

SMITHFIELD TOWN COUNCIL AGENDA
August 2nd, 2016 at 7:30 p.m.
Held at Smithfield Center, 220 N. Church Street



A. INFORMATIONAL SECTION:

1. Manager's Report
 - a. July Activity Report

B. UPCOMING MEETINGS AND ACTIVITIES:

- | | | |
|-----------|---|---|
| August 2 | - | 5:00 p.m. - National Night Out 2016 |
| August 2 | - | 7:30 p.m. – Town Council Meeting |
| August 9 | - | 6:30 p.m. – Smithfield Planning Commission Meeting |
| August 16 | - | 6:30 p.m. – Board of Historic and Architectural Review |
| August 22 | - | 4:00 p.m. – Town Council Committee Meetings (Consecutive)
Police Committee
Water and Sewer Committee
Finance Committee |
| August 23 | - | 4:00 p.m. – Town Council Committee Meetings (Consecutive)
Parks and Recreation Committee
Public Works Committee
Public Buildings and Welfare Committee |

NOTE: All of the above public meetings will be held at the Smithfield Center, unless otherwise noted.

C. Public Comments:

The public is invited to speak to Council on any matters, except scheduled public hearing(s). There will be a separate sign up sheet for public hearings. For public comments please use the appropriate sign-up sheet and include your preferred method of contact. Comments are limited to five (5) minutes per person. Any required response(s) from the Town will be provided in writing following the meeting.

- A. Briefing by Mr. Dick Grice, Isle of Wight County Board of Supervisors, Smithfield District

D. Council Comments

NOTICE OF INTENT TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT. Reasonable efforts will be made to provide assistance or special arrangements to qualified individuals with disabilities in order to participate in or attend Town Council Meetings. ADA compliant hearing devices are available for use upon request. Please call (757) 356-9939 at least 24 hours prior to the meeting date so that proper arrangements may be made.

E. Summary of Consent Agenda Items

- a. Police Committee Chair, Mrs. Denise N. Tynes
- b. Water and Sewer Committee Chair, Vice Mayor Gregory
- c. Finance Committee Chair, Mr. Randy Pack
- d. Parks and Recreation Committee Chair, Ms. Connie Chapman
- e. Public Works Committee Chair, Mr. Michael G. Smith
- f. Public Buildings and Welfare Committee Chair, Dr. Milton Cook

CONSENT AGENDA ITEMS

- C1. **Resolution Street Closure Request for One Way Traffic on Jericho Road for Bacon Fest, October 1st, 2016 from 8 am to 2 pm** **TAB # 1**
Police Committee Chair, Mrs. Denise Tynes
- C2. **Resolution for Street Closure Request for Autumn Vintage Market, Saturday, October 8th, 2016 from 6:00 am to 3:00 pm** **TAB # 2**
Police Committee Chair, Mrs. Denise Tynes
- C3. **Resolution Street Closure/ Traffic Assistance Request for Annual Hog Jog, Saturday, October 8th, 2016** **TAB # 3**
Police Committee Chair, Mrs. Denise Tynes
- C4. **Motion to Authorize the Purchase of Budgeted Water Meters**
Water and Sewer Committee Chair, Vice Mayor Gregory
- C5. **Motion to Authorize the Purchase of Budgeted Replacement Pump for Morris Creek Pump Station**
Water and Sewer Committee Chair, Vice Mayor Gregory
- C6. **Invoices Over \$10,000 Requiring Council Authorization**
Finance Committee Chair, Randy Pack
- | | | | |
|----|---|-------------|----------------|
| a. | Kimley Horn Associates (Sports Complex) | \$21,623.74 | |
| b. | Sungard – OSSI | \$21,550.94 | TAB # 4 |
- C7. **Motion to Award Vehicle Maintenance Annual Service Contract to Smithfield Auto and Truck Center, LLC**
Finance Committee Chair, Mr. Randy Pack
- C8. **Resolution to Authorize Partial Closure of the Windsor Castle Park Trails on October 1st and Fishing Pier Closure Beginning Wednesday, September 28th through Saturday, October 1st, 2016** **TAB # 1**
Parks and Recreation Committee Chair, Ms. Connie Chapman

- C9. **Motion to Accept Renewal of Debris Contract with Goodrich and Son's and Smithfield Services**
Public Works Committee Chair, Mr. Michael Smith
- C10. **Motion to Accept Deed for 36 Jamestown Avenue as Part of the Pinewood Heights Relocation Project**
Public Buildings and Welfare Committee Chair, Dr. Milton Cook

ACTION SECTION

1. **PUBLIC HEARING: Ordinance to Adopt Meals Tax Increase** **TAB # 5**
- a. Staff Presentation by Town Treasurer, Ms. Ellen Minga
 - b. Public Hearing Open
 - c. Public Hearing Closed
 - d. Consideration by Finance Committee Chair, Mr. Randy Pack
2. **PUBLIC HEARING: Ordinance to Adopt Transient Occupancy Tax Increase** **TAB # 6**
- a. Staff Presentation by Town Treasurer, Ms. Ellen Minga
 - b. Public Hearing Open
 - c. Public Hearing Closed
 - d. Consideration by Finance Committee Chair, Mr. Randy Pack
3. **PUBLIC HEARING: Chesapeake Bay Preservation Ordinance** **TAB # 7**
- a. Staff Presentation by Planning and Zoning Administrator, Mr. William G. Saunders, IV
 - b. Public Hearing Open
 - c. Public Hearing Closed
 - d. Consideration by Public Buildings and Welfare Committee Chair, Dr. Milton Cook

4. **Motion to Approve the Town Council Meeting Minutes of July 5th, 2016**
Mr. William H. Riddick, III, Town Attorney
5. **New Business:**
6. **Old Business:**
7. **Closed Session:**
8. **Adjournment**

July 29, 2016

TO: SMITHFIELD TOWN COUNCIL

**FROM: PETER M. STEPHENSON, AICP, ICMA-CM
TOWN MANAGER**

SUBJECT: MONTHLY ACTIVITY REPORT – JULY 2016

TOWN MANAGER'S OFFICE:

- a. Attended the following meetings and activities: HRPDC CAO Meeting in Newport News, Public Works Department emergency exercises, Wombwell house pre-proposal site visit at sports complex site, as well as project team progress meeting, VAPA annual conference in Nelson County along with William Saunders, and HRPDC meeting in Chesapeake.
- b. Conducted interviews with candidates for new Human Resource Director Position. Ellen joined me for these interviews. Over 35 applications were received.
- c. Utilized a total of four days of accrued vacation leave this month to spend time with family.

TOWN CLERK'S OFFICE:

- a. Transcribed and proofed the monthly minutes from Town Council, Planning Commission and Board of Historic and Architectural Review.
- b. Attended Pinewood Heights Management Team Meeting on July 12th at the Smithfield Center.
- c. Website Training with Tim Bradshaw of Insercorp on July 12th and 25th.
- d. Prepared July Town Council Committee Agenda and August Town Council Agenda.
- e. Attended Town Council Committee meetings on July 25th and 26th and prepared summary reports from committees.

TREASURER'S OFFICE:

- a. Participated in Bay Disposal Trac Easy Software Webinar on July 6.
- b. Attended Pinewood Management Team Meeting at the Smithfield Center on July 12.
- c. Interviewed candidates for the Director of Human Resources position with Peter Stephenson on July 7, July 20, and July 27.
- d. Completed bank reconciliations for June 2016.
- e. Worked on year end close out and began preparations for 2016 annual audit.
- f. Continued work on the MUNIS conversion.

PUBLIC WORKS:

- Staff performs the following duties on a monthly basis:
Miss Utility marking, read meters for billing and to transfer property owners, cut offs and cut-ons, check pump stations daily, install and repair street signs, replace and repair broken water meters, take a minimum of 9 water samples and have them tested, flush water lines, repair water leaks, repair radio reads after each reading if needed, maintenance on town owned buildings.
- Sonja Eubank attended American Public Works Association Accreditation Evaluator Training in Washington, D.C.

1. Sewer Line Repairs and Maintenance:

- a. 10% line cleaning and inspections performed by Tri State
- b. Located and repaired sewer line laterals in various locations.
- c. Repaired sewer line at 302 East St.

2. Sewer Pump Station Repairs and Maintenance:

- a. Weekly and daily checks on all 27 pump stations.
- b. Performed the following scheduled maintenance at all pump station
 - Cleaning of wet-wells
 - Alarms testing
 - Sump pump cleaning
 - Check Valve cleaning and repair
 - Generator checks / Godwin pump checks
 - Control Panel / Flow monitor checks
 - Fence and Grounds inspections
 - Inspected Structure
 - Inspect and clean pumps
 - Level system check
 - Test limit switches

Bar screen cleaning

Rain gauge cleaning

C.REW has started work on installing bypass pump at Wellington pump station

D. Morris Creek and Lakeside pump stations have bypass pumps in place due to bad pumps at both locations.

3. Water line Repairs and Maintenance

- a. Repaired water leak on South Mason St and Skyes Ct.
- b. Repaired water leaks at 504 Pagan Rd and 413 Southampton Ct.
- c. Replaced broken meter boxes in various locations.
- d. Replaced inch and a half water meter for Gatling Point.

4. Well Repairs and Maintenance

- a. All wells except 8A and 10 (at RO Plant) are off now that RO plant is running. Upgrades to well houses have been completed to keep wells in operating condition in case of an emergency. Emergency wells are flushed, sampled, and inspected once a month.

5. Water Treatment Plant

- a. Daily lab analysis, monthly sampling and reports for VDH, HRSD, DEQ and RO contractors.
- b. Performed monthly routine tasks including but not limited to:
 1. Daily Inspection of RO Plant and grounds.
 2. Monthly Tank inspections.
 3. Inspect and exercise plant generator monthly.
 4. Fill anti-scalant day tank.
 5. Truck Inspections.
 6. Routine service of lime system.
 7. Service online fluoride and chlorine analyzers.
 8. Calibrate online turbidimeter and pH meter.
 9. Check and replace air filters
 10. Test Alarms.
- c. Plant Manager Jack Reed attended the spring symposium and incoming board meeting for the Southeast Desalting Association where he was assigned to co-chair the technology transfer committee.
- d. Plant operators repaired faulty flow meter on well 10 pre-lube system.
- e. RO plant staff painted ballards at plant and at emergency wells.
- f. Operators repaired coolant leak on RO plant generator.

6. Safety

- a. Monthly truck inspections
- b. All Public Works employees attended Emergency Management Training.

7. Windsor Castle Park

- a. Cleaned off and repaired walking trails as needed. Trash cans, recycle bins, information stands and doggie bags are emptied, cleaned or refilled as needed on Mondays and Fridays.
- b. A general inspection of the park is conducted weekly to ensure that all park amenities are in good condition and are not in need of maintenance or repair. This inspection includes walking of the trails to inspect all pedestrian bridges, overlooks, and to identify possible problems with the trails. In addition inspections are made to the kayak launch and fishing pier to identify possible maintenance issues.
- c. Repairs made to trails after being identified during routine inspections.
- d. Installed some of the missing signage and ordered more signs.

8. Fog/Backflow Programs

- A. Fog inspections on FSE and monitoring of grease disposal is ongoing with a good level of compliance and cooperation from local businesses.
- B. Equipment (Sludge Judge) was purchased to better monitor the pumping of grease interceptors.
- C. The following locations had FOG inspections conducted this month
 1. Tops China
 2. Wendy's
 3. Cockeyed Roster
 4. Jalapenos'
 5. Sista's Café
 6. Dominoes
 7. Pizza Hut
 8. Subway
 9. Old Bay Seafood
 10. Anna's Pizza
 11. Hunan Express
- D. Backflow test reports are being submitted by residents and business with a good level of cooperation from the public. Plan review and inspections are conducted on all new commercial structures to ensure they meet town requirements

9. Miscellaneous

- a. Grounds crews cut grass at town-owned property and rights-of-way weekly and empty trash cans on Monday and Friday
- b. Minor repairs at Town Hall and town buildings
- c. Staff prepared for and worked fireworks display

PLANNING AND ZONING:

1. Planning Commission – July 12, 2016

- A. *Public Hearing* Zoning Ordinance Amendment Review – Chesapeake Bay Preservation Area Overlay District Ordinance – Town of Smithfield, applicant – Recommended for approval to Town Council.
- B. Preliminary and Final Site Plan Review – Clontz Park Public Boat Ramp Facility – Jamie Weist, Kimley Horn, applicants – Approved contingent upon storm water management comments being adequately addressed administratively.

2. Rezoning Applications under review

- None

3. Special Use Permit Applications under review

- None

4. Subdivision and Site Plans under review

- A. Parking Lot Expansion – 111 North Church St. – Smithfield Co., applicant.
- B. Clontz Park Public Boat Ramp Facility – Clontz Way – Town of Smithfield, applicant.

5. Subdivision and Commercial Sites Under Construction and Inspection

- A. Church Square, Phase I (95% complete)
- B. Smithfield Manor Townhomes (95% complete)
- C. Lakeview Cove Condos (75% complete)

6. Board of Historic & Architectural Review – July 19, 2016

- A. Proposed Wall Signage – 223 Washington Street – Non-Contributing – T. Carter Williams, Veterans of Foreign Wars Post #8545, applicants - Approved.

- B. Proposed Demolition of Accessory Structure – 111 North Church Street – Contributing – Matt Liberman, Smithfield Foods, Inc., applicants – Tabled for more information.
- C. Education Outreach Subcommittee Discussion – No action taken.
- D. Historic District Designation Review Discussion – No action taken.

7. Board of Zoning Appeals – July 19, 2016

- No meeting held.

ENGINEERING

- A. Church Square, Phase I, contractor has installed E & S controls as required by the Town and the approved site plans. Homes are under construction as per market demand.
- C. Lakeview Cove is now under new ownership. All E & S controls have been installed previously by the contractor as per the approved site plans and required by the Town.
- D. Blair Brother's Contr. Contractor regraded existing outfall ditch behind 205 Red Point Drive. Contractor also installed and performed asphalt repairs at various locations on Main Street and Talbot Drive.
- E. Erosion & Sedimentation control field inspections were performed and appropriate reports filed on the following active project: Moody Properties. Also Erosion & Sedimentation control field inspections for single family dwellings were performed at 11 locations throughout the Town and required reports were filed.
- F. Field inspections were held this month involving the Smithfield Lake Dam. No major structural deficiencies were found at this time.
- G. Cypress Creek Development; Contractor C. A. Barrs Constr., all work on project has now been completed including the roadway asphalt surface. The project is now under its one year warranty period.

**COMMITTEE
SUMMARY REPORTS**

July 29, 2016

TO: SMITHFIELD TOWN COUNCIL

FROM: PETER M. STEPHENSON, AICP, ICMA-CM
TOWN MANAGER

SUBJECT: INFORMATIONAL REPORT FOR THE POLICE COMMITTEE MEETING
HELD ON MONDAY, JULY 25th, 2016

The Police Committee met Monday, July 27th, 2016 at 4:02 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee members attending were Mrs. Denise Tynes, Chair; and Ms. Connie Chapman. Other Council members present were Mr. Michael Smith, Dr. Milton Cook, Mr. Randy Pack and Mr. T. Carter Williams, Mayor. Staff members present were Mr. Peter M. Stephenson, Town Manager; Ms. Lesley King, Town Clerk; Ms. Ellen Minga, Town Treasurer; Mr. Steve G. Bowman, Smithfield Police Chief; Mr. Alonzo Howell, Deputy Police Chief; Mr. William H. Riddick, Town Attorney; Mr. Jessie Snead, Superintendent of Public Works; Ms. Amy Musick, Director of Park and Recreation; Ms. Sonja Eubank, Office Manager of Public Works; Mr. Josiah Jendry, FOG Inspector.; Ms. Judy Winslow, Director of Isle of Wight Tourism; Mr. Thomas Jones, Smithfield Police Sergeant. Also in attendance were Mr. Rick Bodson, Ms. Gina Ippolito; and Ms. Cheryl Ketchum, Farmers Market Manager; Tyler Jones (Intern for Treasurer's Office from the College of William and Mary) There was no media represented.

Police Committee Chair, Mrs. Denise Tynes called the meeting to order.

A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL BE ON THE COUNCIL'S AGENDA.

1. Street Closure Request for One Way Traffic on Jericho Road for the Bacon Fest on, Saturday, October 1st, 2016 – Mrs. Tynes mentioned that this is an annual event with no changes from previous years. There were no concerns with the street closure request. Committee recommends approval of partial street closure of Jericho Road from 8 am to 2 pm.
2. Street Closure Request for Autumn Vintage Market, Saturday, October 8th, 2016 – Ms. Musick stated that this is a new event that will take place during Town and Country Day On Saturday, October 8th, 2016. They are requesting the 100 to 300 block of Main Street be closed for the Vintage Market from 6 a.m. to 3 p.m. In the past the Antique Car

Show has participated in Town and County Day with cars along the 100 to 300 block; however this year the Antique Cart Show will not be at Town and Country Days. Chief Bowman stated that the Police Department has no concerns with the event. Mr. Pack did express some concern the street being closed on a Saturday morning for the businesses along Main Street. Mr. Bodson stated that there will always be some businesses that are not happy with Main Street closing but overall most businesses are positive about the business that these events bring to town. Ms. Musick stated that the Autumn Vintage Market will bring visitors and residents to town that will also shop in the local businesses along Main Street. Committee recommends approval of street closure.

3. Street Closure Request for Hog Jog Race on Saturday, October 8th, 2016 Street Closure Request for HOG Jog Race - Ms. Musick reported that the 15th Annual Hog Jog Race will be held Saturday, October 8th, 2016. The streets that will need traffic assistance between the hours of 9:00 a.m. and noon are the same as in past years. Chief Bowman stated that the Police Department has no concerns with this event. Committee recommends approval of traffic assistance.

B. MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL'S AGENDA.

1. Operational Updates – Chief Bowman stated that he did not have a lot to report. Earlier this month they did make an arrest in connection to the vehicle break-ins that have been happening around town. Chief Bowman also reported that there have been some concerns about a dead body being found behind the old Little's supermarket. This is only a rumor and no dead body has been found. He assured Town Council that if anything like this was to happen the first person to be notified would be the Town Manager and he would notify all of Town Council immediately.

2. Additional Item Discussed: National Night Out 2016 – Ms. Chapman mentioned that August 2nd is National Night Out in Smithfield. The event will take place here at the Smithfield Center from 5 p.m. to 7 p.m. She encouraged everyone to come out and join in on the festivities that are planned.

3. Closed Session: The Town Attorney stated that we need a closed session for discussion of personnel matters pursuant to 2.2-3711.A.1 of the Code of Virginia. Mr. Pack so moved the motion and Mrs. Tynes seconded the motion.

*In closed session @ 4:11 p.m.
Out of closed session @ 4:22 p.m.*

The Town Attorney stated that we need a motion to come out of closed session and the only item discussed during the closed was personnel matter pursuant to 2.2-3711.A.1 of the Code of Virginia. Ms. Chapman so moved the motion and Dr. Cook seconded.

The meeting adjourned at 4:22 p.m.

July 29, 2016

TO: SMITHFIELD TOWN COUNCIL

FROM: PETER M. STEPHENSON, AICP, ICMA-CM
TOWN MANAGER

SUBJECT: INFORMATIONAL REPORT FOR THE WATER & SEWER COMMITTEE
MEETING HELD ON MONDAY, JULY 25TH, 2016

The Water & Sewer Committee held a meeting on Monday, July 25th, 2016 at 4:23 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee members attending were Mr. Andrew Gregory, Vice Mayor; Mr. Michael Smith, and Mrs. Denise Tynes. Other Council members present were Dr. Milton Cook, Ms. Connie Chapman, Mr. Randy Pack and T. Carter Williams, Mayor. Staff members present were Mr. Peter M. Stephenson, Town Manager; Ms. Lesley King, Town Clerk; Ms. Ellen Minga, Town Treasurer; Mr. William H. Riddick, III, Town Attorney; Mr. Jessie Snead, Superintendent of Public Works; Ms. Sonja Eubank, Office Manager of Public Works; Mr. Josiah Jendry, Fog Inspector; Mr. Thomas Jones, Smithfield Police Sergeant; and Ms. Judy Winslow, Isle of Wight Tourism. Also in Attendance was Mr. Rick Bodson and Tyler Jones (Intern for Treasurer's Office from the College of William and Mary). There was no media represented.

Water and Sewer Committee Member, Mr. Michael Smith, called the meeting to order.

A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL BE ON THE COUNCIL'S AGENDA

1. Purchase of Budgeted Water Meters – Mr. Snead stated that he is requesting authorization to purchase seventy-five (75) register heads and a four inch meter. These items have been budgeted. The register heads go on individual meters. Mr. Snead stated that the registers have a ten (10) year warranty and the town is currently getting approximately fourteen years out of them before replacing. Dr. Cook asked about getting on a regular schedule for replacing meters. Mr. Snead stated that staff tries to stay on top of the meters that need to be replaced each year. Committee recommends purchase of budgeted water meter and registers.

2. Purchase of Budgeted Replacement Pump at Morris Creek Pump Station – Mr. Snead mentioned that included in the agenda packet was the cost to replace the pump at the Morris Creek Pump Station and a cost to repair the existing pump. The thirteen (13) year old pump is down and needs to be replaced. Staff is requesting, due to the cost of repairing the pump, to purchase a new pump that will come with a warranty. Committee agreed with purchasing a new pump rather than repairing the existing pump due to cost and warranty that will come with new pump.

B. MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL'S AGENDA

3. Impact of Adopted House Bill 919 on Cut Offs and Past Due Account – Ms. Minga stated that this item is for information purposes only at this time. With the new House Bill that was recently passed collections must go 60 days past the due date before cut-off actions can be taken. The process would go as follows: HRSD would send out reminders to all past due accounts five days after the due date. If no payment is received HRSD will send out delinquent notices once the past due account is thirty days past the due date. If still no payment has been received water cut-offs will take place sixty days past the due date. The town Public Works Department will be responsible for tagging the customer's door ten days prior to cut-off. Committee asked if we still have a lot of delinquent accounts. Ms. Minga replied that the town does still have quite a few delinquent customers; however the thirty day cut off was working with getting people caught up because the balance is not as high when they get cutoff. Ms. Minga stated that she can due DMV STOPS on past due utility bills; however the customer must provide the town with their social security numbers. Staff wanted to bring this to Town Council's attention because it will most likely impact our accounts receivable balances

The meeting adjourned at 4:35 p.m.

July 29, 2016

TO: SMITHFIELD TOWN COUNCIL

FROM: PETER M. STEPHENSON, AICP, ICMA-CM
TOWN MANAGER

SUBJECT: INFORMATIONAL REPORT FOR THE FINANCE COMMITTEE MEETING
HELD ON MONDAY, JULY 25TH, 2016

The Finance Committee held a meeting on Monday, July 25th, 2016 at 4:35 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee members attending were: Mr. Randy Pack, Chair; Mr. Andrew Gregory, Vice Mayor; and Dr. Milton Cook. Other Council members present were Ms. Connie Chapman, Mr. Michael Smith, Mrs. Denise Tynes, and T. Carter Williams, Mayor. Staff members present were Mr. Peter M. Stephenson, Town Manager; Ms. Lesley King, Town Clerk; Ms. Ellen Minga, Town Treasurer; Mr. William H. Riddick, III, Town Attorney; Mr. Jessie Snead, Superintendent of Public Works; Ms. Sonja Eubank, Office Manager of Public Works; Mr. Josiah Jendry, Fog Inspector; Mr. Thomas Jones, Smithfield Police Sergeant; and Ms. Judy Winslow, Isle of Wight Tourism. Also in Attendance was Mr. Rick Bodson and Tyler Jones (Intern for Treasurer's Office from the College of William and Mary). There was no media represented.

Committee Chair, Mr. Randy Pack called the meeting to order.

A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL BE ON THE COUNCIL AGENDA

1. Invoices Over \$10,000 Requiring Council Authorization:

a. Kimley-Horn Associates (Sports Complex) \$ 21,623.74

The Town Manager reported that the plans at the new Joseph W. Luther, Jr. Sports Complex are approximately 50% complete and by end of the week should be 90% complete. The project is progressing rapidly and staff will be glad to share the plans with Town Council once they have been completed. Committee recommends approval of invoice to Kimley-Horn Associates.

b. Sungard – OSSI

\$21,550.94

Ms. Minga reported that this invoice is for the annual cost of the records management software used by the Police Department. Committee recommends approval on invoice.

2. Staff Recommendation on Award of Vehicle Maintenance Contract - Ms. Eubank stated that the town issued a Request for Proposals (RFP) for the town's Vehicle Maintenance Services Contract as the current contract will expire August 30th, 2016. The new contract would be for one (1) year with the right to renew for up to four (4) additional years if the town is satisfied with their service. Proposals were received from four (4) mechanic shops in Smithfield. The evaluation committee which consisted of staff from the Police Department, Planning Department and Public Works Department thoroughly evaluated and scored all proposals based on the criteria in the RFP, including submittal requirements and cost of services. Negotiations and interviews were conducted with all four companies. Ms. Eubank stated that Smithfield Auto and Truck Center, LLC had the most detailed proposal including qualifications and certifications. They also had the lowest cost of services, therefore the evaluation committee recommends award of the Vehicle Maintenance Service Contract to Smithfield Auto and Truck Center, LLC. Committee asked if the RFP requires the town to take the lowest proposal. Ms. Eubank replied that it does not. Committee expressed some concern that Smithfield Auto and Truck Center, LLC does not offer towing. Ms. Eubank stated that towing was not a requirement for this proposal. Ms. Eubank explained that town vehicles are not towed very often. This contract is totally separate from the existing rotating towing schedule that the Police Department uses for incidents such as vehicle accidents. Dr. Cook expressed concern about not knowing anything about Smithfield Auto and Truck Center, LLC and Dave's Service Center has always done a great job in past years. Committee asked if Mr. Macioci understood the importance that repairs to first responder vehicles for both the Police Department and the Public Works Department are given priority to help ensure the safety of our citizens. Ms. Eubank stated that Mr. Macioci is well aware that first responder vehicles are a priority. Vice Mayor Gregory asked the Town Treasurer if all companies are in good standing with the town. Ms. Minga replied that they are. After a lengthy discussion this item will be sent to Town Council for consideration.

3. Pre-Public Hearing Discussion – Meals and Transient Occupancy Taxes – The Town Attorney stated that per the adopted budget a public hearing will be held at the August 2nd Town Council meeting in regards to increasing Meals Tax from 6% to 6.25% and increasing Transient Occupancy Tax from 5% to 6% effective September 1st, 2016.

B. MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL'S AGENDA.

1. June Cash Balances— Ms. Minga stated that now the resolution has been approved and signed she will move forward with loan financing with Farmers Bank. She also reported that utilities are maintaining at this time. She mentioned that cash balances are not a reflection of billing but a reflection of collections. Ms. Minga stated that the VML/VACo Investment Pool ended the market year pretty strong. It continues to grow as more people become vested in the pool. - Water = \$366,113.14; Water Debt Service = \$953,942.85; Water Capital Escrow Availability Fees = \$458,873.26; Water Treatment Plant Escrow = \$112,155.33; Water Deposit Account = \$108,110.58; Water Development Escrow = \$100,753.97; **Subtotal Water = \$2,099,949.13.** Sewer = \$20,114.37 Sewer Development Escrow = \$358,528.70; Sewer Capital Escrow Availability Fees = \$864,422.75; Sewer Compliance = \$1,546,047.52; **Subtotal Sewer = \$2,789,113.34.** **Highway = \$293,737.81.** General Fund = \$2,298,679.80; Payroll = \$308,508.14; Money Market General Fund Town Bank = \$2,195.75; Business Super NOW-General Fund = \$33,269.43; Money Market General Fund Farmers Bank = \$290,865.33; General Fund Capital Escrow = \$215,592.89; Certificate of Deposit = \$526,432.40; Certificate of Deposit Police Dept = \$36,840.51; Special Project Account = \$2,547,000.78; Pinewood Heights Escrow = \$46,734.65; SNAP Program = \$2,264.75; Museum Account = \$131,482.68; Windsor Castle Acct \$50,500.00; **Subtotal General Fund = \$6,490,367.11. TOTAL ALL FUNDS = \$11,673,167.39.**

The meeting adjourned 4:56 p.m.

July 29, 2016

TO: SMITHFIELD TOWN COUNCIL

FROM: PETER M. STEPHENSON, AICP, ICMA-CM
TOWN MANAGER

SUBJECT: INFORMATIONAL REPORT FOR THE PARKS AND RECREATION
COMMITTEE MEETING HELD ON TUESDAY, JULY 26TH, 2016

The Parks and Recreation Committee held a meeting on Tuesday, July 26th, 2016 at 4:00 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee members attending were: Ms. Connie Chapman, Chair; Mrs. Denise Tynes and Mr. Randy Pack. Other Council members present were: Mr. Michael G. Smith, Mr. Andrew Gregory, Vice Mayor; Dr. Milton Cook and Mr. T. Carter Williams, Mayor. Staff members present were Mr. Peter M. Stephenson, Town Manager; Ms. Lesley King, Town Clerk; Mr. William H. Riddick, III, Town Attorney; Ms. Amy Musick, Smithfield Center Director; Mr. Wayne Griffin, Town Engineer; and Mr. William G. Saunders, IV, Planning and Zoning Administrator. Also in attendance were Mr. Al Jones, of Jones and Jones, P.C.; and Mr. Rick Bodson. The media was represented by Ms. Allison Williams of The Smithfield Times.

Parks and Recreation Committee Chair, Ms. Connie Chapman called the meeting to order.

A. MATTERS DISCUSSED BY COMMITTEE WHICH WIL BE ON THE COUNCIL'S AGENDA.

1. Fishing Pier Closure at Windsor Castle Park for Bacon Fest from Wednesday September 28th through Saturday, October 1st, 2016 - Ms. Musick reported that the fishing pier and trail closures for the Annual Bacon Fest is the same as last year. The fishing pier will be closed from Wednesday, September 28th thru Saturday October 1st. A portion of the park trails will be closed during the event on Saturday, October 1st from 7 am until 5 pm. Committee recommends approval of closures.

B. MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL'S AGENDA.

1. Operational Update – Ms. Musick reported that June and July have been very busy months. The Annual Fireworks Display held on July 3rd was very well attended. A 5K was held at Windsor Castle Park trails on July 16th and this past Sunday, July 24th, bicycle time trials were held at the Veterans Memorial lawn. This was a first time event and the organization was very pleased. Ms. Musick mentioned that National Night Out will be held August 2nd at the Smithfield Center and everyone is encouraged to come out and join the fun. Kayak rentals continue to be strong. At this time the town has netted \$2,430 after paying staff. Ms. Musick stated that the Trail Doctors continue to be busy at the park with general trail maintenance and the Tree of Heaven eradication. She explained that the female Trees of Heaven have been identified and town staff will work with the Trail Doctors to apply herbicides. Ms. Chapman stated that she would like to commend the Trail Doctors for putting in so many hours to help maintain the park. Ms. Musick mentioned that representatives from the Natural Playgrounds Company will be in town on August 23rd to review the planned play area. She stated that she was not sure if the project will start at this time. Once the play area has been completed it will take four to six weeks for it to settle before it can be used. Staff is hopeful that the play area will be open to the public this fall. Mrs. Tynes asked if we have heard anything else from the young ladies that wanted to put a community garden in the park. Ms. Musick stated that due to the time of year she feels everything has been put on hold until kids are back in school. Committee thanked Ms. Musick for the update.

2. Additional Item Discussed: Lost and Found At Windsor Castle Park – Mayor Williams suggested placing a lost and found drop box at the main parking lot in the park so that people that lose things can check to see if they have been placed in this box. Ms. Musick stated that currently the Windsor Castle Park website states that Lost and Found items with significant value such as cell phones, keys, and cameras should be turned in at the Visitor's Center. Discussion was also held on possibly putting signage in the park to direct people to the Visitor's Center because not everyone looks at the website. She expressed concern about how a lost and found box would be used if there was one located at the park. Mayor Williams stated that some people will not want to take items to the Visitor's Center and leaving it in a box in the park would be easier. Ms. Musick also mentioned that in the future once the Windsor Castle Manor House is restored there will be docents on site that could hold on to lost and found items. Ms. Chapman asked for Ms. Musick to think about it and come back with some thoughts on how lost and found items can be handled at the park.

3. Additional Item Discussed: Clontz Park Boat Ramp – Dr. Cook asked if the Clontz Park Boat Ramp went to Planning Commission in July and if so why it was not on their agenda for Town Council. The Town Manager replied that it did go before Planning

Commission at their July 12th meeting for site plan approval; however that does not require Town Council's approval. The last time the boat ramp came before Town Council after a Planning Commission meeting was for a special Use Permit (SUP). Mr. Saunders explained that everything has been approved by Town Council that needs to be approved by Town Council. At this time the town is waiting for a final stormwater management plan from the Virginia Department of Environmental Quality (DEQ), through Isle of Wight County.

The meeting adjourned at 4:21 p.m.

July 29, 2016

TO: SMITHFIELD TOWN COUNCIL

FROM: PETER M. STEPHENSON, AICP, ICMA-CM
TOWN MANAGER

SUBJECT: INFORMATIONAL REPORT FOR THE PUBLIC WORKS COMMITTEE
MEETING HELD ON TUESDAY, JULY 26TH, 2016

The Public Works Committee held a meeting on Tuesday, July 26th, 2016 at 4:21 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee members attending were: Mr. Michael G. Smith, Chair; Dr. Milton Cook and Mrs. Denise Tynes. Other Council members present were: Mr. Randy Pack, Ms. Connie Chapman, and Mr. Andrew Gregory, Vice Mayor; and Mr. T. Carter Williams, Mayor. Staff members present were Mr. Peter M. Stephenson, Town Manager; Ms. Lesley King, Town Clerk; Mr. William H. Riddick, III, Town Attorney; Mr. William G. Saunders, IV, Planning and Zoning Administrator; and Mr. Wayne Griffin, Town Engineer. Also in attendance were Mr. Al Jones of Jones and Jones P.C. and Mr. Rick Bodson. The media was represented by Ms. Allison Williams of The Smithfield Times.

Public Works Committee Chair, Mr. Michael Smith, called the meeting to order.

A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL BE ON THE COUNCIL'S AGENDA.

1. Renewal OF Debris Contract with Goodrich and Son's and Smithfield Services Inc. – Mr. Smith reported that each year the town engages the services of a debris removal contractor to help with maintaining the town's BMP ponds and outfall ditches. They are also on standby to assist in emergency situations in the event of severe weather. Staff has been satisfied with the work of both companies and would recommend they be renewed for an additional year. The current contract pricing will remain the same for both companies. Mrs. Tynes mentioned that she had the opportunity to see some of their work and was pleased with it as well. Committee asked when this contract is required to have a new RFP issued. Mr. Griffin stated that the current contract can be renewed for two more years before it must be put back out to bid. Committee recommends approval to renew the debris removal contracts with Goodrich and Son's and Smithfield Services.

The meeting adjourned at 4:24 p.m.

July 29, 2016

TO: SMITHFIELD TOWN COUNCIL

FROM: PETER M. STEPHENSON, AICP, ICMA-CM
TOWN MANAGER

SUBJECT: INFORMATIONAL REPORT FOR THE PUBLIC BUILDINGS & WELFARE
COMMITTEE MEETING HELD ON TUESDAY, JULY 26TH, 2016

The Public Buildings and Welfare Committee held a meeting on Tuesday, July 26th, 2016 at 4:24 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee members attending were: Dr. Milton Cook, Chair; Mr. Michael G. Smith and Ms. Connie Chapman. Other Council members in attendance were Mr. Randy Pack, Mr. Andrew Gregory, Vice Mayor; and Mr. T. Carter Williams, Mayor. Staff members present were Mr. Peter M. Stephenson, Town Manager; Ms. Lesley King, Town Clerk; Mr. William H. Riddick, III, Town Attorney; and Mr. William G. Saunders, IV, Planning and Zoning Administrator. Also in attendance were Mr. Al Jones of Jones and Jones P.C. and Mr. Rick Bodson. The media was represented by Ms. Allison Williams of The Smithfield Times.

Public Buildings and Welfare Committee Chair, Dr. Milton Cook called the meeting to order.

A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL BE ON THE COUNCIL'S AGENDA.

1. Pre-Public Hearing Discussion: Chesapeake Bay Preservation Ordinance – Mr. Saunders stated that due to changes in state environmental laws, as well as changes in Isle of Wight County ordinances, there are several amendments that are recommended for the town's Chesapeake Bay Preservation Overlay (CBPO) district ordinance. Included in the agenda packet is a draft copy of the changes that have been found acceptable by the Department of Environmental Quality. The Smithfield Planning Commission also recommended approval of the amended ordinance at their July 19th, 2016 meeting. Mr. Saunders mentioned that the main amendments are related to the changes in state law regarding storm water management; specifically, the transfer of those responsibilities to the county's program. Other amendments relate to the ability for septic tank owners to have the option of having inspections of their systems by appropriate personnel in lieu of

pump-outs. In addition to these primary revisions, there were several minor amendments made. This item will be on Town Council's August 2nd agenda as a public hearing.

B. MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL'S AGENDA.

1. Pinewood Heights Relocation Project Update – Phase II and Phase III –The Town Manager reported that Mr. Dodson of Community Planning Partner's monthly report was included in the packet for both Phase II and III. He stated that Phase II has been administratively closed out. As for Phase III the town continues to move at a steady pace. Properties at 23 Jamestown Avenue and 33 Jamestown Avenue are ready to close when Mr. Dodson returns off vacation. Mr. Saunders continues to work on disconnecting utilities so that acquired properties can be demolished. Staff reminded committee that 44 Carver Avenue is the one that the owners stopped making their mortgage payment and will likely be included in the last phase of the Pinewood Heights Relocation Project. Committee thanked staff for the update.

2. 502 Grace Street Pierceville Manor House – Historic District Maintenance Violation – Appeal – Mr. Saunders stated that given the ongoing poor condition of the property known as Pierceville, town staff has determined the property to be in violation of the Town Code. He recapped a timeline of events, which has been included in the staff report, since December 2015 in regards to the maintenance violation at 502 Grace Street. On May 31st, the town received a Notice of Appeal from the owner's legal representative, Mr. Jones. Mr. Saunders stated that July 17th marked the end of the ninety (90) day period to remedy the violation. He explained that Mr. Jones asked to meet to discuss the violation and what needed to be done to secure the property. After that meeting occurred the town received a formal appeal notice offering to sell the property to the Town of Smithfield. Mr. Jones clarified that the owner offered to give her home and a half an acre of land to the town. He stated that some people think the house has some historical value and because it has been listed as a landmark structure the owner does not have the authority to demolish the house. Mr. Jones explained that the owner, even though she has lived there all her life has no interest in maintaining the property, nor the resources to do so. Ms. Crocker has exercised her interest in being a private citizen and feels the town has imposed upon her. She does not feel the town has the authority to require her to make these repairs; therefore she is appealing the process. Mr. Jones stated that he is here today with the intent and hope of working out a solution that is acceptable to the Town. He explained that the Town does not have an obligation to negotiate but if the town does not the owner plans to file an application to demolish all of the buildings. Mr. Jones stated that when Ms. Crocker offered to give the property to the town it could have been a starting point for conversation; however the response from the town was no. Dr. Cook stated that in his opinion the town is not interested in restoring the house from an economic standpoint, but there may be other groups that are interested in the half acre and restoring the structure. Committee asked who is responsible for the cost

of demolishing the structures. The Town Attorney stated that the property owner would be responsible. Mr. Jones stated that Ms. Crocker feels demolition is more feasible than restoration. Dr. Cook explained that the house has been neglected for years and he does not feel it is the town's responsibly to take care of the house. Giving the structure to the town is not a gift it is a liability. The Town Attorney stated that the Board of Historic and Architectural Review does not have the authority to demolish a landmark structure. He continued to explain that the town is asking the owner to rectify the exposure to the outside elements to stop further deterioration. Mr. Jones replied that the owner feels stabilizing the structure is a waste of money. Mr. Pack asked Mr. Jones if they are willing to make any repairs to the house to stabilize it. Mr. Jones replied that the owner is not willing to spend any money on stabilizing the house. Mr. Pack asked if Ms. Crocker would be willing to let the town put a lien on the property if the town stabilized the structure. Mr. Jones stated that they would consider a non-interest bearing loan. Committee asked Mr. Jones if Ms. Crocker would be willing to give five acres of property with the structure because what she is offering does not even meet the minimum lot size. Mr. Jones stated that she may be willing to sell them additional acreage. He explained that these five acres are the most valuable because of their proximity to the town. Committee suggested deferring this item to Town Council's September meeting in order to meet with the property owner to start discuss options for possibly moth balling the structure and securing a lien against the property.

Meeting adjourned at 5:05 p.m.

ACTIVITY REPORTS

**SMITHFIELD POLICE DEPARTMENT
MANAGER'S REPORT
JULY 2016**

Committees and Projects:

07/05 Town Council mtg – Center – Chief Bowman
07/06 Department Head mtg – Deputy Chief Howell
07/14 ECC mtg – PD – Chief Bowman, Lt. Rogers
07/14 IOW Optimist Club Speaker – Taste of Smfd – Kurt Beach
07/19 ECC mtg – IOW Courthouse – Chief Bowman
07/19 Crime Line mtg – Center – Chief Bowman, Annette Crocker

Training

07/11 – 15 Basic Crime Prevention Court – Fairfax County Sheriff's Dept. – Officer R. Howell (40 hrs.)
07/18 Intox Recert – VA Beach – Officer Bancroft (4 hrs.)
07/19 Intox Recert – VA Beach – Officer Seamster (4 hrs.)
07/19 Intox Recert – VA Beach – Officer Powell (4 hrs.)
07/20 Intox Recert – VA Beach – Officer Adams (4 hrs.)

In-House Training

07/06 Color Guard Training – PD – Sgt. Meier, Officer Johnson, Officer Wright, Officer Bancroft, Officer R. Howell (2 hrs.)
07/13 VCIN Recert – PD – Officer Adams, Sgt. Brady, Officer Cook, Sgt. Miller, Officer Phillips, Officer Wright, Deputy Chief A. Howell (4 hrs.)
07/15 Supervisor Boat Training – Pagan – Lt. Rogers, Sgt. Araujo, Sgt. Jones, Officer Powell (teacher) (4 hrs.)
07/20 Color Guard Training – PD – Sgt. Jones, Sgt. Meier, Officer Wright, Officer Johnson, Officer Bancroft, Officer R. Howell (2 hrs.)

Motorcycle Utilization

07/03 Fireworks – Smfd – Sgt. Miller, Officer Phillips

Bicycle Utilization

07/03 Fireworks – Smfd – Sgt. Jones, Officer Johnson

Boat Utilization

07/03 Fireworks – Smfd – Sgt. Meier, Officer Powell
07/05 Boat call out – Pagan River – Sgt. Miller, Officer Phillips
07/09 Boat call out – Clontz pier – Officer Powell, Officer Bancroft

07/17 Boat Patrol – Pagan – Officer Powell, Officer Phillips

Community Relations

07/03 Fireworks, Smfd – Deputy Chief Howell, Officer Adams, Officer Seamster, Officer Bancroft, Lt. Valdez, Officer Pittman, Lt. Rogers, Officer Wooley, Officer Cook, Officer Howell, Officer Wright
07/06 Neighborhood Watch – Covenant Place – Sgt. Miller
07/11 Black Lives Matter protest – Route 10 and 258 – Chief Bowman, Deputy Chief Howell, Lt. Rogers, Sgt. Meier, Sgt. Miller, Officer Philips, Officer Cook
07/18 Child Safety Class – YMCA – Officer Johnson
07/18 Black Lives Matter protest – Route 10 and 258 – Deputy Chief Howell, Sgt. Araujo, Sgt. Miller, Sgt. Meier, Officer Adams, Officer Powell, Officer Phillips
07/19 Kiwanis Fishing – Buckroe Beach Pier – Kristi Jenkins, Kurt Beach

Investigations:

Case#: Multiple
Location: Grimesland Neighborhood
Offense: Vehicle Break-Ins
Disposition: Cleared by Arrest

During the month of July we have had multiple reports of vehicles being entered and property stolen. On 7/13/16 while on routine patrol through the neighborhood an officer observed 3 males on Hepinstall Ave. When he shined his spotlight on them they took off running. The officer was able to catch the males and found stolen property on them. During interviews they admitted to multiple vehicle break-ins. We were able to recover a large amount of property to include 3 guns. Five individuals have been arrested in connection with these break-ins.

Case#: 2016-00548
Location: Berry Hill Rd
Offense: Possession With Intent to Distribute Marijuana
Disposition: Cleared by Arrest

On 7/7/16 an Officer conducted a traffic stop on Berry Hill for a headlight being out. As he walked up to the vehicle he could smell a strong odor of marijuana. He was able to recover 1 oz of marijuana, some scales, a box of plastic bags, and a grinder. The subject was charged with Felony PWID.

July 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
					Amy Off Brewer-Williams Reception MHSu 231	Amy Off Perry-King Wedding & Reception MHSu 105
3	4	5	6	7	8	9
Amy Off Smithfield Fireworks-Sat Rate Smith and Vogel Reception MHSu 175	Jul 4th-Sat Rate	Town Council A&B 20	Staff Meeting C&D 20	Harper and Shrader Wedding and Reception MHSu 60	Carpet Cleaning -Closed	Melissa Off Jackson-Pitt Wedding & Reception MHSu 150
10	11	12	13	14	15	16
Wells and Conklin Wedding and Reception MHSu 90	Amy Off Mitchell-Martin Wedding & Reception MHSu 150	Amy Off Pinewood Heights Meeting B 20 Planning Commission A&B 20 Smithfield Meeting C&D 40	Amy Off Smithfield Meeting C&D 40	Amy Off	Amy Off	Amy Off
17	18	19	20	21	22	23
Amy Off Arey and Johnson Wedding and Reception MHSu 100		BHAR A&B 20 Crime Line Meeting A&B 10 Schoolhouse Committee A&B 10	Active Shooter Seminar A&B 50	Food Lion Job Fair C&D 40	Belinda's 60th Birthday MH 100	Clayton and O'Donnell Wedding and Reception MHSu 130
24	25	26	27	28	29	30
Pait-Fulcher Wedding & Reception MHSu 100	Committee Meetings C&D 20	Committee Meetings C&D 20 One SAP Meeting A&B, MH 80	Courtney Off One SAP Meeting A&B, MH 80	Courtney Off Accounting/Ethics Training C&D 35 One SAP Meeting A&B, MH 80	Courtney Off Lift Inspection Lowe-Kust Wedding & Reception MHSu 175	Courtney Off Rawls and Newsome Reception MHSu 250

July 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31						
Courtney Off Hills-Carter Wedding & Reception MHSu 140						

Smithfield Center - July 2016 - Monthly Report

Booking Date	Building Code	Room Code	Group	Event Name	Group City	How did you hear about us	Pricing Plan	Discount Percent	Venues	Town Services
7/1/2016	Center	MHSu	Brewer-Williams Reception	Brewer-Williams Reception	Hampton	Word of Mouth	B.) Resident-Fri, Sat, Sun	0.00%	\$2,117.18	
7/2/2016	Center	MHSu	Perry-King Wedding & Reception	Perry-King Wedding & Reception	Chesterfield	Word of Mouth	A.) Standard-Fri, Sat, Sun	0.00%	\$2,091.68	
7/3/2016	Center	MHSu	Smith and Vogel Reception	Smith and Vogel Reception	Smithfield	Word of Mouth	B.) Resident-Fri, Sat, Sun	0.00%	\$1,996.85	
7/3/2016	Town Sites	OTS	Smithfield Station	Smithfield Station Parking Assist	Smithfield	Returning Client	Resident-Friday/Sunday	0.00%		\$225.00
7/5/2016	Center	A&B	Town of Smithfield	Town Council	Smithfield	Town Event	h.) Town	100.00%		
7/6/2016	Center	C&D	Town of Smithfield	Staff Meeting	Smithfield	Town Event	h.) Town	100.00%		
7/7/2016	Center	MHSu	Harper and Shrader Wedding and Reception	Harper and Shrader Wedding and Reception	Chesapeake	Word of Mouth	C.) Standard-Weekday	0.00%	\$806.00	
7/9/2016	Center	MHSu	Jackson-Pitt Wedding & Reception	Jackson-Pitt Wedding & Reception	Newport News	Web-Center Website	A.) Standard-Fri, Sat, Sun	0.00%	\$2,050.00	
7/10/2016	Center	MHSu	Wells and Conklin Wedding and Reception	Wells and Conklin Wedding and Reception	Carrollton	Word of Mouth	B.) Resident-Fri, Sat, Sun	0.00%	\$1,450.00	
7/11/2016	Center	MHSu	Mitchell-Martin Wedding & Reception	Mitchell-Martin Wedding & Reception	Portsmouth	Word of Mouth	C.) Standard-Weekday	0.00%	\$1,056.00	
7/12/2016	Center	A&B	Town of Smithfield	Planning Commission	Smithfield	Town Event	h.) Town	100.00%		
7/12/2016	Center	B	Town of Smithfield	Pinewood Heights Meeting	Smithfield	Town Event	h.) Town	100.00%		
7/12/2016	Center	C&D	Smithfield Foods Executive Office a	Smithfield Meeting	Smithfield	Returning Client	D.) Resident -Weekday	0.00%	\$506.00	
7/16/2016	WCP	Courtyard	1 Body Fitness	5K Series by One Body Fitness	Virginia Beach	Returning Client	B.) Resident-Fri, Sat, Sun	0.00%		\$300.00
7/17/2016	Center	MHSu	Arey and Johnson Wedding and Reception	Arey and Johnson Wedding and Reception	Smithfield		Resident-Saturday	0.00%	\$2,274.00	
7/19/2016	Center	A&B	Town of Smithfield	BHAR	Smithfield	Town Event	h.) Town	100.00%		
7/19/2016	Center	A&B	Town of Smithfield	Crime Line Meeting	Smithfield	Town Event	h.) Town	100.00%		
7/19/2016	Center	A&B	Town of Smithfield	Schoolhouse Committee	Smithfield	Town Event	h.) Town	100.00%		
7/20/2016	Center	A&B	US Law Shield	Active Shooter Seminar	Houston	Word of Mouth	D.) Resident -Weekday	0.00%	\$200.00	
7/21/2016	Center	C&D	Food Lion	Food Lion Job Fair	Salisbury	Word of Mouth	D.) Resident -Weekday	0.00%	\$200.00	
7/22/2016	Center	MH	Belinda's 60th BirthdayParty	Belinda's 60th Birthday	Smithfield	Word of Mouth	B.) Resident-Fri, Sat, Sun	0.00%	\$1,350.00	
7/23/2016	Center	MHSu	Clayton and O'Donnell Wedding and Reception	Clayton and O'Donnell Wedding and Reception	Chesapeake	Word of Mouth	A.) Standard-Fri, Sat, Sun	0.00%	\$2,315.52	
7/24/2016	Center	MHSu	Pait-Fulcher Wedding & Reception	Pait-Fulcher Wedding & Reception	Chesapeake	Word of Mouth	A.) Standard-Fri, Sat, Sun	0.00%	\$2,150.00	
7/25/2016	Center	C&D	Town of Smithfield	Committee Meetings	Smithfield	Town Event	h.) Town	100.00%		
7/26/2016	Center	A&B	Smithfield Foods Corporate a	One SAP Meeting	Smithfield	Returning Client	D.) Resident -Weekday	20.00%	\$1,440.00	
7/28/2016	Center	C&D	Smithfield Foods Executive Office a	Accounting/Ethics Training	Smithfield	Returning Client	C.) Standard-Weekday	0.00%	\$200.00	
7/29/2016	Center	MHSu	Lowe-Kust Wedding & Reception	Lowe-Kust Wedding & Reception	Wakefield	Word of Mouth	A.) Standard-Fri, Sat, Sun	0.00%	\$1,900.00	
7/30/2016	Center	MHSu	Rawls and Newsome Reception	Rawls and Newsome Reception	Carrsville	Word of Mouth	B.) Resident-Fri, Sat, Sun	0.00%	\$1,600.00	
7/31/2016	Center	MHSu	Hills-Carter Wedding & Reception	Hills-Carter Wedding & Reception	Portsmouth	Word of Mouth	A.) Standard-Fri, Sat, Sun	0.00%	\$2,564.80	
Deposit Totals for July 2016									\$28,268.03	\$525.00
\$7,955.52 Venue Rental Deposits										
\$225.00 Town Services Deposits										

Smithfield/Isle of Wight Tourism Activity Report –JULY 2016

- Director attended Smithfield Town Council Meeting 7/5/16.
- Director attended BOS meeting held 7/21/16.
- Smithfield Farmer's Markets 7/2,9,16,23,30/16. Farmer's Markets will be open each Saturday through October from 9 a.m. to noon.
- IOW County Marketing Committee 7/5/16.
- Performance Evaluations completed for entire department this month.
- BURLAP TRAIL meeting-Suffolk 7/6/16.
- Held "live" HAM CAM tourism minute on the web. Museum will be broadcasting a Museum Minute on every Tuesday at 12:05 p.m. and Tourism will be broadcasting a Tourism Minute on every Thursday at 12:05 p.m. to highlight something special going on!
- IOW Fair Marketing Committee meeting 7/8/16.
- ISLE JAM Concert Series meeting 7/8/16. ISLE JAM CONCERT held 7/23/16. EXCELLENT event at IOW County Fairgrounds. @ 400 attendees.
- The World's Oldest HAM's birthday was celebrated 7/9/16 at the IOW County Museum in Smithfield!
- Tourism Dept. monthly staff meeting held 7/11/16.
- OLDEN DAYS After-Action meeting held 7/12/16.
- County Lunch & Learn 7/12/16.
- New IOW County Performance Evaluation meeting and training 7/13/16.
- VA World War I and II Commemoration Meeting 7/14/16.
- Interview for candidates for IOW Director of Parks & Rec held 7/18/16.
- Christmas in Smithfield Special Event meeting held 7/18/16, 7/22/16.

- VIRGO AWARD applications completed.
- CVTA Officers Meeting 7/20/16. Strategic Planning for CVTA future.
- Met with Coastal Virginia Magazine 7/22/16.
- Novus Agenda Training 7/25/16.
- Meeting with County Health Dept for SVAE 7/26/16.
- Retail Alliance meeting at Christmas Store 7/26/16.
- VACVB Summer Quarterly Meeting in Suffolk 7/27-28/16.
- IOW Wellness Council 7/28/16.
- Attended Council Committees 7/25-26/16.
- Smithfield Staff Meeting 7/6/16 and 6/22/16.
- County Staff Meeting 7/7/16, 7/25/16.
- Tourism Facebook postings and tweets throughout month. Update website events and ***Where the Locals Go*** event promotion newsletter weekly. This e-newsletter combines tourist events and the Farmer's Market information.
- Weekly individual meetings with staff to address concerns and review projects.

Upcoming Events: See www.VisitSmithfieldVa.com for more details!

ZONING PERMITS JUNE 2016

PERMIT #	CONSTRUCTION TYPE	PROJECT	ADDRESS	CONTRACTOR/ OWNER
6623	SINGLE FAMILY DWELLING	JERSEY PARK	216 MIDDLE STREET	STEFFY ANCHOR CONTRACTING
6624	PLAYGROUND EQUIPMENT	SMITHFIELD MANOR	COMMON AREA SMITHFIELD MANOR	SMITHFIELD MANOR TOWNHOMES
6625	PRIVACY FENCE	MOONEFIELD	45 FAYE DRIVE	JCL PROPERTIES LLC
6626	SHED	ASPEN WOODS	716 TALLWOOD CIRCLE	ADAMS
6627	SHED	WATERFORD OAKS	106 WINCHESTER PLACE	BOYACK
6628	SHED	HISTORIC DISTRICT	255 JAMES STREET LIBRARY	ISLE OF WIGHT COUNTY BOARD OF SUPERVISORS
6629	PIER	PAGAN POINT	502 PAGAN ROAD	JANICE SCOTT BRACEY SCOTT
6630	COVERED PATIO AND SLAB	MOONEFIELD	105 BERRYMAN COURT	GARRIS 4U FROM THE GROUND UP
6631	ABOVE GROUND POOL AND DECK	MOONEFIELD ESTATES	318 WATSON DRIVE	TRUE
6632	FENCE	HISTORIC DISTRICT	121 S. CHURCH STREET	MITCHEM
6633	GARAGE ADDITION	HISTORIC DISTRICT	229 S. MASON STREET	PATRICK LEEMAN NORMAN
6634	PLAYGROUND EQUIPMENT	HISTORIC DISTRICT	WINDSOR CASTLE PARK	TOWN OF SMITHFIELD
6635	ROOM ADDITION	HISTORIC DISTRICT	132 SYKES COURT	BIRDSONG BUILDERS RITTER
6636	SHED	WATERFORD OAKS	112 SHERWOOD LANE	HACKNEY

FYI ITEMS



The Genieve Shelter
P.O. Box 1585 • Suffolk, Virginia 23439
Phone 757-925-4365 • Fax 757-925-2053



June 28, 2016

Town of Smithfield
P.O. Box 246
Smithfield, Va. 23431

Dear Town of Smithfield

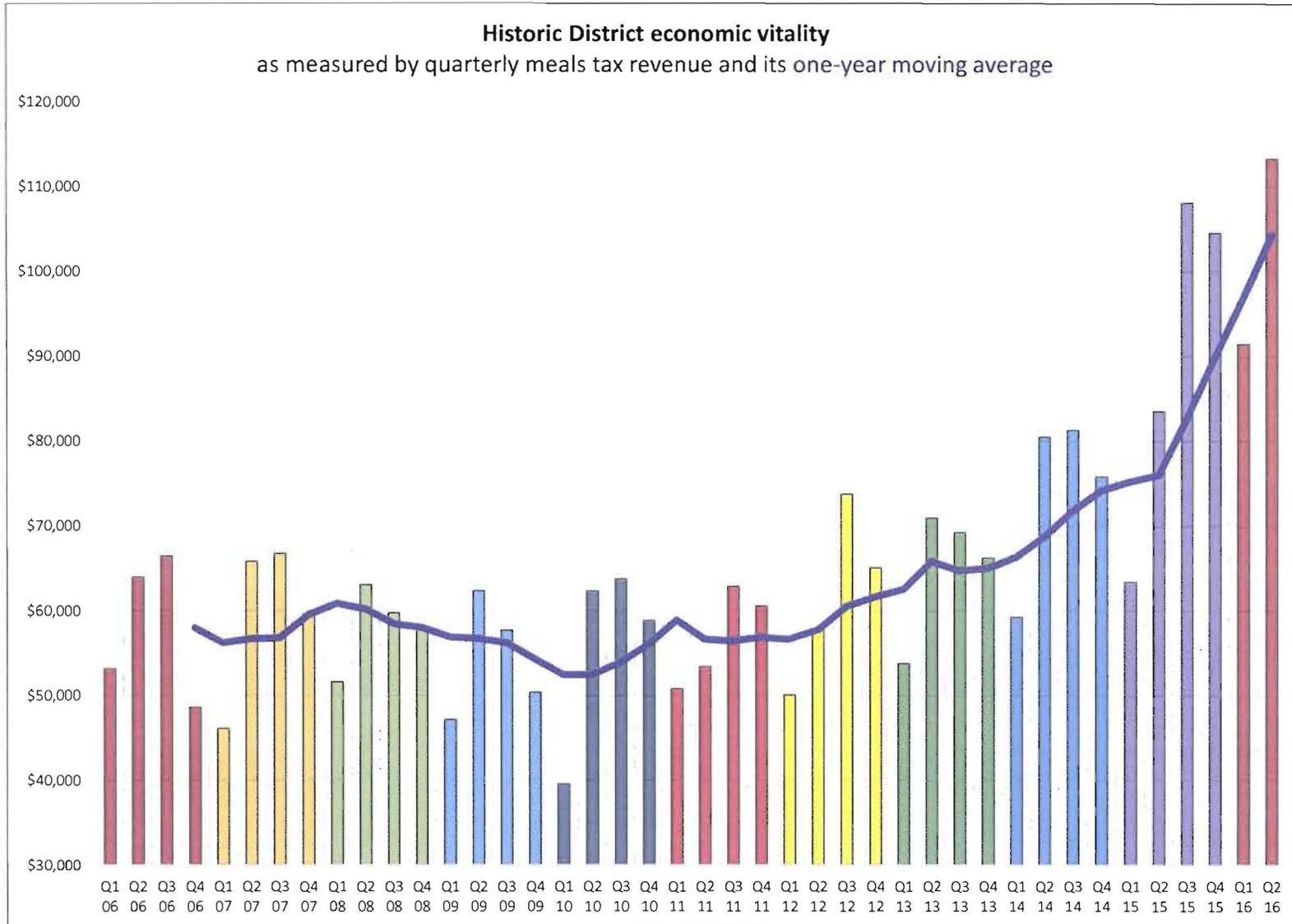
The Genieve Shelter staff and I would like to thank you for your support of our mission to provide safe refuge to victims of domestic violence. Your donation value of \$9,000.00 is greatly appreciated. Your support during such tight economic times is critical to our survival. It is reassuring to know that the community continues to be supportive of our mission.

Again on behalf of the Board of Directors, the Genieve Shelter Staff and the victims themselves, thank you for your very generous contribution.

Sincerely,

Marleisa Montgomery
Marleisa Montgomery
Executive Director

*All items donated to The Genieve Shelter are income tax deductible. Save this letter of receipt for tax purposes.



Year-to-year comparison	
Year	vs. prior year
2006	96%
2007	103%
2008	97%
2009	94%
2010	103%
2011	101%
2012	108%
2013	105%
2014	114%
2015	121%
2016	139%
2016: Jan to June comparison	

> Amounts shown are the meals taxes generated by Historic District dining establishments.

Notes:

- > Quarters are the three months when the tax revenue was generated, e.g., "Q1 15" is the tax collected on January to March 2015 meal sales.
- > The data has been adjusted for inflation and normalized to the current 6% tax rate.

RESOLUTION

BACON, BOURBON & BEACH MUSIC FESTIVAL

WHEREAS, Smithfield VA Events has organized a Bacon, Bourbon & Beach Music Festival to be held at Windsor Castle Park on Saturday, October 1, 2016; and,

WHEREAS, the event organizers have requested that Jericho Road and a portion of Cedar Street be limited to one-way traffic on the day of the festival; and,

WHEREAS, the event organizers have further requested that the trails immediately adjacent to the festival area be closed to the public from 9:00 a.m to 5:00 p.m. on Saturday, October 1, 2016 and that the fishing pier be closed to the public from Wednesday, September 28, 2015 through Saturday, October 1, 2016 until the conclusion of the festival.

WHEREAS, the Town Council desires to support and cooperate with the organizers of the Festival by rerouting traffic and closing off certain portions of the Windsor Castle Park in order to allow a safe and convenient environment for the Bacon, Bourbon & Beach Music Festival.

NOW, THEREFORE, BE IT RESOLVED that on Saturday, October 1, 2016 Jericho Road and a portion of Cedar Street shall be limited to one-way traffic from 8:00 a.m to 2:00 p.m.; and,

BE IT FURTHER RESOLVED that on Saturday, October 1, 2016 the trails immediately adjacent to the festival area be closed to the public from 9:00 a.m to 5:00 p.m.; and,

BE IT FURTHER RESOLVED that the fishing pier shall be closed to the public from Wednesday, September 28, 2016 through Saturday, October 1, 2016 until the conclusion of the festival; and,

BE IT FURTHER RESOLVED, that these actions shall be subject to such rules, guidelines and procedures as may be established by the Town Manager and the Chief of Police.

Adopted this 2nd day of August, 2016.

TOWN COUNCIL OF THE
TOWN OF SMITHFIELD

By _____
T. Carter Williams, Mayor

ATTEST:

Lesley G. King, Clerk

RESOLUTION
STREET CLOSURE FOR AUTUMN VINTAGE MARKET

WHEREAS, the Smithfield Farmers Market has proposed that an autumn vintage market event be held on Saturday, October 8, 2016 from 9:00 a.m. until 2:00 p.m. and has requested that certain streets within the Town be closed during the event; and,

WHEREAS, the Town Council desires to support and cooperate with the Smithfield Farmers Market by closing off certain of the town's streets in order to allow a safe and convenient environment for the farmers market events.

NOW, THEREFORE, BE IT RESOLVED that on Saturday, October 8, 2016, the following streets or portions of streets shall be closed from 6:00 a.m. until 3:00 p.m.: Main Street from its intersection with North and South Church Streets to its intersection with Underwood Lane; and,

BE IT FURTHER RESOLVED, that said street closures shall be subject to such rules, guidelines and procedures as may be established by the Town Manager and the Chief of Police.

Adopted this 2nd day of August, 2016.

TOWN COUNCIL OF THE
TOWN OF SMITHFIELD

By _____
T. Carter Williams, Mayor

ATTEST:

Lesley G. King, Clerk

RESOLUTION

CLOSURE OF STREETS FOR “HOG JOG” RACE

WHEREAS, a committee has formed for the purpose of sponsoring the eleventh annual five kilometer road race known as the “Hog Jog”; and,

WHEREAS, the Hog Jog Committee has requested that all or portions of Commerce Street, Main Street, Cedar Street, South Mason Street, Hill Street, South Church Street, Jericho Road, Underwood Lane, Cary Street, Grace Street, James Street, Washington Street, North Mason Street, Thomas Street and Luter Drive, all as shown on the attached sketch, be closed on Saturday, October 8, 2016 from 8:45 a.m. to 10:45 a.m. to be used as the race course and to permit a safe environment to conduct the race; and,

WHEREAS, these streets will only be closed for the minimum time period necessary for the runners to cover the different sections of the race course; and,

WHEREAS, it appears to the Town Council that this race has been well organized in prior years, will benefit the community; that the request is reasonable and that closing the streets specified above for brief periods during the race will not work an unreasonable hardship on the Town's citizens .

NOW, THEREFORE, be it resolved that on Saturday, October 8, 2016, all or portions of Commerce Street, Main Street, Cedar Street, South Mason Street, Hill Street, South Church Street, Jericho Road, Underwood Lane, Cary Street, Grace Street, James Street, Washington Street, North Mason Street, Thomas Street and Luter Drive, all as shown on the attached sketch, be closed from 8:45 a.m. to 10:45 a.m. to permit a safe environment for conducting a five kilometer road race; and that the closure of these street shall be subject to such rules, guidelines and procedures as may be established by the Town Manager and the Chief of Police.

Adopted this 2nd day of August, 2016.

TOWN COUNCIL OF THE
TOWN OF SMITHFIELD

By _____
T. Carter Williams, Mayor

ATTEST:

Clerk

SUNGARD PUBLIC SECTOR

1000 Business Center Drive
 Lake Mary, FL 32746
 800-727-8088
 www.sungardps.com

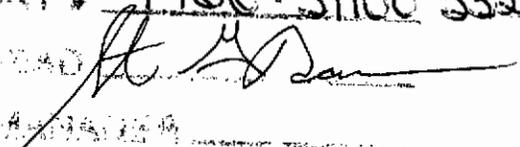
Invoice

Company
 LG

Document No
 122522

Date
 30/Jun/2016

Page
 1 of 2

2827
 PRINT # 4-100-31100-3320


Bill To: SMITHFIELD POLICE DEPARTMENT, VA
 310 INSTITUTE STREET
 PO BOX 246
 SMITHFIELD, VA 23431
 United States
 Attn: Jimmie Minton

Ship To: SMITHFIELD POLICE DEPARTMENT, VA
 310 INSTITUTE STREET
 PO BOX 246
 SMITHFIELD, VA 23431
 United States
 Attn: Jimmie Minton

Customer Grp/No.	Customer Name	Customer PO Number	Currency	Terms	Due Date
1 5182LG	SMITHFIELD POLICE DEPARTMENT, V.		USD	NET30	30/Jul/2016

No	SKU Code/Description/Comments	Units	Rate	Extended
Contract No. 091540				
10	OSSI MCT Client for Digital Dispatch Maintenance Start: 01/Aug/2016, End: 31/Jul/2017	3.00	177.44	532.32
11	OSSI Mobile Client Maps Maintenance Start: 01/Aug/2016, End: 31/Jul/2017	2.00	35.67	71.34
Contract No. 100104				
12	OSSI State Livescan Interface Maintenance Start: 01/Aug/2016, End: 31/Jul/2017	1.00	1,515.83	1,515.83
Contract No. 101066				
13	OSSI MCT Client for Digital Dispatch Maintenance Start: 01/Aug/2016, End: 31/Jul/2017	14.00	177.44	2,484.16
14	OSSI Mobile Client Maps Maintenance Start: 01/Aug/2016, End: 31/Jul/2017	14.00	35.67	499.38
15	OSSI CAD Resource Monitor Display License with Maps Client Maintenance Start: 01/Aug/2016, End: 31/Jul/2017	3.00	200.62	601.86
16	OSSI Additional RMS Workstation License Maintenance Start: 01/Aug/2016, End: 31/Jul/2017	10.00	267.49	2,674.90
17	OSSI Accident Wizard Workstation License Client Maintenance Start: 01/Aug/2016, End: 31/Jul/2017	7.00	26.75	187.25
Contract No. 5182-Main				
1	OSSI Client Base Records Management System Maintenance Start: 01/Aug/2016, End: 31/Jul/2017	1.00	4,402.51	4,402.51
2	OSSI Property and Evidence Module Maintenance Start: 01/Aug/2016, End: 31/Jul/2017	1.00	1,016.59	1,016.59
3	OSSI Parking Ticket Administration Module Maintenance Start: 01/Aug/2016, End: 31/Jul/2017	1.00	1,241.47	1,241.47
4	OSSI Mugshot Capture Station Software Only Maintenance Start: 01/Aug/2016, End: 31/Jul/2017	1.00	1,693.54	1,693.54
Contract No. DW01-232				
9	OSSI RMS Map Display and Pin Mapping License	1.00	40.57	40.57
Page Total				16,961.72

SUNGARD PUBLIC SECTOR

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Invoice

Company	Document No	Date	Page
LG	122522	30/Jun/2016	2 of 2

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1 5182LG	SMITHFIELD POLICE DEPARTMENT, V.		USD	NET30	30/Jul/2016

No	SKU Code/Description/Comments	Units	Rate	Extended
	Maintenance Start: 01/Aug/2016, End: 31/Jul/2017			
	Contract No. DW01-234			
5	OSSI Client License for Message Switch Maintenance Start: 01/Aug/2016, End: 31/Jul/2017	5.00	68.16	340.80
6	OSSI Base Mobile Server Software Client Maintenance Start: 01/Aug/2016, End: 31/Jul/2017	1.00	2,822.57	2,822.57
7	OSSI Mobile Client Maps Maintenance Start: 01/Aug/2016, End: 31/Jul/2017	5.00	45.21	226.05
8	OSSI - Mobile Client Software Maintenance Start: 01/Aug/2016, End: 31/Jul/2017	5.00	239.96	1,199.80
			Page Total	4,589.22

Remittance: SunGard Public Sector
Bank of America
12709 Collection Center Drive
Chicago, IL 60693

Inquiries: Accounts.ReceivableLG@SunGardPS.com

Subtotal	21,550.94
Sales Tax	0.00
Invoice Total	21,550.94
Payment Received	0.00
Balance Due	21,550.94

RESOLUTION

BACON, BOURBON & BEACH MUSIC FESTIVAL

WHEREAS, Smithfield VA Events has organized a Bacon, Bourbon & Beach Music Festival to be held at Windsor Castle Park on Saturday, October 1, 2016; and,

WHEREAS, the event organizers have requested that Jericho Road and a portion of Cedar Street be limited to one-way traffic on the day of the festival; and,

WHEREAS, the event organizers have further requested that the trails immediately adjacent to the festival area be closed to the public from 9:00 a.m to 5:00 p.m. on Saturday, October 1, 2016 and that the fishing pier be closed to the public from Wednesday, September 28, 2015 through Saturday, October 1, 2016 until the conclusion of the festival.

WHEREAS, the Town Council desires to support and cooperate with the organizers of the Festival by rerouting traffic and closing off certain portions of the Windsor Castle Park in order to allow a safe and convenient environment for the Bacon, Bourbon & Beach Music Festival.

NOW, THEREFORE, BE IT RESOLVED that on Saturday, October 1, 2016 Jericho Road and a portion of Cedar Street shall be limited to one-way traffic from 8:00 a.m to 2:00 p.m.; and,

BE IT FURTHER RESOLVED that on Saturday, October 1, 2016 the trails immediately adjacent to the festival area be closed to the public from 9:00 a.m to 5:00 p.m.; and,

BE IT FURTHER RESOLVED that the fishing pier shall be closed to the public from Wednesday, September 28, 2016 through Saturday, October 1, 2016 until the conclusion of the festival; and,

BE IT FURTHER RESOLVED, that these actions shall be subject to such rules, guidelines and procedures as may be established by the Town Manager and the Chief of Police.

Adopted this 2nd day of August, 2016.

TOWN COUNCIL OF THE
TOWN OF SMITHFIELD

By _____
T. Carter Williams, Mayor

ATTEST:

Lesley G. King, Clerk

AN ORDINANCE AMENDING ARTICLE V, SECTION 74-122 OF CHAPTER 74. OF THE CODE OF THE TOWN OF SMITHFIELD, VIRGINIA, AS AMENDED, IN ORDER TO INCREASE THE RATE OF TAX IMPOSED ON PREPARED FOODS SERVED IN RESTAURANTS OR ELSEWHERE AND BY CATERERS.

WHEREAS, the Town of Smithfield under Section 9. of its Charter and Section 15.2-1104, Code of Virginia (1950), as amended, is authorized to enact taxes on property and other lawful subjects as in the judgment of the Town Council are necessary to pay the debts, defray the expenses, accomplish the purposes and perform the functions of the town; and

WHEREAS, under Section 58.1-3840, Code of Virginia (1950), as amended, and the aforesaid authority, the town is authorized to levy a tax upon prepared food consumed within the town; and

WHEREAS, this Council deems the levy of a tax equal to six and one-quarter percent (6.25%) of the cost of prepared food necessary to pay the debts, defray the expenses, accomplish the purposes and perform the functions of the town, and in particular for the specific purposes of providing for economic development, promoting business and tourism within the town and financing neighborhood rehabilitation projects.

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SMITHFIELD, VIRGINIA:

1. That Article V, Section 74-122 of the Code of the Town of Smithfield, Virginia is repealed and reenacted as follows:

74-122. Levy of tax.

There is hereby imposed and levied by the town on each person a tax at the rate of Six and one-quarter percent (6.25%) on the amount paid for meals purchased from any food establishment, whether prepared in such food establishment or not, and whether consumed on the premises or not. There shall be no tax if the total amount paid is fifty cents or less; on larger amounts a fractional cent of tax due shall be rounded to the next higher cent.

2. This ordinance shall become effective immediately upon adoption.

This ordinance shall become effective August 1, 2016.

ADOPTED this 2nd day of August, 2016.

TOWN COUNCIL OF THE
TOWN OF SMITHFIELD

By _____
T. Carter Williams, Mayor

ATTEST:

Clerk

AN ORDINANCE TO AMEND ARTICLE VI. SECTION 74-151 OF THE TOWN CODE
PERTAINING TO THE COLLECTION OF TRANSIENT OCCUPANCY TAX

WHEREAS, the Town Council of the Town of Smithfield finds it necessary to amend Section 74-151 of Article VI.: Transient Occupancy Tax of the Code of the Town of Smithfield.

NOW, THEREFORE, be it ordained by the Town Council of the Town of Smithfield, Virginia:

1. That Section 74-151 of Article VI.: Transient Occupancy Tax of the Code of the Town of Smithfield is hereby repealed and reenacted as follows:

Sec. 74-151. Levy of tax.

In addition to all other taxes and fees of any kind now or hereafter imposed by law, a tax is hereby imposed and levied on hotels, motels, boardinghouses, travel campgrounds and other facilities offering guestrooms rented out for continuous occupancy of fewer than 90 consecutive days, at the rate of six percent of the amount of the charge for the occupancy of any room or space occupied. The tax impose hereunder shall not apply to rooms or spaces rented and continuously occupied by the same individual or same group of individuals for 90 days or more.

2. This ordinance shall become effective immediately upon adoption.

Adopted this 2nd day of August, 2016.

TOWN COUNCIL OF THE
TOWN OF SMITHFIELD

By _____
T. Carter Williams, Mayor

ATTEST:

Clerk

AN ORDINANCE TO AMEND THE ZONING ORDINANCE
OF THE TOWN OF SMITHFIELD, VIRGINIA

WHEREAS, the Town Council of the Town of Smithfield deems it necessary to revise and amend certain provisions of the Zoning Ordinance of the Town of Smithfield to better implement and enforce the regulations which comprise the Chesapeake Bay Preservation Area Ordinance; and,

WHEREAS, the Town's Planning Commission, after a public hearing, has unanimously recommended that the Town Council adopt the proposed amendments and revisions; and,

WHEREAS, this Council, after a public hearing on the matter, finds it to be in the best interest of the citizens of the town to revise and amend the following provisions of its Zoning Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Smithfield, Virginia, as follows, to-wit:

1. That the following provisions of Article 3.P, Chesapeake Bay Preservation Area Overlay District, are hereby repealed and reenacted, with the full text of the provisions to be reenacted attached hereto as Exhibit "A":

Article 3.P, Chesapeake Bay Preservation Overlay District, Section A.1
Article 3.P, Chesapeake Bay Preservation Overlay District, Section B.3.d.3
Article 3.P, Chesapeake Bay Preservation Overlay District, Section B.3.d.5
Article 3.P, Chesapeake Bay Preservation Overlay District, Section F.1
Article 3.P, Chesapeake Bay Preservation Overlay District, Section G.1
Article 3.P, Chesapeake Bay Preservation Overlay District, Section G.2.b.2
Article 3.P, Chesapeake Bay Preservation Overlay District, Section G.2.e.1
Article 3.P, Chesapeake Bay Preservation Overlay District, Section G.2.e.2
Article 3.P, Chesapeake Bay Preservation Overlay District, Section G.3.c.1(e)
Article 3.P, Chesapeake Bay Preservation Overlay District, Section G.3.c.4.(a)
Article 3.P, Chesapeake Bay Preservation Overlay District, Section G.3.c.4.(b)
Article 3.P, Chesapeake Bay Preservation Overlay District, Section I.2.a.2(b)
Article 3.P, Chesapeake Bay Preservation Overlay District, Section I.2.a.4
Article 3.P, Chesapeake Bay Preservation Overlay District, Section I.3.a.2
Article 3.P, Chesapeake Bay Preservation Overlay District, Section I.3.a.2(b)
Article 3.P, Chesapeake Bay Preservation Overlay District, Section I.3.b.1
Article 3.P, Chesapeake Bay Preservation Overlay District, Section J.1
Article 3.P, Chesapeake Bay Preservation Overlay District, Section K.1,A.1
Article 3.P, Chesapeake Bay Preservation Overlay District, Section K.3
Article 3.P, Chesapeake Bay Preservation Overlay District, Section K.6

Article 3.P, Chesapeake Bay Preservation Overlay District, Section K.6.B
Article 3.P, Chesapeake Bay Preservation Overlay District, Section K.6.C
Article 3.P, Chesapeake Bay Preservation Overlay District, Section K.7
Article 3.P, Chesapeake Bay Preservation Overlay District, Section K.8
Article 3.P, Chesapeake Bay Preservation Overlay District, Section K.9.A
Article 3.P, Chesapeake Bay Preservation Overlay District, Section K.9.C
Article 3.P, Chesapeake Bay Preservation Overlay District, Section K.9.E

2. This ordinance shall be in effect immediately upon adoption.

Adopted this 2nd day of August, 2016.

TOWN COUNCIL OF THE
TOWN OF SMITHFIELD

By _____
T. Carter Williams, Mayor

ATTEST:

Clerk