20-2025	
Mailing Address (including City, State, & ZIP) 6 Axle Tree Rd. Palmyra, VA 22963		Physical Address (if different)	
Years Lived in Fluvanna 0	Phone # [REDACTED]	Alternate Phone #	Email Address [REDACTED]

Office Use Only

Application Received On:	11-17-2025	Application Received By:
Acknowledgement Sent:		
Renewal Date:		Remarks:
Renewal Date:		
Renewal Date:		
Renewal Date:		

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB B

MEETING DATE:	April 15, 2026				
AGENDA TITLE:	The Barn at Pleasant Grove				
MOTION(s):	N/A				
BOS WORKPLAN?	Yes	No	If yes, which item(s):		
		X			
AGENDA CATEGORY:	Presentation	Action Matter	Public Hearing	Consent Agenda	Other
	X				
STAFF CONTACT(S):	Eric Dahl, County Administrator; Kim Mayo, Unit Coordinator Extension Agent, VCE; Aaron Spitzer, Director of Parks and Recreation				
PRESENTER(S):	McKinley Jones, Project Representative/Fluvanna Resident				
RECOMMENDATION:	Information only				
TIMING:	Routine				
DISCUSSION:	Ms. Jones will present the vision, purpose, and conceptual drawing for an additional barn structure at Pleasant Grove Park for potential uses to include: 4-H/Cooperative Extension, special event space and Parks and Recreation programming, etc.				
FISCAL IMPACT:	None				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	• Concept drawing				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X



Fluvanna County 4-H Barn

Entry Perspective



Fluvanna County 4-H Barn

Exterior Perspectives

FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT

TAB C

MEETING DATE:	April 15, 2026				
AGENDA TITLE:	Draft VDOT Secondary Six Year Plan & Authorization to Advertise a Public Hearing for the Secondary Six Year Plan				
MOTION(s):	I move the Board of Supervisors authorize staff to advertise for a public hearing regarding the Virginia Department of Transportation Secondary Six Year Plan.				
BOS WORKPLAN?	Yes	No	If yes, list item(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Scott Thornton, VDOT Residency Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	Brief presentation on the VDOT Secondary Six Year Plan and request for authorization to advertise a Public Hearing for the proposed Secondary Six-Year Plan for Fiscal Years 2027 through 2032.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	• Draft advertisement for Public Hearing for VDOT SSYP • Draft Fluvanna County SSYP FY27				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

Secondary System
Fluvanna County
Construction Program
Estimated Allocations

Fund	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	Total
TeleFee	\$66,883	\$66,883	\$66,883	\$66,883	\$66,883	\$66,883	\$401,298
District Grant Unpaved	\$15,971	\$15,971	\$15,971	\$13,371	\$13,371	\$14,503	\$89,158
Total	\$82,854	\$82,854	\$82,854	\$80,254	\$80,254	\$81,386	\$490,456

Board Approval Date:

DRAFT

Resident Engineer Date

County Administrator Date

2026-27 through 2031-32

[illegible]

County: Fluvanna County
Board Approval Date:

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

BOS2026-04-015 p.45/138

DRAFT

2026-27 through 2031-32

[illegible]

(Seal)
PUBLIC HEARING
Fluvanna County Board of Supervisors
Wednesday, May 20, 2026, at 7:00 p.m.

The Virginia Department of Transportation and the Board of Supervisors of Fluvanna County, in accordance with Section 33.2-331 of the Code of Virginia, will conduct a joint Public Hearing at the Fluvanna County Circuit Court, 72 Main Street, Palmyra 22963, at 7:00 p.m. on Wednesday, May 20, 2026. The purpose of this Public Hearing is to receive public comment on the proposed Secondary Six-Year Plan for Fiscal Years 2027 through 2032 in Fluvanna County, and on the Secondary System Construction Budget for Fiscal Year 2026. Copies of the proposed Plan and Budget may be reviewed at the Louisa Residency Office of the Virginia Department of Transportation, located at 3709 Davis Highway, Louisa, or at the Fluvanna County Administrator's Office located at 132 Main Street, Palmyra, Virginia.

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

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

TO: Fluvanna Review

Advertise on the following dates: 7 & 14 May 2026

Authorized by: Fluvanna County Board of Supervisors

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

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

TAB D

MEETING DATE:	April 15, 2026				
AGENDA TITLE:	Child Abuse Prevention Month Proclamation				
MOTION(s):	I move the Fluvanna County Board of Supervisors proclaim the month of April 2026 as Celebrating Children Month in Fluvanna County in observation of Child Abuse Prevention Month.				
BOS WORKPLAN?	Yes	No	If yes, list item(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Rocky Reed, DSS CPS Supervisor				
PRESENTER(S):	Rocky Reed, DSS CPS Supervisor				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	Short presentation about local CPS numbers and what DSS staff is experiencing.				
FISCAL IMPACT:	None				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Draft Proclamation				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

PROCLAMATION 01-2026

Child Abuse Prevention Month

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

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

WHEREAS, in State Fiscal Year 2024, Virginia received more than 33,000 completed reports of child abuse or neglect, involving over 53,000 children; and

WHEREAS, these numbers reflect the thousands of families across the Commonwealth who rely on strong community partnerships, prevention programs and supportive services to keep children safe and help families thrive; and

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

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

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

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

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

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

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

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

WHEREAS, April is National Child Abuse Prevention Month, a time for Virginians and Americans to be reminded of the courage and responsibility it takes to raise a child as we strive to increase awareness about child

abuse and neglect while creating safe and healthy environments for children to live with supportive families and engaged communities;

NOW, THEREFORE, the Fluvanna County Board of Supervisors, does hereby recognize April 2026, as **CHILD ABUSE PREVENTION MONTH** in Fluvanna County and urge all citizens to recognize this month by dedicating ourselves to the task of improving the quality of life for all children and families.

Passed and adopted this 15th day of April, 2026.

Anthony O'Brien
Chair, Board of Supervisors

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB E

MEETING DATE:	April 15, 2026				
AGENDA TITLE:	Resident Access and Business License Modules Implementation				
MOTION(s):	I move the Board of Supervisors approve the implementation of the Tyler Technology Resident Access and Business License modules at a cost of \$19,772 and funding for third-party implementation support at an estimated cost not to exceed \$20,000, and authorize a supplemental appropriation for \$39,772 to come from Unassigned Fund Balance, and further authorize the County Administrator to sign any necessary agreements subject to approval as to form by the County Attorney.				
BOS WORKPLAN?	Yes	No	If yes, which item(s):	C1	
	X				
AGENDA CATEGORY:	Presentation	Action Matter	Public Hearing	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Eric Dahl, County Administrator; Lauren R. Sheridan, Commissioner of the Revenue; and Deborah Rittenhouse, Treasurer				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	The County has been working with Tyler Technologies for some time to implement Tyler Payments and Citizen Self-Service. The Tyler Payments platform has been implemented for in-person electronic payments, but the Citizen Self Service module has encountered a few implementation issues and there currently is a better online resident interface with Resident Access. This product is especially important for the Treasurer's office functions and better access for the residents to make online payments for many different applications, e.g. real estate taxes, personal property taxes, utility bills, animal license and other business-related taxes to name a few. The annual fee for Resident Access would be substituted by the Citizen Self-Service annual fee. Tyler Technology will have one-time implementation costs of \$6,200 associated with this request. With the County implementation of a Food and Beverage Tax and the Transient Occupancy Tax, the Commissioner of the Revenue has been utilizing a manual tracking system and it doesn't provide the necessary functionality to appropriately track and/or assess payments. Tyler Technologies has a Business License - Enterprise Business Management module specifically for tracking Food and Beverage Tax, Transient Occupancy Tax and other business-related functions. Besides providing better County regulatory compliance and ensuring payments are being made, this will also allow businesses online functionality to file taxes, have user account access, access forms, and other functionality. The annual fee associated with this product is \$2,652 and the one-time implementation and form set-up costs are \$10,920.				

	To have this implemented in the most expedient and efficient way, it is recommended for the County to use an outside third-party support experienced in Tyler Technology implementation to be the bridge between Tyler Technology, the Treasurer and Commissioner of the Revenue offices and IT. The estimated one-time cost is \$20,000. A portion of this implementation work was a priority in the 2024 BOS Work Plan, as well as an identified modernization improvement in Organizational Efficiency Study.				
FISCAL IMPACT:	If approved, Unassigned Fund Balance would be decreased by \$39,772.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	• Business License Quote • Enterprise Business Management Information – Business License • Resident Access Configuration Quote • Resident Access Information				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			X



Quoted By: Steve Simmons
Quote Expiration: 07/20/26
Quote Name: Fluvanna County - ERP -
Resident Access Configuration

Saas Term 1.00

Sales Quotation For:

Fluvanna County, Va
Lauren Sheridan
Po Box 124
Palmyra VA 22963-0124

Shipping Address:

Fluvanna County
PO Box 540
132 Main Street
Palmyra VA 22963-1001

Tyler SaaS and Related Services

Description	Qty	Imp. Hours	Annual Fee
Civic Services			
Resident Access Migration	1	32	\$ 1,986.00
Sub-Total:			\$ 1,986.00
<i>Less Discount:</i>			<i>\$ 1,986.00</i>
TOTAL			32 \$ 0.00

Professional Services

Description	Quantity	Unit Price	Ext Discount	Extended Price	Maintenance
Project Management	8	\$ 155.00	\$ 0.00	\$ 1,240.00	\$ 0.00
Remote Implementation	32	\$ 155.00	\$ 0.00	\$ 4,960.00	\$ 0.00
TOTAL				\$ 6,200.00	\$ 0.00

Summary	One Time Fees	Recurring Fees
Total Tyler License Fees	\$ 0.00	\$ 0.00
Total SaaS	\$ 0.00	\$ 0.00
Total Tyler Services	\$ 6,200.00	\$ 0.00
Total Third-Party Hardware, Software, Services	\$ 0.00	\$ 0.00
Summary Total	\$ 6,200.00	\$ 0.00

Client’s purchase of the items listed above is subject to the Comments below
Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

All Primary values quoted in US Dollars

Tyler Annual Discount Detail (Excludes Optional Products)

Description	Imp. Hours	Annual Fee	Annual Fee Discount	Annual Fee Net
Civic Services				
Resident Access Migration	32	\$ 1,986.00	\$ 1,986.00	\$ 0.00
TOTAL	32	\$ 1,986.00	\$ 1,986.00	\$ 0.00

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
 - Fees for hardware are invoiced upon delivery;
 - Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
 - Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
 - Fees for services included in this sales quotation shall be invoiced as indicated below.
 - Implementation and other professional services fees shall be invoiced as delivered.
 - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
 - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion module, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion module.
 - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
 - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
 - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Unless otherwise indicated on this Sales quotation, annual services will be invoiced in advance, for annual terms commencing on the date this sales quotation is signed by the Client. If listed annual service(s) is an addition to the same service presently existing under the Agreement, the first term of the added annual service will be prorated to expire coterminous with the existing annual term for the service, with renewals to occur as indicated in the Agreement.
 - Expenses associated with onsite services are invoiced as incurred.
- Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than four (4) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Your rights, and the rights of any of your end users, to use Tyler's Access applications are subject to the Terms of Services, available at <https://www.tylertech.com/terms/tyler-access-applications-migration-terms>. By signing this sales quotation, or accessing, installing, or using any of the Tyler solutions listed at the linked terms, you certify that you have reviewed, understand, and agree to said terms.

Standard Project Management responsibilities include project plan creation, initial stakeholder presentation, bi-weekly status calls, updating of project plan task statuses, and go-live planning activities.

New Access maintenance to take affect at next support renewal

ENTERPRISE ERP

Resident Access



EMPOWER YOUR COMMUNITY

Conveniently and securely provide constituents with access to key information from anywhere, at any time



INCREASE STAFF EFFICIENCY

Reduce time spent responding to routine requests for more information from residents



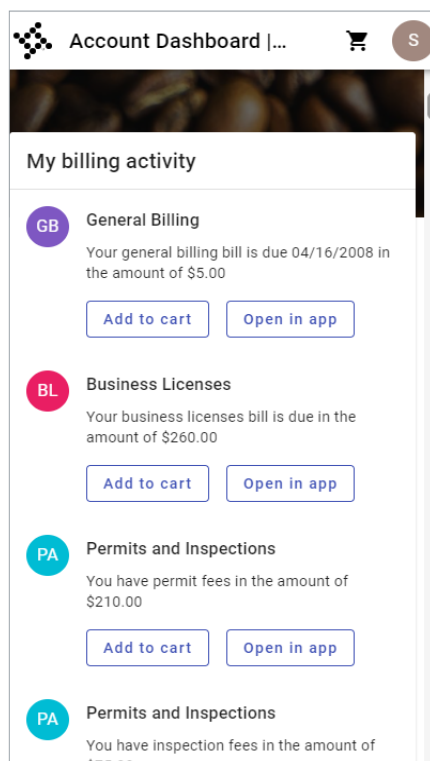
INTEGRATIONS

Payments, Accounts Receivable, Utility Billing
CIS, Tax Billing and Collections, Business
Licenses, and Permits and Inspections

Resident Access is a cloud native, self-service application that provides a secure, easy-to-use portal to facilitate community engagement with municipal services. By extracting information directly from Enterprise ERP, powered by Munis®, residents can view bills and apply payments to real estate tax, utility bills, personal property tax, business licenses, animal licenses, and more in real time through a desktop computer or via a mobile device. In addition, users can use Resident Access to make non-emergency service requests, as well as view annual reports, meeting minutes, agendas, and more.

WITH RESIDENT ACCESS, YOUR COMMUNITY CAN:

- Quickly and easily access information pertinent to the task at hand.
- View bills and apply payments to real estate tax, utility bills, personal property, business licenses motor vehicles, animal licenses, permits and code enforcement, and more.
- View documentation such as annual reports, meeting minutes, agendas, and more.
- Submit non-emergency service requests, permit applications, service requests for utility billing, and more.

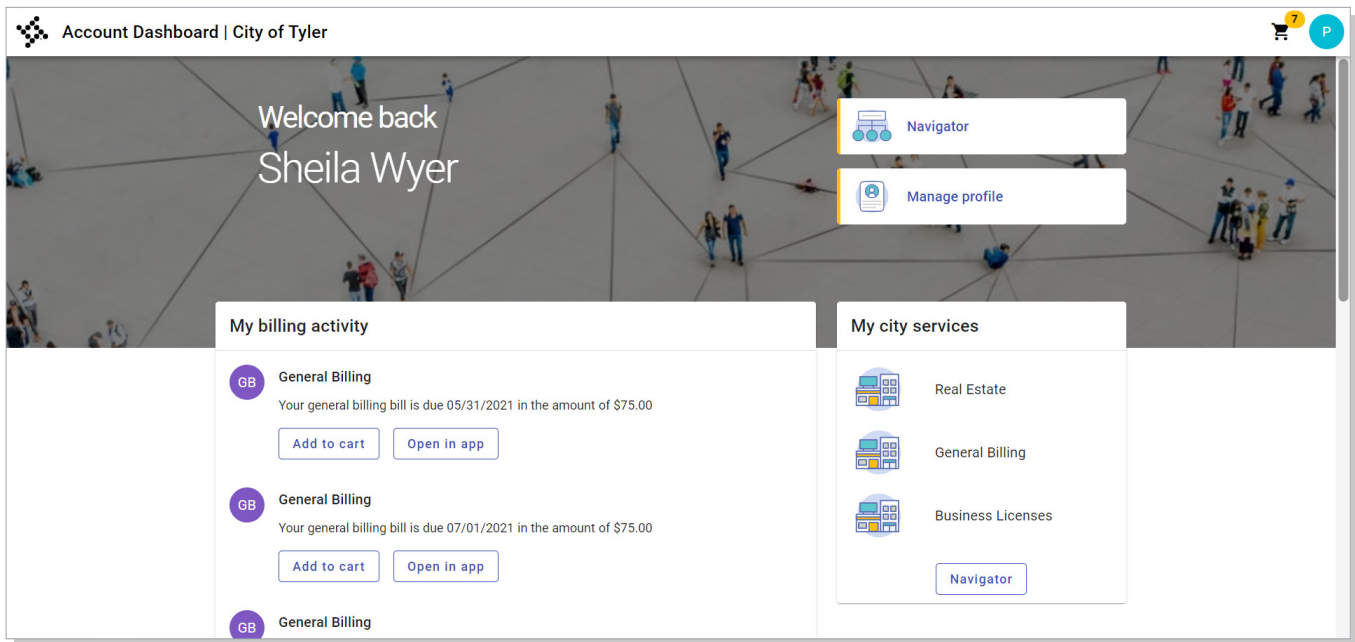


Resident Access Mobile Account Dashboard View

EMPOWER YOUR RESIDENTS

Resident Access gives business and community members self-service access to municipal services and information 24/7. Residents may view official records online, view or pay various bills and invoices with a credit card or bank account, make non-emergency service requests, enroll in autopay, and manage account functions, like editing a mailing address or delivery method for receiving statements. Residents can conveniently access these services by validating certain account information or by creating a secure login.

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Resident Access Account Dashboard

EMPOWER YOUR STAFF

Your staff's time is valuable. Empower your staff to focus on more strategic projects without disruption by improving access to information and enabling your community to independently execute key processes online. Streamline business and community processes such as permit applications, fee payments, and inspection requests for your staff to be able to concentrate on their core responsibilities and reclaim their day.



Quoted By:
Quote Expiration:
Quote Name:

Steve Simmons
07/12/26
Fluvanna County - ERP -
Business License

Saas Term 1.00

Sales Quotation For:

FLUVANNA COUNTY, VA
LAUREN SHERIDAN
PO BOX 124
PALMYRA VA 22963-0124

Shipping Address:

Fluvanna County
PO Box 540
132 Main Street
Palmyra VA 22963-1001

Tyler SaaS and Related Services

Description	Qty	Imp. Hours	Annual Fee
Revenue Management			
Business Licenses	1	56	\$ 2,652.00
TOTAL		56	\$ 2,652.00

Professional Services

Description	Quantity	Unit Price	Ext Discount	Extended Price	Maintenance
Forms Library - Business License	1	\$ 1,000.00	\$ 0.00	\$ 1,000.00	\$ 0.00
Project Management	8	\$ 155.00	\$ 0.00	\$ 1,240.00	\$ 0.00
Remote Implementation	56	\$ 155.00	\$ 0.00	\$ 8,680.00	\$ 0.00
TOTAL				\$ 10,920.00	\$ 0.00

Summary	One Time Fees	Recurring Fees
Total Tyler License Fees	\$ 0.00	\$ 0.00
Total SaaS	\$ 0.00	\$ 2,652.00
Total Tyler Services	\$ 10,920.00	\$ 0.00
Total Third-Party Hardware, Software, Services	\$ 0.00	\$ 0.00
Summary Total	\$ 10,920.00	\$ 2,652.00

Client's purchase of the items listed above is subject to the Comments below

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

All Primary values quoted in US Dollars

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

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- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available

for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.

- Fees for services included in this sales quotation shall be invoiced as indicated below.
 - Implementation and other professional services fees shall be invoiced as delivered.
 - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
 - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion module, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion module.
 - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
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- Expenses associated with onsite services are invoiced as incurred.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

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In the event Client cancels services less than four (4) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Business license library includes: standard business license and standard renewal application.

Standard Project Management responsibilities include project plan creation, initial stakeholder presentation, bi-weekly status calls, updating of project plan task statuses, and go-live planning activities.



Enterprise Business Management

Expedite and automate licensing approvals, issuance, and renewals with Enterprise Business Management, an application within the Enterprise Permitting & Licensing suite. Business licensing, professional and occupational licensing, alcohol control, revenue collection, business tax, regulated services, environmental control, fire and industrial compliance, and more departments benefit from Business Management's review and license management capabilities.

FLEXIBLE APPROACH TO REGULATORY WORKFLOW MANAGEMENT

Tyler's Enterprise Business Management application enhances your operation with unparalleled flexibility by automating your organization's comprehensive licensing and regulatory requirements. Superior configurability options allow government agencies to determine the appropriate licenses and cases to track, and enables them to identify associated details related to the agency's specific regulatory requirements. Even the most complex workflow cycles are no challenge!

INVESTIGATIVE AND ENFORCEMENT PROCESSES AUTOMATED

Enterprise Business Management allows you to automate your investigation and enforcement processes, resource allocations, and regulatory review routing to connect and simplify operations, increasing agency efficiency and recognizing a significant ROI.

APPLICATION FUNCTIONALITY INCLUDES:

- Regulatory review
- Business management
- Professional license management
- Inspections & investigation
- Request management
- Enforcement case management
- Automate and synchronize services
- Increase flexibility and communication
- Connect your regulatory partners at an unprecedented level

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SIMPLIFY TAX REMITTANCE AND REVENUE COLLECTION

The application allows jurisdictions to easily trace payments and renewal processes. It also allows for robust revenue streams by defining billing periods and revenue collection parameters with accurate tracking results available 24/7. Businesses can also easily enter their revenue collection information to calculate fees and submit taxes.

REVOLUTIONIZE RENTAL PROPERTY COMPLIANCE AND ORDINANCE ENFORCEMENT

The Rental Property module helps keep buildings in compliance for cleaner, healthier communities. With support for enforcement of exterior maintenance, accommodation for one time and recurring inspections, and the ability to identify registration and site inspection cases of property owners, this module streamlines all aspects of rental compliance.

CONNECT DISPARATE DEPARTMENTS, AGENCIES, AND COMMUNITIES

Tyler's Enterprise Business Management application empowers agencies to better connect departments, external agencies, processes, commercial entities, community members, and services. A central database helps foster increased collaboration, communication and efficiency by breaking down departmental silos to make a positive impact on your bottom line. Business Management also integrates seamlessly with Civic Access, Tyler's constituent-facing portal.

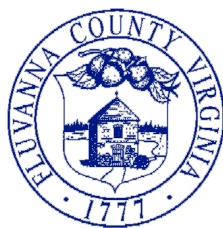
COMPREHENSIVE BUSINESS RECORDS

Enterprise Business Management tracks every detail of a site or project from start to finish with comprehensive, versioned histories that include all notes, reports, and activity logs. Quickly locate any project using current or historical names, and find out who did what, when, and where — thanks to advanced search tools and seamless GIS integration. Built-in history tracking and powerful workflows give you complete visibility into city operations; while helping you manage and anticipate fee collection with confidence.

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB F

MEETING DATE:	April 15, 2026				
AGENDA TITLE:	SUP 26:08 – Lenherr				
MOTION(s):	I move that the Board of Supervisors (approve / deny / defer) SUP 26:08, a request to permit a specialty retail store on a 3.1-acre parcel located at 4643 Thomas Jefferson Parkway, Palmyra, Virginia and identified as Tax Map 18-A-4.				
BOS WORKPLAN?	Yes	No	If yes, which item(s):		
		X			
AGENDA CATEGORY:	Presentation	Action Matter	Public Hearing	Consent Agenda	Other
			X		
STAFF CONTACT(S):	Jason Overstreet, Senior Planner				
PRESENTER(S):	Jason Overstreet, Senior Planner				
RECOMMENDATION:	Planning Commission Recommends approval				
TIMING:	Routine				
DISCUSSION:	The applicant is requesting a Special Use Permit (SUP) to allow a specialty retail store in order to sell swimming pool supplies and equipment. The applicant currently operates RDL Pool Supply at the Turkeysag Trail shopping center and intends to relocate the business if permitted				
FISCAL IMPACT:	None				
POLICY IMPACT:	None.				
LEGISLATIVE HISTORY:	This request was presented to the Planning Commission for review and action on March 10, 2026. The Commission voted 5-0 to recommend approval.				
ENCLOSURES:	- Staff Report - Application - APO Letter				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

BOS2026-04-015 p.69/138

132 Main Street
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

BOARD OF SUPERVISORS STAFF REPORT

To: Fluvanna County Planning Commission
Case: SUP 26:08 Lenherr
Tax Map 18-A-4

From: Jason Overstreet
District: Cunningham

General Information: This Special Use Permit (SUP) request is to be heard by the Board of Supervisors on Wednesday, April 15, 2026 at 7:00 pm at the Fluvanna County Circuit Court

Applicant: Lenherr

Requested Action: **SUP 26:08 Lenherr** - A Special Use Permit request in the A-1, Agricultural, General District for a specialty retail store on a 3.1-acre parcel located at 4643 Thomas Jefferson Parkway, Palmyra, Virginia and identified as Tax Map 18-A-4.

Existing Zoning: A-1, Agricultural, General

Existing Land Use: Mixed-use, vacant

Planning Area: Rivanna Community Planning Area

Adjacent Land Use: The surrounding parcels are zoned A-1, Agricultural, General.

Zoning History: SUP 00:04 permitted a small home industry consisting of a barber shop and SUP 01:09, an amendment to the conditions of SUP 00:04 allowed the entire structure to be used for the barber shop. The following approved conditions were attached to the amendment:

- 1) Determination of adequate sewer systems for the users of the facility by the Fluvanna County Health Department.
- 2) Approval of the entry to State Route 53 and any improvements required thereof by the Virginia Department of Transportation.
- 3) Structures that are utilized by this use shall be designed to reflect the architectural style of the existing building.

- 4)The total gross floor area of the structure(s) may not exceed 2500 square feet.
- 5)As per Section 22-4-2.2 (9) of the Zoning Ordinance, the home industry site and the residence shall be located within 500 feet of each other.
- 6)The side of the small home industry facing Route 53 is considered the front of the structure and all employee and customer parking associated with the use will be located to the rear or side of the small home industry.

Applicant Summary:

The applicant is requesting a Special Use Permit (SUP) to allow a specialty retail store in order to sell swimming pool supplies and equipment. The applicant currently operates RDL Pool Supply at the Turksysag Trail shopping center and intends to relocate the business if permitted.

Retail store, specialty: A retail sales establishment of not more than 4,000 square feet that specializes in one type or line of merchandise or service including, but not limited to, antique stores, bookstores, shoe stores, stationary stores, jewelry stores, auto parts stores, and hardware stores.

Comprehensive Plan:

The Comprehensive Plan designates this property as within the Rivanna Community Planning Area which makes up approximately 40 percent of the county's population and consists mainly of the Lake Monticello community. This planning area contains a mixture of residential and commercial uses. Based on the community planning area growth elements, the subject site is located within a neighborhood residential development area. The requested use aligns with the designated neighborhood residential classification. According to the development standards, "In some cases, small commercial and institutional uses may be incorporated into the neighborhood residential community element." The rural nature of the surrounding parcels should not be adversely affected by the proposed light commercial use.

Technical Review Committee:

The Technical Review Committee has reviewed the proposed SUP and offered the following comments:

1. Planning staff noted that a Site Development Plan would be required before developing the site.
2. Planning staff advised applicant to consider community engagement.
3. Sheriff's Office had no public safety concerns.
4. E&SC inquired about the new access easement as it relates to the proposed use.
5. VDH stated that a capacity assessment of wastewater capacity the septic system may be required. Noted that this assessment would be required for commercial properties, and they would review the engineer's report before issuing any approvals. Suggested retaining an engineer for a comprehensive evaluation of the

site's capabilities. Also recommended reviewing the VDH guidelines on safety storage. Inquired if chlorine would be generated on site and if water testing would be conducted. Also inquired if a bathroom was required.

6. Fire Department officials inquired about the quantity of chemicals to be stored. Commented on the access stating that it was good for accessing with emergency vehicles.
7. VDOT inquired about the new access easement on the north/west property boundary. Advised closing off access to the adjacent property as it will now be accessed via this new easement. VDOT would need to review trip generation data and turn lane warrants to determine whether additional requirements apply. Noted that a paved commercial entrance already exists.

Planning Analysis:

The property is located on the south side of the Thomas Jefferson Parkway approximately six tenths of a mile from its intersection with South Boston Road and is zoned A-1, Agricultural, General. The parcel is located within Fluvanna County's Rivanna Community Planning Area. Under Fluvanna County's A-1 zoning, per Section 22-4-2.2 of the Fluvanna County Code, specialty retail stores are allowed in A-1 by Special Use Permit only.

There are two special use permits attached to the property that previously allowed a barber shop to operate at the location. The applicant proposes to use the existing building on the property to operate the specialty retail store.

The property appears to have a low-volume commercial entrance which will require verification for site plan approval.

When evaluating proposed uses for a special use permit, in addition to analyzing the potential adverse impacts of the use, staff utilizes two (2) general guidelines for evaluation as set forth in the zoning ordinance.

1) The proposed use should not tend to change the character and established pattern of the area or community.

Due to the specific and limited nature of the goods and services to be provided, the proposed use should have a minimal impact on the existing character of the area if any impact at all. Any potential impact will likely be related to an increased number of vehicles entering and exiting the property. The number of customers and daily vehicles is estimated to be around 10 per day.

2) The proposed use should be compatible with the uses permitted in that zoning district and shall not adversely affect the use/or value of neighboring property.

The retail store is an allowed use with a SUP. The surrounding land use is low density residential and vacant agricultural.

Recommendation:

The Board of Supervisors should consider any potential adverse impacts to the surrounding community, such as traffic entering and exiting the property, noise, or potential visual impacts to adjacent properties. The slight increase in traffic generated by this use will have minimal effect on local infrastructure and on the rural character of the surrounding residential areas.

If this request is approved, staff recommend the following conditions:

1. The SUP shall be deemed abandoned and revoked if the authorized use has been discontinued for a consecutive period of two years.
2. No other type of specialty retail store will be allowed.
3. An approved site development plan shall be required before any additional permits are approved.
4. The store's hours of operation shall be limited to operate Monday through Saturday, 9:00 a.m. to 5:00 p.m.
5. The site shall be maintained in a neat and orderly manner so that the visual appearance from the road and adjacent properties is acceptable to County officials.
6. The Board of Supervisors, or representative, reserves the right to inspect the business for compliance with these conditions at any time.
7. Under Sec. 22-17-4 F (2) of the Fluvanna County Code, the Board of Supervisors has the authority to revoke a Special Use Permit if the property owner has substantially breached the conditions of the Special Use Permit.

Planning Commission Action:

The Planning Commission heard this request at its March 10, 2026 meeting and voted 5-0 to recommend approval to the Board of Supervisors. Commissioners discussed their concerns over keeping the subject property in its current state as far as size, and agricultural and/or residential aesthetic value.

Suggested Motion:

I move that the Board of Supervisors (approve / deny / defer) SUP 26:08, a request to permit a specialty retail store on a 3.1-acre parcel located at 4643 Thomas Jefferson Parkway, Palmyra, Virginia and identified as Tax Map 18-A-4.

Attachments:

A – Application
B – Site Sketch Plan



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

BOS2026-04-015 p.73/138
132 Main Street
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

MEMORANDUM

Date: March 25, 2026
From: Jenny C. Faulknier
To: Todd Fortune
Subject: APO Notification / RE: SUP26:08 Lenherr

Please be advised that the attached letter was mailed to the following list of Adjacent Property Owners for the April 15, 2026 Board of Supervisors meeting.

ADJACENT PROPERTY OWNERS SUP25:0005

TAX MAP	NAME	ADDRESS	CITY/STATE/ZIP
18-A-36D	SCOTT, VERONICA BRIAR BOWMAN, CODY NICHOLAS KAHN	4654 THOMAS JEFFERSON PKWY	PALMYRA VA 22963
18-A-36C	LUNIEWSKI, STEVEN M & ELIZABETH S	3687 THOMAS JEFFERSON PKWY	PALMYRA VA 22963
18-A-36B	ORZA, ANIELLO QUENTIN II ET AL C/O MARGUERITE ORZA WHITE	1028 SE MAPLECHASE DR	LELAND NC 28451
18-A-36	WALKER, JONATHAN R	4542 THOMAS JEFFERSON PKWY	PALMYRA VA 22963
18-8-49	BRENNAN, THOMAS M & MARY K	62 TAYLOR RIDGE WAY	PALMYRA VA 22963
18-8-47	PODREBARAC, FRANK W & BARBARA H	54 ACORN CT	PALMYRA VA 22963
18-A-4A	NIEDING, BETTY G	4645 THOMAS JEFFERSON PKWY	PALMYRA VA 22963
18-11-50	GOTTSCHALK FAMILY TRUST C/O CHRISTOPHER & ERIKA GOTTSCHALK	61 WRIGHT CT	PALMYRA VA 22963



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BOS2026-04-015 p.75/138
132 Main Street
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planning@fluvannacounty.org
www.fluvannacounty.org

PUBLIC HEARING NOTICE

March 24, 2026

ATTN: Adjoining Property Owner

RE: SUP 26:08 Lenherr

This 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, April 15, 2026 at 7:00 pm**
Location: Fluvanna County Circuit Court
72 Main Street, Palmyra, VA 22963

SUP 26:08 Lenherr – A Special Use Permit request in the A-1, Agricultural, General District to allow a specialty retail store on approximately 3.1 acres of Tax Map 18-A-4. The parcel is located in the Rivanna Community Planning Area and the Cunningham Election District.

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 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,

Todd Fortune
Director of Planning & Zoning



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA
Application for Special Use Permit (SUP)

Owner of Record: Steven Lenherr **Applicant of Record:** _____

Address: 548 Gold Mine Road * Palmyra, VA 22963 **Address:** _____

Phone: [REDACTED] **Fax:** N/A **Phone:** _____ **Fax:** _____

Email: [REDACTED] **Email:** _____

Representative: N/A

Address: N/A

Phone: N/A **Fax:** N/A

Email: N/A

Tax Map and Parcel(s): 18(A)-4

Acreage: 3.078 **Zoning:** A1

Location of Parcel: 4643 Thomas Jefferson Pkwy Palmyra, VA 22963

Deed Book and Page: 390-201

If any Deed Restrictions, please attach a copy

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:

Request for an SUP for the purpose of: Specialty Retail Store

*Ten copies of a sketch plan (8.5x11 inches or 11x17 inches) must be submitted, showing size and location of the lot, dimensions and location of the proposed building, structure or proposed use, and the dimensions and location of the existing structures on the lot.

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 and acknowledges that county employees will make regular inspections of the site.

Date: 2/1/2024 Signature of Owner/Applicant: _____

Subscribed and sworn to before me this February

day of 01 02, 20 26
Register # 306712

Notary Public: _____

My commission expires: 1/31/2028

Certification: Date: 2/2/2026



Office Use Only			
Date Received: <u>2/2/26</u>	Pre-Application Meeting: _____	PH Sign Deposit Received: <u># 50</u> <u>2/2/26</u>	Application #: SUP <u>26</u> ; <u>0008</u>
\$800.00 fee paid: <u>2/2/26</u>			
Amendment of Condition: \$400.00 fee paid: _____			
Telecommunications Tower fee plus mailing costs paid: _____		Telecom Consultant Review fee paid: _____	
Election District: <u>Cunningham</u>	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: _____		



**Commonwealth of Virginia
County of Fluvanna
Public Hearing Sign Deposit**

Name: Steven Lenherr

Address: 548 Gold Mine Road

City: Palmyra

State: VA Zip Code: 22963

I hereby certify that the sign issued to me is my responsibility while in my possession. Incidents which cause damage, theft, or destruction of these signs will cause a partial or full forfeiture of this deposit.


Applicant Signature

2/01/2026
Date

*Number of signs depends on number of roadways property adjoins.

OFFICE USE ONLY	
Application #: BZA : CPA : SUP : ZMP : ZTA :	
\$50 deposit paid per sign*:	Approximate date to be returned:

Describe briefly the **improvements** proposed. State whether new buildings are to be constructed, existing buildings are to be used, or additions made to existing buildings.

Existing building being used

yes

NECESSITY OF USE: Describe the reason for the requested change.

To Put a Pool store

PROTECTION OF ADJOINING PROPERTY: Describe the effects of the proposed use on adjacent property and the surrounding neighborhood. What protection will be offered adjoining property owners?

Should Have no effects on
adjoining Property

ENHANCEMENT OF COUNTY: Why does the applicant believe that this requested change would be advantageous to the County of Fluvanna? (Please substantiate with facts.)

to have a Local Pool store

PLAN: Furnish plot plan showing boundaries and dimensions of property, width of abutting right-of-ways, location and size of buildings on the site, roadways, walks, off-street parking and loading space, landscaping, etc. Architect's sketches showing elevations of proposed buildings and complete plans are desirable and may be required with the application.
Remarks:

Commonwealth of Virginia
County of Fluvanna
Special Use Permit Checklist

The following information shall be submitted with the application and is to be provided by the applicant for the processing of the application:

Applicant must supply	Staff Checklist
Completed Special Use Permit signed by the current owner(s) or lessee or written confirmation from the current owner or lessee granting the right to submit the application	✓
Ten (10) copies of a Site Plan for any expansion or new construction Include: • Plot plan or survey plat at an appropriate scale • Location and dimension of existing conditions and proposed development • <i>Commercial and Industrial Development:</i> parking, loading, signs, lighting, buffers and screening • Copy of the Tax Map showing the site (preferred) • General Location Map (preferred)	N/A
Supporting graphics are not required, but suggested for site illustration & visualization	

All maps and plans submitted are to be either 8.5"x 11" or 11"x 17". One original of any size may be for staff use at the public hearing.

Staff Only	Staff Checklist
Preliminary review by planning staff for completeness and content:	✓
• Technical Review Committee review and comment • Determine all adjacent property owners • Placed as a Public Hearing on the next available agenda of the Planning Commission.	✓
Notification of the scheduled Public Hearing to the following:	✓
• Applicant • All adjacent property owners • Local Newspaper advertisement	✓
Staff Report to include, but not be limited to:	
• General information regarding the application • Any information concerning utilities or transportation • Consistency with good planning practices • Consistency with the comprehensive plan • Consistency with adjacent land use • Any detriments to the health, safety and welfare of the community.	

Page 5 of 5
For Applicant

The Special Use Permit application fee is made payable to the **County of Fluvanna**.

Meetings for the processing of the application

Applications must be submitted by the first working day of the month to have the process start that month. Applications received after the first working day will have the process start the following month.

Process:

1. Placed on next available Technical Review Committee (TRC) agenda.
2. Placed as a Public Hearing on agenda of the Planning Commission (PC) the month following TRC meeting. Staff Report and Planning Commission recommendation forwarded to the Board of Supervisors.
3. Placed as a Public Hearing on agenda of the Board of Supervisors the month following PC meeting.

Applicant or a representative must appear at the scheduled hearings.

The Technical Review Committee provides a professional critique of the application and plans. The Planning Commission may recommend to the Board of Supervisors: approval; approval subject to resubmittal or correction; or denial of the special use permit.

Board Actions

After considering all relevant information from the applicant and the public, the Board will deliberate on points addressed in the Staff Report.

The Board may approve; deny; or defer the request pending further consideration; or remand the case back to the Planning Commission for further consideration.

With **approval**, the development may proceed.

If **denied**, an appeal to the Courts may be prescribed by law

No similar request for a Special Use Permit for the same use at the same site may be made within one year after the denial.

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB G

MEETING DATE:	April 15, 2026				
AGENDA TITLE:	ZTA 26:10 – Amendments to the Fluvanna County Zoning Ordinance, amending § 22-15-2 to include signs for volunteer fire departments and rescue squads as being exempt from requirements in the County Sign Ordinance.				
MOTION(s):	Finding that the proposed zoning ordinance amendment (is / is not) appropriate for the public necessity, convenience, and general welfare and (is / is not) good zoning practice, I move that the Board of Supervisors (approve / deny) ZTA 26:10 an ordinance to amend and reordain “The Code of the County of Fluvanna, Virginia” by amending § 22-15-2 to include signs for volunteer fire departments and rescue squads as being exempt from requirements in the County Sign Ordinance.				
BOS WORKPLAN?	Yes	No	If yes, which item(s):		
		X			
AGENDA CATEGORY:	Presentation	Action Matter	Public Hearing	Consent Agenda	Other
			X		
STAFF CONTACT(S):	Dan Whitten, County Attorney; Todd Fortune, Director of Planning				
PRESENTER(S):	Dan Whitten, County Attorney; Todd Fortune, Director of Planning				
RECOMMENDATION:	Planning Commission recommended approval				
TIMING:	Routine				
DISCUSSION:	This ZTA was requested by Lake Monticello Fire and Rescue (LMFR). Currently, the Code allows for public signs to be exempt. However, LMFR is a volunteer organization not under County jurisdiction. As such, they are not covered under the current exemption.				
FISCAL IMPACT:	None				
POLICY IMPACT:	This change, if approved, would allow LMFR to be included under signs exempt from the requirements in the Sign Ordinance.				
LEGISLATIVE HISTORY:	This proposed Zoning Text Amendment was presented to the Planning Commission for review on March 10, 2026. The Commission, by a vote of 5-0, recommended approval of the proposed amendment.				
ENCLOSURES:	• Staff Report • Proposed Ordinance Amendment				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X				X



COUNTY OF FLUVANNA

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PLANNING COMMISSION STAFF REPORT

To: Fluvanna County Board of Supervisors

From: Todd Fortune, Director of Planning; and Dan Whitten, County Attorney

Case Number: ZTA 26:10

District: Countywide Amendment

General Information: This public hearing is to be held on Wednesday, April 15, 2026, at 7:00 pm by the Fluvanna County Board of Supervisors in the Fluvanna County Circuit Court, 72 Main Street, Palmyra, VA 22963.

Requested Action: Approval of an amendment to the Fluvanna County Zoning Ordinance by amending § 22-15-2 to include signs for volunteer fire departments and rescue squads as being exempt from requirements in the County Sign Ordinance.

Applicant: Superior Signs c/o Lake Monticello Fire and Rescue

Background Information: This request would amend § 22-15-2 of the County Code to include signs for volunteer fire departments and rescue squads as being exempt from requirements in the County Sign Ordinance. Currently, the Code allows for public signs to be exempt. However, Lake Monticello Fire and Rescue (LMFR) is a volunteer organization not under County jurisdiction. As such, they are not covered under the current exemption. This amendment would allow LMFR to be included under the exemption.

At its regular meeting on March 10, 2026, the Planning Commission considered this proposed ZTA and **recommended approval by a vote of 5-0.**

Recommended Motion:

FINDING THAT THE PROPOSED ZONING ORDINANCE AMENDMENT (IS / IS NOT) APPROPRIATE FOR THE PUBLIC NECESSITY, CONVENIENCE, AND GENERAL WELFARE AND (IS / IS NOT) GOOD ZONING PRACTICE, I MOVE THAT THE BOARD OF SUPERVISORS (APPROVE / DENY) ZTA 26:10 – AN ORDINANCE TO AMEND AND REORDAIN “THE CODE OF THE COUNTY OF FLUVANNA, VIRGINIA” BY AMENDING § 22-15-2 TO INCLUDE SIGNS FOR VOLUNTEER FIRE DEPARTMENTS AND RESCUE SQUADS AS BEING EXEMPT FROM REQUIREMENTS IN THE COUNTY SIGN ORDINANCE.

Sec. 22-15-2. General provisions.

- (2) Exempt Signs. Exempt signs shall be of reasonable size and no larger than the largest permitted signs in the zoning district, unless otherwise specified in this Code. Exempt signs shall be legible, and shall be reasonably maintained in good repair, and in safe, neat, and clean condition. Any temporary exempt sign, defined in Section 22-22-1 of this Code, shall be posted a reasonable time before prior to and shall be removed a reasonable time after, but in no event greater than ten days after the event, election, production, group, occurrence, speaker, program or seasonal activity to which the temporary sign refers. The following types of signs, as defined in and subject to the regulations in Section 22-22-1, are exempt from the sign permit requirements in all zoning districts:
- (a) Auction signs;
 - (b) Banner signs;
 - (c) Construction signs;
 - (d) Directional signs;
 - (e) Estate signs;
 - (f) Public signs;
 - (g) Real estate signs;
 - (h) Temporary sale, announcement or merchandising signs;
 - (i) Temporary signs;
 - (j) Temporary directional signs;
 - (k) Volunteer fire department and rescue squad signs;**
 - ~~(k)~~ Warning signs; and
 - ~~(m)~~ Window signs.

(Ord. 6-16-10; Ord. 12-16-15; Ord 6-21-17; Ord. of 08-21-2019 (1))

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB H

MEETING DATE:	April 15, 2026				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors March 11, 2026 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday March 11, 2026, be adopted.				
BOS WORKPLAN?	Yes	No	If yes, list item(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Caitlin Solis, Clerk to the Board				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Draft Minutes March 11, 2026.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

FLUVANNA COUNTY BOARD OF SUPERVISORS
WORK SESSION MINUTES
Morris Room, Fluvanna County Administration Building
132 Main Street, Palmyra, VA 22963
March 11, 2026
Work Session 5:30pm

MEMBERS PRESENT: Tony O’Brien, Rivanna District, Chair *(entered meeting at 5:38pm)*
Timothy M. Hodge, Palmyra District, Vice Chair
John M. (Mike) Sheridan, Columbia District
Mike Goad, Fork Union District

ABSENT: Chris Fairchild, Cunningham District

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

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

At 5:35pm, Vice-Chair Hodge called to order the Work Session of March 11, 2026. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

MOTION:	Accept the Agenda, for the March 11, 2026 Budget Work Session of the Board of Supervisors, as presented.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second			Motion
VOTE:	Absent	Yes	Yes	Absent	Yes
RESULT:	3-0				

- Vice-Chair Hodge passed the Gavel to Chair O’Brien at 5:39pm

BUDGET WORK SESSION

Budget Changes since March 4th Meeting

- Mr. Dahl updated the Board on changes to budget since March 4, 202 including
 - o Taxable values updates from the Commissioner of the Revenue
 - o Health insurance rates
 - o Fire and Rescue needs
 - o Funding for additional Commonwealth’s Attorney position

Budget Discussion

Eric Dahl, County Administrator and Tori Melton, Finance Director, in response to questions and queries from the Board, made updates to the FY27 Budget options.

14 - CLOSED MEETING

MOTION:	At 6:33pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.19 of the Code of Virginia, 1950, as amended, for the purpose of discussing Public Safety – discussion of plans to protect public safety.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Absent	Yes	Yes	Yes	Yes
RESULT:	4-0				

MOTION:	At 8:01pm, move Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and “BE IT RESOLVED, the Board of Supervisors does hereby certify to the best of each member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711-A of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting.”				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Absent	Yes	Yes	Yes	Yes
RESULT:	4-0				

MOTION:	For the Meeting on March 18, 2026, change the time limit for the first Public Comments to 3 minutes for each speaker or to 1.5 hours maximum between speakers; change the time limit for the ZTA Public Hearing to 3 minutes for each speaker or to 1.5 hours maximum between speakers; change the time limit for the SUP Public Hearing to 3 minutes for each speaker or to 1.5 hours maximum between speakers; and change the time limit for the second Public Comments to 3 minutes for each speaker or to .5 hours maximum between speakers, as well as adjusting the amount of speaking time from three minutes so everyone will have the opportunity to speak within the maximum time limit allowed.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Absent	Yes	Yes	Yes	Yes
RESULT:	4-0				

15 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, March 11, 2026 at 8:03pm.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Absent	Yes	Yes	Yes	Yes
RESULT:	4-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

Anthony O’Brien
Chair

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB I

MEETING DATE:	April 15, 2026				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors March 18, 2026 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday March 18, 2026, be adopted.				
BOS WORKPLAN?	Yes	No	If yes, list item(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Caitlin Solis, Clerk to the Board				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Draft Minutes March 18, 2026.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Fluvanna County High School Auditorium
1918 Thomas Jefferson Pkwy, Palmyra, VA 22963
March 18, 2026
Regular Meeting 6:00pm

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 6:04pm, Chair O’Brien called to order the Regular Meeting of March 18, 2026. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

MOTION:	Accept the Agenda, for the March 18, 2026 Regular Meeting of the Board of Supervisors, as presented.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

- Mr. O’Brien made a few comments on the meeting format and read a disclosure statement which can be found attached to the minutes.

4 - COUNTY ADMINISTRATOR’S REPORT

None.

5 - PUBLIC COMMENTS #1

At 6:13pm, Chair O’Brien opened the first round of Public Comments.

- Jared Kidd, 76Bell Farms Ln, spoke in favor of Project Expedition
- Susan Beachy, 104 Terra Haute Ln, spoke in opposition of Project Expedition.
- Lauren Banning, 79 Ross Ln, spoke in opposition of Project Expedition.
- Jeffery Bruskin, 29 Jenkins Dr, spoke in opposition of Project Expedition.
- Jason Fulton, 5266 Rolling Rd S, spoke in opposition of Project Expedition.
- Karl Partner, 27 Bridlewood, spoke in favor of Project Expedition
- Gary Clore, 767 Transco Rd, spoke in favor of Project Expedition
- Peter Jenkins, 11 Hopi Way, spoke in opposition of Project Expedition.
- Josephus Allmond, 42 Partridge Berry Ln, spoke in opposition of Project Expedition.
- Chris Brownlee, 2401 Rolling Rd, spoke in favor of Project Expedition
- Angela Smith, 70 Panorama Ct, spoke in favor of Project Expedition
- Will Smith, 70 Panorama Ct, spoke in favor of Project Expedition
- Kelsey Cowger, 60 Woodlawn Dr, spoke in opposition of Project Expedition.
- Donna Schroeder, 143n Little Briery Creek, spoke in favor of Project Expedition
- Sarah Johnson, 9 Tobacco Ter, spoke in opposition of Project Expedition.
- Abram Booth, 1830 Hunters lodge, spoke in opposition of Project Expedition.
- Brian lee Faulknier, 4021 Ruritan Lake Rd, spoke in favor of Project Expedition
- Greg “Swamp” Cox, 984 Rock Ln, spoke in favor of Project Expedition
- Channing Snoddy, 1342 Salem Church Rd, spoke in favor of Project Expedition
- Lori Hoffman, 568 Bybee Estates Ln, spoke in favor of Project Expedition
- Jay Hoffman, 568 Bybee Estaes Ln, spoke in favor of Project Expedition
- Peter Doby, 364 Lake Rd, spoke in opposition of Project Expedition.
- Bobbi Hensley, 698 Branch Rd, spoke in favor of Project Expedition
- Will Messersmith-Bunting, 96 Carriage Hill Rd, spoke in opposition of Project Expedition.
- Mark Bonner, 602 Turkey Run Ln, spoke in opposition of Project Expedition.
- Laurie Partner, 27 Bridlewood Rd, spoke in favor of Project Expedition

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- Thomas Rensch, 165 North Fork Ln, spoke in favor of Project Expedition
 - Frank Shepherd, 1585 Shiloh Church Rd, spoke in favor of Project Expedition
 - Barbara O'Brien, 47 Kiowa Ln, spoke in opposition of Project Expedition.
 - Dave Johnson, 183 Poorhouse Ln, spoke in opposition of Project Expedition.
 - Mario Kuhar, 3247 West River Rd, spoke in favor of Project Expedition
 - Richard Constantino, 10 Slice Rd, spoke in favor of Project Expedition
 - Kitty Abell, 3 Inlet Cir, spoke in opposition of Project Expedition.
 - Bryce melton, 222 Pine Ln, spoke in opposition of Project Expedition.
 - Sam Graham, 80 Glebe Ln, spoke in favor of Project Expedition
 - Nancy Kidd, 4629 Rolling Rd S, spoke in favor of Project Expedition
 - Savannah Peterson, 18 Stonewall Rd, spoke in opposition of Project Expedition.
 - Maya Hernandez, 3842 Antioch Rd, spoke in opposition of Project Expedition.
 - Charles Kidd, 3317 Antioch Rd, spoke in favor of Project Expedition
 - Karena Heyward, 55 Lafayette Dr, spoke in opposition of Project Expedition.
 - Michelle Dubert-Bellrichard, 1830 Hunters Lodge Rd, spoke in opposition of Project Expedition.
 - Jenna Gates, 639 Branch Rd, spoke in favor of Project Expedition
 - Allen Powell, 3960 South Boston Rd, spoke in favor of Project Expedition
 - Chris Ward, 3730 South Boston Rd, spoke in favor of Project Expedition
 - Heather Powell, 3960 South Boston Rd, spoke in favor of Project Expedition
 - Phillip Powell, 2657 Sclaters Ford Rd, spoke in favor of Project Expedition
 - Jean DeMarco, 1 Liebenow Ct, spoke in opposition of Project Expedition.
 - Kenny Mawyer, 2994 W River Rd, spoke in favor of Project Expedition
 - Louis Cable, 651 West River Rd, spoke in opposition of Project Expedition.
 - Tracey Smith, 2 Sandy Beach Ct, spoke in opposition of Project Expedition.
 - Sharon Harris, 9 Pine Knoll Cir, presented and submitted a petition to the Clerk containing over 1,300 signatures regarding Project Expedition, and spoke in opposition of Project Expedition.
 - Jayla Curry, 2 Sandy Beach Ct, spoke in opposition of Project Expedition.
 - Georgianna Joslin, 5 White Bluff Ct, spoke in opposition of Project Expedition.
 - Jennifer Kingrea, 11 Zephyr Rd, spoke in opposition of Project Expedition.
 - Ashleigh Crocker, 442 Justin Dr, spoke in opposition of Project Expedition.
 - Amber Kidd, 76 Bell Farms Ln, spoke in favor of Project Expedition
 - Ron Barche, 204 Panorama Ct, spoke in favor of Project Expedition
- With no one else wishing to speak, Chair O'Brien closed the first round of Public Comments at 7:30pm.

6 – BOARDS AND COMMISSIONS

None.

7 – PRESENTATIONS

None.

8 - ACTION MATTERS

SA 25:01 – *Appeal of Substantial Accord Review and Determination, Expedition Generation Holdings* – Todd Fortune, Director of Planning

- SA 25:01 Substantial Accord Review and Determination for Expedition Generation Holdings per Virginia Code Section 15.2-2232 – The applicant has appealed the Planning Commission determination regarding this Substantial Accord review.
 - This review is related to the proposed gas-fired power plant covered under case SUP 25:04. The Planning Commission determined that this project is NOT in substantial accord with the Comprehensive Plan.
 - The proposed project is located on two parcels – Tax Map 27-A-1 (165 acres) and Tax Map 27-A-4 (249.05 acres) – totaling approximately 414.05 acres and located along Branch Road (Route 761) and Rock Lane. Tax Map 27-A-1 is located in the Rural Residential Planning Area, and Tax Map 27-A-4 is located within the Rural Preservation Planning Area. Both parcels are located within the Cunningham Election District.
- The Planning Commission held a public hearing on this substantial accord request at its October 7, 2025 meeting and deferred the request until its November 18, 2025 meeting.
- Acting on a request from the applicant and a subsequent request from the Board of Supervisors, the Commission further deferred this request until January 13, 2026.
- At its regular meeting on January 13, 2026, the Planning Commission determined that this project is NOT in substantial accord with the Comprehensive Plan. At this meeting, the Commission passed the following motion by a vote of 3-1 (with one member absent):
 - “I move that the proposed Tenaska Project Expedition electric generation station, as described in the related Special Use Permit application, be found NOT to be substantially in accord with the Fluvanna County Comprehensive Plan or parts thereof for the following reasons: It does not appear to meet the threshold of substantial accord or parts thereof, and indeed contradicts parts thereof.”
- Per the Code of Virginia, Section 15.2-2232 (B), “The owner or owners or their agents may appeal the decision of the commission to the governing body within 10 days after the decision of the commission. The

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- appeal shall be by written petition to the governing body setting forth the reasons for the appeal. The appeal shall be heard and determined within 60 days from its filing. A majority vote of the governing body shall overrule the commission.”
- The applicant formally submitted an appeal of the Planning Commission determination on January 23, 2026.
 - The Board has until March 24, 2026 (60 days from the appeal date) to hear the appeal and make a determination whether to uphold or overrule the Planning Commission.

MOTION:	I move that the Board of Supervisors overrule the Planning Commission determination from January 13, 2026 and find that the proposed Tenaska Project Expedition electric generation station, as described in the related Special Use Permit application, be found to be substantially in accord with the Fluvanna County Comprehensive Plan.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	No	Yes	Yes	Yes	Yes
RESULT:	4-1				

After the vote, the Board of Supervisors took a ten-minute recess.

9 - PUBLIC HEARING

ZTA 25:09 – Amendments to the Fluvanna County Zoning Ordinance, amending § 22-17-16 to allow the Board of Supervisors to grant a waiver or modification for the maximum height allowances for chimneys and stacks on power production plants – Todd Fortune, Director of Planning

- ZTA 25:09 – A request to amend § 22-17-16 of the County Code to give the Board of Supervisors the authority, when issuing a special use permit for a power production plant, to grant a waiver or modification of the maximum height allowances for chimneys and stacks on power production plants.
- Currently, the Code allows for a maximum height of “the lesser of 145 feet above ground level or the height determined by ‘good engineering practice’ as determined by the State Air Pollution Control Board or the Department of Environmental Quality pursuant to applicable regulations addressing stack heights.” The proposed amendment would allow the Board to grant a waiver or modification of that requirement. The Board would consider such waivers or modifications on a case-by-case basis.
- This request is related to a Special Use Permit request for a gas-fired electric generating station that has been submitted by the applicant and is on the agenda for tonight’s meeting. The applicant’s case for this proposed ZTA is as follows:
 - Gas turbine technology has become more efficient and more energy dense since the previous facility was constructed.
 - This has increased the size of the turbines, as well as downstream equipment such as the HRSG (boiler) and the exhaust stack.
 - Taller stack height is also needed to comply with air quality modeling required by Virginia Department of Environmental Quality (VDEQ).
 - In summary: a taller stack is needed to accommodate the larger and more efficient generation equipment and standards being used today.
- The Planning Commission held a public hearing on this request at its October 7, 2025 monthly meeting and deferred the request until January 13, 2026.
- Acting on a request from the applicant, the Commission further deferred this request until February 24, 2026.
- The Planning Commission approved considered this proposed ZTA on February 24, 2026. The Commission voted 3-1, with one abstention, to recommend approval.

At 8:46pm, Chair O’Brien opened the Public Hearing.

- Jean DeMarco, 1 Liebenow Ct, spoke in opposition of ZTA 25:09
- Ashleigh Crocker, 442 Justin Dr, spoke in opposition of ZTA 25:09.
- Barbara O’Brien, 47 Kiowa Ln, spoke in opposition of ZTA 25:09
- Amber Kidd, 16 bell Farms Ln, spoke in support of ZTA 25:09
- Michelle Dubert-Bellrichard, 1830 Hunters Lodge Rd, spoke in opposition of ZTA 25:09.
- Donna Schroder, 183 Little Briary Creek, spoke in support of ZTA 25:09
- Jared Kidd, 76 Bell Farms Ln, spoke in support of ZTA 25:09
- Sam Graham, 80 Glebe Ln, spoke in support of ZTA 25:09
- Charles Kidd, 3317 Antioch Rd, spoke in support of ZTA 25:09
- Brian Faulknier, 4021 Ruritan Lake Rd, spoke in support of ZTA 25:09
- Lauren Banning, 79 Ross Ln, spoke in opposition of ZTA 25:09.
- Jason Fulton, 5266 Rolling Rd, S, spoke in opposition of ZTA 25:09.
- Tracey Smith, 2 Sandy Beach Ct, spoke in opposition of ZTA 25:09.
- Josephus Allmond, 42partridge Berry Ln, spoke in opposition of ZTA 25:09.

With no one else wishing to speak, Chair O’Brien closed the Public Hearing at 9:14pm.

MOTION:	Finding that the proposed zoning ordinance amendment is appropriate for the public necessity, convenience, and general welfare and is good zoning practice, I move that the Board of Supervisors approve ZTA 25:09 an ordinance to amend and reordain “The Code of the County of Fluvanna, Virginia” by amending § 22-17-16 to allow the Board of Supervisors to grant a waiver or modification for maximum height allowances for chimneys and stacks on new power production plants.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	No	Yes	Yes	Yes	Yes
RESULT:	4-1				

SUP 25:04 – Expedition Generation Holdings, LLC – Todd Fortune, Director of Planning

- SUP 25:04 Tenaska Project Expedition – A Special Use Permit request in the A-1, Agricultural, General District for a Utilities, major; power production plant on an approximately 165-acre parcel known as Tax Map Parcel 27-A-1 and an approximately 249.05-acre parcel known as Tax Map Parcel 27-A-4. Tax Map 27-A-1 is located in the Rural Residential Planning Area, and Tax Map 27-A-4 is located within the Rural Preservation Planning Area. Both parcels are located within the Cunningham Election District.
- The applicant and the County have been discussing conditions for the SUP. In addition, the County has retained the Berkley Group and Sands Anderson to review and comment on the proposed conditions. The Board of Supervisors and Planning Commission held a joint work session on January 7, 2026, to review the conditions and comments from each firm. The applicant and the County have since had additional meetings to review the SUP conditions.
- The initial SUP conditions submitted for the October 7, 2025; Commission meeting consisted of 31 conditions. The current proposed SUP conditions now contain 49 conditions.

MOTION TO EXTEND

- *At 9:45pm, a motion was made to extend the Board of Supervisors meeting.*

MOTION:	Approve a motion to extend the March 18, 2026 Regular Board of Supervisors meeting to 12:00am.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

At 10:01pm, Chair O’Brien opened the Public Hearing.

- Ashleigh Crocker, 442 Justin Dr, spoke in opposition of SUP 25:04.
- Kittie Abell, 3 Inlet Cir, spoke in opposition of SUP 25:04.
- Sara Hernandez, 3872 Branch Rd, spoke in opposition of SUP 25:04.
- Ron Barche, 204 Panorama Ct, spoke in support of SUP 25:04.
- Amber Kidd, 76 Bell Farms Ln, spoke in support of SUP 25:04.
- Michelle Dubert-Bellrichard, 1830 Hunters Lodge Rd, spoke in opposition of SUP 25:04.
- Donna Schroder, 183 little Briary Creek, spoke in support of SUP 25:04.
- Jared Kidd, 76 Bell Farms Ln, spoke in support of SUP 25:04.
- Sam Graham, 80 Glebe Ln, spoke in support of SUP 25:04.
- Angus Murdoch, 417 Laughton Ln, spoke in opposition of SUP 25:04.
- Will Murdoch, 417 Laughton Ln, spoke in opposition of SUP 25:04.
- Brian Lee Faulknier, 4021 Ruritan Lake Rd, spoke in support of SUP 25:04.
- Jason Fulton, 5266 Rolling Rd S, spoke in opposition of SUP 25:04.
- David Vogt, 2633 Antioch Rd, spoke in support of SUP 25:04.
- Josephus Allmond, 42 Partridge Berry Ln, spoke in opposition of SUP 25:04.
- Jennifer Ruffner, 11 Zephyr Rd, spoke in opposition of SUP 25:04.
- Jakob Ingersoll, 2078 Rolling Rd S, spoke in support of SUP 25:04.
- Earl Ingersoll, 2070 Rolling Rd S, spoke in support of SUP 25:04.
- Ann Walker, 31 Northwood Rd, spoke in opposition of SUP 25:04.
- Bruce Deal, 3840 Branch Rd, spoke in opposition of SUP 25:04.
- Tracey Smith, 2 Sandy Beach Ct, spoke in opposition of SUP 25:04.
- Barbara O’Brien, 47 Kiowa Ln, spoke in opposition of SUP 25:04.
- Chris Brownlee, 2401 Rolling Rd S, spoke in support of SUP 25:04.
- Sharon Harris, 9 Pine Knoll Cir, spoke in opposition of SUP 25:04.

With no one else wishing to speak, Chair O’Brien closed the Public Hearing at 11:05pm.

- *After the Public Hearing, the Board took a recess so condition 33 could be updated.*

- At 12:29am, a motion was made to extend the Board of Supervisors meeting.

MOTION:	Approve a motion to extend the March 18, 2026 Regular Board of Supervisors meeting to 2:00am.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Motion			Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

- After returning from the recess, Mr. Whitten read the updated condition that has since been edited to correct scrivener’s errors, and can be found below.

Project Expedition (the “Project”) on Tax Map Parcels 27-A-1 and 27-A-4 (the “Site”)

1. The Zoning Administrator or his/her designee reserves the right to request entry to inspect the Project site at any reasonable time to ensure the operation of the Project meets the requirements of this special use permit and any other applicable permits.
2. The production of electrical power will occur through a combined cycle dual fuel gas turbine and steam turbine generating system that does not involve the use of burning coal or nuclear reaction.
3. The Applicant may access the overhead electric line and the gas pipeline by easement from the Tenaska Virginia Power (TVP) plant property, the width and location of which shall be more particularly shown and described on the sketch to be attached as Exhibit A to the First Amendment to Declaration of Restrictive Covenants for the TVP plant property. The Applicant shall not construct any off-site electrical transmission lines related to the Project other than those needed to connect to the point of interconnection.
4. The only use of the Site shall be electrical power production plant and accessory facilities with a nominal summer capacity of electrical generation of up to 1,540 megawatts. There shall be no other industrial uses, including data centers, on the Site.

Sound Conditions

5. Sound (the term “Sound” shall also include the term “Noise”) attenuation measures shall be implemented to ensure that sound levels attributable to the Project operations will be kept to a one-hour Leq level of 60 dBA (A-weighted decibels) or less at the Project Boundary Lines (defined in Condition 14 below) and 50 dBA or less at any point within 100 feet of a dwelling in existence (at the time of SUP approval) during a realistic worst-case hour. “Realistic worst-case hour” includes both steady operations and occasional operations such as start-ups but excludes unplanned emergency events.
6. The sound level limits in these Sound Conditions apply to the sound attributable to Project operations alone. The protocol for performing any sound surveys or measurements to assess the sound levels of the Project against the limits provided in Condition 5 shall (a) include steps to isolate the sound of the Project from the background sound omni-present in the environment – both naturally occurring and man-made, unrelated to the Project; (b) follow recognized ANSI/ASTM/ISO measurement practices, document wind/speed/direction, temperature, calibration, and background conditions; and (c) include designated receptor locations (the “Protocol”). Sound testing required by these Sound Conditions shall produce a report provided to the County and Applicant.
7. In addition to a 300’ vegetative buffer, the following sound attenuation measures shall be implemented:
 - (a) combustion turbine generators shall be housed in buildings or enclosures to limit sound levels;
 - (b) exhaust stacks shall be equipped with silencers;
 - (c) low noise fans shall be used on plant heat exchangers;
 - (d) emissions control technology will be used; and
 - (e) gas turbine air inlets shall be equipped with silencers.
8. During initial Project construction, activities that produce noise exceeding one-hour Leq level of 60 dBA (A-weighted decibels) at the Project Boundary Lines shall not be conducted between the hours of 9:00 p.m. and 7:00 a.m. on weekdays or between 6:00 p.m. and 9:00 a.m. on Saturdays, Sundays, and New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.
9. Prior to the Commercial Operation Date, defined in Condition 13 below, a baseline sound test shall be conducted. Compliance testing shall be performed to confirm that the sound levels of the Project are within the limits set out in these Sound Attenuation Conditions at the following intervals:
 - within six (6) months after the Commercial Operation Date;
 - within six (6) months following the five-year anniversary of Commercial Operation Date and every five (5) years thereafter; and
 - within six (6) months following the replacement of any major equipment listed in Condition 7a, b, c, and e above (namely, turbine generator, exhaust stack, heat exchanger, or gas turbine air inlet).

All sound testing shall be performed at designated receptor locations; a proposed testing location map shall be reviewed and approved by the Zoning Administrator prior to testing.

10. If sound compliance testing indicates an exceedance of applicable limits, the Applicant/Operator shall notify the Zoning Administrator within two (2) business days. Within sixty (60) days of selection of the practitioner (described in Condition 12), the Applicant/Operator shall conduct further sound compliance testing in compliance with the Protocol and submit the results to the County. If exceedances are confirmed by testing in accordance with the Protocol, the Applicant/Operator shall (i) submit to the County a mitigation plan within sixty (60) days of report submission and (ii) implement mitigation as soon as practicable and in no event later than one hundred twenty (120) days following report submission except where acquisition of necessary components or equipment renders timely completion impossible despite the Applicant's best efforts, in which case the Applicant/Operator shall notify the County in writing and provide a revised implementation schedule.
11. Repeated or uncorrected exceedances of the sound limits established in these Sound Conditions during operation of the Project constitute substantial breach of SUP conditions and shall be subject to fines not to exceed \$1,000 per day and potential SUP revocation proceedings pursuant to the Zoning Ordinance.
12. All sound tests provided for by these Sound Conditions shall be conducted by an Institute of Noise Control Engineers (INCE) Board Certified acoustical practitioner selected by the County from a list of three (3) practitioners provided by the Applicant, and retained by the Applicant at the Applicant's sole expense. Should sound testing indicate an exceedance of applicable limits, the Applicant shall request the County to select a different practitioner from the list to conduct the follow-up review test required by Condition 10.
13. For all purposes in these conditions, the term "Commercial Operation Date" shall mean the formal date when the Project is fully constructed, tested, and capable of reliably delivering specified energy to the power grid.
14. For the purpose of these Sound Conditions, "Project Boundary Lines" means the Site's outer perimeter; provided, however, if the Applicant owns parcels adjacent to the Site, Project Boundary Lines means the outermost boundaries of all contiguous parcels owned by the Applicant.

Light

15. Exterior lighting shall be shielded to prevent any glare on adjacent properties and shall have a correlated color temperature of 3,000 Kelvin or less. In addition, security and area lighting shall utilize automatic controls (e.g., times, motion sensors, dimming after hours) to reduce illumination levels during periods of inactivity, except where continuous lighting is required for safety or regulatory compliance.
16. Light trespass shall be limited to and should not exceed 0.5 foot-candles at the Site boundaries. All exterior luminaries shall be of a "shoebox" design and utilize cut-off optics. All luminaries shall be equipped with I.E.S. (Illuminating Engineering Society) Type V lenses that give circular light distribution for a maximum coefficient of utilization.
17. Site lighting shall not exceed 5 foot-candles except where special requirements are approved by the Zoning Administrator.
18. Notwithstanding the foregoing conditions 15, 16, and 17, Site lighting shall comply with all applicable FAA or other federal state regulations; and, stack, obstruction, and aviation lighting shall be limited to the minimum intensity, color, and operating schedule required by applicable federal regulations and approvals.
19. Within 60 days of commencement of nighttime operations, the Applicant shall submit to the Zoning Administrator or his/her designee a lighting compliance report prepared by a qualified professional demonstrating that site lighting complies with all SUP requirements, including property-line light trespass limits.

Landscape and Buffer Provisions

20. Driveways and parking areas (excluding temporary construction laydown and parking areas) will have asphalt surface or better that meets VDOT requirements and shall be maintained in a manner that will keep dust to a minimum so as not to adversely impact adjacent properties. Any access road or utility easement shall be designed with curvature to effectively screen the development from ground level view from public roads.
21. The power production plant shall be centrally located on the northern Project parcel (Tax Map parcel 27-A-1) to greatest extent feasible and shall conform generally to the Special Use Permit Sketch Plan, dated August 26, 2025, prepared by Sargeant and Lundy.
22. A minimum of a 300-foot-wide tree buffer will be maintained between the Project and the Project Boundary Lines except for necessary access to electrical and gas utilities and access to the site. Where no existing trees are present within this buffer area, vegetation will be planted in accordance with the Landscape Details attached to the Special Use Permit Sketch Plan. The buffer area will be kept in its natural state or maintained using good forestry practices to maximize its effect. Prior to issuance of any land-disturbing permit, the Applicant shall post landscape bonds or other County-approved financial security in accordance with Section 22-24-5.G of the Zoning Ordinance.

23. A chain link fence or similar security device at least six (6) feet in height shall be placed around the Project and will feature prominent "No Trespassing" signs that meet the requirements of Chapter 22, Article 15 of the County Code. Security fencing may be placed inside the 300-foot buffer and must be placed at least 100 feet from the Project Boundary Lines.
24. The impervious surface coverage of the Site shall not exceed 13% of the gross acreage of the Site, provided that storm water detention ponds or reservoirs shall be considered pervious surfaces. The balance of the Site shall be restricted from future development except for temporary construction laydown yards, other temporary construction needs, and parking as needed for maintenance, repair, and upgrades to the plant and its related facilities and structures, as well as public utilities, wells and sewage disposal systems, and stormwater detention and flood control devices. A restrictive covenant shall be recorded to preserve the Site beyond the plant site for the duration of Project operations. The undisturbed forested area, exclusive of the required 300' buffer area, shall be managed in accordance with a written forest management plan developed in consultation with the Virginia Department of Forestry. Forest management activities shall be consistent with applicable Best Management Practices as defined by the Virginia Department of Forestry.
25. There shall be only one (1) permanent detached sign for Project identification purposes (exclusive of directional signs), which will be a ground-mounted monument type sign with landscaping. Any sign lighting shall be from above and shielded away from adjacent properties.
26. Structures above the tree height shall be an earth tone, or a color with a light reflective value of 25 to 60 with non-glossy finish.
27. For the purpose of these Landscape and Buffer Provisions, "Project Boundary Lines" means the Site's outer perimeter; provided, however, if the Applicant owns parcels adjacent to the Site, Project Boundary Lines means the outermost boundaries of all contiguous parcels owned by the Applicant.

Traffic Management and Transportation Improvements

28. Project access shall comply with the location and other access requirements as approved by the Virginia Department of Transportation.
29. The Applicant shall reimburse the County for the actual cost of the traffic study and construction traffic management plan, prepared by TRC, dated January 13, 2025 (the "Traffic Study"), up to sixty thousand dollars (\$60,000). Payment shall be remitted within thirty (30) days after receipt of an invoice from the County.
30. To minimize construction traffic impacts, the Applicant shall develop and implement a Construction Traffic Management Plan, subject to County review and approval, that includes the following measures: (a) scheduling construction worker shift arrivals and departures to avoid both County school start and dismissal times and peak travel periods; (b) designating preferred equipment delivery routes that minimize impacts to school zones and residential areas; and (c) establishing a liaison with the County and School Board to address traffic concerns that may arise during construction. The Plan shall be submitted to the County for approval at least 30 days prior to commencement of Project construction activities.
31. No less than thirty (30) days prior to the commencement of any Project construction activities, the Applicant shall execute a Road Use Agreement with the County, in a form acceptable to the County, to address road conditions in relation to the Applicant's project development and construction. The Road Use Agreement will identify the public roads in the County to be used by the Applicant's construction traffic and deliveries and will include a baseline road condition survey and assessment prepared by the Applicant and submitted to the County. The Road Use Agreement shall commit to: (i) maintain the identified roads in safe condition during construction; and, (ii) within ninety (90) days following Commercial Operation Date, repair any damage to such identified roads caused by the Applicant's construction traffic and deliveries, restoring them to the same or better condition as they existed prior to the commencement of construction, based on the baseline road condition survey, as verified by VDOT or the County based on an assessment prepared by the Applicant's engineer. The Road Use Agreement shall provide for the bonding of anticipated repair costs in an amount sufficient to guarantee the Applicant's performance of such maintenance and repairs, such cost estimate to be prepared at Applicant's sole cost and expense by a licensed engineer based on the pre-construction assessment. The Road Use Agreement and all road maintenance and repair obligations arising thereunder shall be subject to the oversight and regulations of the Virginia Department of Transportation (VDOT), or the County where applicable, and any applicable County ordinances, regulations, or controls governing the use and maintenance of public roads.
32. The Applicant shall comply with all VDOT requirements for temporary construction entrances and access roads, timing of "wide load" deliveries, and planning access routes to and from the Site to minimize conflicts. Subject to VDOT requirements, the Applicant will use best efforts to time wide load deliveries during off peak times.
33. To mitigate the Project's contribution to traffic delays at the intersection of Thomas Jefferson Parkway (SR 53) at Ruritan Lake Road (SR 619) ("Intersection 1") predicted by the Traffic Study to result from Project construction-related traffic, the Applicant shall, at its sole cost and expense, design and construct improvements to Intersection 1 (the "Road Improvements").

The Road Improvements shall consist of a roundabout, subject to VDOT approval, or such alternative improvement as VDOT may approve if a roundabout is not approved.

Construction of the Road Improvements is contingent upon the County's acquisition of all necessary rights of way from affected property owners. The Applicant will reimburse the County for the commercially reasonable cost of acquiring the property necessary for construction of the Road Improvements, which shall be paid within fifteen (15) days of demand by the County. For the purposes of the foregoing, the costs to acquire the right of way by means of a quick take shall be deemed commercially reasonable. The Applicant shall use commercially reasonable efforts to pursue the design and construction of the Road Improvements in coordination with VDOT and the County and to complete the Road Improvements by Full Notice to Proceed, but construction of the Project and operation of the facility shall not be contingent upon completion of the Road Improvements. For the avoidance of doubt, Full Notice to Proceed means notice that all conditions for construction of the Project, including pre-construction requirements, permits, financing and third-party approvals have been met. Construction of the Road Improvements is contingent on obtaining all necessary VDOT and County approvals.

During construction of the Road Improvements, the Applicant shall (a) instruct its general contractor to take all reasonable efforts to cause workers traveling to and from the Site during construction of the Project to avoid Intersection 1 and (b) make all reasonable efforts to avoid routing construction-related deliveries through Intersection 1.

Following issuance of full notice to proceed by the Applicant to its contractor for the Road Improvements (the "ROW Notice to Proceed"), the Applicant shall notify the County of the cost to construct the Road Improvements, inclusive of all engineering, legal and other indirect costs (the "Construction Cost"). For the avoidance of doubt, the ROW Notice to Proceed means notice that all conditions for construction of the Road Improvements, including pre-construction requirements, permits, financing and third-party approvals, have been met. To the extent that the sum of (a) the Construction Cost and (b) the cost to acquire the ROW paid to the County does not exceed \$6,500,000, then the Applicant shall pay the difference between \$6,500,000 and such amounts (the "Available Funds") to the County within thirty (30) days of the Notice to Proceed.

The Available Funds may be applied toward improvements at other roadway segments or intersections identified in the Traffic Study or otherwise recommended by the County or VDOT based on an update of the Traffic Study (collectively, the "Traffic Study Intersections"). Such improvements may include, but are not limited to turn lanes, lane widening, signal modifications, signal timing improvements, roundabouts, and intersection reconfiguration. The County may allocate the Available Funds among the Traffic Study Intersections in its reasonable discretion. The Available Funds may also be used for project management, engineering, inspection, or other professional services associated with planning, design, and implementation of such improvements.

Inflation Adjustment

The Available Funds shall be adjusted for inflation from the date SUP 25:04 is approved by the Board of Supervisors using the Producer Price Index (PPI), Final Demand: Construction, published by the U.S. Bureau of Labor Statistics (BLS Series ID WPUFD4), or a successor index.

Environmental

34. All necessary permits shall be acquired from all applicable regulatory bodies of the state and federal government, and the Applicant shall maintain copies of such permits and periodic reports on Site. All permits and approvals shall be provided to the County. The Project may not operate until it has acquired approved permits from all applicable regulatory bodies of the state, federal, and local government according to the required timeframe. This Project shall utilize Best Available Control Technology (BACT) as determined by the Virginia Department of Environmental Quality (VDEQ) for this Project to minimize impacts on air quality.
35. Prior to issuance of a building permit, the Applicant shall demonstrate that all wetland requirements, including any required wetland mitigation activities, have been addressed to the satisfaction of the U.S. Army Corps of Engineers and VDEQ.
36. No on-site water wells shall be used for the power generation process. The Applicant shall submit to the Virginia Department of Health at least annually the results of testing requirements for any well on site.
37. The Applicant shall not discharge any wastewater into Cunningham Creek or any of its tributaries, subject to any applicable laws, regulations, or directives issued by authorities having jurisdiction over such discharge.

38. The Applicant shall design and operate the Project in compliance with the PM2.5 National Ambient Air Quality Standards (NAAQS) for fine particulate matter that the United States Environmental Protection Agency (EPA) established on February 7, 2024, as those limits exist as of the date of the SUP 25:04 approval unless Expedition becomes subject to more stringent NAAQS in the future, in which case compliance with the more stringent NAAQS will be met. Compliance with this condition will be demonstrated through air quality modeling conducted as required by VDEQ related to Expedition's initial construction permit and any subsequent permit issued for which VDEQ requires such modeling. The ambient concentrations used in comparison to the NAAQS for demonstrating compliance with this condition shall be those off Expedition's property resulting solely from Expedition's emissions and shall not include any contribution from any other sources, including general background concentrations monitored at any VDEQ-operated ambient air quality monitor. This commitment shall remain in effect for the life of the Project regardless of any subsequent relaxation of federal pollutant emission standards.

Decommissioning

39. Prior to issuance of a building permit, the Applicant shall submit to the Zoning Administrator a decommissioning plan for County approval that addresses: (a) removal and demolition of all structures and equipment; (b) site stabilization and erosion control measures; (c) identification and removal of any hazardous materials in accordance with applicable federal, state, and local regulations; (d) restoration and native revegetation of disturbed areas; and (e) a timeline for completion of decommissioning activities. The decommissioning plan shall be accompanied by a cost estimate for decommissioning, which may deduct salvage value of equipment and improvements. The Applicant shall maintain financial assurance through a bond, letter or credit, or other County-approved instrument, in an amount sufficient to cover such net cost, to be updated every five (5) years.

Off-Site Conservation

40. To offset Project development in the Rural Residential and Rural Preservation planning areas and to further the County's goals set out in the Comprehensive Plan to preserve rural areas and open space and the natural environment generally, not later than eighteen (18) months after the issuance of a building permit for the Project, subject to the provisions below, the Applicant shall record deeded conservation protections over Tax Map Parcels 27-A-11 and 27-A-12, comprising approximately 350 acres in the Rural Preservation planning area in close proximity to the Site (the "Conservation Land"). Such protections may be established by either of the following:
- a. A donation of a perpetual open-space easement to a public body under the Virginia Open-Space Land Act (Va. Code §§ 10.1-1700 to -1705.1) or a conservation easement to a qualified holder under the Virginia Conservation Easement Act (Va. Code §§ 10.1-1009 to -1016.1). The Applicant will use all reasonable efforts to donate the easement to a public body (e.g. Virginia Department of Forestry) or to the Virginia Outdoors Foundation. If another public body or conservation easement holder is unwilling to take the easement within the designated time period, the Applicant will offer a conservation easement to the County by presenting a deed of easement to the Board of Supervisors for review and acceptance not later than twenty-four (24) months after the issuance of a building permit for the Project; provided, however, if the County expresses an interest in taking the conservation easement before the acceptance by another public body or entity within the 18-month period, the Applicant will offer the easement to the County as soon as practicable upon receipt of such information with an objective to record the easement within the designated time period. Such easement shall require, without limitation, the following conservation protections:
 - (i) The Conservation Land shall be managed in accordance with a written forest management plan developed in consultation with the Virginia Department of Forestry.
 - (ii) Forest management activities shall be consistent with applicable Best Management Practices as defined by the Virginia Department of Forestry.
 - (iii) Riparian buffers of at least seventy-five (75) feet shall be required along each side of any perennial stream and fifty (50) feet shall be required along each side of all intermittent streams; provided, however, that vegetation within the riparian buffers may be removed or managed, as appropriate, to (1) construct and maintain public trails and recreational areas; (2) restore and enhance wildlife habitat; (3) prevent and control fire, disease, and the proliferation of invasive species; (4) dispose of dead, diseased, and dying trees or other vegetation, including fallen trees that are blocking stream channels, or trees with undermined root systems in imminent danger of falling, where stream bank erosion is a current or potential problem that outweighs any positive effects the fallen tree or trees may have on the stream ecosystem; and (5) construct and maintain permanent or portable stream crossings for vehicles, farm machinery, pedestrians, and horses.

- (iv) Any public trails and recreational areas shall be constructed and maintained so as to minimize erosion. If located within a riparian buffer, non-impervious ground cover shall be used.
- (v) The number and size of building footprints shall be subject to limitations determined by the donee to be consistent with the conservation purposes of the easement.
- b. A declaration of restrictive covenants, or similar encumbrance enforceable by the County, to impose upon the Conservation Land the same restrictions and conditions that apply to the southern Project parcel, Tax Map Parcel 27-A-4. The Applicant will use best efforts to donate a conservation easement. This subsection (b) is provided solely to ensure that the Conservation Land is preserved in the event that no qualified easement holder defined in subsection (a), including the County, will take the easement by the designated deadline.

Compliance

- 41. If violations of any state or federal permit for the Project are reported to the County by the applicable regulatory agency, the Zoning Administrator and/or the County Administrator may request the Applicant to provide, at the Applicant's sole expense, the services of an appropriate firm to review the nature of the violation and any remedy, if any. This firm shall be selected by and report solely to the County.
- 42. A report will be prepared and provided to the County showing operational factors associated with the power plant that includes the name(s) and contact information for on-site supervisors, and verification of current, valid state and federal licenses and permits. The County will be notified of any changes within five (5) business days.
- 43. The Applicant will respond to any complaints or inquiries by the Board of Supervisors, County Administrator, or Zoning Administrator within five (5) business days. In the event the Applicant is notified of any alleged violation of applicable federal, state, or local laws, regulations, or permit conditions, the Applicant shall notify the Zoning Administrator in writing within two (2) business days of receiving such notice and fully inform the Zoning Administrator of the steps being taken to evaluate the alleged violation and, if verified, to correct and/or remediate the violation. Authorized County personnel or their authorized agents will be permitted to inspect the Project at any reasonable time to ensure that all physical structures and plant operations comply with local regulations.
- 44. Nothing in this approval shall be deemed to obligate the County to acquire any interest in property, to construct, maintain or operate any facility or to grant any permits or approvals except as may be directly related hereto.

Stack Height

- 45. The Board of Supervisors hereby waives Section 22-17-16.A(3)(b) of the Fluvanna County Code and authorizes the chimney or stack height not to exceed 199 feet above ground level unless a greater height is determined to be necessary to comply with applicable air quality regulations or by "good engineering practice" as determined by the State Air Pollution Control Board or the Department of Environmental Quality pursuant to applicable regulations addressing stack heights. In no event shall the stack height exceed 230 feet above ground level. Following receipt of all required approvals for air emissions permits, the Applicant will provide to the Director of Planning the final maximum stack height needed (in compliance with the foregoing parameters).

Public Safety

- 46. The Applicant shall maintain trained on-site personnel and equipment capable of providing initial emergency response and mitigation for incidents associated with facility operations and shall promptly notify and coordinate with Fluvanna County Fire and Rescue and Emergency Services of any emergency incidents. Emergency response activities shall be conducted in accordance with applicable Incident Command System (ICS) protocols and in coordination with public safety agencies.
- 47. At the time of final Site Plan submission, the Applicant shall provide a security plan to the Fluvanna County Sheriff's Office that details any measures utilized in the security of the Project, such as security personnel staffing, vehicular site access controls, building access controls and security alarms, video surveillance system specifications, fencing details, and/or a photometric plan.

Local Work Force

- 48. The Applicant shall cause its contractor to use commercially reasonable efforts to maximize the utilization of qualified local craft labor and, where reasonably available, to include qualified local firms on bid lists for subcontracting opportunities. The Applicant shall further cause its contractor to host one or more local job fairs prior to and during construction to provide information about employment opportunities on the Project. Upon request by the County, the Applicant shall provide the County with a report on local hiring and subcontracting activity under this condition. Nothing in this condition shall require the Applicant or its Contractor to bypass applicable labor hiring rules or obligations, compromise safety or project requirements, or guarantee employment to any individual.

49. The special use permit may be deemed abandoned by the governing body if the approved use has not been initiated within two (2) years from the date of approval. For the purposes of this condition, “initiated” means that the Applicant has diligently pursued required state and federal permits as well as the required County approvals and permits by submitting a site development plan.

MOTION:	Approve SUP 25:04, a special use permit request in the A-1, Agricultural, General district for a Utilities, major; power production plant on an approximately 165-acre parcel known as Tax Map Parcel 27-A-1 and an approximately 249.05-acre parcel known as Tax Map Parcel 27-A-4 subject to the conditions presented for consideration.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	No	Yes	Yes	Yes	Yes
RESULT:	4-1				

- Mr. Goad amended the motion to include the updated language.

MOTION:	Amend the motion to include the recommended changes to the condition as read by Mr. Whitten.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	No	Yes	Yes	Yes	Yes
RESULT:	4-1				

8 - ACTION MATTERS

Approval of First Amendment to Declaration of Restrictive Covenants – Dan Whitten, County Attorney
Restrictive covenants are property law mechanisms that limit the use of a particular property by dictating that certain actions are prohibited or mandatory. This is an amendment to a Declaration of Restrictive Covenants dated January 1, 2004, in which the County is Grantee. It involves portions of various parcels near the original Tenaska power plant. The original Declaration was made pursuant to Special Use Permit 00:09, in which the Board of Supervisors approved the original Tenaska power plant. A condition of that SUP required that a portion of the property in question be restricted from future development. The Declaration was recorded to satisfy that condition.

Proposed Amendment

- This proposed amendment will allow the new Tenaska power plant to receive an easement over the restricted property for utilities and access.
- It will allow above ground wires, cables, conduits, and support structures for electricity transmission, natural gas, water supply, waste water, and other utilities.
- All other restrictions will remain in full force and effect.

MOTION:	Approve the First Amendment to Declaration of Restrictive Covenants by and between Tenaska Virginia Partners, L.P. and the County of Fluvanna; and I authorize the County Administrator to execute the First Amendment to Declaration subject to approval as to form by the County Attorney.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Approval of Declaration of Restrictive Covenants – Dan Whitten, County Attorney
Restrictive covenants are property law mechanisms that limit the use of a particular property by dictating that certain actions are prohibited or mandatory. This is a new proposed Declaration of Restrictive Covenants between Expedition Generation Holdings, LLC, as Grantor, and the County, as Grantee. This Declaration involves property to be restricted surrounding the proposed new Tenaska power production plant.

- This Declaration provides for the following purposes:
 - To fulfill SUP 25:04 Condition #24’s restriction on future development
 - To address sound and other impacts, or perceived impacts, of the Project affecting the public, the County, and owners of residential property living within two (2) miles of the restricted property
 - To organize a community advisory board to establish dialogue between the community and Expedition
 - To offset the additional burden on first responders, the public, and the County during Project construction and operation and to help decrease emergency response times
 - To support the County’s goal of encouraging the development and use of renewable energy

- To support regional stewardship of the Rivanna River and its watershed

Some highlights include:

- Full Notice to Proceed
 - The obligations in this Declaration become effective upon Full Notice to Proceed
 - Full Notice to Proceed: Expedition’s notice to its general contractor that all conditions for construction (pre-construction, permits, financing, third-party approvals) have been met
 - Expedition shall notify the County of its issuance of Full Notice to Proceed no later than fifteen (15) business days after issuance.
- Development Restriction
 - Restrictions over future development of the property for as long as SUP 25:04 remains in effect
 - The impervious surface coverage on the Restricted Property shall not exceed 13% of the gross acreage
- Good Neighbor Fund
 - Expedition will establish a Good Neighbor Fund for owners of residential parcels within two (2) miles of the Expedition Project/Tenaska Virginia Generating Station plant footprint
 - After Full Notice to Proceed has been issued and an application approval process, qualified property owners will receive annual payments for up to four (4) consecutive years at a tiered level based on Project footprint proximity, ranging from \$7,500/year to \$2,500/year
- Community Advisory Board
 - Within six (6) months after Full Notice to Proceed has been issued, Expedition or its agent will establish a Community Advisory Board to ensure ongoing two-way dialogue between Expedition and the community
- First Responder Payment
 - Expedition shall contribute \$5,000,000 to the County CIP in two payments to be allocated towards the construction of a Fire and EMS station to support the Kidds Store area of the County and Sheriff’s Office capital improvement needs.
- Water Discharge
 - Expedition shall make water discharge available to the County at no cost, should the County decide to accept and use that water in the future
- Residential Solar Program
 - Should the County establish a future program/fund to assist residents with purchase and installation of residential solar systems, Expedition shall contribute a 1:1 matching funds up to a total of \$2,000,000
- Rivanna River Basin Commission payment
 - Expedition shall contribute \$5,000 annually to the Rivanna River Basin Commission subject to approval.
- *After some discussion the covenants were updated to reflect: strike section 7 (Residential Solar Program) in the updated restrictive covenants, and to amend the amount in section five A and B from \$5 million to \$7 million.*

MOTION:	Approve the Declaration of Restrictive Covenants by and between Expedition Generation Holdings, LLC, and the County of Fluvanna; and I authorize the County Administrator to execute the Declaration subject to approval as to form by the County Attorney, with the amendments made earlier by the County attorney.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion	Second		
VOTE:	no	Yes	Yes	Yes	Yes
RESULT:	4-1				

10 - CONSENT AGENDA

The following items were approved under the Consent Agenda for March 18, 2026:

- Minutes of March 4, 2024 – Caitlin Solis, Clerk to the Board
- FY26 Sheriff’s Office Supplemental Appropriation – Theresa McAllister, Management Analyst II
- FY26 Sheriff’s Office Supplemental Appropriation – Theresa McAllister, Management Analyst II
- Contract with eTEC Mechanical Corporation – Dan Whitten, County Attorney
- CRMF - CEN Camera Replacement – Don Stribling, Executive Director
- CRMF - FCHS Press Box Windows – Don Stribling, Executive Director
- CRMF - FMS WAVE Server replacement – Don Stribling, Executive Director

MOTION:	Approve the consent agenda, for the March 18, 2026 Board of Supervisors meeting.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

11 - UNFINISHED BUSINESS
None.

12 - NEW BUSINESS
None.

13 - PUBLIC COMMENTS #2
At 1:14pm, Chair O’Brien opened the second round of Public Comments.

- Ashleigh Crocker, 442 Justin Dr, spoke in opposition of Project Expedition.
- Amber Kidd, 76 Bell Farms Ln, spoke in support of Project Expedition.
- Ron Barche, 204 Panorama Ct, commented on the Project Expedition conditions.
- Jared Kidd, 76 Bell Farms Ln, spoke in support of Project Expedition.
- Brian Faulknier, 4021 Ruritan Lake Rd, spoke in support of Project Expedition.

With no one else wishing to speak, Chair O’Brien closed the second round of Public Comments at 1:23am.

14 - CLOSED MEETING
None.

15 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, March 18, 2026 at 1:24am.				
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

Statement – Tony O’Brien

Fluvanna County Board of Supervisors
March 18, 2026

Regarding Items 8(A) – (E), which include SA 25:01, ZTA 25:09, SUP 25:04, an amendment to Declaration of Restrictive Covenants, and a Declaration of Restrictive Covenants, I make the following statement:

1. Tenaska Power Generation, LLC/Expedition Generation Holdings, LLC is currently seeking Fluvanna County Board of Supervisors approval for the above-listed Items.
2. As part of the proposed Declaration of Restrictive Covenants, Tenaska Power Generation, LLC/Expedition Generation Holdings, LLC has proposed the creation of a “Good Neighbor Fund” with a minimum of Five Million Dollars (\$5,000,000) dedicated to help mitigate any impacts, or perceived impacts, of construction and project operation experienced by homeowners of Fluvanna County parcels within two (2) miles of the Expedition Project footprint and/or Tenaska Virginia Generating Station plant footprint. This proposed “Good Neighbor Fund” would only distribute funds to qualifying homeowners who apply for the payments.
3. I am the managing member of Goldilocks, LLC which owns a residential rental property, identified as Tax Map Parcel 16-13-3 (the “Property”), located within two (2) miles of the proposed Expedition Project footprint and/or Tenaska Virginia Generating Station plant footprint.
4. This statement serves as notice that I will neither apply for nor accept any “Good Neighbor Fund” on behalf of the Property. In addition, the Property will not be included in the list of parcels identified in the Declaration of Restrictive Covenants that are eligible for the “Good Neighbor Fund.” Accordingly, the property that Goldilocks, LLC owns is neither the subject of the Items being considered, nor is there any reasonably foreseeable direct or indirect benefit or detriment to this interest as a result of any Board of Supervisors action on the above-listed Items.
5. As such, I do not have a “personal interest in a transaction,” as defined by Virginia Code § 2.2-3101, that would disqualify me from participating in discussion or decisions regarding the above-listed Items under the State and Local Government Conflict of Interests Act.

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

Name: Tony O'Brien

Signature: _____

Position: County of Fluvanna Board of Supervisors, Rivanna District, Chair

Date: _____

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

TAB J

MEETING DATE:	April 15, 2026				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors March 25, 2026 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday March 25, 2026, be adopted.				
BOS WORKPLAN?	Yes	No	If yes, list item(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Caitlin Solis, Clerk to the Board				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Draft Minutes March 25, 2026.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Morris Room, Fluvanna County Admin Bldg
132 Main Street, Palmyra, VA 22963
March 25, 2026
Budget Work Session at 5:30 pm
Special Meeting at 7:00pm

MEMBERS PRESENT: Tony O’Brien, Rivanna District, Chair *(entered meeting at 5:54pm)*
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 5:32pm, Vice-Chair Hodge called to order the Regular Meeting of March 25, 2026. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

ADOPTION OF AGENDA

MOTION:	Accept the Agenda, for the March 25, 2026 Regular Meeting of the Board of Supervisors, as presented.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:	Second				Motion
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

BUDGET WORK SESSION

- Mr. Dahl gave the Board a few updates since the March 11, 2026 meeting.
- The Board discussed the 12.7% increase to the health insurance premiums, and whether it should be covered by the County or if the cost increase should be absorbed by staff. After some discussion, the Board agreed not to exceed 10.35% of the insurance premium increase, leaving staff to pay 2.35% of the increase.

MOTION:	Not to pay more than 10.35% on health insurance.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:	Motion	Second			
VOTE:	Yes	Yes	Yes	Yes	No
RESULT:	4-1				

- The Board took a short recess.

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

At 7:07pm, Chair O’Brien called to order the Regular Meeting of March 25, 2026. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

9 - PUBLIC HEARING

SUP 25:05 – Memory Lane – Jason Overstreet, Senior Planner

The applicant is requesting a special use permit in order to allow for construction of a solid waste material recovery facility for recycling ferrous and nonferrous metals. Current I-1 zoning allows for the collection of recyclable materials by-right, but a SUP is required in order to process the recyclable materials.

- After some discussion with the applicant, the Board requested a few changes to the conditions.

At 7:48pm, Chair O’Brien opened the Public Hearing. With no one wishing to speak, Chair O’Brien closed the Public Hearing at 7:48pm.

- *Mr. Whitten reviewed the updated conditions. Operations will begin at 7:00am to 6:00pm Monday through Friday and Saturday 7:00am to 1:00pm, company will report recycling rates annually to TJPDC or applicable reporting party, and any item with a motor will be kept on a concrete pad.*

MOTION:	Approve SUP 25:05, a Special Use Permit request in the I-1, Industrial, Limited District to authorize a solid waste material recovery facility on four parcels totaling 13.868 +/- acres and known as Tax Map 4-26-2; 4-A-18A; 4-A-19; and 4-A-20 subject to the conditions as described in this staff report with the addition of modifying the hours to 7:00am to 6:00pm Monday through Friday and Saturday 7:00am to 1:00pm, applicant will report recycling rates annually to applicable reporting party, and any item with a motor will be stored on a concrete pad.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:	Second	Motion			
VOTE:	Yes	Yes	No	Yes	Yes
RESULT:	4-1				

SUP 25:07 – Saddle Creek Lane – Jason Overstreet, Senior Planner
The applicant is requesting a Special Use Permit (SUP) in order to operate a seasonal summer camp under on a parcel totaling approximately 23.71 acres on Saddle Creek Lane, Tax Map 28-A-33G. The subject property is zoned A-1, Agricultural. The proposed commercial use is allowed in A-1 with a SUP.

- After some discussion with the applicant, the Board requested a few changes to the conditions.

At 8:14pm, Chair O’Brien opened the Public Hearing. With no one wishing to speak, Chair O’Brien closed the Public Hearing at 8:14pm.

- *Mr. Whitten reviewed the updated conditions. No more than 40 guests, the camp cannot operate between November and March except for maintenance, no recreational vehicles, and no more than three park model recreational vehicles for staff.*

MOTION:	Approve SUP 25:07, a request to operate a seasonal summer camp and accessory uses with respect to 23.71 ± acres of Tax Map 28 Section A Parcel 33G with the conditions as described in the staff report in addition to the following no more than three park models allowed for staff, no recreational vehicles allowed, no more than 40 guests may stay at a time, no operation between November and March except for maintenance.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:	Second	Motion			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

8 - ACTION MATTERS

A Resolution Opposing House Bill 1263 and Senate Bill 378 – Dan Whitten, County Attorney

- Virginia lawmakers have passed House Bill 1263 and Senate Bill 378, which impose a mandatory collective bargaining framework on local governments administered by a Public Employee Relations Board (PERB) if a group employees petition and vote to form a bargaining unit.
- The Virginia Association of Counties (VACo) has urged all VACo counties to strongly oppose these measures due to their substantial fiscal, administrative, and policy implications for counties.
- This Resolution opposes House Bill 1263 and Senate Bill 378, which are currently awaiting action by the Governor.

MOTION:	Adopt a resolution opposing House Bill 1263 and Senate Bill 378.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:	Second				Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

10 - CONSENT AGENDA

None.

11 - UNFINISHED BUSINESS

None.

12 - NEW BUSINESS

On behalf of Chief Pullen, Mr. Sheridan brought up the Fire Training budget and equipment that may be needed for training. Mr. Dahl suggested that training purchases will need to be budgeted for. By consensus, the Board agreed to send it back to the FRA to develop a formal proposal for specific training expenses and equipment.

13 - PUBLIC COMMENTS #2

None.

MOTION:	At 8:29pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.8, A.11, & A.19 of the Code of Virginia, 1950, as amended, for the purpose of discussing Legal Matters – legal advice involving Board by-laws and procedures; Special Awards – Community Service Award; Public Safety – discussion of plans to protect public safety.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	At 9:50 pm, move Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and “BE IT RESOLVED, the Board of Supervisors does hereby certify to the best of each member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711-A of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting.”				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION TO EXTEND

- At 9:50pm, a motion was made to extend the Board of Supervisors meeting.

MOTION:	Approve a motion to extend the March 25, 2025 Regular Board of Supervisors meeting to 10:00pm.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	For the Meeting on April 1, 2026, change the time limit for the first Public Comments to 3 minutes for each speaker or to 1.5 hours maximum between speakers; and change the time limit for the second Public Comments to 3 minutes for each speaker or to .5 hours maximum between speakers, as well as adjusting the amount of speaking time from three minutes so everyone will have the opportunity to speak within the maximum time limit allowed.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

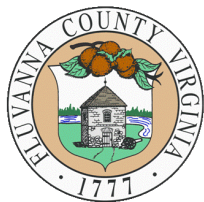
15 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, March 25, 2026 at 9:52pm.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Motion		Second
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. 11-2026

A RESOLUTION TO OPPOSE HOUSE BILL 1263 (DELEGATE KATHY K.L. TRAN) AND SENATE BILL 378 (SENATOR SCOTT A. SUROVELL)

WHEREAS, current Virginia law provides a local option allowing local governing bodies to determine whether and how to engage in collective bargaining based on local fiscal capacity, workforce needs, and service priorities; and

WHEREAS, the Board of Supervisors opposes House Bill 1263 and Senate Bill 378, which eliminate the current local option and impose a mandatory collective bargaining framework on local governments administered by a Public Employee Relations Board (PERB) if a group of employees petition and vote to form a bargaining unit; and

WHEREAS, this legislation would compel a statewide one-size-fits-all approach that shifts authority away from locally-elected officials and imposes an unfunded mandate with significant fiscal and administrative consequences for local governments and taxpayers; and

WHEREAS, Virginia’s localities vary widely in population, resources, and service delivery models, and are best positioned to make decisions that reflect their unique circumstances; and

WHEREAS, mandatory collective bargaining as proposed would (1) divert limited local resources from core services to new administrative and bargaining structures without dedicated funding; (2) eliminate local flexibility to align workforce decisions with budgetary and service needs; (3) create unpredictable fiscal obligations through arbitration and expanded dispute resolution processes; and (4) increase administrative burden, litigation risk, and long-term costs for local taxpayers; and

WHEREAS, local governments must maintain balanced budgets while continuing to provide essential services, including public safety, education, and infrastructure;

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

That the Board of Supervisors of Fluvanna County hereby expresses its strong opposition to House Bill 1263 and Senate Bill 378 and any legislation that mandates collective bargaining for local governments; and

That the Board of Supervisors of Fluvanna County urges the Governor and members of the Virginia General Assembly to preserve local authority over workforce and labor relations policies; and

That the Clerk of the Board shall transmit a copy of this Resolution to the Governor and Fluvanna County's representatives in the Virginia General Assembly.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at a meeting of the Board held on the 25th day of March 2026.

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Christopher Fairchild, Cunningham District	X					X
D. Mike Goad, Fork Union District	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

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

TAB K

MEETING DATE:	April 15, 2026				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors April 1, 2026 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday April 1, 2026, be adopted.				
BOS WORKPLAN?	Yes	No	If yes, list item(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Caitlin Solis, Clerk to the Board				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Draft Minutes April 1, 2026.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Fluvanna County High School Auditorium
1918 Thomas Jefferson Pkwy, Palmyra, VA 22963
April 1, 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 April 1, 2026. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

- Mr. Dahl requested pulling Minutes of March 11, 2206 and Minutes of March 18, 2026 from the agenda.

MOTION:	Accept the Agenda, for the April 1, 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				

4 - COUNTY ADMINISTRATOR’S REPORT

None.

6 – BOARDS AND COMMISSIONS

None.

7 – PRESENTATIONS

Valley Link Joshua Falls - Yeat Electric Transmission Line Project Presentation – Adam McGuire, Dominion Energy Representative for Valley Link

Mr. McGuire gave an overview of the Valley Link Joshua Falls - Yeat Electric Transmission Line Project, an approximately 115-mile, 765 kV electric transmission line from Campbell County to Culpeper County; selected through a competitive regional transmission planning process and approved by PJM, the regional grid operator, as the solution that best meets long-term reliability needs. The Right of Way and Structures would consist of 765 kV electric transmission lines supported by steel lattice structures between 135–160 feet high, and the typical right of way would be approximately 200 feet wide. The routing is necessitated by co-location with existing linear infrastructure, future land use, growth areas, and large tracts of land. Other engineering parameters include right of way width, other linear utility crossings, river and floodway crossings, and construction access. Some routing constraints include homes, scenic assets, historic resources, the environment, public lands, and conservation easements.

- After the presentations, the Valley link representatives answered questions from the Board.

8 - ACTION MATTERS

Resolution opposing the Valley Link Joshua Falls - Yeat Electric Transmission Line Project – Dan Whitten, County Attorney

The resolution formally expresses the Board’s opposition to the Valley Link Joshua Falls - Yeat Electric Transmission Line Project. The Valley Link Project would have financial, environmental, visual, and health impacts on Fluvanna County and its citizens. The Valley Link Project will have a negative impact on County residents’ quality of life and County property values, as well as cause irreparable damage to the County’s natural beauty and rural character, both of which are the basis for agritourism and recreational businesses in the County. The negative impact to County property values and businesses will, in turn, negatively impact the County operational budget for schools, emergency services, and other core services. The resolution strongly urges Valley Link and the Virginia State Corporation Commission to seek alternatives that do not impact the welfare, health, and beauty of Fluvanna County.

Board of Supervisors Minutes

The resolution will be forwarded to the Virginia State Corporation Commission, the Governor of Virginia, and Fluvanna County's representatives in the Virginia General Assembly. Other counties that have passed a resolution include Orange County, Louisa County, and Appomattox County. Goochland County plans to consider a resolution next week.

MOTION:	Adopt a resolution opposing the Valley Link Joshua Falls - Yeat Electric Transmission Line Project.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O'Brien	Mr. Sheridan
ACTION:		Second			Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

5 - PUBLIC COMMENTS #1

At 6:29pm, Chair O'Brien opened the first round of Public Comments. The following residents spoke in opposition to the Valley Link Joshua Falls - Yeat Electric Transmission Line Project:

- Clinton Prichard, 549 Shiloh Church Rd.
 - Amy Williams, 1857 Central Plains Rd.
 - Taylor Ingersoll, 848 Shiloh Church Rd.
 - Mark Bonner, 602 Turkey Run Ln.
 - Kathleen Ganzel, 548 Turner Rd.
 - Corven Flynn Jr., 319 Shiloh Church Rd.
 - Lee Litvinas, 548 Turner Rd.
 - Tracey Smith, 2 Sandy Beach Ct.
 - Brian Chambers, 253 Willow Dr.
 - Earl Ingersoll, 2070 Rolling Rd. South.
 - Ann Krahenbill, 4094 Ridge Rd.
 - Robert White, 11947 James Madison Hwy.
 - Kim Slye, 270 E. River Rd.
 - Jessica Melton, 222 Pine Ln.
- Ron Barche, 204 Panorama Ct.
 - Lisa Daniel, 1667 Central Plains Rd.
 - Bill Daniel, 1667 Central Plains Rd.
 - Kara C. Thomas, 89 Redskins Ln.
 - Barry Martin, 40-A-38, Shiloh Church Rd.
 - Eric Voigt, 940 Miles Jackson Rd.
 - Kittie Abell, 3 Inlet Cir.
 - Nick Douris, 76 Hillsborough Ln.
 - Dave Peterson, 2706 Covered Bridge Rd.
 - Jared Piniarski, 3629 Courthouse Rd.
 - Beth Brookman, 1278 Rolling Rd S.
 - Kyle Lucia, 3205 Community House Rd.
 - Janet Prousalis, 17 Bluebird Ln.
 - Beth Shenk, 1114 Bryants Ford Rd.

With no one else wishing to speak, Chair O'Brien closed the first round of Public Comments at 7:43pm.

9 - PUBLIC HEARING

Fiscal Year 2027 Budget Public Hearing – Tori Melton, Director of Finance
Holding the FY27 CIP, Budget, and Tax Rate Public Hearing will allow adequate time to adopt the budget on April 08, 2026, in accordance with Virginia Code Section 15.2-2504; then proceed with preparing for the June 5th tax billing cycle.

- At 7:52pm, Chair O'Brien opened the Public Hearing.
- *Jeff Haislip, 7 Bella Vista Rd., thanked the Board for their support of his budget.*
 - *James Schoenster, 843 Jefferson Dr., commented on the budget process, the school's budget, and the library budget.*
- With no one else wishing to speak, Chair O'Brien closed the Public Hearing at 7:57pm.

10 - CONSENT AGENDA

The following items were discussed before approval:

- *Minutes of April 11, 2026*
- *Minutes of April 18, 2026*
- *FY26 Four-For-Life Supplemental Appropriation*
- *FY26 School CIP Reappropriation*

The following items were approved under the Consent Agenda for April 1, 2026:

- *FY26 Four-For-Life Supplemental Appropriation* – Theresa McAllister, Management Analyst II
- *FY26 Voluntary Contributions* – Theresa McAllister, Management Analyst II
- *FY26 School CIP Reappropriation* – Tori Melton, Director of Finance, or Don Stribling, FCPS Executive Director
- *FY26 Supplement Appropriation to the Fluvanna County Department of Emergency Services* – Tori Melton, Director of Finance, or MJ Fick, Emergency Services Supervisor
- *FY26 Supplement Appropriation to the Registrar and Circuit Court Clerk* – Tori Melton, Director of Finance
- *Professional Services for Fire Training Building* – Dan Whitten, County Attorney
- *Dewberry Proposal for Professional Engineering Services for Project Hoops Construction Administration* – Bobby Popowicz, Director of Utilities
- *FY26 Sheriff – VACorp Vehicle Insurance Claim— 2022 Ford F-150 (3066)* – Linda Mills, Purchasing Officer
- *FY26 Sheriff – VACorp Vehicle Insurance Claim— 2023 Dodge Charger (4923)* – Linda Mills, Purchasing Officer
- *FY26 Sheriff – VACorp Vehicle Insurance Claim— 2025 Ford Police Interceptor (8241)* – Linda Mills, Purchasing Officer
- *FY26 Sheriff – VACorp Vehicle Insurance Claim— 2021 Dodge Charger (9037)* – Linda Mills, Purchasing Officer
- *CRMF - 2026 County Expenses from Winter Storm Fern* – Dale Critzer, Director of Public Works

MOTION:	Approve the consent agenda, for the April 1, 2026 Board of Supervisors meeting.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:		Motion			Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

11 - UNFINISHED BUSINESS

Mr. Goad requested the words “historical” and “cultural” be added to paragraph four in the Resolution opposing the Valley Link Joshua Falls - Yeat Electric Transmission Line Project. After a brief discussion, Mr. Sheridan made a motion to reconsider his original motion to approve the resolution, and Mr. Goad seconded the motion. The motion passed 4-0 (with hodge being absent). Mr. Goad then made a motion to amend the Resolution opposing the Valley Link Joshua Falls - Yeat Electric Transmission Line Project to include the words “Historical” and Cultural” at the end of paragraph four, Mr. Fairchild seconded and the motion passed 5-0.

12 - NEW BUSINESS

Mr. Goad asked to add A Resolution Requesting the Governor of Virginia to amend HB1491, changing the electric transmission setbacks, to the April 8, 2026 agenda.

- After new business, the Board asked the Valley Link representatives a few more questions.

13 - PUBLIC COMMENTS #2

At 8:43pm, Chair O’Brien opened the second round of Public Comments.

- Earl Ingersoll, 2070 Rolling Rd. South, spoke in opposition to the Valley Link transmission line.
- Ron Barche, 204 Panorama Ct., commented on data center technology.
- Lisa Daniel, 1667 Central Plains Rd., spoke in opposition to the Valley Link transmission line.
- Mario Kuhar, 3427 West River Rd., commented on power production technology.
- John Jordan, 342 Turner Rd., spoke in opposition to the Valley Link transmission line, specifically in the Central Plains area of the county.

With no one else wishing to speak, Chair O’Brien closed the second round of Public Comments at 8:58pm.

15 - ADJOURN

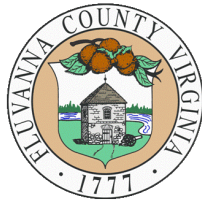
MOTION:	Adjourn the regular meeting of Wednesday, April 1, 2026 at 8:58pm.				
MEMBER:	Mr. Fairchild	Mr. Goad	Mr. Hodge	Mr. O’Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

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. 12-2026

A RESOLUTION OPPOSING THE VALLEY LINK JOSHUA FALLS-YEAT ELECTRIC TRANSMISSION LINE PROJECT

WHEREAS, Valley Link Transmission Company LLC (“Valley Link”) is a Mid-Atlantic regional energy infrastructure initiative that is a joint venture by Dominion Energy, FirstEnergy Transmission, and Transource Energy; and

WHEREAS, Valley Link has issued notice that it is developing a Joshua Falls - Yeat Electric Transmission Line Project (“Project”) that will erect a new 765-kilovolt electric transmission line with structures up to 160’ tall and spanning approximately 115 miles through the counties of Campbell, Appomattox, Buckingham, Goochland, Louisa, Culpeper, Orange, and Fluvanna; and

WHEREAS, both proposed paths of the Valley Link Project would be carved through Fluvanna County and would require a significant and permanently cleared right-of-way; and

WHEREAS, Fluvanna County residents have expressed their concerns and dissatisfaction with the Valley Link Project due to its financial, environmental, visual, cultural, historical, and health impacts; and

WHEREAS, the Board of Supervisors of Fluvanna County finds that the Valley Link Project will have a negative impact on County residents’ quality of life and County property values, as well as cause irreparable damage to the County’s natural beauty and rural character, both of which are the basis for agritourism and recreational businesses in the County; and

WHEREAS, the negative impact to County property values and businesses will in turn negatively impact the County operational budget for schools, emergency services, and other core services;

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

That the Fluvanna County Board of Supervisors hereby formally expresses its opposition to the Valley Link Joshua Falls - Yeat Electric Transmission Line Project; and

That the Fluvanna County Board of Supervisors hereby strongly urges Valley Link and the Virginia State Corporation Commission to seek alternatives that do not impact the welfare, health, and beauty of Fluvanna County; and

That a copy of this resolution be forwarded to the Virginia State Corporation Commission, the Governor of Virginia, and Fluvanna County's representatives in the Virginia General Assembly.

	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

FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT

TAB L

MEETING DATE:	April 15, 2026				
AGENDA TITLE:	FY26 Sheriff's Office Supplemental Appropriation				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$486.00 to the FY26 Fluvanna County Sheriff's Office budget for additional monies received from the Department of Criminal Justice.				
BOS WORKPLAN?	Yes	No	If yes, list item(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Theresa McAllister, Management Analyst II				
PRESENTER(S):	Theresa McAllister, Management Analyst II				
RECOMMENDATION:	I recommend approval of the motion as stated above.				
TIMING:	Routine				
DISCUSSION:	The County received additional monies from the Department of Criminal Justice for mental health transports.				
FISCAL IMPACT:	- Approval will allow finance to increase FY26 Sheriff's overtime line. - FY26 Sheriff's overtime line will be increased by \$486.00.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

FLUVANNA COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

TAB M

MEETING DATE:	April 15, 2026				
AGENDA TITLE:	County Attorney and Board of Supervisors Budget Transfers				
MOTION(s):	Motion #1: I move that the Board of Supervisors approve a budget transfer from the BOS Contingency budget to the County Attorney budget in the amount of \$19,580 to pay for legal fees related to the Tenaska Expedition Power Generation Special Use Permit. Motion #2: I move that the Board of Supervisors approve a budget transfer from the BOS Contingency budget to the Board of Supervisors budget in the amount of \$5,300 to pay for consultant fees related to the Tenaska Expedition Power Generation Special Use Permit.				
BOS WORKPLAN?	Yes	No	If yes, which item(s):		
		X			
AGENDA CATEGORY:	Presentation	Action Matter	Public Hearing	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	The Board of Supervisors hired Sands Anderson to provide legal review of the proposed conditions for the Tenaska Expedition Special Use Permit, and hired Berkely Group to provide land use analysis of the same.				
FISCAL IMPACT:	If approved, this action would reduce the BOS Contingency balance by \$24,880, increase the County Attorney budget by \$19,580 and the Board of Supervisors budget by \$5,300.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			X



Capital Reserve Maintenance Fund Request

TAB N

MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request in the amount of \$28,200.00 for the purpose(s) of:
Abatement and Demolition of Pleasant Grove Caretaker House

Section 1 - REQUEST

Requesting Department/Agency Public Works - PW26-010	Dept/Agency Contact Dale Critzer	Date of Request 04/06/2026	
Phone (434) 591-1925	Fax (434) 591-1924	Fiscal Year FY26	
Reserve Fund Purpose Category: Non-recurring project			
Description of Project/Repair	Qty	Unit Price	Total Price
Abatement and Demo of PG Caretaker House	1	\$26,700.00	\$26,700.00
Contingency of unforeseen issues	1	\$1,500.00	\$1,500.00
			\$0.00
			\$0.00
Total Request:			\$28,200.00

Description and justification for proposed use.

PROJECT : Abatement and demolition of the caretaker house located between the Community Garden and the Butterfly Garden at Pleasant Grove . The Building contains asbestos in multiple areas and the structure itself is currently unsafe for use .

Department/Agency Head Name Director of Public Works	Signature Dale Critzer Digitally signed by Dale Critzer Date: 2026.04.06 09:38:31 -04'00'	Date 04/06/2026
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Section 2 - REVIEW

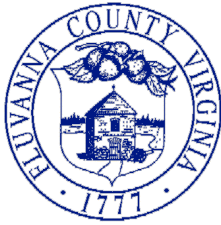
Recommended? ☒ Yes ☐ No	County Finance Director Tori Melton Digitally signed by Tori Melton Date: 2026.04.08 10:32:20 -04'00'	Date
Recommended? ☒ Yes ☐ No	County Administrator Eric Dahl Digitally signed by Eric Dahl Date: 2026.04.09 15:34:58 -04'00'	Date

Section 3 - BOARD OF SUPERVISORS

Approved? ☐ Yes ☐ No	Decision Date	Comments
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**FLUVANNA COUNTY BOARD OF SUPERVISORS
MEETING PACKAGE ATTACHMENTS**

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



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

BOS2026-04-015 p.125/138

P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

MEMORANDUM

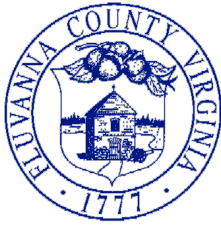
Date: April 15, 2026
From: Theresa McAllister – Management Analyst II
To: Board of Supervisors
Subject: FY26 BOS Contingency Balance

The FY26 BOS Contingency line balance is as follows:

Beginning Original Budget:	\$150,000
Less: Transfer to BOS Professional Services Budget – 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
Available:	\$35,736

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	11	21	0	0	0	0	0	0	0	0	0	34
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	11	8	0	0	0	0	0	0	0	0	0	24
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	24	49	0	0	0	0	0	0	0	0	0	93
* 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	4	6	0	0	0	0	0	0	0	0	0	14
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	1	4	0	0	0	0	0	0	0	0	0	6
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	51	88	0	0	0	0	0	0	0	0	0	171
* Trade permits count not included as in previous years														
BUILDING VALUES FOR PERMITS ISSUED														
TOTAL BUILDING VALUES	2022	\$5,073,054	\$3,017,155	\$5,012,175	\$2,937,240	\$5,694,955	\$9,371,750	\$11,347,772	\$17,974,068	\$2,743,309	\$4,363,026	\$6,842,941	\$1,046,000	\$ 75,410,524
	2023	\$3,929,572	\$4,916,308	\$3,029,674	\$3,087,131	\$6,370,646	\$3,088,938	\$4,234,315	\$3,224,163	\$3,474,897	\$2,332,220	\$3,542,065	\$4,921,929	\$ 45,140,458
	2023	\$3,929,572	\$4,916,308	\$3,029,674	\$3,087,131	\$6,370,476	\$3,088,398	\$4,234,315	\$3,224,163	\$2,474,897	\$2,332,220	\$3,542,065	\$4,921,929	\$ 45,140,458
	2025	\$5,630,704	\$4,293,869	\$6,004,330	\$6,674,070	\$7,447,704	\$6,289,149	\$9,757,893	\$5,863,893	\$3,226,559	\$66,767,440	\$7,028,000	\$2,943,270	\$ 132,206,036
	2026	\$7,433,663	\$8,471,769	\$10,560,573	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 24,466,005

Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
LAND DISTURBING PERMITS ISSUED														
LAND DISTURBING PERMITS	2022	16	13	19	11	18	34	11	10	8	13	8	3	164
	2023	5	14	9	15	10	7	10	5	10	8	8	14	115
	2024	8	6	15	8	9	11	16	12	12	16	14	7	134
	2025	12	12	17	13	18	16	29	17	10	19	23	8	194
	2026	7	22	30	0	0	0	0	0	0	0	0	0	59
INSPECTIONS COMPLETED														
TOTAL INSPECTIONS	2022	304	414	551	449	439	486	594	589	523	400	300	351	5,400
	2023	350	298	321	308	288	285	261	294	287	375	297	300	3,664
	2024	272	200	226	226	256	266	308	455	352	366	308	230	3,465
	2025	221	238	303	479	342	382	437	404	426	418	329	346	4,325
	2026	264	301	328	0	0	0	0	0	0	0	0	0	893
FEES COLLECTED														
Building Permits	2022	\$21,100	\$19,347	\$23,488	\$15,404	\$19,739	\$23,621	\$18,713	\$54,782	\$11,348	\$34,994	\$17,657	\$6,021	\$ 266,214
	2023	\$11,925	\$20,870	\$11,256	\$15,385	\$21,848	\$9,751	\$9,429	\$8,207	\$10,590	\$34,994	\$17,667	\$6,021	\$ 157,104
	2024	\$21,425	\$8,680	\$29,958	\$9,063	\$8,812	\$17,936	\$21,896	\$18,824	\$19,968	\$27,219	\$20,829	\$10,272	\$ 204,882
	2025	\$18,604	\$16,502	\$23,870	\$37,980	\$29,452	\$23,670	\$36,793	\$21,790	\$13,985	\$73,116	\$28,352	\$13,911	\$ 338,025
	2026	\$29,977	\$44,076	\$38,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Disturbing Permits	2022	\$2,000	\$2,050	\$9,963	\$1,375	\$2,250	\$10,014	\$1,375	\$2,175	\$27,775	\$3,649	\$2,175	\$375	\$ 65,126
	2023	\$625	\$1,875	\$1,125	\$2,300	\$1,625	\$5,000	\$2,408	\$625	\$4,975	\$1,000	\$1,000	\$1,750	\$ 24,308
	2024	\$1,000	\$750	\$9,584	\$1,000	\$3,713	\$1,375	\$2,000	\$1,500	\$2,375	\$2,000	\$1,750	\$2,648	\$ 29,695
	2025	\$1,500	\$1,500	\$2,125	\$1,625	\$2,250	\$2,550	\$20,326	\$2,906	\$6,064	\$5,490	\$7,412	\$1,000	\$ 54,748
	2026	\$875	\$2,750	\$3,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Zoning Fees collected by Building Dept starting February 2024	2022	\$1,900	\$1,400	\$3,900	\$1,650	\$2,300	\$3,900	\$1,800	\$1,500	\$1,500	\$2,000	\$1,450	\$750	\$ 24,050
	2023	\$1,350	\$1,950	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 3,300
	2024	\$0	\$800	\$2,250	\$1,150	\$1,800	\$2,250	\$2,250	\$1,650	\$1,750	\$2,300	\$1,900	\$1,000	\$ 19,100
	2025	\$1,600	\$2,550	\$1,800	\$2,650	\$3,600	\$3,300	\$3,250	\$1,950	\$1,850	\$3,700	\$3,150	\$1,600	\$ 31,000
	2026	\$1,650	\$4,000	\$5,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL FEES	2022	\$25,001	\$22,797	\$37,351	\$18,429	\$24,289	\$37,535	\$21,888	\$58,457	\$40,573	\$40,643	\$24,584	\$7,145	\$ 290,061
	2023	\$13,900	\$24,395	\$12,381	\$17,685	\$23,473	\$14,751	\$11,837	\$8,384	\$15,565	\$12,603	\$12,462	\$16,528	\$ 184,174
	2024	\$22,425	\$10,230	\$31,792	\$11,213	\$14,325	\$21,561	\$26,146	\$21,974	\$24,093	\$31,519	\$24,479	\$13,920	\$ 253,677
	2025	\$21,704	\$20,552	\$27,795	\$49,255	\$35,302	\$29,520	\$60,369	\$26,464	\$21,899	\$82,306	\$38,914	\$16,511	\$ 423,773
	2026	\$32,502	\$50,826	\$47,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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P.O. Box 540

Palmyra, VA 22963

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MEMORANDUM

Date: April 15, 2026
From: Theresa McAllister – Management Analyst II
To: Board of Supervisors
Subject: FY26 Capital Reserve Balances

The FY26 Capital Reserve account balances are as follows:

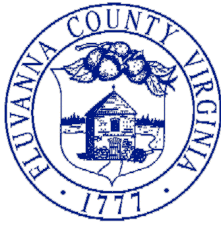
County Capital Reserve:

FY25 Carryover	\$542,664.43
FY26 Budget Allocation:	\$250,000
Less: FUF D Receptacles to Light Poles – 10.01.25	-\$6,500
Less: Carysbrook Softball Field Lights – 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
Less: 2026 County Expenses from Winter Storm Fern – 04.01.26	-\$38,505
Less: ADA Walkway to Inclusive Playground – 04.01.26	-\$6,031.68
FY26 Available:	\$597,448.15

Schools Capital Reserve:

FY25 Carryover	\$176,044.63
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FY26 Budget Allocation:	\$250,000
Less: CEN Playground Equipment – 08.06.25	-\$16,263.10
Less: FCHS Bus Loop Sheetrock & Ceiling – 08.06.25	-\$12,000
Less: FCHS Chiller 1 – 08.06.25	-\$9,430
Less: FCHS Stage CYC Lights – 08.06.25	-\$10,660
Less: 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
Less: DIV – School Snow Removal - 02.18.26	-\$7,500
Add: Closed CRM Projects – 03.09.26	\$4,367
Less: Replacement of Camera's – 03.18.26	-\$12,000
Less: Replace FCHS Press Box Window's – 03.18.26	-\$32,225
Less: FMS Wave Server Replacement – 03.18.26	-\$17,500
FY26 Available:	\$91,471.34



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

MEMORANDUM

Date: April 15, 2026
From: Theresa McAllister– Management Analyst
To: Board of Supervisors
Subject: Unassigned Fund Balance

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*FY25 Year End (Audited) Unassigned Fund Balance:	\$26,607,927
Unassigned Fund Balance – 12% Target Per Policy:	\$12,022,656
Unassigned Fund Balance – Excess Above Policy Target:	\$14,585,271
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
Current (Audited) Unassigned Fund Balance:	\$13,191,041.94



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

April Report

Fluvanna County**April 2026**

MAINTENANCE

Palmyra & Zions Crossroads Area Headquarters for the month of March 2026

- Dead Animal Retrieval Rte 6,15,53,600,616,618,672
- Debris Removal Rte 601,618,620,649,656,680
- Contractor Patching Rte 15,600,601,605,608,618,644,650
- Pothole Patching Rte 6,15,600,601,608,620,627,633,634,639,656,659
- Litter Control Rte 6,15,53,616,631
- Hand Patching Rte 605,616,619,639,700,739
- Tree Pruning 616,656
- Machine Grade Rte 609,672,716
- Tree Removal Rte 15
- Pothole Patching Rte 600,601,604,613,626,631,659

LAND DEVELOPMENT & PERMITS

Submissions Completed**Plat (2)**

- SUB26-63, Hourihan: Received 3/11/2026, Revision Requested 3/31/2026
- SUB24:29, Rivanna Bend: Received 2/23/2026, Revision Requested 3/20/2026

Site Plan (1)

- SDP25:14, Edgecomb Office Warehouse, Submission 1: Received 2/20/2026, Revision Requested 3/5/2026

Preliminary

- SDP25-03, Project Hoops – Access Management Exception: Received 2/3/2026 Comments 3/2/2026
- SDP25-03, Project Hoops - TIS, Submission 2: Received 2/13/2026, Comments 3/2/2026

Utilities (2)

- 742-23730, CESO, Inc., Submission 1: Received 2/9/2026, Acceptable 3/3/2026
- 742-23731, CESO, Inc., Submission 1: Received 2/9/2026, Acceptable 3/3/2026

Plan Review in Progress

Site Plan (1)

- SDP25-03, Project Hoops: Submission 3: Received 3/30/2026

Preliminary (1)

- Water Treatment Plant: Received 3/19/2026

LUPS Permits Issued and Completed

VDOT issued 10 permits in March 2026

VDOT closed 2 permits in March 2026

CONSTRUCTION

Bridge Projects

- **BRDG-967-657, N501 (UPC 126211) On-Call Bridge Maintenance Contract** – Task orders development in progress.
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

- **PM7A-967-F26, P401 (UPC 127451)** Pavement overlay various routes.
NTP: March 30, 2026
Scope: Plant Mix
Estimated contract completion date: November 20, 2026
(Currently inactive in the area)
- **ST7A-967-F26, P401 (UPC 127448)** Various routes
NTP: March 02, 2026
Scope: Plant Mix
Estimated contract completion date: October 18, 2026

TRAFFIC STUDIES/ SPECIAL REQUESTS

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.

Rte 640, Haden Martin & Forest Glen Lane, School Bus Stop Ahead Request

Request Received: 1/29/2026

Status: Installed

Rte 6 & Mountain Hill Road, School Bus Stop Ahead

Request Received: 9/18/2025

Status: Installed

