

**Shawneeland (16-8108) Narrative  
2021-2022**

**Description:**

In 1987, the Frederick County Circuit Court ordered that a sanitary district be established for Shawneeland. The board of supervisors is responsible for all aspects of the operation of the Shawneeland Sanitary District (SSD). The SSD is financed from SSD taxes imposed only on property owners within the SSD. SSD taxes are not commingled with other funds in the county, are separately accounted for, and are used only within the sanitary district. To provide an interface between the citizens of the SSD and Frederick County a “Shawneeland Sanitary District Advisory Committee” was appointed by the Frederick County Board of Supervisors. The needs and wants of the advisory committee are directed through the SSD manager to the board of supervisors for approval.

The main priority for the SSD is the maintenance of existing roads. This task has increased in scope and complexity with time because of the aging road surfaces, poor drainage, and more traffic. As Shawneeland grows, the road network is exposed to more traffic and construction vehicles. The roads were not designed or built for vehicles of such size or weight. Therefore, although new homes add to our tax base, they also have a detrimental impact on the budget until the cost of damage repair is countered by tax collection.

In addition to road maintenance and snow removal, we maintain two lakes and two ponds. We fabricate and install our own street name signs. We are responsible for maintaining Cherokee Lake Dam. In addition, we maintain a beach on Cherokee Lake, the golf course, a ball diamond, 2 playgrounds, and picnic areas. We maintain about 40 acres of grass which is kept neatly groomed for the use of all property owners within the SSD.



The Sanitary District staff works to widen the roadways and shoulders on the trails within Shawneeland. The staff work diligently to make the roads safer for residents and emergency personnel.

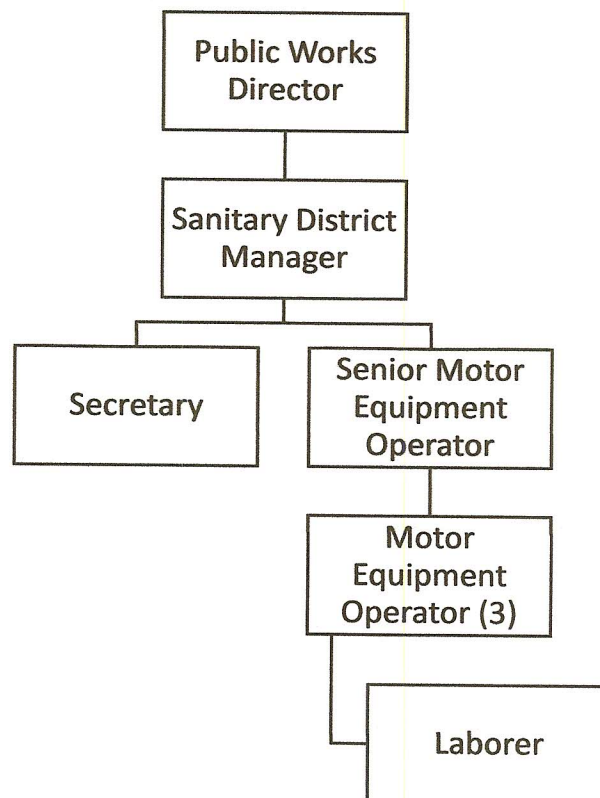
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## Mission

We strive to work safely and efficiently to ensure the roads and common areas are effectively maintained for Shawneeland residents.

## What We Do

- The Shawneeland Sanitary District (SSD) was established by the Frederick County Board of Supervisors
- By designating this area as a Sanitary District, the County can levy additional taxes on the residents and/or landowners
- The Manager of the SSD is hired by and works for the Board of Supervisors
- An active advisory committee within the Sanitary District makes recommendations to the Board of Supervisors through the SSD Manager
- The Shawneeland Sanitary District crew maintains 104 lane miles throughout Shawneeland
- The staff maintains and repairs all SSD-owned equipment in-house when possible
- The staff maintains the beach area at Cherokee Lake and collects samples each week to ensure a safe swimming season for the residents. The staff grooms and maintains 40 plus acres of common area



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## Shawneeland Sanitary District Fund

### Goals/Objectives

- Operate within the approved budget.
- Maintain and improve all existing roads within the Shawneeland Sanitary District (SSD).
- Will continue to use the equipment to complete each task as safe and cost effective as possible.
- Maintain all common grounds and amenities with the SSD.
- Maintain and repair all SSD-owned equipment in-house when possible to help reduce repair cost.
- Upgrade or replace culverts throughout the SSD.
- Continue with snow removal, upgrading of main arterial roads and maintenance of existing roads.
- Improve and extend the recreational areas.
- Works with the Shawneeland Advisory Committee and subcommittees on long and mid-range plans.

### Departmental Accomplishments

- Staff has cut back trees and brush at intersections and on 18 miles of roadway. The staff upgraded 16 miles of ditches and shoulders on the roadways. Carroll Construction tarred & chipped 9.96 miles of trails throughout Shawneeland.
- The staff has placed 1,013.37 tons of asphalt on Shawneeland roads through grader patching.
- Continued cutting dead trees along roadways to prevent trees from falling on roads and power lines.
- Staff has replaced and upgraded damaged and undersized culverts to improve and maintain roadways and drainage ditches.
- Cross-use of equipment and manpower between Frederick County and the sanitary district continues to be an asset.
- Staff continues to mow and trim the grounds to maintain the appearance the property owners have become accustomed to. Also maintained are two playgrounds, one ball diamond, Cherokee and Swan Lakes, two ponds, and two Mail Houses.
- Staff monitors the level of the lake throughout the year and the area is mowed and seeded. The crew weed eats the dam four to five times per season.
- Staff continues to fabricate and replace street signs as necessary.

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## 2022 FISCAL YEAR PLAN

**DEPARTMENT: SHAWNEELAND SANITARY DISTRICT**

8108

**DESCRIPTION:**

The Shawneeland Sanitary District (SSD) was established by the Frederick County Board of Supervisors under the authority of the Code of Virginia. By designating this area a sanitary district, the county can levy additional taxes on the residents and/or landowners. The manager of the SSD is hired by and works for the Frederick County Board of Supervisors. An active advisory committee has been established within the sanitary district to make recommendations to the board of supervisors through the SSD manager.

**OBJECTIVES:**

Short Term Objectives:

1. Roads: Number one priority.
  - a) Maintenance and Repairs of existing roads.
  - b) Snow removal.
  - c) Upgrade main arterial roads.
2. Improve and extend recreational areas.
3. Work with the Shawneeland Advisory Committee and sub-committees on long and mid-range plans.

	FY 2020 BUDGET	FY 2021 BUDGET	FY 2022 BUDGET		FY 2020 BUDGET	FY 2021 BUDGET	FY 2022 BUDGET
<b>COSTS:</b>				<b>REVENUES:</b>			
Personnel	496,653	501,407	503,397	Fees	804,300	812,880	832,520
Operating	783,523	649,982	304,888	State/Federal			
Capital	0	0	0	SSD Reserve Fund	475,876	338,509	0
<b>TOTAL</b>	<b>1,280,176</b>	<b>1,151,389</b>	<b>808,285</b>	<b>TOTAL</b>	<b>1,280,176</b>	<b>1,151,389</b>	<b>808,285</b>

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**2021-2022 BUDGET INFORMATION - EXPENDITURES**

**DEPARTMENT SHAWNEELAND SANITARY DISTRICT**

**8108**

EXPENDITURE LINE ITEM	DESCRIPTION	DETAIL AMOUNT	TOTAL AMOUNT (PER LINE ITEM)
<b>16-8108-1001-00</b>	<b>Personnel Services</b> Includes salaries of one Laborer position, three Motor Equipment Operator positions, one Senior Motor Equipment Operator positions, one full-time Secretary I position, and the SSD Manager position.		<b>\$309,984</b>
<b>16-8108-1005-00</b>	<b>Extra Help/Overtime</b> Includes overtime wages for emergency situations. a. Emergency Help	<b>\$13,000</b>	<b>\$13,000</b>
<b>16-8108-1099-00</b>	<b>Merit Reserve</b>		
<b>16-8108-2001-00</b>	<b>F.I.C.A.</b>		<b>\$24,708</b>
<b>16-8108-2002-00</b>	<b>Retirement</b>		<b>\$35,555</b>
<b>16-8108-2005-00</b>	<b>Hospital/Medical Plans</b>		<b>\$104,540</b>
<b>16-8108-2006-00</b>	<b>Group Insurance</b>		<b>\$4,154</b>
<b>16-8108-2008-00</b>	<b>Short &amp; Long Disability</b>		<b>\$550</b>
<b>16-8108-2011-00</b>	<b>Workers Compensation</b>		<b>\$10,906</b>
<b>16-8108-3002-00</b>	<b>Professional Services</b> Surveying and engineering costs related to road improvements and evaluation of Cherokee Dam and other capital projects. Sources used outside of local government.		<b>\$2,000</b>

REVISED: 11/5/2020

**2021-2022 BUDGET INFORMATION - EXPENDITURES**

**DEPARTMENT SHAWNEELAND SANITARY DISTRICT**

**8108**

EXPENDITURE LINE ITEM	DESCRIPTION	DETAIL AMOUNT	TOTAL AMOUNT (PER LINE ITEM)
16-8108-3004-01	<p><b>Repair and Maintenance - Equipment</b>                      Heavy duty repairs that cannot be performed in-house (i.e., engine overhaul, transmission repair or flat tire on backhoe or grader).                      Line item increased due to aging equipment and high costs of major repairs.</p>		\$15,000
16-8108-3004-02	<p><b>Repair and Maintenance - Vehicle</b>                      This amount includes anticipated maintenance and repairs to vehicles which are essential to our snow removal plan as well as daily duties.</p>		\$10,000
16-8108-3004-03	<p><b>Repair and Maintenance - Buildings</b>                      This amount covers the cost for repairs to all functional Sanitary District owned buildings.</p>		\$5,000
16-8108-3004-04	<p><b>Repair and Maintenance - Roads</b></p>		
16-8108-3010-00	<p><b>Other Contractual Services</b>                      Equipment w/operator for snow removal (pick-up with plow/wheel loader).                      Tree Trimming and Tree Removal--                      an average of 52 trees per year @ \$130 per tree.</p>	<p>\$8,000                      \$6,760</p>	\$47,860

REVISED: 11/5/2020

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**2021-2022 BUDGET INFORMATION - EXPENDITURES**

DEPARTMENT SHAWNEELAND SANITARY DISTRICT		DEPARTMENT CODE	8108
EXPENDITURE LINE ITEM	DESCRIPTION	DETAIL AMOUNT	TOTAL AMOUNT (PER LINE ITEM)
16-8108-3010-00-Cont'd	Management reimbursement to Frederick County (Engineering Budget: 3010-019070-0002) for the services of the County staff for administration Pest Control--\$50 per month Combs Wasterwater Management-- 1 at the maintenance office for 12 months 2 at the beach and 1 at the playground for 6 months Stormwater/E and S Permits Lump Sum (State Requirement)	\$20,000  \$600 \$2,500  \$10,000	
16-8108-5101-00	<b>Electrical Services</b> Electric service to maintenance building: lights to garage bays, heat/air conditioning, lights to the offices and meeting room. \$243 per month average for 12 months Outdoor security lighting: front entrance, 2 mailhouse complexes, the light on Bear Trail, and at the beach. \$267 per month average for 12 months	\$2,916  \$3,204	\$6,120
16-8108-5102-00	<b>Heating Services</b> Fuel for the furnace that heats the garage area: 800 gals. X \$3.00 per gallon		\$2,400

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**2021-2022 BUDGET INFORMATION - EXPENDITURES**

DEPARTMENT SHAWNEELAND SANITARY DISTRICT		DEPARTMENT CODE 8108	
EXPENDITURE LINE ITEM	DESCRIPTION	DETAIL AMOUNT	TOTAL AMOUNT (PER LINE ITEM)
16-8108-5103-00	<p><b>Water and Sewage Services</b> Includes costs associated with Aqua Virginia's water availability fees for lots owned by Shawneeland.</p> <p style="padding-left: 40px;">Pumping of the septic tank. 9 Lots @ \$20 per Lot.</p>	<p align="right">\$300 \$180</p>	\$480
16-8108-5204-02	<p><b>Telephone</b> Verizon - \$90 x 12 months. (Shawneeland Office Phone Monthly) MCI - \$8.00 x 12 months. (Shawneeland Office Long Distance Monthly)</p> <p>Verizon Wireless -7 mobile phones \$43.00 per month @ 12 months Each employee has a phone to communicate in the Sanitary District because 2 way radio's do not work.</p> <p>Verizon Wireless - internet \$45.00 per month @ 12 months</p>	<p align="right">\$1,080 \$96 \$3,612 \$540</p>	\$5,328
16-8108-5301-00	<b>Boiler Insurance</b>		\$100
16-8108-5302-00	<p><b>Fire Insurance</b> Includes property coverage for Cherokee Dam and fire insurance for the maintenance building, council house, etc.</p>		4,500

REVISED: 11/5/2020



**2021-2022 BUDGET INFORMATION - EXPENDITURES**

<b>DEPARTMENT SHAWNEELAND SANITARY DISTRICT</b>		<b>DEPARTMENT CODE 8108</b>	
<b>EXPENDITURE LINE ITEM</b>	<b>DESCRIPTION</b>	<b>DETAIL AMOUNT</b>	<b>TOTAL AMOUNT (PER LINE ITEM)</b>
<b>16-8108-5305-00</b>	<b>Motor Vehicle Insurance</b> 11 vehicles @ \$590.91/year.		<b>\$6,500</b>
<b>16-8108-5308-00</b>	<b>General Liability Insurance</b>		<b>\$1,800</b>
<b>16-8108-5401-00</b>	<b>Office Supplies</b> Ink cartridges for copier, fax, and printer. Paper supplies (copy paper, folders, mailing supplies, notepads). Pens/miscellaneous Computer programs (includes recordable cds).	<b>\$1,000</b> <b>\$150</b> <b>\$100</b> <b>\$250</b>	<b>\$1,500</b>
<b>16-8108-5403-00</b>	<b>Agricultural Supplies</b> This amount is utilized for flowers, mulch, and plants to landscape both entrances to Shawneeland. Also to purchase fertilizers, grass seed, and straw to stabilize shoulders and drainage ditches along roadways. Increase due to new Stormwater and E & S Regulations.		<b>\$3,000</b>
<b>16-8108-5404-00</b>	<b>Medical Laboratory Supplies</b> To restock the first aid kits. The purchase of required personal protection equipment such as safety glasses, rubber gloves, and bug repellent.		<b>\$350</b>

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**2021-2022 BUDGET INFORMATION - EXPENDITURES**

DEPARTMENT SHAWNEELAND SANITARY DISTRICT		DEPARTMENT CODE 8108	
EXPENDITURE LINE ITEM	DESCRIPTION	DETAIL AMOUNT	TOTAL AMOUNT (PER LINE ITEM)
16-8108-5405-00	<b>Laundry/Housekeeping and Janitorial Supplies</b> To maintain cleanliness of office and meeting rooms.		\$600
16-8108-5407-00	<b>Repair and Maintenance Supplies</b> This line item includes lumber, posts, and plants for all buildings, bus stop shelters, street signs, etc. Because we perform most of our vehicle and small equipment maintenance and repairs in-house, we need to replace tools, parts, and supplies.		\$10,000
16-8108-5408-00	<b>Vehicle and Powered Equipment</b> This line item is targeted for all necessary equipment parts required to perform in-house repairs to each piece of equipment from large to small (grader, backhoe, trucks, mowers, weed eaters, etc). Line item has increased due to aging equipment.		\$15,000
16-8108-5408-01	<b>Vehicle - Tires and Parts</b> To purchase new tires for equipment (as needed). (Pick-up Truck, Motor Grader, Wheel Loader, Lawn Mower, Etc.)		\$5,000
16-8108-5408-02	<b>Vehicle - Fuels and Lubricants</b> 3,500 gallon of Gasoline @\$2.65 per gallon 5,000 gallons of Diesel @\$2.65 per gallon 375 gallons of Hydraulic and Motor Oil @\$14.00 per gallon	\$9,275 \$13,250 \$5,250	\$27,775

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**2021-2022 BUDGET INFORMATION - EXPENDITURES**

DEPARTMENT SHAWNEELAND SANITARY DISTRICT		DEPARTMENT CODE 8108	
EXPENDITURE LINE ITEM	DESCRIPTION	DETAIL AMOUNT	TOTAL AMOUNT (PER LINE ITEM)
16-8108-5410-00	<p><b>Uniforms and Clothing</b></p> <p>6 Employees at \$350 each per year to purchase safety boots, pants, shirts, and winter protection clothing.</p> <p>The remainder will purchase safety protection equipment.</p> <p>These items are required to be worn while doing assigned job duties.</p> <ul style="list-style-type: none"> <li>hard hats</li> <li>safety coveralls and vest</li> <li>gloves</li> <li>eye protection</li> <li>hearing protection</li> <li>chaps</li> <li>rubber boots</li> </ul>	<p align="right">\$2,100</p> <p align="right">\$900</p>	\$3,000
16-8108-5413-00	<p><b>Other Operating Supplies</b></p> <p>To purchase industrial chemicals, manufacturing supplies, electrical supplies, ADP supplies, and other operating supplies not provided for in the foregoing accounts.</p>		\$2,500
16-8108-5413-01	<p><b>Road and Street Materials</b></p> <p>For general maintenance of approximately 50 miles of roads, along with culvert replacements and upgrades. This line item also covers salt, calcium, and #8 stones for snow and ice control.</p> <p>Stones 21A, #10, #8, 3" x 8".</p> <p>21A -800 tons x \$10.75 per ton equals \$8,600.</p> <p>#10 -50 tons x \$12.00 per ton equals \$600.</p>	\$16,850	\$124,600

**2021-2022 BUDGET INFORMATION - EXPENDITURES**

**DEPARTMENT SHAWNEELAND SANITARY DISTRICT**

**DEPARTMENT CODE 8108**

EXPENDITURE LINE ITEM	DESCRIPTION	DETAIL AMOUNT	TOTAL AMOUNT (PER LINE ITEM)
16-8108-5413-01-Cont'd	#RRAL-OGB-300 tons x \$13.00 per ton equals \$3,900. #8- 300 tons x \$12.50 per ton equals \$3,750. Asphalt:1,000 tons @ \$70/ton. Calcium: 20 tons @\$700/ton. Salt: 50 tons @\$200/ton. Culverts: (15 inch to 42 inch diameter \$10-\$35/foot) estimate to upgrade and replace culverts Asphalt Millings: 50 tons @ \$15 per ton.	   <b>\$70,000</b>  <b>\$14,000</b>  <b>\$10,000</b>    <b>\$13,000</b>  <b>\$750</b>	
16-8108-5415-00	<b>Other Expenses</b> To cover purchase and replacement of road signs. 50 stop signs @ \$40/ea. 10 Children at Play signs @\$35/ea. 10 Speed limit signs @\$55/ea. 5 Handicap signs @\$35/ea. To purchase trout for fishing derby	     <b>\$2,000</b>  <b>\$350</b>  <b>\$550</b>  <b>\$175</b>  <b>\$1,400</b>	         <b>\$4,475</b>
<b>TOTAL</b>			<b>\$808,285</b>

## 2021-2022 BUDGET INFORMATION - REVENUES

DEPARTMENT SHAWNEELAND SANITARY DISTRICT		DEPARTMENT CODE 8108				
REVENUE LINE ITEM	FUNDING SOURCES	SOURCES OF FUNDS				TOTAL
		SVC-GENERATED/ OTHER REVENUE	STATE	FEDERAL	PROVIDED FROM LOCAL SOURCES	
<b>16-1101-01</b>	<b>CURRENT SANITARY DISTRICT TAX</b>  Unimproved lots \$190/year x 1000 lots  Improved lots \$660/year x 922 lots					\$190,000  \$608,520
<b>16-1501-01</b>	<b>REVENUE FROM USE OF MONEY</b>  Back taxes paid					\$8,000  \$25,000
<b>16-1911-07</b>	<b>REVENUE FROM CULVERT INSTALL.</b>					\$1,000
					<b>Total</b>	<b>\$832,520</b>

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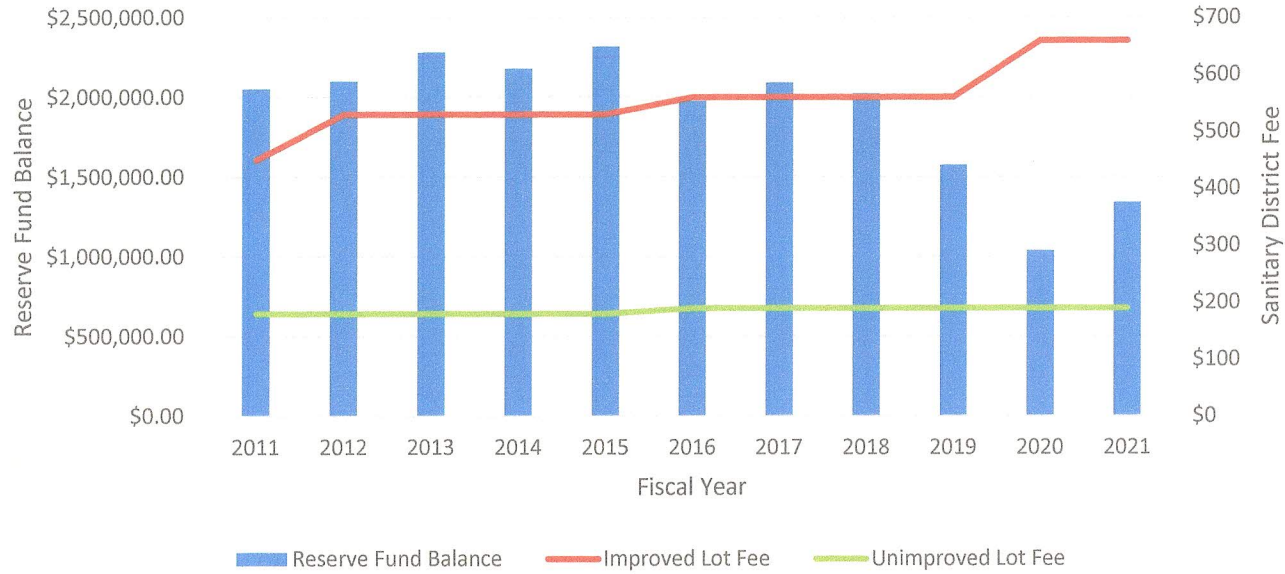
10/01/2020 COUNTY OF FREDERICK		- B U D G E T -			E X P E N S E		ACCOUNTING PERIOD 2020/10	
FUND #-016 SHAWNEELAND SANITARY DISTRICT								
		Prior Years	Prior Years	Amended	Actual On	Dept Request	Admin	
		FY/2019	FY/2020	Budget	2020/10	FY2022	Request	
081080 -000-000	SHAWNEE-LAND SANITARY DISTRICT							
081080-1000-000-000	PERSONNEL SERVICES							
081080-1001-000-000	SANITARY DISTRICT MANAGER	70,650	73,570	73,697	18,424	73,697		
081080-1001-000-001	SR MOTOR EQUIPMENT OPERATOR	51,234	53,227	53,314	13,329	53,314		
081080-1001-000-002	MOTOR EQUIPMENT OPERATOR	40,619	28,601	34,791	1,266	34,791		
081080-1001-000-003	MOTOR EQUIPMENT OPERATOR	40,278	41,793	41,859	10,465	41,859		
081080-1001-000-004	MOTOR EQUIPMENT OPERATOR	41,011	42,555	42,622	10,655	42,622		
081080-1001-000-005	SECRETARY	33,282	34,619	34,677	8,669	34,677		
081080-1001-000-006	LABORER	27,963	28,979	29,024	7,256	29,024		
081080-1003-000-000	PART TIME/EXTRA HELP	10,316	1,404					
081080-1003-000-001	OFFICE ASST. II							
081080-1003-000-002	LIFEGUARDS							
081080-1005-000-000	OVERTIME	9,473	1,650	13,000		13,000		
081080-1009-000-000	ACCRUED SALARIES	5,125	1,715					
081080-1099-000-000	MERIT RESERVE							
	PERSONAL SERVICE	329,951	308,113	322,984	70,064	322,984		
081080-2000-000-000	FRINGE BENEFITS							
081080-2001-000-000	F.I.C.A.	23,024	21,467	23,714	5,016	24,708		
081080-2002-000-000	RETIREMENT - VRS	29,246	30,063	35,555	7,891	35,555		
081080-2005-000-000	HOSPITAL/MEDICAL PLANS	87,455	90,327	96,372	19,654	104,540		
081080-2006-000-000	GROUP INSURANCE	3,920	4,023	4,061	922	4,154		
081080-2008-000-000	SHORT & LONG DISABILITY	567	508	550	84	550		
081080-2011-000-000	WORKER'S COMPENSATION	11,746	12,806	12,805	2,856	10,906		
081080-2013-000-000	EDUCATION-TUITION							
081080-2019-000-000	ACCRUED FRINGES	806	127					
081080-2099-000-000	FRINGE BENEFIT RESERVE							
	FRINGE BENEFITS	156,764	159,321	173,057	36,423	180,413		
081080-3000-000-000	CONTRACTUAL SERVICES							
081080-3002-000-000	PROFESSIONAL SERVICES - OTHER			2,000		2,000		
081080-3004-000-001	REPAIR AND MAINTENANCE-EQUIP.	12,219	13,508	22,000		15,000		
081080-3004-000-002	REPAIR AND MAINTENANCE-VEHICLE	4,694	10,773	15,000	77	10,000		
081080-3004-000-003	REPAIR AND MAINTENANCE - BUILDING	1,175		5,000		5,000		
081080-3004-000-004	REPAIR & MAINTENANCE - ROADS	347,077	134,116	309,499				
081080-3006-000-000	PRINTING AND BINDING							
081080-3007-000-000	ADVERTISING							
081080-3010-000-000	CONTRACTUAL SERVICES	33,313	29,741	47,860	421	47,860		
	PURCHASED SERVICES	398,478	188,138	401,359	498	79,860		
081080-4000-000-000	INTERNAL SERVICES							
081080-4003-000-001	CENTRAL STORES-COPIES							
081080-4003-000-002	CENTRAL STORES - GASOLINE							
081080-5100-000-000	UTILITIES							

081080-5101-000-000	ELECTRICAL SERVICES	4,795	4,688	6,120	279	6,120
081080-5102-000-000	HEATING SERVICES	1,607	659	2,400		2,400
081080-5103-000-000	WATER & SEWAGE SERVICES	162	162	480		480
081080-5204-000-000	POSTAGE AND TELEPHONE					
081080-5204-000-001	POSTAGE					
081080-5204-000-002	TELEPHONE	4,077	5,719	5,328	527	5,328
081080-5301-000-000	BOILER INSURANCE	38	38	100	38	100
081080-5302-000-000	FIRE INSURANCE	3,673	3,699	4,500	3,517	4,500
081080-5305-000-000	MOTOR VEHICLE INSURANCE	5,619	6,146	6,500	4,111	6,500
081080-5306-000-000	SURETY BONDS					
081080-5307-000-000	PUBLIC OFFICIAL LIABILITY					
081080-5308-000-000	GENERAL LIABILITY INSURANCE	1,167	1,567	1,800	1,339	1,800
081080-5310-000-000	BURGLARY INSURANCE					
081080-5401-000-000	OFFICE SUPPLIES	525	791	1,501		1,500
081080-5403-000-000	ARGICULTURAL SUPPLIES	1,101	2,236	3,000	414	3,000
081080-5404-000-000	MEDICAL & LABORATORY SUPPLIES	165	248	500		350
081080-5405-000-000	LAUNDRY/HOUSEKEEPING AND JANIT	320	531	850	94	600
081080-5407-000-000	REPAIR AND MAINTENANCE SUPPLIES	7,035	4,160	13,000	73	10,000
081080-5408-000-000	VEHICLE AND POWERED EQUIPMENT	10,138	11,623	17,000	748	15,000
081080-5408-000-001	VEHICLE - TIRES AND PARTS	5,261	8,960	6,000		5,000
081080-5408-000-002	VEHICLE - FUELS AND LUBRICANTS	23,505	14,838	31,750	2,141	27,775
081080-5410-000-000	UNIFORMS-CLOTHING	2,128	1,852	3,000	164	3,000
081080-5413-000-000	OTHER OPERATING SUPPLIES	309	276	2,500	234	2,500
081080-5413-000-001	ROAD AND STREET MATERIALS	84,594	88,458	137,820	28,897	124,600
081080-5413-000-999	EMERGENCY/DISASTER EXPENSE					
081080-5414-000-000	MERCHANTS FOR RESALE					
081080-5415-000-000	OTHER EXPENSES	3,781	4,455	4,475		4,475
081080-5415-000-001	OTHER EXPENSES-MAILBOXES					
081080-5506-000-000	TRAVEL					
081080-5806-000-000	RESERVE FOR CONTINGENCIES					
081080-5808-000-000	INTEREST					
081080-5810-000-000	PAYMENT OF UNEMPLOYMENT CLAIMS	-149			39	
081080-5899-000-000	CAPITAL TRANSFER					
	OTHER CHARGES	159,851	161,106	248,624	42,615	225,028
081080-8001-000-000	MACHINERY & EQUIPMENT					
081080-8003-000-000	COMMUNICATIONS EQUIPMENT					
081080-8005-000-000	MOTOR VEHICLES	38,286				
081080-8006-000-000	CONSTRUCTION VEHICLES AND EQUIP		71,000			
081080-8007-000-000	INTEGRATED TECHNOLOGY EQUIPMENT					
081080-8009-000-000	MISCELLANEOUS EQUIPMENT					
081080-8700-000-000	LAND					
081080-8800-000-000	BUILDINGS					
081080-8900-000-000	IMPROVEMENTS OTHER THAN BUILDING					
	CAPITAL OUTLAY	38,286	71,000			0
081080-9001-000-000	LEASE/RENT OF EQUIPMENT	3,618				
081080-9500-000-000	DEPRECIATION OF EQUIPMENT					

	OTHER USES OF FUNDS	3,618				0
	TOTAL DEPARTMENT	1,086,948	887,678	1,146,024	149,600	808,285
092010-5890-000-000	OPERATIONAL TRANSFERS				-2,941	
	OTHER CHARGES				-2,941	0
	TOTAL DEPARTMENT				-2,941	0
093010 -000-000	TRANSFERS					
093010-2011-000-000	WORKER'S COMP FOR WELLNESS		12			
093010-5807-000-001	MERIT RESERVE	300	250			
093010-5807-000-002	MERIT RESERVE FRINGES					
	OTHER CHARGES	300	250			0
	TOTAL DEPARTMENT	300	262			0
TOTAL FOR FUND		1,087,248	887,940	1,146,024	146,659	808,285



### Shawneeland Sanitary District



Fiscal Year	Reserve Fund Balance	Improved Lot Fee	Unimproved Lot Fee
2011	\$2,050,685.63	\$450	\$180
2012	\$2,100,633.75	\$530	\$180
2013	\$2,280,834.98	\$530	\$180
2014	\$2,179,095.32	\$530	\$180
2015	\$2,317,140.21	\$530	\$180
2016	\$1,976,207.52	\$560	\$190
2017	\$2,088,778.05	\$560	\$190
2018	\$2,022,976.04	\$560	\$190
2019	\$1,574,028.13	\$560	\$190
2020	\$1,036,943.35	\$660	\$190
2021	\$1,340,291.73	\$660	\$190



EXPENDITURE SUMMARY

--DETAIL--

7/01/2019 - 6/30/2020

--DETAIL--

FUND #-016 SHANNELAND SANITARY DISTRICT

MAJOR		BUDGET	APPR.	CURRENT	Y-T-D	ENCUMBRANCE	UNENCUMBERED	%
ACCT#	DESCRIPTION	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	BALANCE	REMAIN.
999	SHANNELAND SANITARY DISTRICT							
81080	SHANNELAND SANITARY DISTRICT							
81080-000	SHANNELAND SANITARY DISTRICT	SHANNELAND SANITARY DISTRICT						
1001-000	SANITARY DISTRICT MANAGER	70,650.10	73,697.14	.00	73,570.08	.00	127.06	.17
1001-001	SR MOTOR EQUIPMENT OPERATOR	51,234.58	53,314.18	.00	53,227.43	.00	86.75	.16
1001-002	MOTOR EQUIPMENT OPERATOR	41,797.31	41,797.31	.00	28,600.79	.00	13,196.52	31.57
1001-003	MOTOR EQUIPMENT OPERATOR	40,277.44	41,859.04	.00	41,792.99	.00	66.05	.15
1001-004	MOTOR EQUIPMENT OPERATOR	41,011.26	42,621.66	.00	42,554.50	.00	67.16	.15
1001-005	SECRETARY	33,282.43	34,677.31	.00	34,619.01	.00	58.30	.16
1001-006	LABORER	27,962.54	29,023.58	.00	28,979.47	.00	44.11	.15
1003-000	PART TIME/EXTRA HELP	.00	.00	.00	1,404.00	.00	1,404.00	100.00
1005-000	OVERTIME	16,000.00	16,000.00	.00	1,650.22	.00	14,349.78	89.68
1009-000	ACCURED SALARIES	.00	.00	.00	1,714.51	.00	1,714.51	100.00
2001-000	F.I.C.A.	24,649.00	25,473.40	.00	21,467.03	.00	4,006.37	15.72
2002-000	RETIREMENT - V.S.R.S.	29,978.00	31,033.04	.00	30,063.44	.00	969.60	3.12
2005-000	HOSPITAL/MEDICAL PLANS	101,512.00	101,512.00	.00	90,327.02	.00	11,184.98	11.01
2006-000	GROUP INSURANCE	4,011.00	4,152.12	.00	4,022.82	.00	129.30	3.11
2008-000	SHORT & LONG DISABILITY	650.00	650.00	.00	508.08	.00	141.92	21.83
2011-000	WORKER'S COMPENSATION - COMD	13,638.00	14,081.04	.00	12,805.55	.00	1,275.49	9.05
2019-000	ACCURED FRINGES	.00	.00	.00	127.20	.00	127.20	100.00
3002-000	PROFESSIONAL SERVICES - OTHER	2,000.00	2,000.00	.00	.00	.00	2,000.00	100.00
3004-001	REPAIR AND MAINTENANCE-EQUIP.	25,000.00	25,000.00	.00	13,507.75	.00	11,492.25	45.96
3004-002	REPAIR AND MAINTENANCE-VEHICLE	17,000.00	17,000.00	.00	10,772.99	.00	6,227.01	36.62
3004-003	REPAIR AND MAINTENANCE - BUILD	7,000.00	7,000.00	.00	.00	.00	7,000.00	100.00
3004-004	REPAIR & MAINTENANCE - ROADS	403,767.00	480,067.55	.00	134,115.71	.00	345,951.84	72.06
3010-000	CONTRACTUAL SERVICES	66,540.00	66,540.00	271.50	29,741.45	.00	36,798.55	55.30
5101-000	ELECTRICAL SERVICES	5,940.00	5,940.00	311.73	4,688.25	.00	1,251.75	21.07
5102-000	HEATING SERVICES	2,400.00	2,400.00	.00	659.05	.00	1,740.95	72.53
5103-000	WATER & SEWAGE SERVICES	480.00	480.00	.00	162.00	.00	318.00	66.25
5204-002	TELEPHONE	5,076.00	5,076.00	455.95	5,719.02	.00	643.02	12.66
5301-000	BOILER INSURANCE	100.00	100.00	.00	38.47	.00	61.53	61.53
5302-000	FIRE INSURANCE	4,500.00	4,500.00	.00	3,698.51	.00	801.49	17.81
5305-000	MOTOR VEHICLE INSURANCE	6,500.00	6,500.00	.00	6,345.80	.00	354.20	5.44
5308-000	GENERAL LIABILITY INSURANCE	1,800.00	1,800.00	.00	1,566.97	.00	233.03	12.94
5401-000	OFFICE SUPPLIES	2,000.00	1,999.34	19.73	790.58	.00	1,208.76	60.45
5403-000	AGRICULTURAL SUPPLIES	5,000.00	5,000.00	139.98	2,236.08	.00	2,763.92	55.27
5404-000	MEDICAL & LABORATORY SUPPLIES	500.00	500.00	.00	247.95	.00	252.05	50.41
5405-000	LAUNDRY/HOUSEKEEPING AND JANIT	850.00	850.00	.00	531.40	.00	318.60	37.48
5407-000	REPAIR AND MAINTENANCE SUPPL	15,000.00	15,000.00	.00	4,159.58	.00	10,840.42	72.26
5408-000	VEHICLE AND POWERED EQUIPMENT SUPPL	19,000.00	19,000.00	.00	11,622.88	.00	7,377.12	38.82
5408-001	VEHICLE - TIRES AND PARTS	6,000.00	9,500.00	.00	8,960.47	.00	539.53	5.67
5408-002	VEHICLE - FUELS AND LUBRICANTS	31,750.00	31,750.00	.00	14,837.68	.00	16,912.32	53.26
5410-000	UNIFORMS-CLOTHING	3,000.00	3,000.00	18.99	1,852.47	.00	1,147.53	38.25
5413-000	OTHER OPERATING SUPPLIES	2,500.00	2,500.00	.00	276.12	.00	2,223.88	88.95
5413-001	ROAD AND STREET MATERIALS	137,820.00	133,320.00	15,910.67	88,458.33	.00	44,861.67	33.64
5415-000	OTHER EXPENSES	4,000.00	5,000.00	.00	4,455.48	.00	544.52	10.89
8006-000	CONSTRUCTION VEHICLES AND EQUIPMENT	.00	75,000.00	.00	71,000.00	.00	4,000.00	5.33

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--DETAIL--

7/01/2019 - 6/30/2020

--DETAIL--

FUND #-016 SHANNEELAND SANITARY DISTRICT

MAJOR		BUDGET	APPR.	CURRENT	Y-T-D	ENCUMBRANCE	UNENCUMBERED	%
ACCT#	DESCRIPTION	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	BALANCE	REMAIN.
	SHANNEELAND SANITARY DISTRICT							
8900-000	IMPROVEMENTS OTHER THAN BUILDINGS	.00	30,000.00	.00	.00	.00	30,000.00	100.00
9001-000	LEASE/RENT OF EQUIPMENT	8,000.00	8,000.00	.00	.00	.00	8,000.00	100.00
	--SUB TOTAL--	1,280,176.66	1,474,714.71	17,128.55	887,679.13	.00	587,035.58	39.80
	SHANNEELAND SANITARY DISTRICT	1,280,176.66	1,474,714.71	17,128.55	887,679.13	.00	587,035.58	39.80
	SHANNEELAND SANITARY DISTRICT	1,280,176.66	1,474,714.71	17,128.55	887,679.13	.00	587,035.58	39.80
92010-000	SHANNEELAND SANITARY DISTRICT		OPERATIONAL TRANSFERS					
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
93010-000	SHANNEELAND SANITARY DISTRICT		TRANSFERS					
2011-000	WORKER'S COMP FOR WELLNESS	.00	.00	.00	11.80	.00	11.80	100.00
5807-001	MERIT RESERVE	15,039.00	1,800.84	.00	250.00	.00	1,550.84	86.11
	--SUB TOTAL--	15,039.00	1,800.84	.00	261.80	.00	1,539.04	85.46
	SHANNEELAND SANITARY DISTRICT	15,039.00	1,800.84	.00	261.80	.00	1,539.04	85.46
	SHANNEELAND SANITARY DISTRICT	15,039.00	1,800.84	.00	261.80	.00	1,539.04	85.46
	--FUND TOTAL--	1,295,215.66	1,476,515.55	17,128.55	887,940.93	.00	588,574.62	39.86

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**Total Expenditure for Last 5 Fiscal Years:**

**Line Item 16-8108-3004-01:**

**Repair & Maintenance – Equipment**

FY20: \$13,507.75  
FY19: \$12,219.29  
FY18: \$11,189.15  
FY17: \$3,898.71  
FY16: \$2,781.85

**Line Item 16-8108-3004-02:**

**Repair & Maintenance - Vehicle**

FY20: \$10,772.99  
FY19: \$4,694.02  
FY18: \$15,241.38  
FY17: \$7,212.61  
FY16: \$11,947.02

**Line Item 16-8108-5407-00:**

**Repair & Maintenance Supplies**

FY20: \$4,159.58  
FY19: \$7,034.79  
FY18: \$13,207.84  
FY17: \$7,607.70  
FY16: \$12,244.35

**Line Item 16-8108-5408-00:**

**Vehicles & Powered Equipment Supplies**

FY20: \$11,622.88  
FY19: \$10,138.34  
FY18: \$13,991.55  
FY17: \$12,307.98  
FY16: \$17,528.77

**Line Item 16-8108-5408-02-Vehicle-Fuel & Lubricants:**

FY20: \$14,837.68  
FY19: \$23,505.46  
FY18: \$17,345.06  
FY17: \$13,563.22  
FY16: \$15,695.44

**Line Item 16-8108-5413-01-Road & Street Materials:**

FY20: \$88,458.33  
FY19: \$84,594.35  
FY18: \$89,734.92  
FY17: \$70,169.62  
FY16: \$83,230.02

**Total Expenditure for Overtime/Extra Help:**

FY20: OT-\$1,650.22	Part-time/Extra Help-\$1,404.00	Total: \$3,054.22
FY19: OT-\$9,472.82	Part-time/Extra Help-\$10,316.00	Total: \$19,788.82
FY18: OT-\$955.69	Part-time/Extra Help-\$2,376.00	Total: \$3,331.69
FY17: OT-\$850.45	Part-time/Extra Help-\$5,030.00	Total: \$5,880.45
FY16: OT-\$1,341.07	Part-time/Extra Help-\$24,507.50	Total: \$25,848.57

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**Beginning Budget Last 5 Fiscal Years:**

FY20: \$1,280,176.66  
FY19: \$1,385,091  
FY18: \$957,660  
FY17: \$942,847.99  
FY16: \$811,026.00

**Unencumbered At the End of the Fiscal Year**

FY20: \$587,035.58  
FY19: \$297,840.34  
FY18: \$95,793.15  
FY17: \$117,592.54  
FY16: \$159,667.61

**Total End Revenue Last 5 Fiscal Years:**

FY20: \$873,993.76  
FY19: \$814,550.43  
FY18: \$804,442.50  
FY17: \$759,453.45  
FY16: \$763,928.92

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**From:** Monroe, Charlie <[samuel.monroe@vdot.virginia.gov](mailto:samuel.monroe@vdot.virginia.gov)>  
**Sent:** Wednesday, September 9, 2020 11:47 AM  
**To:** Joe Wilder <[jwilder@fcva.us](mailto:jwilder@fcva.us)>  
**Cc:** Kevin Alderman <[kalderman@fcva.us](mailto:kalderman@fcva.us)>; Edwin Carter <[edwin.carter@vdot.virginia.gov](mailto:edwin.carter@vdot.virginia.gov)>  
**Subject:** '[External]'Re: Meeting

Mr. Wilder,

I hope all is well . It was nice to get to spend some time with you and Kevin last week. After speaking with the two of you Kevin and I traveled over a good many of the roads in Shawnee Land. In talking with Kevin in my opinion he has a good plan in place for the continued maintenance of the roadway infrastructure in Shawnee Land. Kevin is addressing everything we try to address in our roadway maintenance ( drainage, leveling ,sealing , and vegetation control ) which all have a negative impact to the roadway if they are not continually part of the plan. All though a road looks fine and rides fine these items need to be addressed each year in a cyclical fashion to stay in front of future roadway failures. As I stated before I believe Kevin has a good plan and is working his plan. Thanks for the opportunity to spend some time with the two of you and let me know if you need anything else.

Thanks and Stay SAFE !!!

**Charlie Monroe**

[samuel.monroe@vdot.virginia.gov](mailto:samuel.monroe@vdot.virginia.gov)

Edinburg Maintenance Operations Manager

Office 540-535-1822

Cell 540-820-5148

**Safety Is Our Job !!**



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