

Warren County, Shenandoah Farms Sanitary District Advisory Committee

AGENDA

Meeting on July 17, 2025

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Roll Call/Call to Order

Review/Approve Last Meeting's Minutes

Public Works Report

Reports on Tasks From 05/08/2025 Meeting

- Mr. Tabor to make suggested changes to draft SFSD/AC Mission Statement.
 - *Amended draft submitted to Mr. Christensen on 05/10/2025 (See below in Old Business).*
- SFSD Property Owners Survey: *(Mr. Rinaldi to solicit input from POSF members and compile list of survey questions).*
- Re: Assessing fees for use of Venus Branch Rd by property owners who are not within the SFSD, but must use SFSD-maintained roads to access their property (specifically, Venus Branch Rd): *(Mr. Stanmeyer agreed to consult the County Attorney and other officials to asses the feasibility of assessing user fees at the time such property owners apply for building and other permits).*
- *Mr. Christiansen agreed to provide a clarified format for a streamlined SFSD financial statement to Mr. Berry.*
- *Mr Berry said he would get a price estimate for water and electricity for the proposed SFSD maintenance crew storage shed.*
- *Mr. Christensen said he would contact a Warren County specialist to look at plat maps in the POSF office and determine what is needed and how best to replicate them for redundant retention.*
- Re: Solicitation to fill vacant positions on SFSDAC. Mr. Tabor agreed to submit a proposed solicitation to the members to consider for posting to social media: *(revised version submitted to SFSDAC members on 03/13/2025 – See below in Old Business).*

Old Business

- Mission Statement – review/approve?
 - Latest draft proposed by Mr. Tabor:

The SFSD/AC will advise the Warren County Board of Supervisors and consult with Warren County Public Works on SFSD tax rates, annual budget, capital improvement planning, and all disbursements of SFSD funds for operation of the SFSD.

The SFSD/AC will maintain professional relationships with all Warren County representatives and staff, and SFSD property owners. The SFSD/AC will conduct its business with transparency, and publish its activities on the Warren County website, and other means as appropriate.

The SFSD/AC will emphasize fiscal responsibility, and open communication to inform SFSD residents and encourage public participation in the governance of the SFSD. The SFSD/AC will engage with appropriate entities to best maintain a safe and thriving community, meet current and projected needs, and improve the quality of life for property owners in the SFSD.

- Recruitment of additional SFSD/AC member(s):
 - Latest draft version proposed by Mr. Tabor

Want to have a voice in management of funds collected from property owners in the Shenandoah Farm Sanitary District (SFSD)? Warren County has re-formed the SFSD Advisory Committee. Do you have an interest in the management of the SFSD, and a desire and ability to seek resolutions and avoid unnecessary conflict? If so, your participation is needed!

Warren County is seeking additional members to serve on the SFSD Advisory Committee, and to be part of the process to provide input to Warren County on management and expenditure of funds collected from property owners within the SFSD. SFSD lot fees collected from property owners are administered by the County. The Advisory Committee is a body of SFSD property owners appointed by the County to represent the interests of SFSD property owners, to advise the County on how SFSD funds are spent within the SFSD (on maintenance, improvement projects, etc.), and to advise the County on any increases in lot fees. This is a volunteer role which does require a minimal time commitment. But, this is an important function and provides the ability to be part of the oversight and management of funds and projects within the SFSD.

Contact a current Advisory Committee member if you have questions!

To apply, visit the following link:

<https://www.warrencountyva.gov/273/Citizen-Appointments>

For other information on the SFSD Advisory Committee (meeting dates, agendas, minutes, etc.), visit:

<https://www.warrencountyva.gov/254/Shenandoah-Farms-Sanitary-District-Advis>

- *If solicitation verbiage is approved, post on social media and elsewhere?*
- Proposed Simplified Financial Statements:

New Business

Review Tasks

Set Date for Next Meeting