

- TAB # 3** 3. April Cash Balances / VML Investment Pool Update
- TAB # 4** 4. Invoices Over \$10,000 Requiring Council Authorization:
 - a. Christian Outreach Program \$14,000.00
 - b. J and B Hartigan \$88,039.84
 - c. Smithfield Volunteer Fire Dept. (Run Money) \$13,000.00
- TAB # 5** 5. Pre-Public Hearing Discussion: Amended Budget for FY 2015/2016
- TAB # 6** 6. Pre-Public Hearing Discussion: Budget FY 2016/2017

TUESDAY, MAY 24TH, 2016

4:00 p.m. Parks and Recreation Members: Chapman (CH), Pack, Tynes

- TAB # 7** 1. Public Comment
- TAB # 8** 2. Operational Update – Parks and Recreation Committee Report
- 3. Proposed Rate Increase for the Smithfield Center Venue

Immediately following the conclusion of the above meeting:

Public Works Members: Smith (CH), Cook, Tynes

- TAB # 8A** 1. Public Comment
- 2. Drainage Study for James Street Pump Station Area

Immediately following the conclusion of the above meeting:

Public Buildings & Welfare Members: Cook (CH), Chapman, Smith

- TAB # 9** 1. Public Comment
- TAB # 10** 2. Pinewood Heights Relocation Project – Phase II and Phase III Update
- 3. Award of Demolition Services Contract
- 4. Closed Session – Acquisition/Disposition of Real Property for Public Purposes

***** Additional Item Not Listed on Committee but will be on Council's June 7th, Agenda*****

- Approval of May 3rd, Town Council Meeting Minutes
- Recommended Appointment to Board of Zoning Appeals

**POLICE
COMMITTEE**

MEMORANDUM

TO: POLICE COMMITTEE/TOWN COUNCIL MEMBERS
FROM: KURT BEACH
SUBJECT: RESOLUTION OF APPOINTMENT/RE-APPOINTMENTS
DATE: MAY 19, 2016
CC: CHIEF BOWMAN; COL. HOWELL

Dear Town Council Members,

I am writing on behalf of the membership of the Smithfield Community Crime Prevention Team and the pending expiration of the "Resolution of Appointment"

On November 6, 2012 the Town Council of the Town of Smithfield resolved to participate in the Virginia Department of Criminal Justice Services Certified Crime Prevention Community Program. The following citizens have agreed to serve in obligation to that resolve and are due for appointment.

Therefore, the staggered terms of appointees will expire on June 30th 2016 and December 31, 2016.

The following SCCP Team members have agreed to serve on the 18 month term ending December 31, 2017:

Kurt Beach, Joseph Reish, Connie Chapman, Officer Clarence Seamster,

The Following SCCP Team members have agreed to serve on the 12 month term ending June 30, 2017:

Marian Aidan, Martha Jackson, Mary Holmes, Bob Cole, Joyce Bowser

RESPECTFULLY SUBMITTED

KURT BEACH

CRIME PREVENTION SPECIALIST

SMITHFIELD POLICE DEPARTMENT

**FINANCE
COMMITTEE**

**Town of Smithfield
General Fund Operating Budget**

Description	5% Increase Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual as of 04/30/16	Remaining Budget	% of budget
Revenue						
General Fund revenues						
<u>Real Estate Tax</u>						
Current RE Tax	1,680,000.00	1,680,000.00	1,675,000.00	1,673,788.43	6,211.57	99.63%
Delinquent RE Tax	23,200.00	23,200.00	32,275.00	23,393.86	(193.86)	100.84%
Current RE Penalty	6,500.00	6,500.00	4,000.00	5,823.69	676.31	89.60%
Delinquent RE Penalty	2,500.00	2,500.00	3,800.00	2,568.76	(68.76)	102.75%
Current RE Interest	745.00	745.00	745.00	450.23	294.77	60.43%
Delinquent RE Interest	4,100.00	4,100.00	8,885.00	4,188.67	(88.67)	102.16%
Total Real Estate Taxes	1,717,045.00	1,717,045.00	1,724,705.00	1,710,213.64	6,831.36	99.60%
<u>Personal Property Tax</u>						
Current PP Tax	583,000.00	583,000.00	621,105.00	574,417.31	8,582.69	98.53%
Delinquent PP Tax	16,500.00	16,500.00	28,000.00	13,357.58	3,142.42	80.96%
Current PP Penalty	13,000.00	13,000.00	13,000.00	11,892.00	1,108.00	91.48%
Delinquent PP Penalty	4,300.00	4,300.00	5,800.00	5,303.67	(1,003.67)	123.34%
Current PP Interest	1,200.00	1,200.00	1,200.00	909.38	290.62	75.78%
Delinquent PP Interest	3,000.00	3,000.00	4,600.00	3,899.04	(899.04)	129.97%
Total Personal Property Tax	621,000.00	621,000.00	673,705.00	609,778.98	11,221.02	98.19%
<u>Public Service Corporations Tax</u>						
Current RE Tax	29,774.00	29,775.00	-	29,774.56	0.44	100.00%
Current PP Tax	750.00	750.00	-	757.61	(7.61)	101.01%
Total Public Service Tax	30,524.00	30,525.00	-	30,532.17	(7.17)	100.02%
<u>Miscellaneous Receipts Over/Short</u>	10.00	15.00	15.00	0.59	14.41	3.93%
Total Over/Short	10.00	15.00	15.00	0.59	14.41	3.93%
<u>Other Local Taxes</u>						
Franchise Tax	137,645.00	137,645.00	149,000.00	-	137,645.00	0.00%
Cigarette Tax	150,000.00	150,000.00	130,000.00	145,202.84	4,797.16	96.80%
Transient Occupancy Tax	180,000.00	180,000.00	170,000.00	102,194.18	77,805.82	56.77%
Meals Tax-4%	1,046,930.00	1,051,100.00	915,000.00	779,001.09	272,098.91	74.11%

**Town of Smithfield
General Fund Operating Budget**

Description	5% Increase		Adopted Budget 2015/2016	Actual as of 04/30/16	Remaining Budget	% of budget
	Proposed 2016/2017	Proposed Rev 2015/2016				
Meals Tax-2%	523,470.00	525,550.00	457,500.00	389,500.55	136,049.45	74.11%
Sales Tax	320,000.00	300,000.00	300,000.00	192,288.95	107,711.05	64.10%
Consumption Tax	47,000.00	46,000.00	46,000.00	31,612.95	14,387.05	68.72%
Utility Tax	190,000.00	193,600.00	193,600.00	129,140.49	64,459.51	66.70%
Business Licenses	365,000.00	340,000.00	340,000.00	344,257.96	(4,257.96)	101.25%
Business Licenses Penalty	2,000.00	4,650.00	4,650.00	1,525.00	3,125.00	32.80%
Business Licenses Interest	600.00	250.00	250.00	170.96	79.04	68.38%
Vehicle License Tags	-	-	-	12.00	(12.00)	0.00%
Vehicle License	130,500.00	136,500.00	146,200.00	135,013.52	1,486.48	98.91%
Total Other Local Taxes	3,093,145.00	3,065,295.00	2,852,200.00	2,249,920.49	815,374.51	73.40%
<u>Licenses, Permits & Privilege Fees</u>						
Permits & Other Licenses	15,000.00	12,000.00	12,000.00	13,393.30	(1,393.30)	111.61%
Inspection Fees-Subdivision	3,000.00	5,000.00	5,000.00	3,000.00	2,000.00	60.00%
WC Dog Park Registration	2,300.00	2,400.00	2,400.00	1,724.00	676.00	71.83%
Consultant Review Fees	3,000.00	5,500.00	5,500.00	2,314.40	3,185.60	42.08%
Total Licenses, permits and privilege fees	23,300.00	24,900.00	24,900.00	20,431.70	4,468.30	82.06%
<u>Fines & Costs</u>						
Public Defender Fee				-	-	0.00%
Fines & Costs	70,000.00	70,000.00	70,000.00	53,357.47	16,642.53	76.22%
Total Fines & Forfeitures	70,000.00	70,000.00	70,000.00	53,357.47	16,642.53	76.22%
<u>From Use of Money and Property</u>						
General Fund Interest	8,000.00	11,000.00	8,000.00	10,062.23	937.77	91.47%
Beautification Fund Interest	-	-	-	37.50	(37.50)	100.00%
Rentals	19,750.00	19,242.00	19,242.00	16,409.14	2,832.86	85.28%
Smithfield Center Rentals	180,000.00	156,000.00	156,000.00	148,122.81	7,877.19	94.95%
Smithfield Center Vendor Programs	6,000.00	6,000.00	6,000.00	3,950.00	2,050.00	65.83%
Kayak Rentals	9,000.00	5,600.00	5,600.00	6,126.00	(526.00)	109.39%
Windsor Castle Programs	-	-	-	-	-	0.00%
Special Events	17,000.00	12,360.00	14,000.00	13,163.29	(803.29)	106.50%
Fingerprinting Fees	1,200.00	1,200.00	1,200.00	1,160.00	40.00	96.67%
Museum Gift Shop Sales	9,400.00	8,600.00	8,600.00	8,330.20	269.80	96.86%

**Town of Smithfield
General Fund Operating Budget**

Description	5% Increase Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual as of 04/30/16	Remaining Budget	% of budget
Museum Programs/Lecture Fees	1,500.00	1,500.00	1,500.00	1,488.00	12.00	99.20%
Sale of Equipment	8,000.00	8,000.00	1,000.00	401.00	7,599.00	5.01%
Lease of Land	500.00	525.00	525.00	500.00	25.00	95.24%
Total revenue from use of money and property	260,350.00	230,027.00	221,667.00	209,750.17	20,276.83	91.19%
<u>Miscellaneous Revenue</u>						
Other Revenue	2,100.00	2,000.00	2,000.00	2,018.77	(18.77)	100.94%
Cash Proffer Revenues	-	-	-	-	-	0.00%
Obici Healthcare Foundation Grant-TRIAD	-	1,000.00	-	1,052.50	(52.50)	105.25%
Virginia Municipal Group Safety Grant	4,000.00	4,000.00	4,000.00	4,000.00	-	100.00%
Total Miscellaneous Revenue	6,100.00	7,000.00	6,000.00	7,071.27	(71.27)	101.02%
<u>From Reserves</u>						
Restricted Reserves-Police Department	-	-	-	-	-	0.00%
Reserves-Pinewood Escrow	-	-	-	-	-	0.00%
Reserves-Restricted for Police Evidence Building	-	169,072.00	-	169,072.00	-	100.00%
Reserves-Restricted for Ball Fields	3,025,000.00	-	-	-	-	0.00%
From Operating Reserves	602,723.50	442,545.00	142,510.00	438,775.02	3,769.98	99.15%
Total From Reserves	3,627,723.50	611,617.00	142,510.00	607,847.02	3,769.98	426.53%
<u>Intergovernmental Virginia</u>						
Law Enforcement	161,533.00	161,533.00	161,533.00	121,149.00	40,384.00	75.00%
Litter Control Grant	3,354.00	3,354.00	3,318.00	3,354.00	-	100.00%
Police Block Grants-State	-	-	-	-	-	0.00%
Communications Tax	232,000.00	232,000.00	237,000.00	153,047.22	78,952.78	65.97%
Rolling Stock	18.00	18.00	23.00	17.68	0.32	98.22%
Rental Tax	4,000.00	3,230.00	3,230.00	3,258.55	(28.55)	100.88%
Asset Forfeiture	-	1,270.00	-	1,269.60	0.40	99.97%
PPTRA State Revenue	240,795.00	240,795.00	240,795.00	240,794.89	0.11	100.00%
TRIAD Grant	2,250.00	2,250.00	2,250.00	-	2,250.00	0.00%
Fire Programs	25,627.00	25,627.00	24,294.00	-	25,627.00	0.00%
VCA Grant	5,000.00	5,000.00	5,000.00	5,000.00	-	100.00%
DCA Grant (Dam)	4,000.00	-	-	-	-	0.00%
SNAP Program	100.00	100.00	-	42.00	58.00	42.00%

**Town of Smithfield
General Fund Operating Budget**

Description	5% Increase Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual as of 04/30/16	Remaining Budget	% of budget
Total State Revenue	678,677.00	675,177.00	677,443.00	527,932.94	147,244.06	78.19%
<u>Intergovernmental Federal</u>						
Police Federal Grants	3,500.00	3,700.00	2,250.00	3,709.15	(9.15)	100.25%
Boat Ramp Grant	252,815.00	-	-	-	-	0.00%
Pinewood Heights CDBG Relocation Grant Phase III	1,000,000.00	-	-	-	-	0.00%
Pinewood Heights CDBG Relocation Grant-Phase II	-	375,280.00	-	180,000.00	195,280.00	47.96%
Total Federal Revenue	1,256,315.00	378,980.00	2,250.00	183,709.15	195,270.85	48.47%
<u>Other Financing Sources</u>						
<u>Operating Transfers In</u>						
Transfer In for Debt Service			-	-	-	0.00%
Total Operating Transfers In	-	-	-	-	-	0.00%
<u>Other Financing Sources</u>						
Line of Credit Proceeds	500,000.00	-	450,000.00	-	-	0.00%
Note Proceeds	3,597,725.00	1,102,275.00	-	-	1,102,275.00	0.00%
Insurance Recoveries	-	12,600.00	-	2,624.95	9,975.05	20.83%
Total Other Financing Sources	4,097,725.00	1,114,875.00	450,000.00	2,624.95	1,112,250.05	0.24%
<u>Contributions</u>						
CHIPS Contributions	3,700.00	3,700.00	600.00	4,738.00	(1,038.00)	128.05%
Contributions-Smithfield Foods-WC Park Outbuildings	-	22,455.00	9,940.00	22,454.62	0.38	100.00%
Contributions-Smithfield VA Events	32,000.00	32,000.00	-	18,000.00	14,000.00	56.25%
Contributions-Historic Smithfield	-	2,797.00	-	2,797.00	-	100.00%
Contributions-Isle of Wight County-Museum	11,650.00	11,650.00	11,650.00	8,590.99	3,059.01	73.74%
Contributions-Public Safety	-	30.00	-	30.00	-	100.00%
Contributions-Smithfield Foods -Public Safety	-	50,000.00	-	50,000.00	-	100.00%
Contributions-Public Ball Fields	50,000.00	3,025,000.00	-	2,525,000.00	500,000.00	83.47%
Total Contributions	97,350.00	3,147,632.00	22,190.00	2,631,610.61	516,021.39	83.61%
Total General Fund Revenue	15,579,264.50	11,694,088.00	6,867,585.00	8,844,781.15	2,849,306.85	75.63%

**Town of Smithfield
General Fund Operating Budget**

Description	5% Increase					
	Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual as of 04/30/16	Remaining Budget	% of budget
Less Revenues, Loan Funds, Grants and Contributions related to capital projects						
Line of Credit Proceeds	(500,000.00)	-	(450,000.00)	-	-	0.00%
General Obligation Bond-Land Acquisition	(3,597,725.00)	(1,102,275.00)	-	-	(1,102,275.00)	0.00%
Cash Proffer Revenues	-	-	-	-	-	0.00%
Meals tax-special projects	(523,470.00)	(525,550.00)	(457,500.00)	(389,500.55)	(136,049.45)	74.11%
From Operating Reserves	(602,723.50)	(442,545.00)	(142,510.00)	(438,775.02)	(3,769.98)	99.15%
Pinewood Heights Reserves	-	-	-	-	-	0.00%
Beautification Fund Reserves	-	(169,072.00)	-	(169,072.00)	-	0.00%
Ball Field Reserves	(3,025,000.00)	-	-	-	-	0.00%
Contributions-WC Park	-	(22,455.00)	(9,940.00)	(22,454.62)	(0.38)	100.00%
Contributions-Historic Smithfield	-	(2,797.00)	-	(2,797.00)	-	100.00%
Contributions-Public Safety	-	(50,000.00)	-	(50,000.00)	-	100.00%
Contributions to Ball Fields	(50,000.00)	(3,025,000.00)	-	(2,525,000.00)	(500,000.00)	83.47%
Contributions-Smithfield VA Events	(32,000.00)	(32,000.00)	-	(18,000.00)	(14,000.00)	56.25%
Pinewood Heights Phase III CDBG Funds	(1,000,000.00)	-	-	-	-	0.00%
Boat Ramp Grant	(252,815.00)	-	-	-	-	0.00%
Pinewood Heights Relocation Project -Grant	-	(375,280.00)	-	(180,000.00)	(195,280.00)	47.96%
Total Non-operating Revenues	(9,583,733.50)	(5,746,974.00)	(1,059,950.00)	(3,795,599.19)	(1,951,374.81)	66.05%
Total General Fund Operating Revenues	5,995,531.00	5,947,114.00	5,807,635.00	5,049,181.96	897,932.04	84.90%

**General Fund Budget
Expenses**

Description	5% Increase					
	Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual as of 04/30/16	Remaining Budget	% of budget
GENERAL GOVERNMENT						
Town Council						
Salaries	40,000.00	-	40,000.00	32,780.00	7,220.00	81.95%
FICA	3,352.00	3,496.00	3,496.00	2,623.01	872.99	75.03%
Employee Wellness/Assistance Plan	1,344.00	1,176.00	1,638.00	1,078.00	98.00	91.67%
Legal Fees	65,000.00	65,000.00	46,000.00	45,545.36	19,454.64	70.07%
Election Expense	-	3,600.00	3,600.00	-	3,600.00	0.00%

**Town of Smithfield
General Fund Operating Budget**

Description	5% Increase					
	Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual as of 04/30/16	Remaining Budget	% of budget
Maintenance contracts	600.00	595.00	595.00	595.00	-	100.00%
Advertising	25,000.00	25,000.00	25,000.00	15,279.46	9,720.54	61.12%
Professional Services	40,000.00	25,000.00	27,500.00	14,569.50	10,430.50	58.28%
Records Management maint & upgrades	5,292.00	5,292.00	4,258.00	5,292.00	-	100.00%
Site Plan Review	5,000.00	5,000.00	5,000.00	-	5,000.00	0.00%
Communications	-	-	1,000.00	-	-	0.00%
Insurance	18,820.00	18,820.00	23,700.00	18,820.00	-	100.00%
Supplies	20,000.00	22,000.00	22,000.00	16,423.14	5,576.86	74.65%
Travel & Training	6,500.00	6,800.00	6,800.00	3,381.49	3,418.51	49.73%
Subscriptions/Memberships	9,200.00	9,100.00	9,100.00	8,546.00	554.00	93.91%
Council Approved Items	12,000.00	12,000.00	12,000.00	9,533.51	2,466.49	79.45%
Public Defender Fees	4,000.00	5,000.00	5,000.00	720.00	4,280.00	14.40%
Bank Charges	625.00	625.00	625.00	471.00	154.00	75.36%
SpecialProjects	3,000.00	3,500.00	3,500.00	241.25	3,258.75	6.89%
Smithfield CHIPS program	4,750.00	4,750.00	3,000.00	340.00	4,410.00	7.16%
Update Town Charter & Code	3,000.00	3,000.00	3,000.00	650.00	2,350.00	21.67%
Annual Christmas Parade	200.00	200.00	200.00	103.84	96.16	51.92%
Total Town Council	267,683.00	259,954.00	247,012.00	176,992.56	82,961.44	68.09%
<u>Town Manager</u>						
Salaries-includes new position	313,814.00	229,835.00	229,835.00	181,089.97	48,745.03	78.79%
FICA-includes one new position	25,105.00	18,390.00	18,390.00	12,642.96	5,747.04	68.75%
VSRS-includes one new position	19,695.00	17,800.00	17,800.00	14,831.66	2,968.34	83.32%
Health-includes new position at single coverage	62,245.00	49,700.00	49,700.00	41,412.80	8,287.20	83.33%
Auto Expense	500.00	500.00	500.00	53.60	446.40	10.72%
Maintenance Contracts	2,800.00	2,800.00	2,525.00	2,025.45	774.55	72.34%
Communications	17,000.00	16,000.00	16,000.00	12,074.78	3,925.22	75.47%
Insurance	2,330.00	2,330.00	2,330.00	2,176.00	154.00	93.39%
Supplies	5,500.00	5,500.00	5,500.00	2,848.76	2,651.24	51.80%
Dues & Subscriptions	3,355.00	3,300.00	3,250.00	2,892.09	407.91	87.64%
Computer & technology expenses	13,000.00	16,000.00	16,000.00	5,023.71	10,976.29	31.40%
Travel & Training	7,800.00	7,800.00	7,800.00	4,189.76	3,610.24	53.71%
Other	100.00	100.00	100.00	27.46	72.54	27.46%
Total Town Manager	473,244.00	370,055.00	369,730.00	281,289.00	88,766.00	76.01%

**Town of Smithfield
General Fund Operating Budget**

Description	5% Increase Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual as of 04/30/16	Remaining Budget	% of budget
<u>Treasurer</u>						
Salaries	299,575.00	288,020.00	288,020.00	226,890.62	61,129.38	78.78%
FICA	23,966.00	23,045.00	23,045.00	17,028.90	6,016.10	73.89%
VSRS	20,177.00	22,160.00	21,265.00	18,258.51	3,901.49	82.39%
Health	47,470.00	38,965.00	38,735.00	31,813.81	7,151.19	81.65%
Disability	160.00	150.00	150.00	89.15	60.85	59.43%
Audit	12,250.00	11,750.00	11,750.00	11,750.00	-	100.00%
Depreciation Software	2,900.00	2,900.00	2,900.00	-	2,900.00	0.00%
Communications	9,500.00	8,500.00	8,500.00	6,520.71	1,979.29	76.71%
Computer & technology expenses	5,000.00	3,415.00	2,000.00	3,411.12	3.88	99.89%
Data Processing	20,000.00	20,000.00	18,000.00	15,636.87	4,363.13	78.18%
Service contracts-includes MUNIS	58,000.00	23,000.00	51,715.00	18,615.89	4,384.11	80.94%
Insurance	2,410.00	2,410.00	2,410.00	2,256.00	154.00	93.61%
Supplies	14,000.00	10,585.00	12,000.00	6,353.91	4,231.09	60.03%
Dues & Subscriptions	1,200.00	1,200.00	1,550.00	956.55	243.45	79.71%
Credit Card Processing	1,000.00	1,000.00	3,000.00	746.87	253.13	74.69%
Cigarette Tax Stamps	3,030.00	2,835.00	2,835.00	2,829.60	5.40	99.81%
Travel & Training	2,000.00	2,000.00	2,000.00	261.42	1,738.58	13.07%
Other	100.00	100.00	100.00	21.16	78.84	21.16%
Total Treasurer	522,738.00	462,035.00	489,975.00	363,441.09	98,593.91	78.66%

PUBLIC SAFETY

Police Department

Salaries	1,461,705.00	1,374,090.00	1,374,090.00	1,077,385.79	296,704.21	78.41%
FICA	116,940.00	109,930.00	109,930.00	78,440.20	31,489.80	71.35%
VSRS	76,640.00	92,810.00	92,810.00	76,909.06	15,900.94	82.87%
Health Insurance	206,195.00	195,005.00	195,005.00	156,274.86	38,730.14	80.14%
Disability	160.00	150.00	160.00	87.83	62.17	58.55%
Pre-Employment Test	1,000.00	1,000.00	2,000.00	-	1,000.00	0.00%
Uniforms	24,000.00	24,000.00	24,000.00	9,792.95	14,207.05	40.80%
Service Contracts	38,000.00	38,000.00	38,000.00	34,696.04	3,303.96	91.31%

**Town of Smithfield
General Fund Operating Budget**

Description	5% Increase					
	Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual as of 04/30/16	Remaining Budget	% of budget
Communications	53,000.00	53,000.00	53,000.00	34,065.06	18,934.94	64.27%
Computer & Technology Expenses	15,000.00	15,000.00	15,200.00	7,496.22	7,503.78	49.97%
Insurance	54,580.00	54,580.00	54,580.00	52,792.00	1,788.00	96.72%
Ins. - LODA	10,896.00	10,896.00	11,415.00	10,895.64	0.36	100.00%
Materials & Supplies	24,000.00	25,500.00	25,500.00	18,419.51	7,080.49	72.23%
Dues & Subscriptions	6,550.00	6,550.00	6,500.00	6,433.99	116.01	98.23%
Equipment	15,000.00	15,000.00	15,000.00	6,958.90	8,041.10	46.39%
Radio & Equipment repairs	2,000.00	2,000.00	2,000.00	919.65	1,080.35	45.98%
Vehicle Maintenance	40,000.00	40,000.00	50,000.00	26,095.96	13,904.04	65.24%
Gas	45,000.00	45,000.00	75,000.00	28,329.57	16,670.43	62.95%
Tires	7,000.00	7,000.00	7,500.00	17.56	6,982.44	0.25%
Travel & Training	30,000.00	30,000.00	32,500.00	14,853.65	15,146.35	49.51%
Special Events	1,000.00	1,000.00	700.00	945.89	54.11	94.59%
Police Grants	2,500.00	2,500.00	2,500.00	-	2,500.00	0.00%
Investigation expenses	5,000.00	5,000.00	5,000.00	1,511.53	3,488.47	30.23%
Accreditation (costs charged to existing line items)	-	-	-	-	-	0.00%
Asset Forfeiture	-	-	-	-	-	0.00%
Other	500.00	500.00	500.00	424.26	75.74	84.85%
Total Police Department	2,236,666.00	2,148,511.00	2,192,890.00	1,643,746.12	504,764.88	74.96%
Fire Department						
Fuel Fund & Travel	13,000.00	13,000.00	13,000.00	-	13,000.00	0.00%
State Pass Thru	25,627.00	25,627.00	24,294.00	-	25,627.00	0.00%
Total Fire Department	38,627.00	38,627.00	37,294.00	-	38,627.00	0.00%
Contributions-Public Safety						
Coast Guard Auxiliary	250.00	250.00	250.00	-	250.00	0.00%
Great Springs Road-Sidewalk Contribution to IOW County		100,000.00	100,000.00	100,000.00	-	100.00%
E911 Dispatch Center	252,446.00	175,671.00	175,671.00	170,369.01	5,301.99	96.98%
Fire Department Rescue Truck	10,000.00	10,000.00	10,000.00	10,000.00	-	100.00%
Total Contributions-Public Safety	262,696.00	285,921.00	285,921.00	280,369.01	5,551.99	98.06%

PARKS, RECREATION & CULTURAL

**Town of Smithfield
General Fund Operating Budget**

Description	5% Increase					
	Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual as of 04/30/16	Remaining Budget	% of budget
<u>Smithfield Center</u>						
Salaries	215,208.00	196,185.00	196,185.00	147,561.04	48,623.96	75.22%
FICA	17,220.00	15,505.00	15,505.00	11,334.45	4,170.55	73.10%
VSRS	10,096.00	11,885.00	11,885.00	9,903.50	1,981.50	83.33%
Health	30,996.00	26,390.00	21,555.00	21,713.99	4,676.01	82.28%
Uniforms	1,200.00	1,200.00	1,200.00	1,171.03	28.97	97.59%
Contracted Services	20,000.00	20,000.00	23,000.00	14,016.83	5,983.17	70.08%
Retail Sales & Use Tax	800.00	700.00	1,000.00	571.60	128.40	81.66%
Utilities	25,000.00	25,000.00	28,000.00	17,324.43	7,675.57	69.30%
Communications	19,000.00	19,000.00	19,000.00	12,582.84	6,417.16	66.23%
Computer & technology expenses	4,000.00	4,000.00	4,000.00	3,368.79	631.21	84.22%
Insurance	5,900.00	5,900.00	5,900.00	5,616.00	284.00	95.19%
Kitchen Supplies	4,000.00	4,000.00	4,000.00	1,802.48	2,197.52	45.06%
Office Supplies/Other Supplies	6,500.00	6,500.00	5,000.00	4,727.62	1,772.38	72.73%
Food Service & Beverage Supplies	8,000.00	8,000.00	6,000.00	5,697.74	2,302.26	71.22%
AV Supplies	3,000.00	1,000.00	1,000.00	-	1,000.00	0.00%
Repairs & Maintenance	40,000.00	35,000.00	35,000.00	30,324.36	4,675.64	86.64%
Systems Maintenance (HVAC, AV, Generator)	10,000.00	10,000.00	10,000.00	-	10,000.00	0.00%
Landscaping	17,500.00	17,500.00	15,000.00	12,886.72	4,613.28	73.64%
Travel & Training	2,000.00	2,000.00	2,000.00	1,791.79	208.21	89.59%
Programming Expenses	500.00	500.00	500.00	-	500.00	0.00%
Advertising	20,000.00	20,000.00	20,000.00	14,107.00	5,893.00	70.54%
Refund event deposits	7,000.00	7,000.00	5,000.00	5,850.56	1,149.44	83.58%
Credit card processing expense	4,500.00	4,500.00	4,500.00	3,611.18	888.82	80.25%
Total Smithfield Center	472,420.00	441,765.00	435,230.00	325,963.95	115,801.05	73.79%
<u>Contributions-Parks, Recreation and Cultural</u>						
Farmers Market	3,000.00	3,000.00	3,000.00	-	3,000.00	0.00%
TUMC Parking Lot	1,500.00	1,500.00	1,500.00	875.00	625.00	58.33%
Hampton Roads Planning District Commission	10,000.00	9,080.00	8,677.00	9,076.00	4.00	99.96%
Isle of Wight Arts League	10,000.00	10,000.00	10,000.00	10,000.00	-	100.00%
Friends of the Library	10,000.00	10,000.00	10,000.00	3,051.60	6,948.40	30.52%
Total Contributions-Park, Recreation and Cultural	34,500.00	33,580.00	33,177.00	23,002.60	10,577.40	68.50%

**Town of Smithfield
General Fund Operating Budget**

Description	5% Increase Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual as of 04/30/16	Remaining Budget	% of budget
<u>Windsor Castle Park</u>						
Salaries	66,935.00	63,710.00	63,710.00	46,903.24	16,806.76	73.62%
FICA	5,355.00	5,100.00	5,100.00	3,465.91	1,634.09	67.96%
VSRS	4,000.00	4,725.00	4,725.00	3,818.04	906.96	80.81%
Health	12,705.00	11,365.00	11,365.00	8,341.32	3,023.68	73.39%
Contracted Services	6,500.00	6,500.00	6,000.00	6,019.09	480.91	92.60%
Insurance	8,935.00	8,935.00	8,935.00	8,424.00	511.00	94.28%
Grass Cutting	30,000.00	30,000.00	30,000.00	22,120.68	7,879.32	73.74%
Kayak/Watersports expenses	1,500.00	1,500.00	1,500.00	999.92	500.08	66.66%
Professional Services	10,000.00	2,000.00	5,000.00	1,640.00	360.00	82.00%
Utilities	7,000.00	7,000.00	7,000.00	2,724.17	4,275.83	38.92%
Supplies	5,000.00	5,000.00	5,000.00	159.97	4,840.03	3.20%
Repairs & Maintenance	40,000.00	40,000.00	40,000.00	18,640.60	21,359.40	46.60%
Total Windsor Castle Park	197,930.00	185,835.00	188,335.00	123,256.94	62,578.06	66.33%
<u>Museum</u>						
Salaries	104,255.00	93,270.00	93,270.00	75,797.83	17,472.17	81.27%
FICA	8,340.00	7,465.00	7,465.00	5,867.11	1,597.89	78.59%
VSRS	3,696.00	4,025.00	4,025.00	3,350.10	674.90	83.23%
Health	7,220.00	6,512.00	6,512.00	5,426.40	1,085.60	83.33%
Operating expenses						
Contracted services	2,500.00	2,500.00	2,000.00	2,185.35	314.65	87.41%
Communications	700.00	710.00	600.00	558.74	151.26	78.70%
Insurance	1,772.00	1,772.00	-	1,772.00	-	100.00%
Supplies	5,600.00	4,700.00	4,700.00	4,598.11	101.89	97.83%
Advertisinig	1,500.00	1,500.00	1,500.00	-	1,500.00	0.00%
Travel/Training	200.00	300.00	300.00	95.00	205.00	31.67%
Dues & Subscriptions	800.00	800.00	800.00	303.75	496.25	37.97%
Gift Shop-to be funded by gift shop proceeds						
Gift Shop expenses	9,000.00	9,000.00	9,000.00	6,364.84	2,635.16	70.72%
Sales & Use Tax	700.00	700.00	500.00	536.31	163.69	76.62%
Credit card processing fees	1,000.00	1,000.00	1,000.00	598.92	401.08	59.89%
Total Museum	147,283.00	134,254.00	131,672.00	107,454.46	26,799.54	80.04%

**Town of Smithfield
General Fund Operating Budget**

Description	5% Increase Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual as of 04/30/16	Remaining Budget	% of budget
<u>Other Parks & Recreation</u>						
Jersey Park Playground	1,000.00	2,625.00	1,000.00	2,611.57	13.43	99.49%
Pinewood Playground	500.00	500.00	500.00	400.00	100.00	80.00%
Clontz Park-pier (move to capital)	-	15,000.00	1,500.00	5,860.95	9,139.05	39.07%
Community Wellness Initiative	-	65.00	-	65.00	-	100.00%
Cypress Creek No Wake Zone	-	1,345.00	-	1,345.00	-	100.00%
SNAP Program	-	200.00	-	149.00	51.00	74.50%
Town Open Space Areas	-	-	-	1,200.00	(1,200.00)	100.00%
Waterworks Dam	-	25,000.00	-	25,234.56	(234.56)	100.94%
Waterworks Lake (park area)	500.00	500.00	500.00	-	500.00	0.00%
Haydens Lane Maintenance	1,500.00	1,500.00	1,500.00	658.10	841.90	43.87%
Veterans War Memorial	1,000.00	1,000.00	1,000.00	781.12	218.88	78.11%
Fireworks	2,000.00	2,000.00	2,000.00	2,000.00	-	100.00%
Total Parks & Recreation	6,500.00	49,735.00	8,000.00	40,305.30	9,429.70	81.04%

COMMUNITY DEVELOPMENT

Pinewood Heights

Non-CDBG Contributed Operating Expenses

Administration

Precontract Administration	10,000.00	5,000.00		5,116.90	(116.90)	102.34%
Management Assistance	40,000.00	7,105.00		8,101.47	(996.47)	114.02%
Monitoring/Closeout	5,000.00			-	-	#DIV/0!

Permanent Relocation

Owner Occupied Households	-	139,000.00		-	139,000.00	0.00%
Renter Occupied Households	-	114,775.00		31,093.00	83,682.00	27.09%
Moving Costs	29,600.00	7,500.00		10,700.00	(3,200.00)	142.67%
Relocation Specialist	28,500.00	2,025.00		5,368.75	(3,343.75)	265.12%

Acquisition

Owner Acquisition	1,525.00	101,135.00		509.00	100,626.00	0.50%
Renter Acquisition	830,200.00	75,270.00		142,282.00	(67,012.00)	189.03%
Vacant Lot Acquisition	610.00	40,610.00		286.00	40,324.00	0.70%
Appraisal/Legal	19,240.00	5,596.00		4,800.00	796.00	85.78%

**Town of Smithfield
General Fund Operating Budget**

Description	5% Increase Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual as of 04/30/16	Remaining Budget	% of budget
<u>Acquisition Specialist</u>	29,500.00	6,150.00		3,806.24	2,343.76	61.89%
<u>Clearance & Demolition</u>	52,200.00	17,079.00		13,029.86	4,049.14	76.29%
Subtotal Non CDBG	1,046,375.00	521,245.00		225,093.22	296,151.78	100.00%
CDBG Contributed Operating Expenses						
<u>Permanent Relocation</u>						
Owner Occupied Households	176,000.00	100,000.00		99,000.00	1,000.00	99.00%
Renter Occupied Households	468,875.00			-	-	#DIV/0!
Relocation Specialist	18,000.00			-	-	#DIV/0!
<u>Acquisition</u>						
Owner Occupied	277,125.00	239,280.00		69,000.00	170,280.00	28.84%
<u>Clearance & Demolition</u>						
	-			-	-	#DIV/0!
<u>Planning Grant-Phase III</u>						
			-	-	-	#DIV/0!
Subtotal CDBG	940,000.00	339,280.00		168,000.00	171,280.00	49.52%
Total Pinewood Heights Contributions	1,986,375.00	860,525.00	-	393,093.22	467,431.78	45.68%
<u>Contributions-Community Development</u>						
Old Courthouse Contribution	5,000.00	5,000.00	5,000.00	-	5,000.00	0.00%
Historic Smithfield			-	-	-	#DIV/0!
Chamber of Commerce	6,000.00	6,000.00	6,000.00	6,000.00	-	100.00%
Christian Outreach	11,500.00	14,000.00	14,000.00	-	14,000.00	0.00%
Genieve Shelter	9,000.00	9,000.00	9,000.00	-	9,000.00	0.00%
TRIAD	3,900.00	3,900.00	3,900.00	3,794.06	105.94	97.28%
Tourism Bureau	235,132.50	198,049.00	198,049.00	99,282.30	98,766.70	50.13%
Western Tidewater Free Clinic	41,500.00	34,000.00	34,000.00	34,000.00	-	100.00%
YMCA Projects	50,000.00	50,000.00	50,000.00	50,000.00	-	100.00%

**Town of Smithfield
General Fund Operating Budget**

Description	5% Increase Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual as of 04/30/16	Remaining Budget	% of budget
Total Contributions-Community Development	362,032.50	319,949.00	319,949.00	193,076.36	126,872.64	60.35%
PUBLIC WORKS						
Planning, Engineering & Public Works						
Salaries	201,400.00	189,540.00	189,540.00	156,977.84	32,562.16	82.82%
FICA	16,115.00	15,165.00	15,165.00	11,641.96	3,523.04	76.77%
VSRS	12,735.00	15,260.00	15,260.00	12,582.78	2,677.22	82.46%
Health	36,500.00	33,275.00	33,275.00	27,373.30	5,901.70	82.26%
Disability	1,505.00	1,000.00	1,000.00	526.20	473.80	52.62%
Uniforms	2,500.00	2,500.00	2,500.00	1,411.29	1,088.71	56.45%
Contractual	7,000.00	7,000.00	7,000.00	5,567.80	1,432.20	79.54%
GIS	2,000.00	2,400.00	2,400.00	400.00	2,000.00	16.67%
Recycling-1% CPI-U	239,006.00	236,640.00	236,640.00	177,644.90	58,995.10	75.07%
Trash Collection-1% CPI-U	240,000.00	240,000.00	240,000.00	171,968.06	68,031.94	71.65%
Street Lights	5,000.00	14,000.00	5,000.00	13,304.62	695.38	95.03%
Communications	12,000.00	12,000.00	12,000.00	9,704.24	2,295.76	80.87%
Safety Meetings/Safety Expenses	5,000.00	5,000.00	5,000.00	4,312.87	687.13	86.26%
Insurance	8,515.00	8,515.00	8,515.00	8,116.00	399.00	95.31%
Materials & Supplies	6,000.00	6,000.00	5,000.00	3,464.45	2,535.55	57.74%
Accreditation	-	-	-	-	-	0.00%
Repairs & Maintenance	5,000.00	5,000.00	5,000.00	4,065.87	934.13	81.32%
Gas & Tires	6,500.00	6,500.00	7,500.00	4,029.80	2,470.20	62.00%
Travel & Training	8,000.00	8,000.00	8,000.00	1,654.75	6,345.25	20.68%
Litter Control Grant	3,354.00	3,354.00	3,318.00	2,749.48	604.52	81.98%
Dues & Subscriptions	2,700.00	2,700.00	2,000.00	2,346.09	353.91	86.89%
Other	3,000.00	3,000.00	3,000.00	1,639.16	1,360.84	54.64%
Total Public Works	823,830.00	816,849.00	807,113.00	621,481.46	195,367.54	76.08%
PUBLIC BUILDINGS						
Public Buildings						
Salaries	28,660.00	27,300.00	27,300.00	17,310.33	9,989.67	63.41%
FICA	2,295.00	2,185.00	2,185.00	1,366.12	818.88	62.52%
Contractual	20,500.00	18,000.00	18,000.00	15,784.59	2,215.41	87.69%

**Town of Smithfield
General Fund Operating Budget**

Description	5% Increase			Actual as of 04/30/16	Remaining Budget	% of budget
	Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016			
Communications	3,000.00	3,000.00	3,000.00	2,175.11	824.89	72.50%
Utilities	46,000.00	46,000.00	54,000.00	32,677.40	13,322.60	71.04%
Insurance	11,265.00	11,265.00	11,265.00	10,500.00	765.00	93.21%
Materials & Supplies	6,000.00	5,000.00	5,000.00	3,332.57	1,667.43	66.65%
Repairs & Maintenance	40,000.00	36,000.00	36,000.00	29,487.37	6,512.63	81.91%
Rent Expense-Office Space	-	4,800.00	4,800.00	4,000.00	800.00	83.33%
Other	1,000.00	1,000.00	1,000.00	230.49	769.51	23.05%
Total Public Buildings	158,720.00	154,550.00	162,550.00	116,863.98	37,686.02	75.62%
OTHER FINANCING USES						
Transfers to Operating Reserves				-	-	#DIV/0!
Transfers to Restricted Reserves-low Bond Payoff	489,553.00				-	#DIV/0!
Transfers to Restricted Reserves-Pinewood CDBG Project		-		116,407.33	(116,407.33)	#DIV/0!
Transfers to Restricted Reserves-Special Projects (Ball Fields)		3,025,000.00	-	2,525,000.00	500,000.00	83.47%
Transfers to Restricted Reserves-Police Motorcycles		-		50,000.00	(50,000.00)	#DIV/0!
Total Transfers To Reserves	489,553.00	3,025,000.00	-	2,691,407.33	333,592.67	88.97%
DEBT SERVICE						
Debt Service						
Principal Retirement						
Public Building Acquisition-TM/PD	23,233.00	21,574.00	21,574.00	-	21,574.00	0.00%
HVAC -Smithfield Center	17,215.00	16,550.00	16,550.00	13,756.33	2,793.67	83.12%
Police Evidence Building	50,445.00	48,930.00	48,930.00	40,593.54	8,336.46	82.96%
New Debt-Multiple projects	-	-			-	#DIV/0!
Line of Credit	500,000.00	-	450,000.00	-	-	#DIV/0!
Interest and fiscal charges						
Public Building Acquisition-TM/PD	30,564.00	31,480.00	31,480.00	15,740.36	15,739.64	50.00%
HVAC -Smithfield Center	490.00	1,155.00	1,155.00	1,028.97	126.03	89.09%
Police Evidence Building	10,805.00	12,430.00	12,430.00	10,321.05	2,108.95	83.03%
New Debt-Multiple projects-interest only	58,750.00	1,840.00			1,840.00	0.00%
Line of Credit	4,065.00	-	7,000.00	-	-	0.00%
Total Debt Service	695,567.00	133,959.00	589,119.00	81,440.25	52,518.75	60.79%

**Town of Smithfield
General Fund Operating Budget**

Description	5% Increase Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual as of 04/30/16	Remaining Budget	% of budget
Total General Fund Expenses	9,176,364.50	9,721,104.00	6,297,967.00	7,463,183.63	2,257,920.37	76.77%
Less Expenses related to capital projects:						
Legal Fees				-	-	0.00%
Professional Fees	(50,000.00)	(67,000.00)	(34,000.00)	(47,305.01)	(19,694.99)	70.60%
Transfers to Restricted Reserves-Pinewood CDBG Project	-	-	-	(116,407.33)	116,407.33	100.00%
Transfers to Restricted Reserves-Special Projects (Ball Fields)	-	(3,025,000.00)	-	(2,525,000.00)	(500,000.00)	83.47%
Transfers to Restricted Reserves-Police Motorcycles	-	-	-	(50,000.00)	50,000.00	100.00%
Pinewood Heights Relocation Project Expenses	(1,986,375.00)	(860,525.00)	-	(393,093.22)	(467,431.78)	45.68%
Pinewood Heights Line of Credit Expenses	(504,065.00)	-	(457,000.00)	-	-	0.00%
Total Non-operating Expenses	(2,540,440.00)	(3,952,525.00)	(491,000.00)	(3,131,805.56)	(820,719.44)	79.24%
Total General Fund Operating Expenses	6,635,924.50	5,768,579.00	5,806,967.00	4,331,378.07	1,437,200.93	75.09%
Net Operating Reserve (+/-)	(640,393.50)	178,535.00	668.00	717,803.89	(539,268.89)	402.05%
Net Reserve (+/-)	6,402,900.00	1,972,984.00	569,618.00	1,381,597.52	591,386.48	70.03%

5% Increase Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual 4/30/2016	Remain Budget	% of Budget
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Net Operating Reserves (Deficit)	6,402,900.00	1,972,984.00	569,618.00	1,381,597.52	591,386.48	70.03%
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Capital Outlay
General Fund

GENERAL GOVERNMENT						
COMMUNITY DEVELOPMENT						
Pinewood Heights Relocation-CIP						
Non CDBG Capital Acquisition						
Owner Occupied Units						
Renter Occupied Units	(156,000.00)	-		(24,000.00)	24,000.00	#DIV/0!
Vacant Lots	(36,000.00)	-		(24,000.00)	24,000.00	#DIV/0!
Subtotal Non CDBG Capital Acquisition	(192,000.00)		-	(48,000.00)	48,000.00	#DIV/0!
CDBG Capital Acquisition						
Owner Occupied Units	(60,000.00)	(36,000.00)		(12,000.00)	(24,000.00)	33.33%
Renter Occupied Units				-		
Vacant Lots				-		
Subtotal CDBG Capital Acquisition	(60,000.00)	(36,000.00)	-	(12,000.00)	(24,000.00)	33.33%
Total Pinewood Heights Relocation CIP	(252,000.00)	(36,000.00)	-	(60,000.00)	24,000.00	166.67%
TOWN COUNCIL						
None				-	-	
TREASURER						
MUNIS Conversion	(107,525.00)	(50,000.00)	(157,525.00)	(19,126.87)	(30,873.13)	38.25%
PARKS, RECREATION AND CULTURAL						
Smithfield Center Main Hall Speaker System		(8,560.00)	(8,560.00)	(8,408.21)	(151.79)	98.23%
Smithfield Center Backflow Device on fire protection system		(6,600.00)		(6,600.00)	-	100.00%
Smithfield Center-bathroom renovations						
WC Park Building Stabilization		(22,455.00)	(9,940.00)	(22,454.62)	(0.38)	100.00%
WC Park Building Renovations	(2,000,000.00)					
Clontz Park-Replace Pier	(10,000.00)					
Clontz Park-Boat Ramp	(254,000.00)	(50,000.00)		(33,520.00)	(16,480.00)	67.04%

	5% Increase Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual 4/30/2016	Remain Budget	% of Budget
Ball Fields possible purchase	(3,640,000.00)	(984,377.00)	-	(819,072.05)	(165,304.95)	83.21%
PUBLIC SAFETY						
Police						
Police Vehicles	(105,000.00)	(147,070.00)	(99,173.00)	(105,350.82)	(41,719.18)	71.63%
Police Motorcycles		(50,000.00)			(50,000.00)	0.00%
Police Equipment-Tasers		(22,075.00)	-	(22,073.38)	(1.62)	99.99%
Tough Book MDTs/docking stations/workstation-3		(8,700.00)	(41,520.00)	(8,700.00)	-	100.00%
In Car Cameras-3		(14,685.00)	(35,700.00)	(14,685.00)	-	100.00%
PUBLIC WORKS						
Vehicles and Equipment	(9,375.00)	(5,912.00)	(14,000.00)	(6,037.00)	125.00	102.11%
James Street/Washington Street	(10,000.00)					
Storage Shed		-	(7,200.00)	-	-	0.00%
PUBLIC BUILDINGS						
Police Evidence Building Improvements		(523,275.00)	(196,000.00)	(212,294.57)	(310,980.43)	40.57%
Storage Building Improvements		(43,275.00)	-	(43,275.00)	-	100.00%
Repair garage doors at Town Hall	(10,000.00)					
Fire Alarm & Security System Replacement	-					
Town Hall Windows (1/2)	(5,000.00)		-	-	-	0.00%
Net Capital Outlay	(6,402,900.00)	(1,972,984.00)	(569,618.00)	(1,381,597.52)	(591,386.48)	70.03%
Net Reserves (Deficit) after capital outlay	-	-	-	-	0.00	#DIV/0!

Pinewood Recap 2017

Meals Tax	523,470.00
CDBG	1,000,000.00
Total Revenues 2017	1,523,470.00
Expenses:	
Operating	(1,986,375.00)
Capital	(252,000.00)
Total Expenses 2017	(2,238,375.00)
Net Increase (Decrease)	(714,905.00)

5% Increase
Proposed

**Town of Smithfield
Sewer Fund Budget**

	5% COLA Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Balance as of 04/30/16	Remaining Budget	% of budget
Revenue						
Operating Revenues						
Sewer Charges	681,000.00	681,000.00	681,000.00	468,669.37	212,330.63	68.82%
Sewer Compliance Fee	498,600.00	496,000.00	496,000.00	345,057.16	150,942.84	69.57%
Miscellaneous Revenue	500.00	1,000.00	1,000.00	48.00	952.00	4.80%
Connection fees	39,500.00	39,500.00	39,500.00	30,690.00	8,810.00	77.70%
Total Operating Revenue	1,219,600.00	1,217,500.00	1,217,500.00	844,464.53	373,035.47	69.36%

**Town of Smithfield
Sewer Fund Budget**

Description	5% COLA Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Balance as of 04/30/16	Remaining Budget	% of budget
Expenses						
Operating Expenses						
Salaries	278,265.00	270,900.00	270,900.00	195,022.48	75,877.52	71.99%
FICA	22,265.00	21,675.00	21,675.00	14,180.23	7,494.77	65.42%
VSRS	17,405.00	20,180.00	20,180.00	15,804.42	4,375.58	78.32%
Health	55,760.00	56,225.00	56,225.00	40,685.90	15,539.10	72.36%
Uniforms	3,200.00	2,500.00	2,500.00	2,644.59	(144.59)	105.78%
Audit	6,125.00	5,875.00	5,875.00	5,875.00	-	100.00%
Legal	9,000.00	8,875.00	8,875.00	6,595.00	2,280.00	74.31%
Accreditation	-	-	-	-	-	0.00%
HRPDC sewer programs	887.00	887.00	887.00	881.00	6.00	99.32%
Professional Fees	20,000.00	15,000.00	15,000.00	14,435.00	565.00	96.23%
Maintenance & Repairs	60,000.00	63,125.00	63,125.00	37,712.46	25,412.54	59.74%
VAC Truck Repairs & Maintenance	7,500.00	7,500.00	7,500.00	910.85	6,589.15	12.14%
Data Processing	14,500.00	14,000.00	14,000.00	11,728.68	2,271.32	83.78%
Dues & Subscriptions	60.00	50.00	50.00	59.00	(9.00)	118.00%
Utilities	51,000.00	51,000.00	51,000.00	34,883.21	16,116.79	68.40%
SCADA Expenses	6,000.00	6,000.00	6,000.00	4,005.44	1,994.56	66.76%
Telephone	12,000.00	12,000.00	12,000.00	8,245.93	3,754.07	68.72%
Insurance	17,270.00	17,270.00	17,270.00	16,444.00	826.00	95.22%
Materials & Supplies	50,000.00	50,000.00	46,000.00	38,682.90	11,317.10	77.37%
Truck Operations	9,000.00	9,000.00	12,000.00	5,006.45	3,993.55	55.63%
Travel & Training	5,000.00	4,000.00	4,000.00	1,190.13	2,809.87	29.75%
Contractual	3,500.00	3,500.00	3,500.00	2,133.43	1,366.57	60.96%

**Town of Smithfield
Sewer Fund Budget**

	5% COLA Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Balance as of 04/30/16	Remaining Budget	% of budget
Miscellaneous	1,200.00	1,200.00	600.00	855.49	344.51	71.29%
Bank service charges	-	-	-	-	-	0.00%
Total Sewer Fund Operating Expenses before D&A Exp.	649,937.00	640,762.00	639,162.00	457,981.59	182,780.41	71.47%
Operating Income before D&A Expense	569,663.00	576,738.00	578,338.00	386,482.94	190,255.06	67.01%
Depreciation & Amort. Exp.	390,000.00	380,000.00	380,000.00	303,065.18	76,934.82	79.75%
Operating Income (Loss)	179,663.00	196,738.00	198,338.00	83,417.76	113,320.24	42.40%
Nonoperating Revenues (Expenses)						
Pro-rata Share Fees	-	2,400.00	-	2,400.00	-	100.00%
Availability Fees	103,000.00	103,000.00	103,000.00	80,480.00	22,520.00	78.14%
Contributed Capital-Smithfield Foods Rev Ln	-	11,890.00	11,890.00	11,843.52	46.48	99.61%
Interest Revenue	4,500.00	6,250.00	4,500.00	5,744.68	505.32	91.91%
Interest Expense	(8,602.00)	(10,101.00)	(10,101.00)	(9,392.90)	(708.10)	92.99%
Total Nonoperating Revenues (Expenses)	98,898.00	113,439.00	109,289.00	91,075.30	22,363.70	80.29%
Net Income (loss)	278,561.00	310,177.00	307,627.00	174,493.06	135,683.94	56.26%
WORKING ADJUSTMENTS TO CAFR						
(FOR INTERNAL USE ONLY)						
Restricted revenues:						
Pro-rata Share Fees	-	(2,400.00)	-	(2,400.00)	-	100.00%
Availability Fees	(103,000.00)	(103,000.00)	(103,000.00)	(80,480.00)	(22,520.00)	78.14%
Contributed Capital-Smithfield Foods Rev Ln	(11,890.00)	(11,890.00)	(11,890.00)	(11,843.52)	(46.48)	99.61%
Compliance Fee	(496,000.00)	(496,000.00)	(496,000.00)	(345,057.16)	(150,942.84)	69.57%
Depreciation & Amort. Exp.	390,000.00	380,000.00	380,000.00	303,065.18	76,934.82	79.75%
Additional debt service costs-principal expense	(98,770.00)	(97,940.00)	(97,940.00)	(97,940.00)	-	100.00%
Total adjustments to CAFR	(319,660.00)	(331,230.00)	(328,830.00)	(234,655.50)	(96,574.50)	70.84%
Working adjusted income	(41,099.00)	(21,053.00)	(21,203.00)	(60,162.44)	39,109.44	285.77%

	5% COLA Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual 4/30/2016	Remaining Budget	% of Budget
Sewer Fund						
Working adjusted income	(41,099.00)	(21,053.00)	(21,203.00)	(60,162.44)	39,109.44	285.77%
Sewer SSO Consent Order			-	-	-	
MOA Compliance Plan			(40,000.00)		-	
MOA Flow Monitoring	(75,000.00)	(25,000.00)	(25,000.00)	(21,300.00)	(3,700.00)	85.20%
MOM Flow Plan Review	(75,000.00)				-	
MOA CIP Development			(28,000.00)		-	
RWWMP Development Coord Assistance			(20,000.00)		-	
Sewer Master Plan	(50,000.00)	(6,250.00)	(56,250.00)	(5,866.25)	(383.75)	93.86%
Construction Standards Update	(3,321.00)		(3,321.00)	(1,382.50)	1,382.50	#DIV/0!
Work Order System				-	-	
PW Security Gate				-	-	
Main St & Mason ST CCTV & CIPP Lining				-	-	
Removal, repair, replacement fiberglass pump				-	-	
Antenna Poles at Jordan & Riverside Dr Pump Stations				-	-	
SCADA Towers-Drummonds, Jersey Park, Watson				-	-	
Arc Flash				-	-	
Removal and reinstallation work at Watson Pump Station		(18,610.00)		(18,610.00)	-	100.00%
4" Fairbanks Morse Submersible Run-Dry Pump-Moonfield				-	-	
4" Fairbanks Morse Submersible Run-Dry Pump-Crescent				-	-	
4" Fairbanks Morse Submersible Run-Dry Pump-Lakeside				-	-	
Sewer Main Repair-200 Block of Main Street		(17,753.00)		(17,753.00)	-	100.00%
Sewer Main Repair-Institute & 228 Main				-	-	
Sewer extension-Carver & Pinewood				-	-	
Impeller-Ledford Lane Pump Station		(5,061.00)		(5,060.60)	(0.40)	99.99%
Main Street/Mason-CCTV & CIPP Lining		(9,055.00)		(9,054.60)	(0.40)	100.00%
Fairbanks Assembly less impeller-Morris Creek		(5,025.00)	-	(5,025.00)	-	100.00%
Impeller-Cypress Creek Golf Course		(5,385.00)		(5,385.00)	-	100.00%
By-pass pump-Crescent	(100,000.00)				-	
By-pass pump-Wellington		(100,000.00)	(100,000.00)		(100,000.00)	0.00%
Manhole rehab	(75,000.00)				-	
Lakeside Pump Station-Sydnor Hydro		(14,965.00)		(14,965.00)	-	100.00%
Sewer Capital Repairs (find & fix)	(100,000.00)	(85,035.00)	(100,000.00)	(29,131.86)	(55,903.14)	34.26%
Truck/Equipment	(9,375.00)	(7,883.00)	(16,500.00)	(7,883.00)	-	100.00%
Net Capital Outlay	(487,696.00)	(300,022.00)	(389,071.00)	(141,416.81)	(158,605.19)	47.14%
Net Reserves (Deficit) after capital outlay	(528,795.00)	(321,075.00)	(410,274.00)	(201,579.25)	(119,495.75)	62.78%
Funding from Development Escrow		-	56,250.00	-	-	
Reserves from Sewer Capital Escrow Account	153,321.00	100,000.00	100,000.00	52,996.86	47,003.14	53.00%
Funding from Sewer Compliance Fee	325,000.00	200,022.00	213,000.00	50,187.60	149,834.40	25.09%
Draw from operating reserves	50,474.00	21,053.00	41,024.00	-	21,053.00	0.00%
Funding from Bond Escrow (released from refinance)				-	-	0.00%
Net Cashflow	-	-	-	(98,394.79)	98,394.79	#DIV/0!

**Town of Smithfield
Water Fund Budget**

Description	5% COLA Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Balance as of 04/30/16	Remaining Budget	% of budget
Revenue						
Operating Revenue						
Water Sales	1,407,750.00	1,414,305.00	1,423,185.00	966,525.76	447,779.24	68.34%
Debt Service Revenue	190,652.00	189,712.00	189,712.00	132,048.30	57,663.70	69.60%
Miscellaneous	1,500.00	1,000.00	1,000.00	1,418.85	(418.85)	141.89%
Connection fees	16,500.00	16,500.00	16,500.00	12,580.00	3,920.00	76.24%
Application Fees	8,654.00	8,654.00	8,654.00	7,489.00	1,165.00	86.54%
Total Operating Revenue	1,625,056.00	1,630,171.00	1,639,051.00	1,120,061.91	510,109.09	68.71%

**Town of Smithfield
Water Fund Budget**

Description	5% COLA Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Balance as of 04/30/16	Remaining Budget	% of budget
Expenses						
Salaries	421,655.00	404,060.00	404,060.00	287,491.17	116,568.83	71.15%
FICA	33,735.00	32,325.00	32,325.00	21,501.83	10,823.17	66.52%
VSRS	24,360.00	28,115.00	28,115.00	20,131.26	7,983.74	71.60%
Health	76,190.00	67,885.00	67,885.00	44,672.55	23,212.45	65.81%
Uniforms	3,255.00	3,255.00	3,255.00	1,904.33	1,350.67	58.50%
Contractual	13,500.00	13,500.00	12,000.00	12,050.33	1,449.67	89.26%
Audit	6,125.00	5,875.00	5,875.00	5,875.00	-	100.00%
Legal	14,000.00	14,000.00	9,125.00	10,239.25	3,760.75	73.14%
Accreditation	-	-	-	-	-	0.00%
Maintenance & Repairs	60,000.00	21,000.00	21,000.00	6,725.00	14,275.00	32.02%
Water Tank Maintenance	100,000.00	26,182.00	105,091.00	26,181.44	0.56	100.00%
Professional Services	40,000.00	37,000.00	20,000.00	30,870.62	6,129.38	83.43%
Regional Water Supply Study	1,701.00	1,701.00	1,689.00	1,701.00	-	100.00%
Data Processing	14,500.00	14,000.00	14,000.00	11,728.68	2,271.32	83.78%
Utilities	2,000.00	2,000.00	2,000.00	769.69	1,230.31	38.48%
Communications	13,000.00	13,000.00	13,000.00	8,245.97	4,754.03	63.43%
Insurance	26,900.00	26,900.00	26,900.00	25,524.00	1,376.00	94.88%
Materials & Supplies	100,000.00	100,000.00	75,000.00	95,333.39	4,666.61	95.33%
Gas and Tires	12,000.00	12,000.00	15,000.00	7,380.22	4,619.78	61.50%
Dues & Subscriptions	1,000.00	1,000.00	1,000.00	430.00	570.00	43.00%
Bank service charges	1,200.00	1,200.00	1,200.00	1,072.55	127.45	89.38%
Travel and Training	5,000.00	4,000.00	4,000.00	3,067.67	932.33	76.69%
Miscellaneous	12,000.00	12,000.00	9,500.00	9,722.31	2,277.69	81.02%
RO Annual costs						

**Town of Smithfield
Water Fund Budget**

Description	5% COLA Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Balance as of 04/30/16	Remaining Budget	% of budget
Power	103,560.00	103,560.00	103,560.00	78,477.67	25,082.33	75.78%
Chemicals	57,332.00	57,332.00	57,332.00	38,242.52	19,089.48	66.70%
HRSD	294,082.00	269,800.00	269,800.00	192,248.21	77,551.79	71.26%
Supplies	20,000.00	20,000.00	20,000.00	9,440.55	10,559.45	47.20%
Communication	9,030.00	9,030.00	9,030.00	7,339.09	1,690.91	81.27%
Travel and training	4,300.00	2,500.00	2,500.00	2,017.98	482.02	80.72%
Dues & Subscriptions	400.00	400.00	400.00	590.00	(190.00)	147.50%
Maintenance and Repairs	45,000.00	40,000.00	40,000.00	48,408.06	(8,408.06)	121.02%
Bad debt expense	-	-	-	-	-	0.00%
Total Water Fund Operating Expenses before D&A Exp.	1,515,825.00	1,343,620.00	1,374,642.00	1,009,382.34	334,237.66	73.43%
Operating Income before D&A Expense	109,231.00	286,551.00	264,409.00	110,679.57	175,871.43	38.62%
Depreciation & Amortization Expense	370,000.00	365,000.00	365,000.00	275,096.83	89,903.17	75.37%
Operating Income (Loss)	(260,769.00)	(78,449.00)	(100,591.00)	(164,417.26)	85,968.26	209.58%
Nonoperating Revenues (Expenses)						
Pro-Rata Share Fees	-	2,400.00	-	2,400.00	-	100.00%
Availability Fees	68,000.00	68,000.00	68,000.00	53,320.00	14,680.00	78.41%
Insurance Recoveries	-	15,405.00	-	15,404.86	0.14	100.00%
Interest Revenue	6,800.00	9,850.00	6,800.00	8,412.70	1,437.30	85.41%
Cash Proffers	-	-	-	-	-	0.00%
Well Nest Construction Contribution	-	-	(70,000.00)	-	-	0.00%
Interest Expense	(40,465.00)	(42,583.00)	(42,583.00)	(43,453.69)	870.69	102.04%
Total Nonoperating Revenues (Expenses)	34,335.00	53,072.00	(37,783.00)	36,083.87	16,988.13	67.99%
Net Income (Loss)	(226,434.00)	(25,377.00)	(138,374.00)	(128,333.39)	102,956.39	505.71%
WORKING ADJUSTMENTS TO CAFR (FOR INTERNAL USE ONLY)						
Restricted revenues:						
Pro-rata Share Fees	-	(2,400.00)	-	(2,400.00)	-	100.00%
Availability Fees	(68,000.00)	(68,000.00)	(68,000.00)	(53,320.00)	(14,680.00)	78.41%
Debt Service Revenue	(190,652.00)	(189,712.00)	(189,712.00)	(132,048.30)	(57,663.70)	69.60%
Depreciation & Amort. Exp.	370,000.00	365,000.00	365,000.00	275,096.83	89,903.17	75.37%
Additional debt service costs-principal expense	(303,070.00)	(381,887.00)	(381,887.00)	(381,886.98)	(0.02)	100.00%

**Town of Smithfield
Water Fund Budget**

Description	5% COLA Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Balance as of 04/30/16	Remaining Budget	% of budget
Total adjustments to CAFR	(191,722.00)	(276,999.00)	(274,599.00)	(294,558.45)	17,559.45	106.34%
Working adjusted income	(418,156.00)	(302,376.00)	(412,973.00)	(422,891.84)	120,515.84	139.86%

5% COLA
Proposed
2016/2017

Proposed Rev
2015/2016

Adopted Budget
2015/2016

Actual
4/30/2016

Remain
Budget

% of
Budget

Water Fund

	(418,156.00)	(302,376.00)	(412,973.00)	(422,891.84)	120,515.84	139.86%
Net Operating Reserves (Deficit)						
Construction Standards Update	(3,321.00)		(3,321.00)	(1,047.50)	1,047.50	#DIV/0!
Water Master Plan	(50,000.00)	(6,250.00)	(56,250.00)	(5,866.25)	(383.75)	93.86%
Vehicle/Equipment	(9,375.00)	(7,885.00)	(16,500.00)	(7,883.00)	(2.00)	99.97%
RO Server	(5,000.00)				-	
RO auxiliary diesel fuel tank (generator)	(5,100.00)	-	(5,100.00)		-	
RO Cleaning System Upgrades	(5,000.00)	(13,000.00)	(18,000.00)	-	(13,000.00)	0.00%
RO 3rd Stage Removal	(15,000.00)	-	(15,000.00)		-	
RO Mason Vibration Testing	(10,000.00)				-	
RO Bypass Pump	(100,000.00)				-	
RO New Membranes	(8,500.00)				-	
RO Vic Valves		(9,925.00)	-	(9,924.40)	(0.60)	99.99%
Meter Reading Equipment		(8,500.00)		(8,500.00)	-	100.00%
System Improvements	(50,000.00)	(50,000.00)	(50,000.00)	(8,164.19)	(41,835.81)	16.33%
Main Street Water Main Upgrade Phase I	(240,094.00)	-	(240,094.00)		-	
Pagan Point Line Repairs	(65,000.00)				-	
Lumar Road Line Repairs		(35,000.00)			(35,000.00)	0.00%
Water line replacement (Cypress Creek Bridge)		(7,590.00)	(330,000.00)	(9,007.81)	1,417.81	118.68%
Net Capital Outlay	(566,390.00)	(138,150.00)	(734,265.00)	(50,393.15)	(87,756.85)	36.48%
Net Reserves (Deficit) after capital outlay	(984,546.00)	(440,526.00)	(1,147,238.00)	(473,284.99)	32,758.99	107.44%
Financing-Main St. Water Main, Water Line replace	300,000.00	-	570,094.00		-	#DIV/0!
Operating Reserves	147,721.00	-	121,834.00	-	-	#DIV/0!
Water Treatment Escrow		-	38,100.00		-	#DIV/0!
Water Development Escrow		-	56,250.00	-	-	#DIV/0!
Water Capital Escrow	266,390.00	135,000.00	50,000.00	5,400.00	129,600.00	4.00%
Debt Service fees applied to debt	270,435.00	310,960.00	310,960.00	331,923.06	(20,963.06)	106.74%
Net Cashflow	-	5,434.00	-	(135,961.93)	141,395.93	-2502.06%

**Town of Smithfield
Highway Fund**

Description	5% COLA Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Balance as of 04/30/16	Remaining Budget	% of budget
Revenue						
Interest Income	185.00	185.00	185.00	157.48	27.52	85.12%
Sale of equipment	-	6,000.00	6,000.00	-	6,000.00	0.00%
Revenue - Commwlth of VA	1,104,024.00	1,104,024.00	1,061,479.00	828,018.15	276,005.85	75.00%
Total Highway Fund Revenue	1,104,209.00	1,110,209.00	1,067,664.00	828,175.63	282,033.37	74.60%

**Town of Smithfield
Highway Fund**

Description	5% COLA Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Balance as of 04/30/16	Remaining Budget	% of budget
Expenses						
Salaries	252,745.00	238,150.00	238,150.00	171,312.27	66,837.73	71.93%
FICA	20,220.00	19,055.00	19,055.00	12,508.03	6,546.97	65.64%
VSRS	15,035.00	18,070.00	18,070.00	14,524.93	3,545.07	80.38%
Health	45,830.00	41,680.00	41,680.00	33,568.14	8,111.86	80.54%
Uniforms		3,500.00	3,100.00	2,661.72	838.28	76.05%
Engineering			-	-	-	0.00%
Grass	20,000.00	20,000.00	20,000.00	9,961.55	10,038.45	49.81%
Maintenance	593,299.00	604,639.00	560,701.00	376,243.57	228,395.43	62.23%
Asphalt/Paving				93,082.02	(93,082.02)	
Ditching				196,931.31	(196,931.31)	
Traffic Control devices				11,915.20	(11,915.20)	
Other (maintenance)				3,546.72	(3,546.72)	
Other (lawnmowers, landscaping, etc)				61,908.61	(61,908.61)	
Structures and Bridges				-	-	
Ice and Snow removal				8,732.58	(8,732.58)	
Administrative				127.13	(127.13)	
Storm Maintenance				-	-	
Street Lights	106,000.00	106,000.00	106,000.00	79,754.42	26,245.58	75.24%
Insurance	14,372.00	14,372.00	14,372.00	13,912.00	460.00	96.80%
Miscellaneous-bank charges	-	-	0	-	-	0.00%
VAC Truck Repairs	2,500.00	2,500.00	2,500.00	232.99	2,267.01	9.32%
Gas and Tires	8,000.00	8,000.00	10,000.00	4,397.78	3,602.22	54.97%
Stormwater Management Program (regional)	1,422.00	1,422.00	1,215.00	1,895.00	(473.00)	133.26%
Total Highway Fund Expense	1,079,423.00	1,077,388.00	1,034,843.00	720,972.40	356,415.60	66.92%
Net Reserves (+/-)	24,786.00	32,821.00	32,821.00	107,203.23	(74,382.23)	326.63%

Proposed 2016/2017	Proposed Rev 2015/2016	Adopted Budget 2015/2016	Actual 4/30/2016	Remain Budget	% of Budget
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HIGHWAY

Net Operating Reserves (Deficit)	25,696.00	32,821.00	32,821.00	107,203.23	(74,382.23)	326.63%
Construction Standards Update	(3,321.00)	(3,321.00)	(3,321.00)		(3,321.00)	0.00%
Vehicles and Equipment	(9,375.00)	(16,500.00)	(16,500.00)	(14,439.00)	(2,061.00)	87.51%
Beautification	(5,000.00)	(5,000.00)	(5,000.00)		(5,000.00)	0.00%
Mower	(8,000.00)	(8,000.00)	(8,000.00)	-	(8,000.00)	0.00%
Sidewalk Repair	(10,000.00)					
Net Capital Outlay	(25,696.00)	(32,821.00)	(32,821.00)	(14,439.00)	(18,382.00)	43.99%
Net Reserves (Deficit) after capital outlay	0.00	0.00	0.00	92,764.23	(92,764.23)	#DIV/0!
Carryover from FY2015				<u>92,151.75</u>		
Net Adjusted Reserves (deficit)				184,915.98		

NOTE: Except for the first 2 notes on real estate tax, the notes have still not been updated since February. With the early month, auditors arriving on May 23, and the payroll clerk on vacation this week (a payroll week), I was unable to dedicate the time to updating the notes. I will briefly go over some of the highlights in the meeting, and of course will answer (or research) any questions you might have.

GENERAL FUND

Revenues:

Current Real Estate

Most of the real estate payments have been posted for the year. Through May 16, 2016 we have posted \$1,675,774 (100.93%) Total remaining outstanding RE 2015 is \$32,080. Included in this amount is one large business account that would actually put our collections over budget by \$6700 for the year.

Delinquent Real Estate

Through May 16, we have posted \$23,394 in delinquent real estate. The budget was reduced to reflect the outstanding balance of prior years that is now very low. Budget for next year will remain at \$23200 to capture the remaining for 2015 that is not collected by June 30.

Current Personal Property

Current personal property collected through March 18 totals \$798,040 (92.59 %) including the personal property tax relief of \$240,794 remitted by the state. Collections for the same period last year totaled \$822,992 (96.4%). We will definitely have to amend the budget for this category due to several adjustments made by IOW County after our original budget was adopted, the largest being a decrease in assessment of \$21,826,217 for Machinery & Tools for Gwaltney of Smithfield. This resulted in a decrease in billed revenues of \$32,739. This adjustment was made on 7/10/15 based on the 2015 property listings and disposal. There are still currently 6 business accounts outstanding that total almost \$16000 collectively, but the remaining balances are numerous accounts below \$500 as mentioned in last month's variance analysis. Delinquent notices were processed at the end of February with collections throughout the month of March. Outstanding 2015 PP totals \$81,097 which is still significant. We are ready to post a batch of supplemental bills which will generate additional revenues for the year.

Delinquent Personal Property

The majority of delinquent collections are paid with current year personal property. We will also bill prior years with supplemental billings throughout the year. As of March 18, we have collected \$8959 which is \$10,188 less than prior year. Outstanding balances for prior years will be included on the 2015 delinquent PP notices and will be included on supplemental billings as well.

Franchise Tax

The franchise tax will be paid in the last quarter of the fiscal year, usually May and June.

Cigarette Tax

Sold 336,340 tax stamps through February 2016 which is 40,740 more stamps than sold through the same period last year. Revenues are \$23,933 higher than year to date February 2015. A large refund (\$7,542) was made to CVS in

December 2014.

Transient Occupancy

Transient occupancy tax payments for July 2015 totaled \$55,220 which was even higher than July 2014 revenue of \$49,545. This revenue was accrued for June 2015, however, so it was backed out of the 2015 revenue. Transient occupancy for quarter ended September 30 and December 31 2015 have been recorded and are \$10,462 higher than the same period last year putting us at almost 56% of budget.

Meals Tax

Meals tax revenues of \$220,329 were collected in July 2015. Like TO, these revenues were accrued for June 2015 and backed out of 2015 totals. FY2016 revenues collected from August through February are \$124,002 higher than February 2015.

Communications Tax

Communications tax from the state runs 2 months behind so revenue for February reflects July through December 2015 communications tax that is \$3641 less than prior year.

Sales Tax

Sales tax from IOW County also runs 2 months behind since it is received from the state. Revenue of \$167998 represents July through Dec 2015 and is \$6993 greater than the same period last year.

Consumption Tax/Utility Tax

Utility/Consumption taxes are generally very flat and do not vary much from year to year. The February utility tax (for July through January) is \$8013 less than FY2015 which is unusual and reflects a drop in collections from Virginia Power of \$5639 and from Columbia Gas of \$921 in the month of February. Consumption tax likewise decreased \$2762.

Business License Tax

Business license taxes are due on April 15 so most of this line item is collected in the spring but we have collected \$118,339 on 2016 licenses through February. For the same period last year we had only collected \$25,791 on current year licenses.

Permits & other licenses

Permits and other licenses are made up of sign permits (\$445), zoning permits (\$3775), yard sale permits (\$490), E&S fees (\$1350 from Dominion Bldg for 5 lots on Monticello Ct & 4 on Montpelier Way, \$300 from Atlantic Homes for 112 & 114 St. James St, \$150 from Sasser Construction for 1026 Cypress Creek Pkway, \$150 from Wirt Construction for 201 Turnberry), ROW permit (\$2740 including \$2110 from Creative Structures for O'Reilly's Auto Parts, \$490 Columbia Gas, \$70 VA Power, and \$70 Verizon), golf cart permit (\$50) and the peg channel fee (Charter-\$1393).

Inspection Fees

Dominion Building paid \$300 for Monticello Court Lots 53-57 & \$300 for Montpelier Way Lots 20-23, Atlantic homes paid \$600 for 112 & 114 St. James Ave., Sasser Construcion paid \$300 for 1026 Cypress Creek Pkwy, and Wirt Construction paid \$300 for 201 Turnberry Lot 14.

WC Dog Park Registration

Registrations are \$296 less than February 2015. Registrations are sold throughout the year but most of the revenue is collected in January when the registration fee renews. We have collected an additional \$160 through March 18.

Review Fees

Review fees through September 2015 are as follows:
Roddham T. Delk, Jr.- \$150-plat review
Cypress Creek Development \$300-2 plat reviews
Dominion Builders-\$150 plan review

Daniel T Cox-\$150 for plat review 22-01-005A
Work Program Architect-\$850 Smfd Foods parking lot expansion
Mark Calhoon-\$150 for plat review 22B-11-003/004
MEB-Smithfield Packing-\$414.40-21A-01-005-601 N Church Street-tree wash addition

Vehicle License Tax

Vehicle license taxes are included on the personal property tax bills and are largely collected during November and December. Collections through March 18 total \$125,709 (86%) which is \$7,571 less than the collections for the same period last year. We are just getting ready to process supplemental bills that will generate additional revenue. Total VL collections for FY2015-\$148,712.

Fines & Costs

Fines and costs are \$4337 more than revenue for the same period in FY2015. Revenue represents payment for July through December.

Smithfield Center Vendor Program

Vendor revenues are collected in January and February for the upcoming calendar year. We have collected \$2550 less than February 2015. We have collected an additional \$750 through March 18.

Kayak Rentals

Kayak rentals have now been closed for the winter season. They will resume in the spring. Collections to date are \$2796 more than the same period last year.

Special Events

Special events of \$7531 is \$1339 more than February 2015. Per Amy the cancelation of the Bacon Fest due to weather had a negative impact of approximately \$2500 which would have made collections almost \$3839 higher.

Museum Gift Shop Sales/Museum

It is noteworthy that the museum is already at 86% of budget for programs and lecture fees that assist with offsetting its annual operating expenses. Gift shop sales which are used to purchase inventory for the gift shop also continue to be strong at almost 73% of budget and are consistent with last year's sales increasing by \$474.

Sale of Equipment

To date we have sold a Double Door Freezer for \$401.

Other Revenues

This line item is at almost 93% of budget. While not a significant budget item it does include \$701 in grass cutting revenues (for neglected lots), \$465 in accident report fees, and \$426 in capital credit refunds from Community Electric, and \$178 for Jury Duty reimbursement for one of the Town's employees in addition to several smaller items.

Obici Healthcare Foundation

The foundation gave a grant of \$1000 to be used for TRIAD in addition to the state grant funds.

Virginia Municipal Group Safety

The Town applied for annual safety grant funds from the Virginia Municipal Group and received \$4000 for FY2016. This grant has been received annually for several years and helps to support safety training and equipment for the public utilities department.

From Reserves

Operating Reserves

Through February we used \$53,484 of operating reserves. We would have had a large transfer to operating reserves instead of from operating reserves but we utilized \$777,377 to purchase the ball field property until a loan is put into place.

Intergovernmental Virginia

Law Enforcement

The law enforcement grant is paid quarterly, so the next payment should be received in March.

Litter Control Grant

This grant is received annually from the Commonwealth of Virginia. Budget is based on the prior year's award, but the grant for 2016 exceeded the award for 2015.

Asset Forfeiture

The Police Department received \$2857 in asset forfeiture proceeds but \$1587 of seizure funds had to be turned over to the state. Those funds are reflected under the PD departmental expenses.

Triad Grant

Last year this grant was received in December, but we have not yet received the funding for 2016. The funds will be used for the annual TRIAD conference held at the Smithfield Center.

Fire Program Funds

The pass through funds from the state are paid once the annual request has been submitted. This has been completed for 2016.

Intergovernmental Federal

Pinewood Heights CDBG Reloc Received \$81000 in CDBG funds for owner occupied acquisition reimbursement. We will need to amend the 2016 budget to reflect the remainder of Phase II MY2 that was not finished in FY2015. We have submitted a 2nd draw request for \$99,000.

Insurance Recoveries

Received \$2625 from VML for repairs to 2 police vehicles (collision).

CHIPS Contributions

Received multiple personal and non-profit donations for CHIPS in February including \$1000 from the Smithfield Rotary Club, \$225 from Smithfield VA Events, and \$100 from the Women's Club of Smithfield. In September we also received \$500 from the Kiwanis Club. These contributions put us well over budget for the year. This is the first time in many years that we've received this amount of money for the CHIP program.

Contributions-Smithfield Foods -V Reimbursement from Smithfield Foods as follows:

\$9940 - WC Outbuildings job-THG Construction
\$2944.87-Asbestos inspections
\$9569.75-outbuildings-professional services

Contributions-Smithfield VA Even The Town received \$18000 in February from Smithfield VA Events from the BOB Fest (\$7000) and the BB&B Fest (\$11000) to be set aside for Windsor Castle Park.

Contributions-Historic Smithfield Reimbursement for 1/2 of consulting fees for Pierceville regarding evaluation of the rezoning application and impact on historic district design guidelines as well as historic structures at Pierceville.

Contributions -Public Safety Received \$50,000 contribution from Smithfield Foods for the purchase of 2 police motorcycles.

Contributions-Smithfield Foods Received 1/2 of \$1,000,000 commitment from Smithfield Foods for the proposed ball field complex. Also received \$2,000,000 from Mr. Joseph Luter III for the ballfield project.

Expenses:

All Departments

<u>Salaries</u>	Salaries have been reduced by accrued payroll entries for June 2015.
<u>Insurance</u>	Three quarterly payments have been made to VML for property casualty/workers' compensation insurance.
<u>Dues & Subscriptions</u>	Most of the dues and subscriptions are paid in the first few months of the new fiscal year so percentages will run high in most departments for this line item.

Town Council

Legal fees	Includes \$19,688 from Troutman Sanders regarding annexation consulting and \$1177 from Wilcox & Savage for human resources consulting (VRS).
Professional services	Professional services paid through February are as follows: Frazier Associates-\$1292.50 for Smithfield Cary & Main (Pierceville) Insercorp-\$3750-town website design Alpha \$2047-Pierceville Property Kimley-Horn-\$11935.18-Smithfield Baseball evaluation Canada Land Surveying-\$4500 for Phase I & Phase II Clontz Park Kimley-Horn-\$5850-Smithfield Boat Ramp

Treasurer

<u>Supplies.</u>	Spent \$1757 in October for 2 replacement computers in the front office. Also spent \$878 in February for replacement computer for payroll clerk. Had not expected to replace that computer in FY2016. We will monitor supplies for the remainder of the year.
<u>Cigarette Tax Stamps</u>	Placed an order for one case of stamps (540,000 stamps). One order usually lasts an entire fiscal year.

Police

<u>Service Contracts</u>	Includes \$20,923 to Sungard Public Sector for OSSI system and State Livescan interface, monthly Gately charges (\$634x7 = \$4438), RICOH copier charges totaling \$1942, Computer Projects of II, Inc. of \$347 for annual openfox messenger license and maintenance, \$4434 to ID Networks for annual livescan hardware and software maintenance, and \$540 to BETA Systems for certification of 27 sets of tuning forks.
<u>Insurance-LODA</u>	This reflects an annual payment for Line of Duty Act benefits for our certified officers.
<u>Special Events</u>	Includes \$283 to AVES for COED PJ at National Night Out (NNO), \$205 to NATW for NNO banner, \$25 for

postage related to NNO, \$150 for National Night Out Pizza Party, \$272 to BOA., and \$10 to Kurt Beach for booth display items for the Smfd Women's Club Health & Community Expo.

Fire Department

Fuel Fund & Travel

This line item is a budgeted incentive for the volunteer firemen based on the number of calls to which they respond during the year. It is normally paid in the last quarter of the fiscal year.

State Pass Thru

The state pass thru funds are contingent upon submission of a request from the local fire department in conjunction with the Town. This application has just recently been completed and submitted. Payout should be in June.

Contributions - Public Safety

E911 Dispatch Center

Currently we are paying a monthly allocation of the Town's communications tax receipts to IOW County as part of its contribution to the central dispatch center. In March we did pay approximately 1/2 of the budgeted amount for this fiscal year.

Fire Department Rescue Truck

Last year installment #5 was paid in January. This year's request was paid in February. We committed to \$70,000 so we will have 1 additional year after this year.

Parks Recreation & Cultural

Smithfield Center

Health Insurance

This line item will need a budget amendment. We were required to offer health/dental to a part-time employee who met the criteria for coverage eligibility based on the number of hours consistently worked.

Food & Beverage Supplies

Numerous charges for food supply items but no single invoice stands out as being significant. Total food & beverage supplies for FY2015 was \$10,893 so possibly this line items needs to be reevaluated going forward.

Repairs & Maintenance

Includes:
Windsor Fire Extinguisher Service LLC-\$1689.90-troubleshoot, rebuild backflow device, backflow for front lawn sprinklers
Atlantic Lift Systems-\$1115.97-Annual inspection of scissor lift
Windsor Fire Extinguisher Service LLC-\$1685.72-install hinged outswing window for emergency exit
Smithfield Detailing-\$700 to power wash the deck
Paid Epps Inc. \$4800 to stain the back deck.

Travel & Training

Includes \$176 for employee retreat to James City County (paddle boards, kayak, refreshments), \$485 for registration, and \$1131.12 for travel/lodging to the 2015 NRPA Annual Conference-A Musick.

Event Deposits

Refunded 12 customers from July through January for a total of \$4950.56.

Contributions-Parks, Recreation and Cultural

Hampton Roads Planning Distric Three quarterly payments of \$2269. As with last year, the actual invoice is greater than the adopted budget (\$399).

Isle of Wight Arts League The Town paid its portion of the annual state matching grant and has also remitted the passthrough funding received from the state.

Friends of the Library Paid \$3052 to The Friends of the Library as approved for needed building improvements.

Windsor Castle

Kayak/watersport expenses Purchase of several paddle boards to add to the list of available rentals at the park.

Professional Services Alpha Corporation - on call PM Services-Windsor Castle Outbuildings-\$12,515
Draper Aden-\$1640-Windsor Castle Park Expansion/Renovation

Museum

Contracted services Includes:
Guardian Security Systems-\$840 for monthly monitoring from 11/25/15 to 11/24/16
Xerox Copier - \$115.29 for 7 months (\$815.77)
Pastperfect Museum Software-\$299.00 for annual software support

Insurance This was an oversight on my part during budget. Last year we did not include the museum staff in our workers' compensation allocation until year end so they did not get picked when reviewing the 2015 statements for budget projections.

Sales & Use Tax This line item will increase as gift shop sales increase so even though we are over 90% through 8 months of the year, sales are strong (73% of budget) and will help to support the gift shop.

Other Parks & Recreation

Jersey Park Playground Hardwood Mulch-\$400- black mulch; GameTime-\$1949.23 for replacement slide

Pinewood Playground Hardwood Mulch-\$400- black mulch

Clontz Park Pier Maintenance Includes Dominion VA Power for lighting (\$236), AVES-porta potties (\$659), Eck Supply-MVR100/Med MH Lamp (\$180), Smithfield Glass & Mirror (\$222) for 60 plexiglass lamp lenses, and various small items from True Value (\$92).

Cypress Creek No-Wake Zone L&L Marine-\$875- to post new signs and Major Signs-\$470 for 2 48"x48" epanel reflective signs reading "No Wake"

<u>SNAP Program</u>	This program was established with the community wellness initiative and grant through the Obici Foundation. The program was not budgeted for this year since the Farmers Market had indicated they'd like to go in another direction, but to date they have continued the program and requested reimbursement for market vendors.
<u>Waterworks Dam</u>	Paid Draper Aden \$10,080 for engineering services for Smithfield Dam. Also paid \$120 to Spivey Rentals Inc. for 2 specialty signs - "Danger No Trespassing Spillway".
<u>Fireworks</u>	Payment to IOW County for town's portion of annual July 4th fireworks.
Community Development	
<u>Pinewood Heights</u>	We paid moving costs to one Section 8 renter in July -110 Carver and one homeowner-53 Carver- in August. We also acquired one homeowner property and 2 vacant lots in August. In October we were able to relocate the homeowner from 53 Carver who property was purchased in August. There was no activity in November other than payment of consulting fees and demolition of 2 duplexes (checks being held pending completion of site cleanup) The only activity in December was signage and advertising for Phase III totaling \$1430. In January we paid \$5117 to Community Planning Partners for precontract administration of Phase III. Again in February we paid \$1709.55 to CPP for administrative assistance with the project. We have received reimbursement of \$81000 from VDHCD and submitted a second draw request for \$99,000. We will need a budget amendment for the remainder of Phase II and all of Phase III.
Contributions-Community Development	
<u>Old Courthouse Contribution</u>	A request has not yet been made for the 2016 funds. Dr. Hinson will be at the March finance committee meeting however to discover ongoing support from the Town.
<u>Chamber of Commerce</u>	Payment of annual contribution for services provided.
<u>Christian Outreach</u>	Funds for 2016 have not been requested. These will be paid out before June 30. Barbara Stafford will attend the April finance committee meeting to discuss the status of COP.
<u>Genieve Shelter</u>	Again, the funds for 2016 have not yet been requested. A representative will attend the April finance committee meeting to update Council and staff on their organization.
<u>Tourism</u>	Upon TC approval in March we paid 1/2 of the annual budgeted amount.
<u>Western Tidewater Free Clinic</u>	Payment of annual contribution as requested by the clinic.
<u>YMCA</u>	This was paid in February.

Public Buildings

Contractual

Paid \$4422 to Windsor Fire Extinguisher for annual monitoring/inspections of the Police Dept, Town Manager's Office, and Town Hall and \$3534 to Fonality for phone software & support agreement for Town Hall & PD. Also includes payments to AVES for trash pickup (\$1265), Orkin/Terminix (\$1985) for pest control services, Windsor Fire Extinguisher Service (\$1327) for labor to replace batteries in key fobs & isolate panel faults (TH), troubleshoot gamewell panel and FACP fault, and replace fire alarm horn strobe at PD, Windsor Fire Extinguisher Service (\$393) for service call to PD regarding smoke detector, \$408 to CDW for software protection (24 @ \$17 each), and \$279.96 to GoDaddy for email security at the PD and Town Hall.

Repairs & Maintenance

Spent \$2678 in February with the largest charges being:
Overhead Door-\$642.94-replaced spring, lube, and inspected door (old fire department at Town Hall)
Architectural Products of VA-\$512-door hinges
Spivey Disposal-\$445 for dumpster for clean out of old rescue squad building
Other significant charges to date:
Atlantic Constructors-\$3485.00-replace mini split serving data room
Goodrich & Sons-\$3800-prune trees, bushes-parking lot between Main and Grace, sidewalk by Main (not eligible for highway maintenance funds)
Grainger-\$1240.20-30 fluorescent bulbs & an electric unit heater
Overhead Door-\$2270-replace complete operator on door-Town Hall
Overhead Door-\$775-installed springs, lube, and inspected door-PW building
Atlantic Constructors-\$635-replace tvx on janitrol system
Bennetts Creek Nursery-\$939.40 for mums and pansies
Smithfield True Value-\$997.46 of which \$583 was for posts and 100' chain for 315 Main Street.

Other Financing Uses

Transfers to Restricted Reserves-S As of February 29, we have collected \$115,747 more in meals tax and CDBG reimbursements than has been spent
Pinewood to date. This reserve will be applied to Pinewood project expenses going forward.

Transfers to Restricted Reserves-S We received \$500,000 from Smithfield Foods and \$2,000,000 from Mr. Joseph Luter III to be used exclusively for the Ball Fields.
Field Those funds are shown as a revenue and then shown as a transfer to restricted reserves to remove them from available operating revenues.

Transfers to Restricted Reserves-P We received \$50,000 from Smithfield Foods for the purchase of 2 police motorcycles.

CAPITAL OUTLAY

COMMUNITY DEVELOPMENT

Pinewood Heights Purchased one owner occupied property and 2 vacant lots.

TREASURER

MUNIS Conversion

As of March, we have made 2 payments of \$9381 each to Tyler Technologies for the MUNIS conversion. We had a kickoff meeting on March 16 and are slowly moving forward.

PARKS, RECREATION AND CULTURAL

Smithfield Center Main Hall Speaker System Paid Productive AV for installation of budgeted Main Hall Speaker system.

WC Park Building Stabilization Paid THG Construction \$9940 for work on the outbuildings.

Ball field property Purchased 2 parcels for future ball field complex.

PUBLIC SAFETY

Police Vehicles Purchased 3 police vehicles from Southern Dodge Auto Group as budgeted and included outfitting from Atlantic Communications and Custom Signals (radar)

Police Equipment - Tasers Non-budgeted item approved by council to replace outdated tasers. A budget amendment will be made to reflect this expense.

Tough Book MDTs 3 New toughbooks for the 3 new vehicles.

In-Car Cameras Purchased for the 3 new police vehicles.

Fire Vehicle Purchased a fire vehicle for \$25000 through GOVDEALS. The cost of the vehicle was reimbursed by the fire department in February. Not sure if they have received it but do not have any paperwork to title it so at this point we will assume it was a pass through. Will talk to auditors about whether to show a contributed revenue and a contributed expense, but it will not be a capital item.

PUBLIC WORKS

Vehicles and Equipment Purchased a 2016 F150 that was split between PW, WTR, SWR, and Hwy funds. Total purchase cost was \$29,561.

Great Springs Road Public Sidewalk Budgeted contribution to IOW County for sidewalk project-Might need to be moved to operations side of financial statement.

PUBLIC BUILDINGS

Police Evidence Building Improvements Spent \$57790 to date on project management and architectural services for renovation of the old rescue squad building.

Storage Building Improvements Paid T H G Corporation \$41,500 through November for improvements to the old storage building located behind the PD to be used for records by the TM department. Also paid \$1775 for a dehumidifier, upgrade light fixtures and install wall switch.

SEWER

Revenues

Sewer Charges/Sewer Compliance Sewer revenues including the sewer compliance fee billed for July were accrued on the June 2015 financial statements. Half of the August billing was also accrued. The Jul/Aug billings/consumption are reflected in the graphs in order to show continuous data for the utility system. As of February 29 the sewer charges are \$6,784 lower than prior year. Sewer compliance fees are fairly steady since they are fixed charges based on connections. Year to date February is \$1075 higher than prior year indicating some new growth.

Connection Fees Connection fees are collected sporadically throughout the fiscal year. Through April 2016 we have collected 18 at \$1580 (5/8" meters) and 1 at \$2250 (3/4" meter).

Expenses

Salaries Salaries have been reduced by accrued payroll entries for June 2015.

Uniforms Sewer running over budget with addition of 2 maintenance helpers (50% sewer) that had to be outfitted (set up fees). This cost will be reduced with the new contract. Total for 2015 was only \$2045 for the year.

HRPDC-Sewer Programs Paid 3 quarters to Hampton Roads Planning District Commission for wastewater program.

Insurance Represents payment of 3 quarters to VML for property/casualty and workers' comp insurance.

Materials & supplies Includes \$4142 in diesel pump rentals with Xylem as part of storm preparation. Also includes \$2307 (1/2 of charges) for gasalert system to be offset by VML Safety Grant (to be moved from general fund), and \$950 (1/2 of charges) for heavy patch to level up ground manholes in Waterford Oaks. In January paid HD Supply \$3692.40 for numerous parts. In February paid The Blair Brothers \$472 for mobilization and demobilization of dozer at PW Cary St. location. Note: This line item is always adjusted at year end based on final inventory count.

Miscellaneous Sentara Obici Occupational Health-\$321 for drug screenings, DOT physicals (CDL), and hearing tests
Isle of Wight County Health Department-\$293 for hepatitis immunizations

Nonoperating Revenues (Expenses)

Pro-rata share fees Received \$2400 from Atlantic Homes for 112 & 114 St. James.

Availability fees Like connection fees, we have received 18 at \$4120 each and 1 at \$6320.

Contributed Capital-Smithfield Food: Reimbursement from Smithfield Foods of VA Revolving Loan principal.

Interest expense Paid the 2nd semi-annual payment of refunded bond. The balance remaining will be adjusted with the year end accrual.

WORKING ADJUSTMENTS TO CAFR

Additional debt service costs-pri The refinanced loan is paid semi-annually but only has one principal payment for the year so it is paid in full for FY2016.

SEWER CAPITAL

MOA Flow Monitoring Paid \$7700 to REW for installation of flowmeter at Pinewood Pump Station, \$7600 at Moonfield Pump Station, and \$6000 at Morris Creek Pumping Station

Watson Wet Well REW Corporation-\$8900 for labor and materials for removal and reinstallation of hatch, pump, guide rails, vent piping, suction piping, and reconnect of pump leads.
\$9710 to Commonwealth Epoxy Coatings Inc- wet well rehab at Watson Drive Pump Station

Sewer Main Repair-200 Block of Paid Lewis Construction \$17753 for repairs to 200 Block of Main Street.

Impeller Paid \$5061 to Wood Equipment for 5 HP impeller-Ledford Lane

Main Street & Mason St. CCTV Paid \$9054.60 to Lewis Construction for remaining balance of contract work totaling \$39,899.95 (in prior year).

Impeller Paid \$5385 to Sydnor Hydro for impeller at Cypress Creek Golf Course

Sewer Capital Repairs \$20,526 to Lewis Construction for S Mason St - sewer lateral rehab
\$8605 to Lewis Construction for extra new sewer lateral-Windsor Ave.

Vehicles Purchased a 2016 F150 that was split between PW, WTR, SWR, and Hwy funds. Total purchase cost was \$29,561 and the portion allocated to SWR was \$7883.

WATER

Revenues

Water Charges/Debt Service Reven Like sewer, water revenues including the debt service fee billed for July were accrued on the June 2015 financial statements. Again, half of the August billing was accrued for June 2015 and the other half is shown on the August statements. This holds true for the debt service revenue as well. The graphs again show the Jul/Aug billings/consumption for tracking/trend purposes. As of February 29 the water charges are \$13,088 lower than prior year. Billed consumption is down 2,065,648 gallons after adjustments for Jul/Aug.

Debt service is a flat fee based on connections so it does not fluctuate significantly. Debt service revenues through February are \$492 higher than prior year.

Miscellaneous

The sale of miscellaneous items through February are as follows:

John C Croston-\$98-water meter base
Today Homes Inc.-\$100-lid and box-110 Glen Eagles
Dominion Bldg Corp-\$200-3 meter boxes, 1 lid-210, 212, 214 Monticello Ct.
Hampton Roads Golf Mgt LLC-\$748.75-9 water meter boxes, 13 water lids
Dominion Bldg Corp-\$220-replaced damaged register-212 Monticello Court
Tommy Barnette Plumbing-\$27.10-1 coupler
Returned check charges-\$25

Connection Fees

The Town has collected on 14 accounts at \$660 (5/8" meters) and 1 at \$700 (3/4" meter).

Expenses

Salaries

Salaries have been reduced by accrued payroll entries for June 2015.

Contractual

Paid \$5055 to HD Supply for annual neptune support contract for meter reading equipment and \$850 for Software support. Also paid JR Reed \$4757 for water sample testing, Pubworks \$733 for work order/inventory system support, and Terminix \$75 for quarterly pest control services.

Professional Services

Includes \$11,165 to Draper Aden for Well Nest/DEQ GWWP Compliance.
Paid \$400 to Draper Aden to Smithfield Policy Review-Utilities
Paid \$10,338 to Kimley Horn for WTP Project Management & Testing.
Paid \$735 to Canada Land Surveying-locate and or set property corners on Ridgeland Dr and Pagan Rd (includes Courthouse research and field time)

HRPDC-Regional Water Supply

Paid 3 quarters to Hampton Roads Planning District Commission for regional water program.

Insurance

Represents payment of 3 quarters to VML for property/casualty and workers' comp insurance.

Materials & Supplies

Paid \$6103 in January to HD Supply for radio read meters, check valves, couplings, adapters, meter boxes, risers, and lids. In February paid \$4771 to HD Supply for radio read meters and \$2786 to the Blair Brothers for asphalt repair. As with sewer, this account is always difficult to track with budget because it will be adjusted at year end based on the final inventory count.

Miscellaneous

Includes 3 quarterly payments of \$2184 to VDH-Waterworks Technical Assistance Fund (\$6552). This is billed annually and is based on the number of water customers in the town's system. The rate for this billing is \$2.95 per connection. Also includes \$200 to Leon Parker for easement and various charges to IOW Health Dept and Sentara Obici for drug testing, hearing tests, and Hepatitis immunizations.

Travel & Training-RO VT Continuing Education-registration (Jack Reed, Jessie Snead) and lodging, Water Jam-training Dale Wall

Maintenance & Repairs-RO Plant Includes \$5954 paid to REW for repairs at WTP for lightning damage causing defective equipment and \$5270 to Rosemount Inc for magnetic flowmeter flowtubes and transmitters. In February paid additional \$4572 to Rosemount for magnetic flowmeter sensors.

Nonoperating Revenues (Expenses)

Pro-rata share fees Received \$2400 from Atlantic Homes for 112 & 114 St. James.

Availability Fees We have received 14 at \$2720 and 1 at \$4360.

Insurance Recoveries Received \$15405 from VML for repairs for lightening damage at RO plant.

Interest Expense Paid the 2nd semi-annual payments due on both refunded bonds and the VML/VACO bond for the RO plant and South Church St waterline replacement. No debt service payments remain for the year and the overage will be eliminated once the year end accruals are made.

WORKING ADJUSTMENTS TO CAFR

Additional debt service costs-prior All principal payments have been made for the year.

Water Capital

Vehicles Purchased a 2016 F150 that was split between PW, WTR, SWR, and Hwy funds. Total purchase cost was \$29,561 and the portion allocated to WTR was \$7883.

RO Vic Valves Paid Ferguson Enterprises \$9924 for 2 VIC Valves (4 BV & 6 BV SS BDY & Trim 726)

System Improvements Paid Lewis Construction \$5400 for new 3/4 water service completion on S Mason

Water line replacement-Cypress Cr Paid Lewis Construction \$7588 for labor and materials to repair the 8" water main at the Smithfield Station Bridge. This is not a permanent solution but will delay the urgency of the eventual replacement.

HIGHWAY

Revenues

Revenue-Commonwealth of Virginia We have received two quarterly state maintenance contributions. The payments are higher than originally budgeted and should net an additional \$42,545 for the year.

Expenses

Salaries

Salaries have been reduced by accrued payroll entries for June 2015.

Uniforms

Uniforms are tracking slightly above budget. We have just signed a new contract and prices are going down for the remainder of the fiscal year. Did purchase some seasonal short sleeve shorts for the department from West Sportwear with charges split between PW, WTR, SWR, and HWY. (\$202.49 each).

Insurance

Represents 3 of 4 quarterly payments to VML for property/casualty and workers' comp insurance.

Stormwater Management Program

Represents 3 quarterly payments to HRPDC for the storm water program. After 3 quarters we have already exceeded the expected budget. The difference will be deducted from available maintenance funds.

Highway Capital

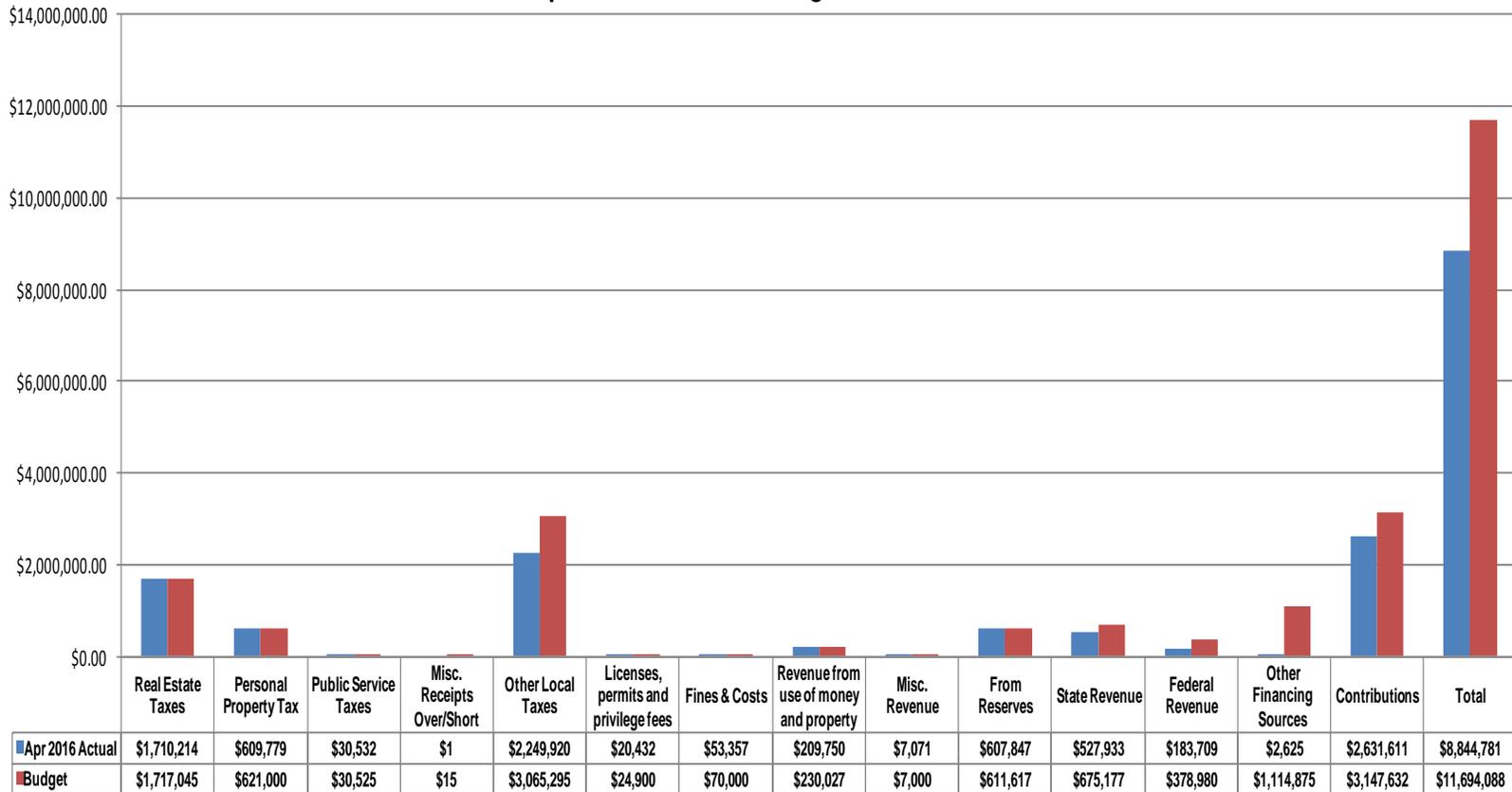
Vehicles and Equipment

Purchased a 2016 F150 that was split between PW, WTR, SWR, and Hwy funds. Total purchase cost was \$29,561 and the portion allocated to Hwy was \$7883.

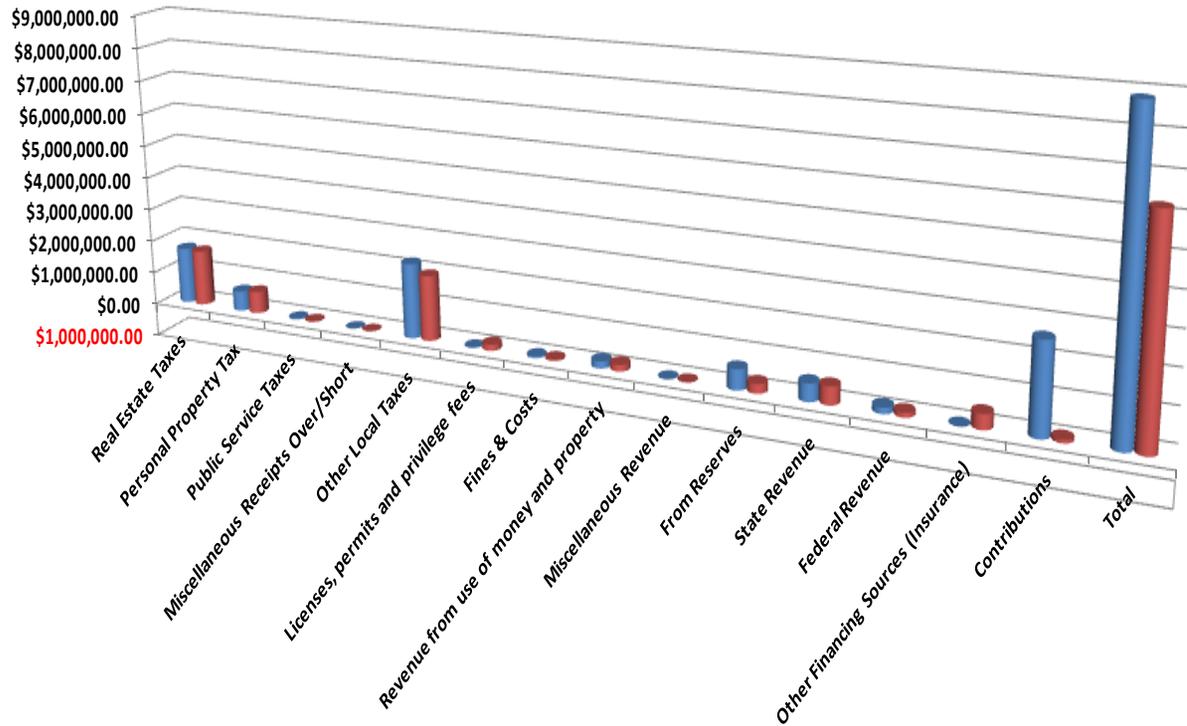
Purchased a Meyers Snow Plow for F250 for \$6388 (includes installation).

APR 2016 FINANCIAL GRAPHS

Apr 2016 YTD General Fund Revenues Compared to Amended Budget

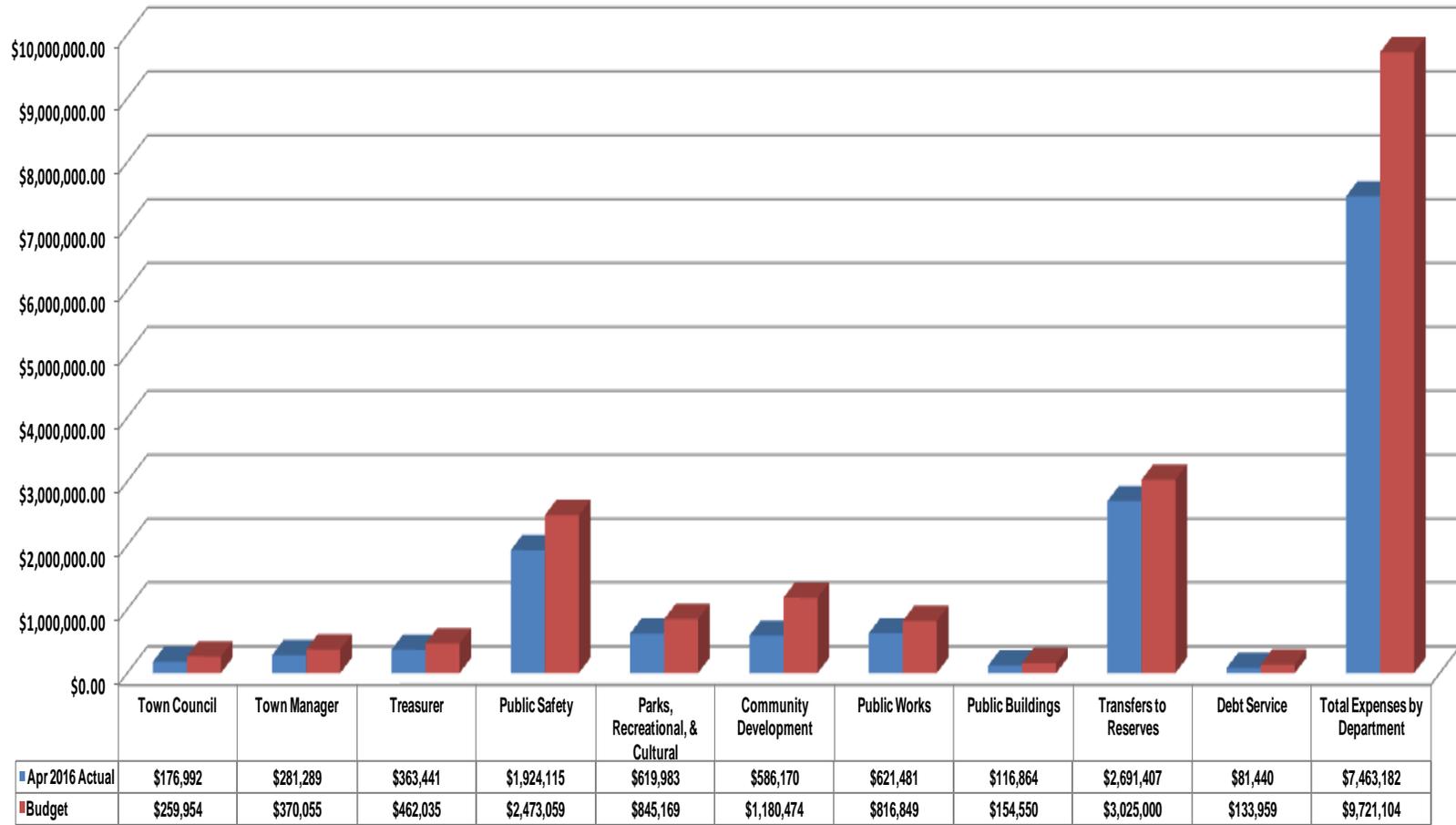


Apr 2016 YTD General Fund Revenue Compared to Apr 2015

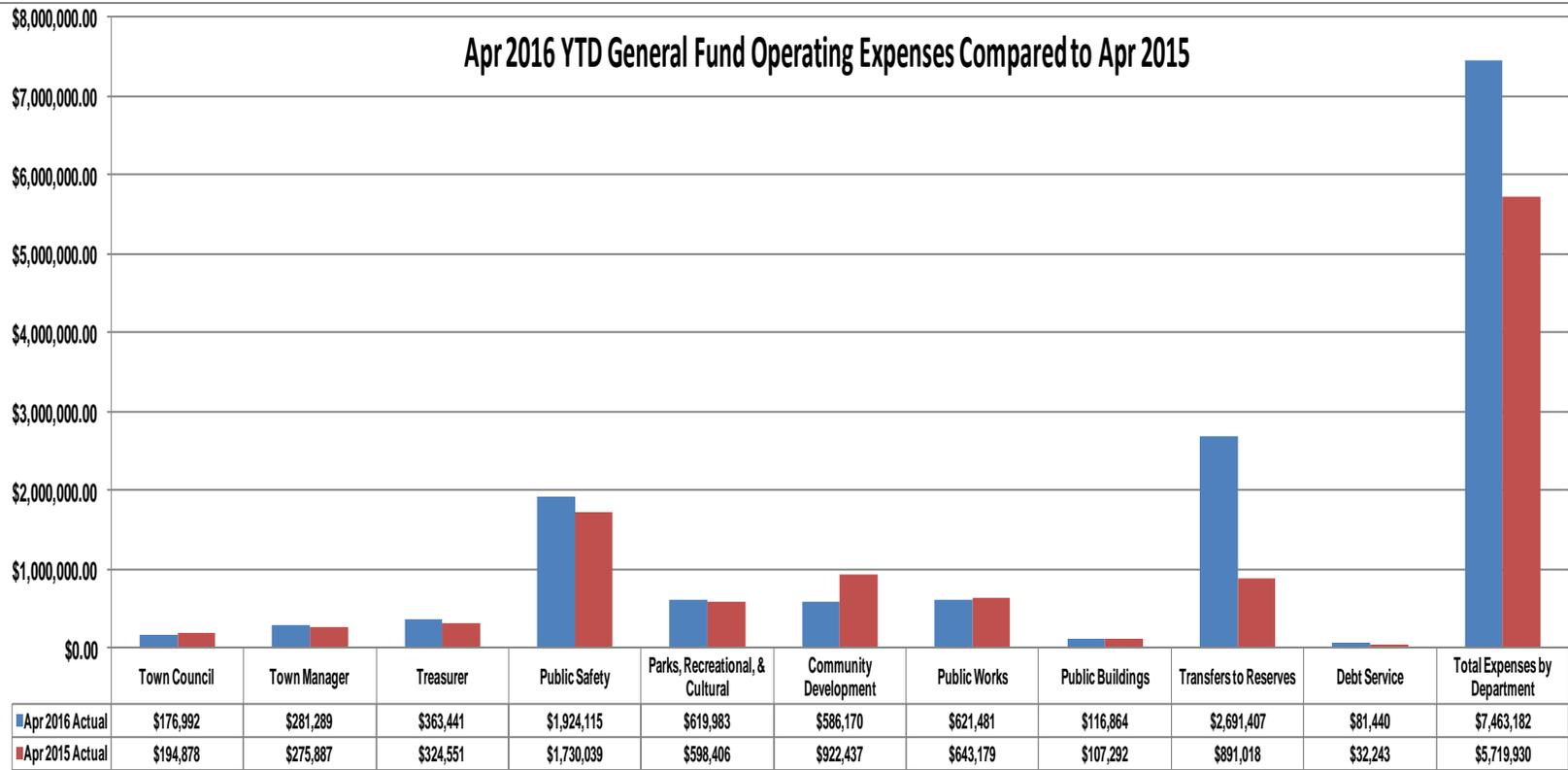


	Real Estate Taxes	Personal Property Tax	Public Service Taxes	Miscellaneous Receipts Over/Short	Other Local Taxes	Licenses, permits and privilege fees	Fines & Costs	Revenue from use of money and property	Miscellaneous Revenue	From Reserves	State Revenue	Federal Revenue	Other Financing Sources (Insurance)	Contributions	Total
■ Apr 2016 Actual	\$1,710,214	\$609,779	\$30,532	\$1	\$2,249,920	\$20,432	\$53,357	\$209,750	\$7,071	\$607,847	\$527,933	\$183,709	\$2,625	\$2,631,611	\$8,844,781
■ Apr 2015 Actual	\$1,691,152	\$666,594	30752.94	\$(27)	\$1,958,924	\$185,009	\$50,140	\$196,281	\$6,255	\$279,877	\$533,891	\$137,053	\$439,497	\$95,724	\$6,271,123

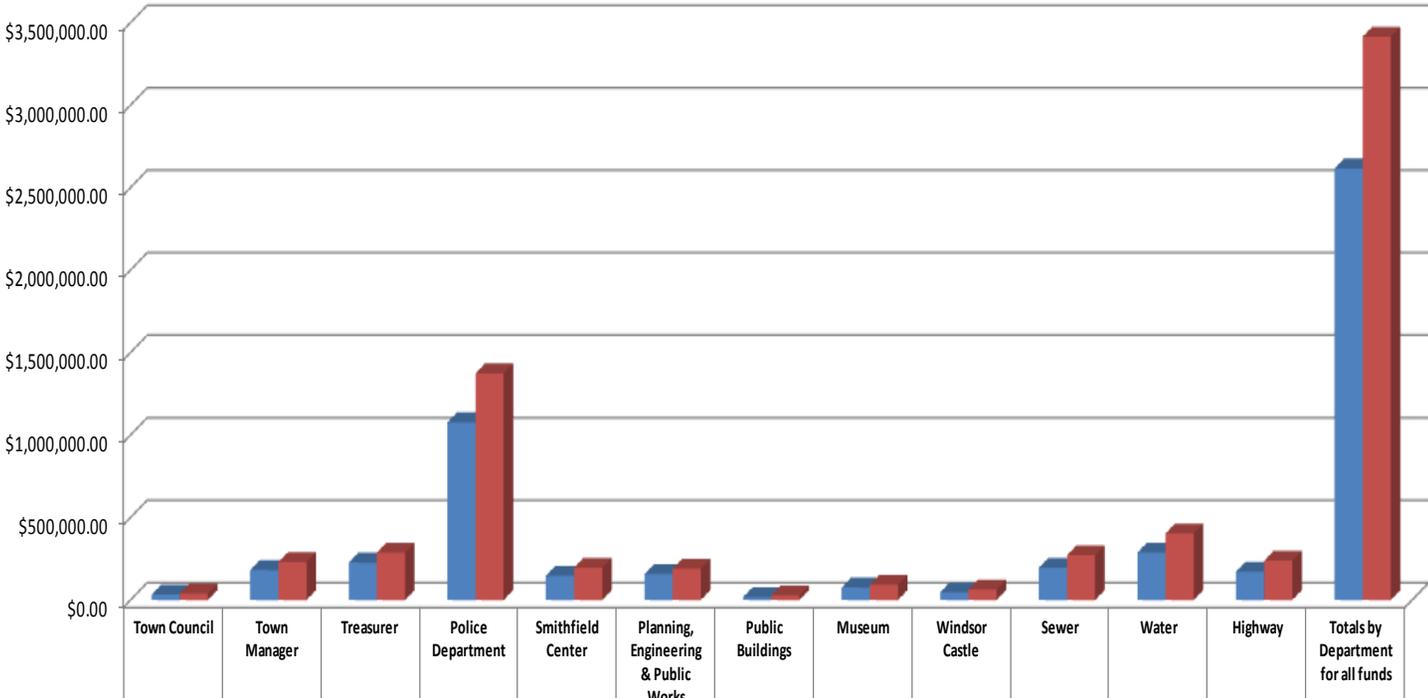
Apr 2016 YTD General Fund Operating Expenses Compared to Amended Budget



Apr 2016 YTD General Fund Operating Expenses Compared to Apr 2015

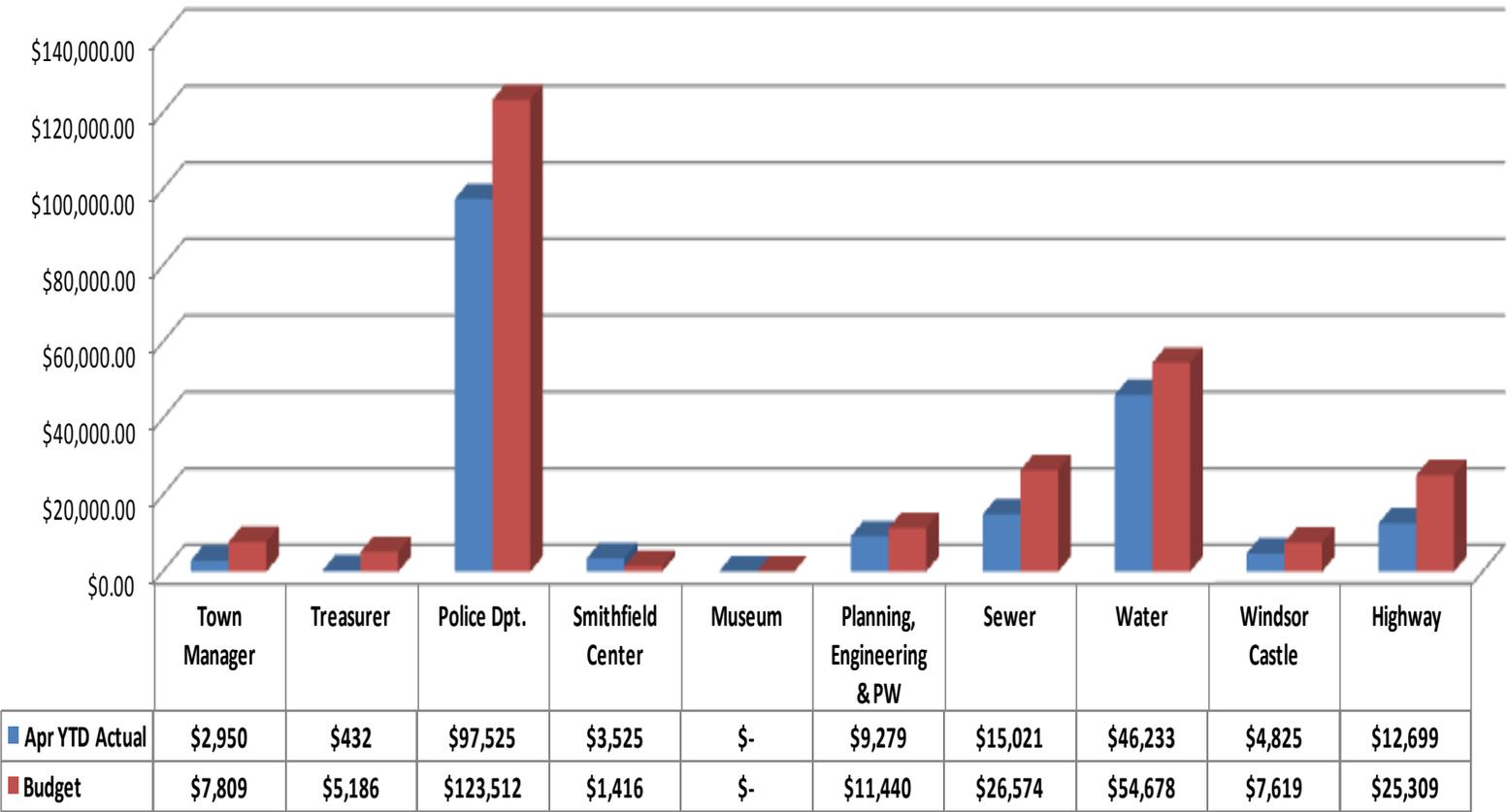


Apr 2016 YTD Salaries to Budget by Department

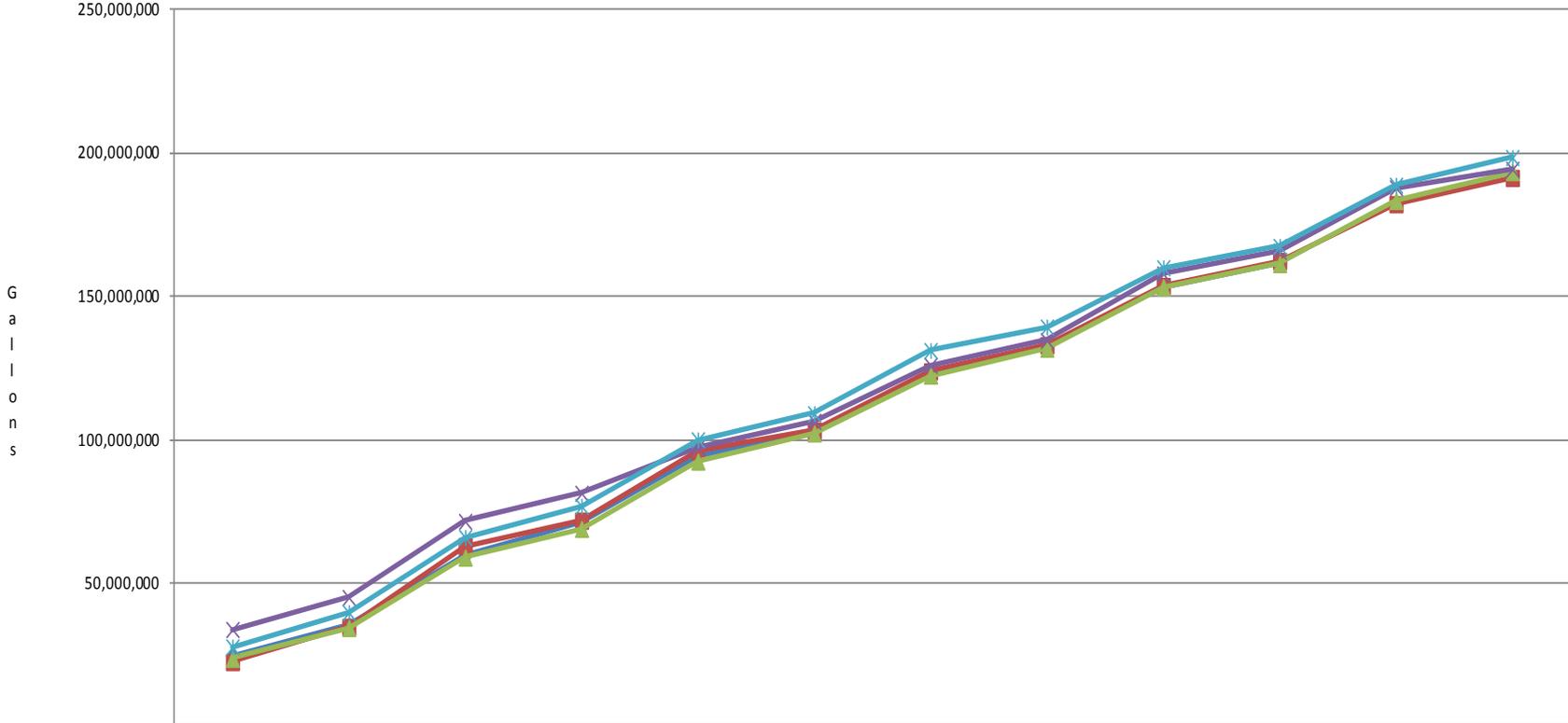


	Town Council	Town Manager	Treasurer	Police Department	Smithfield Center	Planning, Engineering & Public Works	Public Buildings	Museum	Windsor Castle	Sewer	Water	Highway	Totals by Department for all funds
■ Apr 2016 Actual	\$32,780	\$181,090	\$226,891	\$1,077,386	\$147,561	\$156,978	\$17,310	\$75,798	\$46,903	\$195,022	\$287,491	\$171,312	\$2,616,522
■ Budget	\$40,000	\$229,835	\$288,020	\$1,374,090	\$196,185	\$189,540	\$27,300	\$93,270	\$63,710	\$270,900	\$404,060	\$238,150	\$3,415,060

April YTD Overtime Compared to Budget

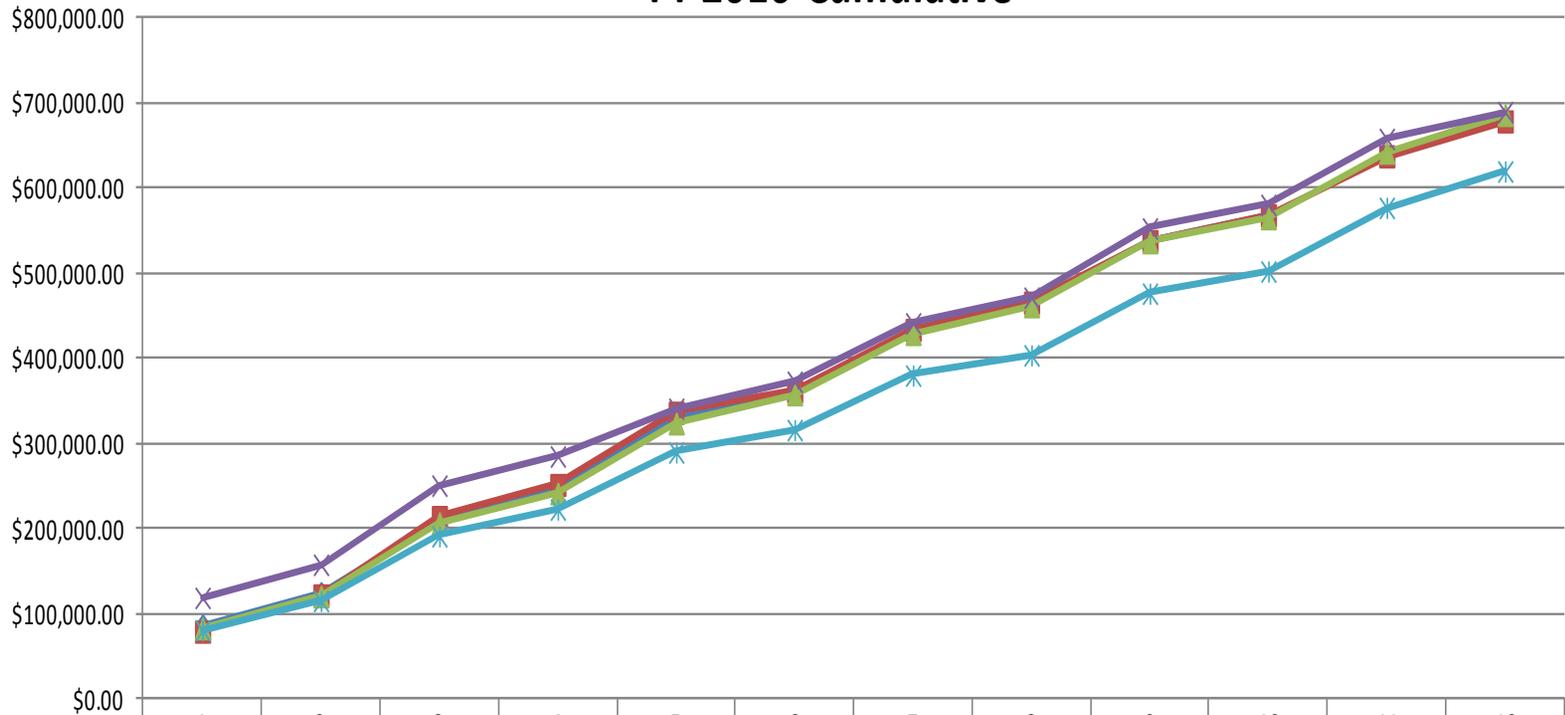


Apr 2016 YTD Sewer Consumption Compared to FY 2012 through FY 2016-Cumulative



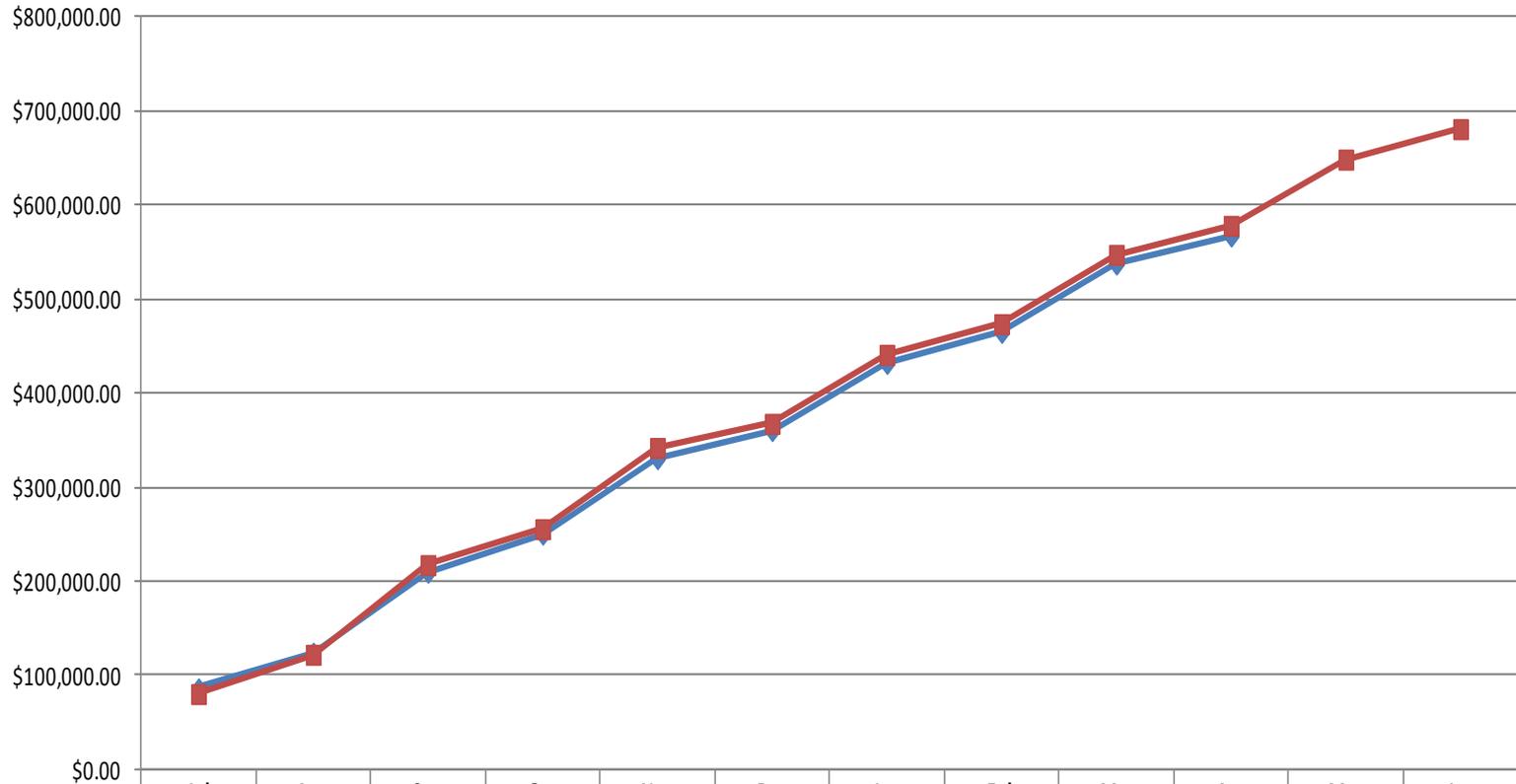
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Actual 2016	24,711,665	35,276,564	59,786,489	71,414,518	94,269,420	102,833,713	123,175,844	132,626,614	153,312,082	161,856,557		
Actual 2015	22,583,960	34,790,190	62,979,178	71,856,635	96,101,586	103,304,073	123,901,164	133,049,654	153,682,428	162,403,071	182,206,163	191,351,529
Actual 2014	23,711,729	34,435,081	58,989,250	69,008,854	92,484,337	102,276,394	122,469,679	131,824,210	153,256,955	161,332,737	183,366,226	193,421,309
Actual 2013	33,911,769	45,062,012	71,593,279	81,409,491	97,395,860	106,483,452	126,026,878	134,663,193	157,879,018	165,808,355	187,913,876	194,386,925
Actual 2012	27,823,246	39,800,726	66,015,985	76,887,610	100,046,367	109,153,641	131,185,269	139,374,388	160,052,488	167,499,468	188,827,259	198,463,933

Apr 2016 YTD Sewer Charges Compared to FY 2012 through FY 2016-Cumulative



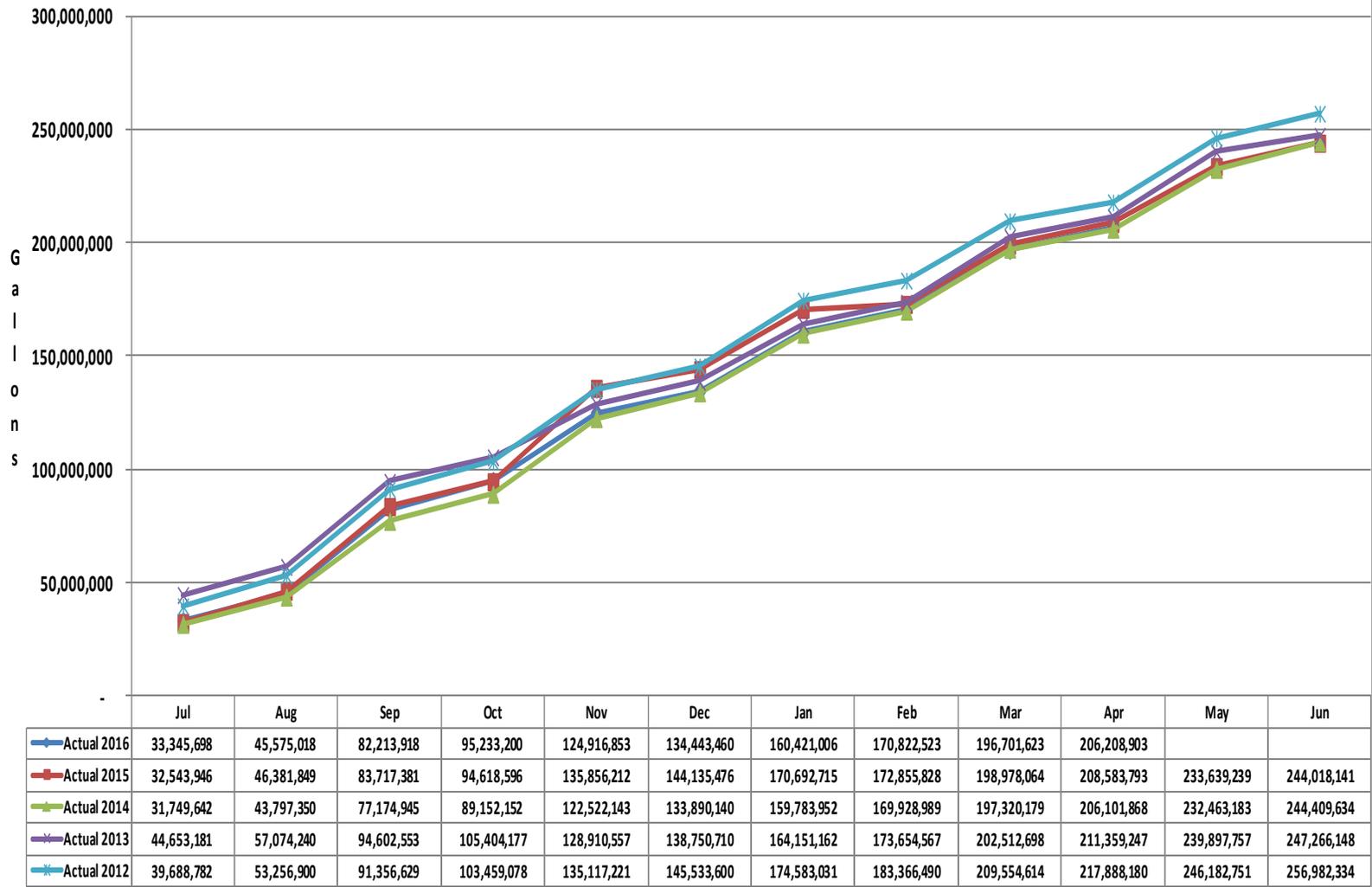
	1	2	3	4	5	6	7	8	9	10	11	12
Actual 2016	\$86,610	\$124,575	\$209,356	\$249,969	\$330,109	\$360,021	\$431,375	\$464,390	\$536,996	\$566,832		
Actual 2015	\$79,173	\$121,776	\$213,936	\$251,556	\$336,461	\$361,634	\$433,773	\$465,867	\$538,259	\$568,628	637,878	\$678,940
Actual 2014	\$83,143	\$120,581	\$206,649	\$241,641	\$323,955	\$358,154	\$428,999	\$461,656	\$536,821	\$565,053	\$642,258	\$686,501
Actual 2013	\$118,797	\$157,727	\$250,727	\$285,025	\$341,149	\$372,882	\$441,445	\$471,585	\$553,055	\$580,733	\$658,298	\$689,925
Actual 2012	\$80,521	\$115,171	\$191,175	\$222,639	\$289,759	\$316,129	\$380,159	\$403,869	\$476,417	\$502,434	\$577,243	\$620,009

Apr 2016 Sewer Charges Compared to Pro-Rated Budget-Cumulative

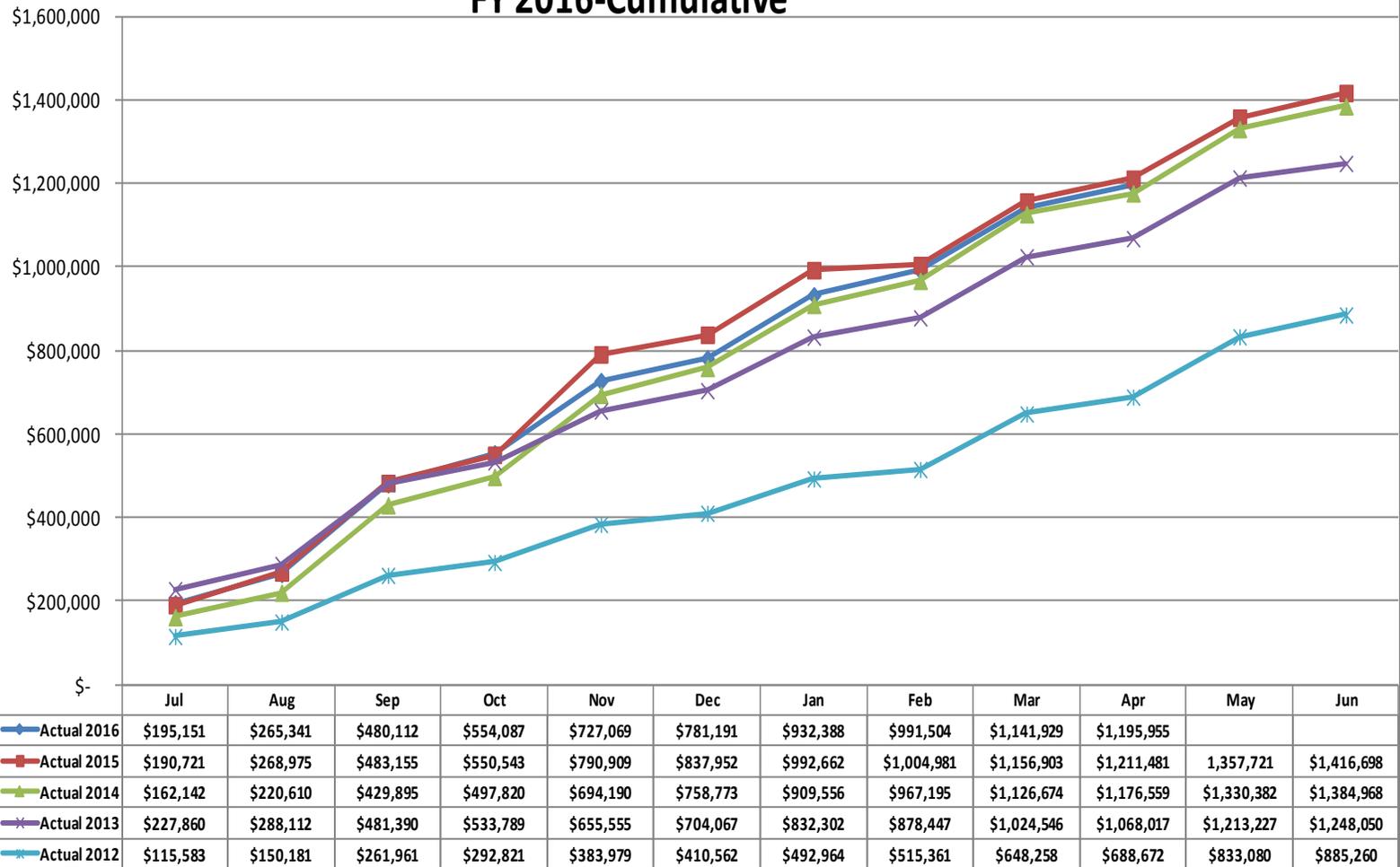


	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
◆ Actual	\$86,610	\$124,575	\$209,356	\$249,969	\$330,109	\$360,021	\$431,375	\$464,390	\$536,996	\$566,832		
■ Pro-rated budget	\$80,503	\$122,252	\$217,527	\$255,779	\$342,110	\$367,705	\$441,055	\$473,688	\$547,295	\$578,173	\$648,585	\$681,000

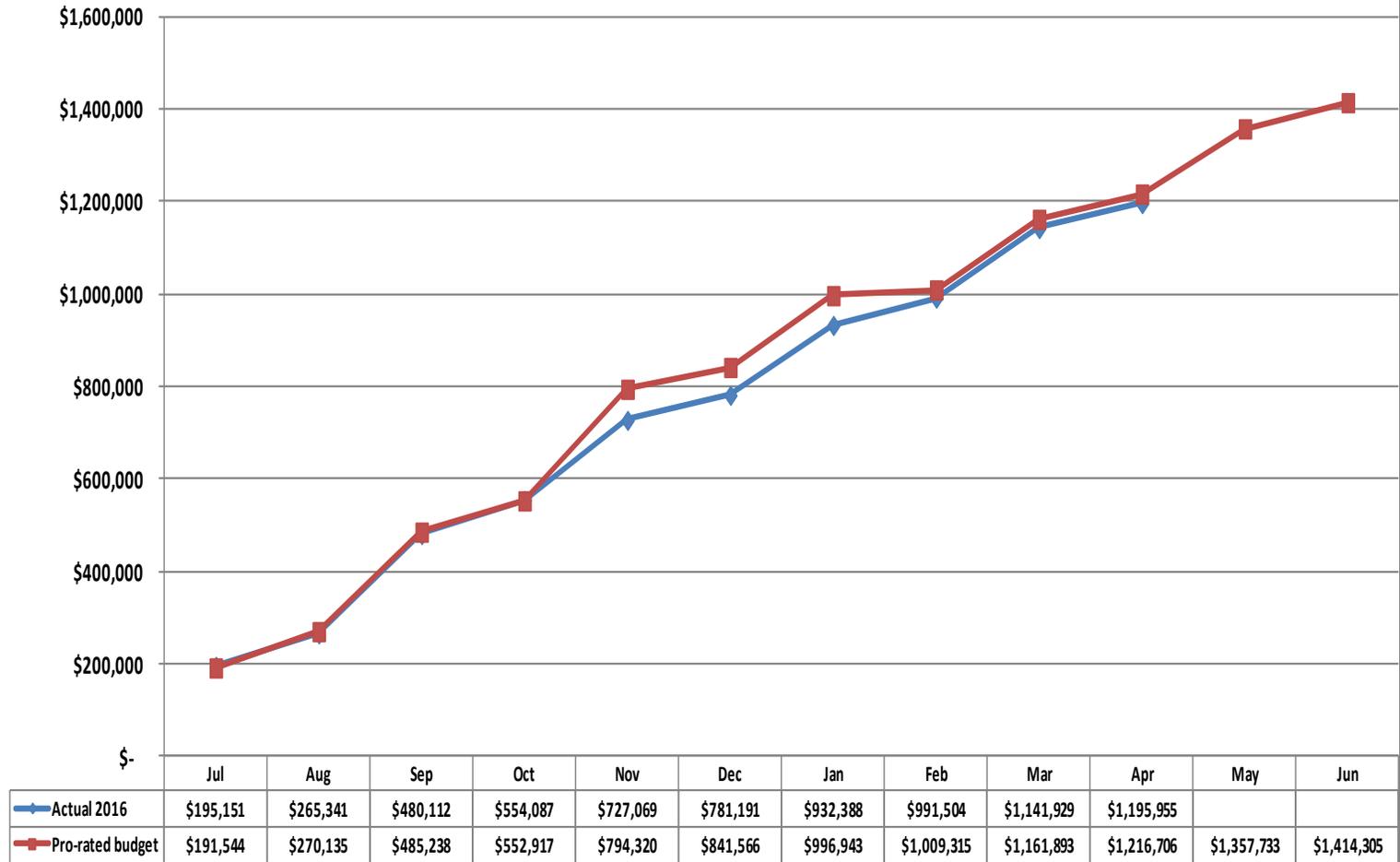
Apr 2016 YTD Water Consumption Compared to FY 2012 through FY 2016-Cumulative



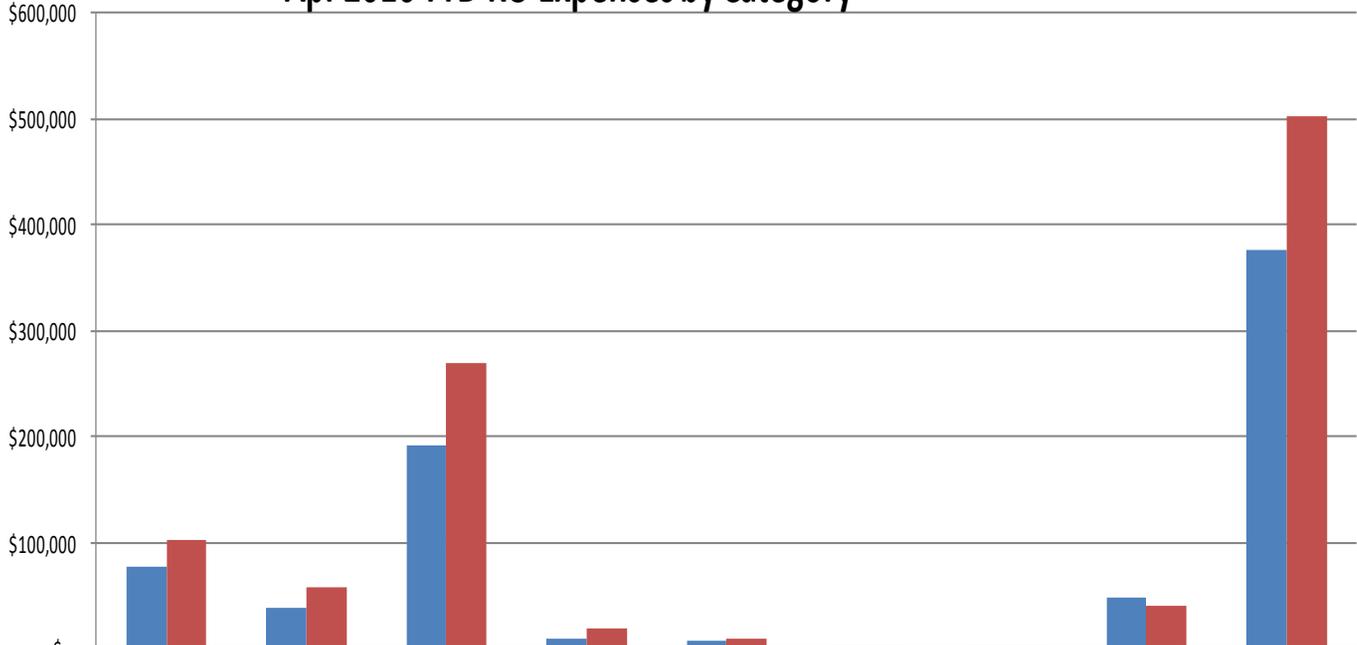
Apr 2016 YTD Water Charges Compared to FY 2012 through FY 2016-Cumulative



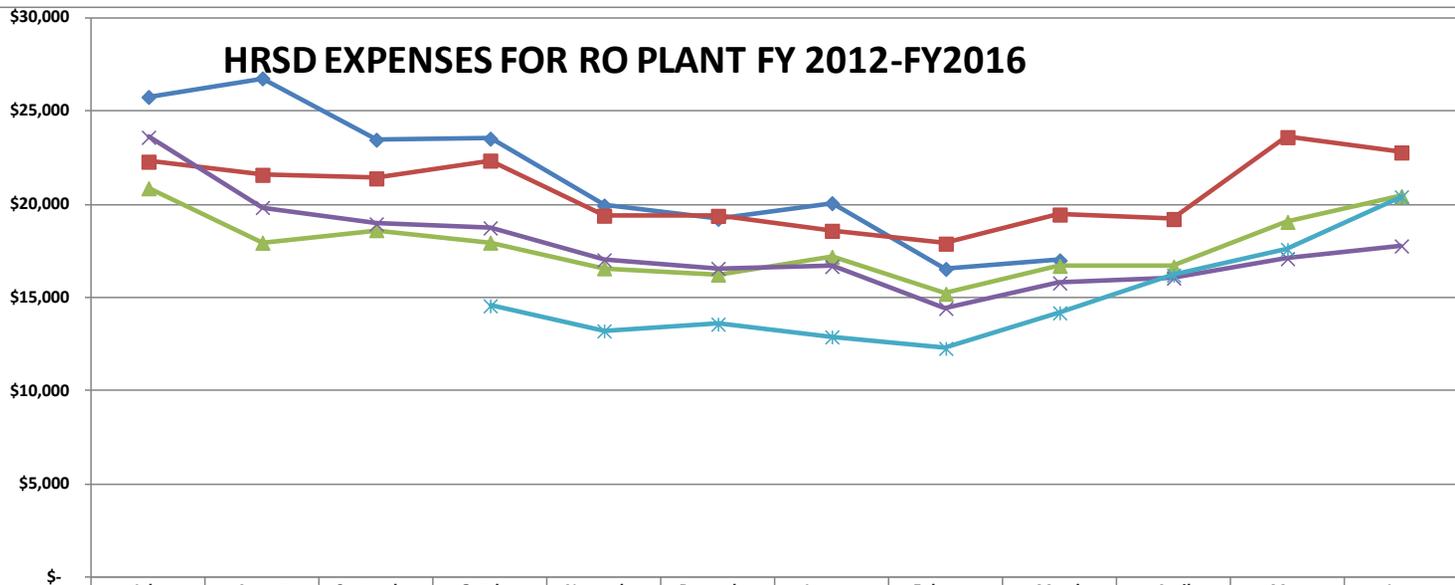
Apr 2016 YTD Water Charges Compared to Pro-Rated Budget-Cumulative



Apr 2016 YTD RO Expenses by Category



	Power	Chemicals	HRSD	Supplies	Communication	Travel & training	Dues & subscriptions	Maintenance and repairs	Total
Apr 2016 Actual	\$78,478	\$38,242	\$192,248	\$9,440	\$7,339	\$2,018	\$590	\$48,408	\$376,763
Budget	\$103,560	\$57,332	\$269,800	\$20,000	\$9,030	\$2,500	\$400	\$40,000	\$502,622



	July	August	September	October	November	December	January	February	March	April	May	June
FY2016	\$25,761	\$26,758	\$23,465	\$23,522	\$19,936	\$19,219	\$20,060	\$16,533	\$16,993			
FY2015	\$22,286	\$21,580	\$21,389	\$22,343	\$19,389	\$19,380	\$18,578	\$17,888	\$19,449	\$19,209	\$23,603	\$22,781
FY2014	\$20,859	\$17,938	\$18,614	\$17,945	\$16,566	\$16,230	\$17,181	\$15,200	\$16,695	\$16,659	\$19,056	\$20,439
FY2013	\$23,596	\$19,829	\$18,947	\$18,732	\$17,014	\$16,558	\$16,665	\$14,415	\$15,778	\$16,045	\$17,082	\$17,764
FY2012				\$14,550	\$13,207	\$13,571	\$12,883	\$12,268	\$14,173	\$16,196	\$17,580	\$20,399

<u>HRSD Charges to date per month</u>				1 CCF=748 gallons	Comparison thru November	
Billing Date	Read Date	Usage per HRSD	Rate	Charge	Usage	Charge
11/13/2011	10/31/2011	3,568,426	3.05/CCF	14,550.33		
12/13/2011	11/30/2011	3,238,929	3.05/CCF	13,206.81		
1/13/2012	12/31/2011	3,328,126	3.05/CCF	13,570.67		
2/21/2012	1/31/2012	3,159,403	3.05/CCF	12,882.59		
3/19/2012	2/29/2012	3,008,612	3.05/CCF	12,267.71		
4/12/2012	3/31/2012	3,475,852	3.05/CCF	14,173.05		
5/16/2012	4/30/2012	3,972,056	3.05/CCF	16,196.11		
6/17/2012	5/31/2012	4,309,462	3.05/CCF	17,580.20		
7/13/2012	6/30/2012	5,002,760	3.05/CCF	20,399.01		
		33,063,626		\$ 134,826.48		
8/20/2012	7/31/2012	5,364,598	3.29/CCF	23,595.55		
9/14/2012	8/31/2012	4,508,384	3.29/CCF	19,829.82		
10/20/2012	9/30/2012	4,307,656	3.29/CCF	18,946.78		
11/19/2012	10/31/2012	4,258,732	3.29/CCF	18,731.62		
12/17/2012	11/30/2012	3,868,188	3.29/CCF	17,013.91		
1/12/2013	12/31/2012	3,764,536	3.29/CCF	16,557.91		
2/15/2013	1/31/2013	3,788,872	3.29/CCF	16,664.84		
3/14/2013	2/28/2013	3,277,364	3.29/CCF	14,415.14		
4/18/2013	3/31/2013	3,587,116	3.29/CCF	15,777.52	36,725,446	161,533.09
5/16/2013	4/30/2013	3,647,920	3.29/CCF	16,045.00		
6/13/2013	5/31/2013	3,883,704	3.29/CCF	17,082.01		
7/11/2013	6/30/2013	4,038,800	3.29/CCF	17,764.36		
		48,295,870		\$ 212,424.46		
8/14/2013	7/31/2013	4,395,136	3.55/CCF	20,859.45		
9/16/2013	8/31/2013	3,779,664	3.55/CCF	17,938.15		
10/17/2013	9/30/2013	3,922,112	3.55/CCF	18,614.43		
11/18/2013	10/31/2013	3,780,992	3.55/CCF	17,944.54		
12/13/2013	11/30/2013	3,490,432	3.55/CCF	16,565.72		
1/17/2014	12/31/2013	3,419,744	3.55/CCF	16,230.25		
2/11/2014	1/31/2014	3,620,040	3.55/CCF	17,180.58		
3/14/2014	2/28/2014	3,202,720	3.55/CCF	15,200.04		
4/16/2014	3/31/2014	3,517,704	3.55/CCF	16,694.94	33,128,544	157,228.10
5/27/2014	4/30/2014	3,510,032	3.55/CCF	16,658.73		
6/14/2014	5/31/2014	4,015,224	3.55/CCF	19,056.40		
7/21/2014	6/30/2014	4,306,496	57 3.55/CCF	20,438.77		
		44,960,296		\$ 213,382.00		

<u>HRSD Charges to date per month</u>				1 CCF=748 gallons	Comparison thru December	
Billing Date	Read Date	Usage per HRSD	Rate	Charge	Usage	Charge
8/19/2014	7/31/2014	4,352,480	3.83/CCF	22,286.00		
10/2/2014	8/31/2014	4,214,710	3.83/CCF	21,580.52		
11/20/2014	9/30/2014	4,177,303	3.83/CCF	21,389.02		
11/20/2014	10/31/2014	4,363,507	3.83/CCF	22,342.69		
12/17/2014	11/30/2014	3,786,703	3.83/CCF	19,388.99		
1/14/2015	12/31/2014	3,784,965	3.83/CCF	19,380.18		
2/18/2015	1/31/2015	3,628,334	3.83/CCF	18,578.18		
3/13/2015	2/28/2015	3,493,560	3.83/CCF	17,888.02		
4/28/2015	3/31/2015	3,798,382	3.83/CCF	19,449.12	35,599,944	182,282.72
5/31/2015	4/30/2015	3,751,512	3.83/CCF	19,208.98		
6/30/2015	5/31/2015	4,609,730	3.83/CCF	23,603.14		
7/22/2015	6/30/2015	4,449,108	3.83/CCF	22,780.84		
		48,410,294		\$ 247,875.68		
8/18/2015	7/31/2015	4,665,711	4.13/CCF	25,761.29		
9/21/2015	8/31/2015	4,846,280	4.13/CCF	26,758.27		
10/13/2015	9/30/2015	4,249,862	4.13/CCF	23,465.01		
11/16/2015	10/31/2015	4,260,123	4.13/CCF	23,522.00		
12/14/2015	11/30/2015	3,610,698	4.13/CCF	19,935.92		
1/13/2016	12/31/2015	3,480,926	4.13/CCF	19,219.37		
2/12/2016	1/31/2016	3,633,192	4.13/CCF	20,060.24		
3/8/2016	2/29/2016	2,994,404	4.13/CCF	16,533.22		
4/14/2016	3/30/2016	3,077,636	4.13/CCF	16,992.89	34,818,832	192,248.21

CASH BALANCES AS OF APRIL 2016					
ACCOUNT NAME	BANK NAME	ACCOUNT BALANCE	Current Year	Prior Year	ADJUSTED BALANCES
			Interco. Balances	Interco./Interdep Balances	
Water	Farmers Bank	740,157.33	(382,501.64)	-	357,655.69
Water-Debt Service	Farmers Bank	888,453.15	33,718.51	-	922,171.66
Water Capital Escrow (availability fees)	TowneBank	447,765.65	10,880.00	-	458,645.65
Water Treatment Plant Escrow	TowneBank	112,098.34	-	-	112,098.34
Water Deposit Account	TowneBank	107,425.98	-	-	107,425.98
Water Development Escrow	TowneBank	100,702.78	-	-	100,702.78
Subtotal Water		2,396,603.23	(337,903.13)	-	2,058,700.10
			-		
Sewer	Farmers Bank	507,130.19	(174,249.41)	(327,071.65)	5,809.13
Sewer Development Escrow	TowneBank	358,346.55	-	-	358,346.55
Sewer Capital Escrow (availability fees)	TowneBank	847,511.94	16,480.00	-	863,991.94
Sewer Compliance	Farmers Bank	1,377,494.68	87,868.22	-	1,465,362.90
Subtotal Sewer		3,090,483.36	(69,901.19)	(327,071.65)	2,693,510.52
Highway	Farmers Bank	104,521.88	173,529.24	-	278,051.12
General Fund	Farmers Bank	2,702,605.46	270,488.32	327,071.65	3,300,165.43
Payroll	Farmers Bank	236,932.47			236,932.47
Money Market-General Fund	TowneBank	2,194.63			2,194.63
Business Super Now-General Fund	Farmers Bank	33,242.90			33,242.90
Money Market-General Fund	Farmers Bank	290,719.56			290,719.56
General Fund Capital Escrow Account	TowneBank	215,483.35			215,483.35
Certificate of Deposit	Farmers Bank	526,367.51			526,367.51
Certificate of Deposit-Police Dept	Farmers Bank	36,817.81			36,817.81
Special Project Account	Farmers Bank	2,546,149.58			2,546,149.58
Pinewood Heights Escrow	Farmers Bank	50,626.52			50,626.52
SNAP Account	Farmers Bank	2,264.75			2,264.75
Museum Account	Farmers Bank	122,702.98			122,702.98
Windsor Castle Acct	TowneBank	37,000.00			37,000.00
S. Church Street Account	TowneBank	36,213.24	(36,213.24)	-	-
Subtotal General Fund		6,839,320.76	234,275.08	327,071.65	7,400,667.49
TOTAL ALL FUNDS		12,430,929.23	0.00	-	12,430,929.23

REGIONS BANK
1900 5TH AVE N - 25TH FL
BIRMINGHAM AL 35203

ADMINISTRATOR:	REBECCA K. BRAYMAN 205-264-5514
INVESTMENT OFFICER	
RELATIONSHIP MANAGER	
ACCOUNT NUMBER	9246002035

TOWN OF SMITHFIELD, VA
ATTN: ELLEN D. MINGA, TREASURER
310 INSTITUTE STREET
PO BOX 246
SMITHFIELD VA 23431

IF YOU HAVE QUESTIONS CONCERNING THIS STATEMENT, PLEASE CONTACT
YOUR ACCOUNT ADMINISTRATOR.

REGIONS BANK
VACO/VML VIRGINIA INVESTMENT
POOL, TOWN OF SMITHFIELD,
VIRGINIA PARTICIPANT
ACCOUNT

ACCOUNT STATEMENT

Statement Period 04/01/2016 through 04/30/2016
Account Number 9246002035

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ACCOUNT STATEMENT

Statement Period
Account Number

04/01/2016 through 04/30/2016
9246002035

Balance Sheet

	AS OF 04/01/2016		AS OF 04/30/2016	
	COST VALUE	MARKET VALUE	COST VALUE	MARKET VALUE
A S S E T S				
CASH	0.00	0.00	0.00	0.00
TOTAL CASH & RECEIVABLES	0.00	0.00	0.00	0.00
CIF/CTF FUNDS-BALANCED				
CIF/CTF FUNDS-BALANCED	503,645.94	509,046.21	504,006.69	509,079.55
TOTAL CIF/CTF FUNDS-BALANCED	503,645.94	509,046.21	504,006.69	509,079.55
TOTAL HOLDINGS	503,645.94	509,046.21	504,006.69	509,079.55
TOTAL ASSETS	503,645.94	509,046.21	504,006.69	509,079.55
L I A B I L I T I E S				
TOTAL LIABILITIES	0.00	0.00	0.00	0.00
TOTAL NET ASSET VALUE	503,645.94	509,046.21	504,006.69	509,079.55
TOTAL LIABILITIES AND EQUITY	503,645.94	509,046.21	504,006.69	509,079.55

REGIONS BANK
VACO/VML VIRGINIA INVESTMENT
POOL, TOWN OF SMITHFIELD,
VIRGINIA PARTICIPANT
ACCOUNT

ACCOUNT STATEMENT

Page 2

Statement Period 04/01/2016 through 04/30/2016
Account Number 9246002035

Summary Of Fund

MARKET VALUE AS OF 04/01/2016		509,046.21
CTF DISTRIBUTIONS	403.71	
REALIZED GAIN OR LOSS	0.00	
UNREALIZED GAIN OR LOSS	327.41-	
ADMINISTRATIVE EXPENSES	42.96-	
TOTAL MARKET VALUE AS OF 04/30/2016		509,079.55

ACCOUNT STATEMENT

Statement Period 04/01/2016 through 04/30/2016
Account Number 9246002035

Asset Summary As Of 04/30/2016

DESCRIPTION	MARKET VALUE	COST	% OF PORT
CIF/CTF FUNDS-BALANCED	509,079.55	504,006.69	100
TOTAL INVESTMENTS	509,079.55	504,006.69	
CASH	0.00		
DUE FROM BROKER	0.00		
DUE TO BROKER	0.00		
TOTAL MARKET VALUE	509,079.55		

REGIONS BANK
 VACO/VML VIRGINIA INVESTMENT
 POOL, TOWN OF SMITHFIELD,
 VIRGINIA PARTICIPANT
 ACCOUNT

ACCOUNT STATEMENT

Statement Period 04/01/2016 through 04/30/2016
 Account Number 9246002035

Asset Detail As Of 04/30/2016

UNITS/BOOK VALUE	DESCRIPTION	MARKET VALUE	COST	% OF PORT
CIF/CTF FUNDS-BALANCED				
50,359.171	CUSIP # CF5400035 VIRGINIA INVESTMENT POOL	509,079.55	504,006.69	100
		509,079.55	504,006.69	100
	TOTAL INVESTMENTS	509,079.55		
	CASH	0.00		
	DUE FROM BROKER	0.00		
	DUE TO BROKER	0.00		
	NET ASSETS	509,079.55		
	TOTAL MARKET VALUE	509,079.55		

ACCOUNT STATEMENT

Statement Period 04/01/2016 through 04/30/2016
Account Number 9246002035

Summary Of Earnings

INCOME EARNED

CTF DISTRIBUTIONS	403.71		
TOTAL INCOME EARNED		403.71	
TOTAL INCREASES IN FUND VALUE			403.71

FEES AND OTHER EXPENSES

ADMINISTRATIVE EXPENSES	42.96		
TOTAL FEES AND OTHER EXPENSES		42.96	

UNREALIZED LOSS IN THE PERIOD		327.41	
TOTAL DECREASES IN FUND VALUE			370.37
NET CHANGE IN NET ASSET VALUE			33.34

ACCOUNT STATEMENT

Statement Period 04/01/2016 through 04/30/2016
Account Number 9246002035

Chronological Schedule Of Transactions

DATE	DESCRIPTION	CASH	COST
04 / 01 / 2016	BEGINNING BALANCE	0 . 00	503 , 645 . 94
04 / 01 / 2016	DISTRIBUTION FROM 50,323.51 UNITS VIRGINIA INVESTMENT POOL EFFECTIVE 03/31/2016 CUSIP # CF5400035	195 . 70	0 . 00
04 / 01 / 2016	PURCHASED 195.7 SHS MORGAN STANLEY PRIME ADVISORY #8341 ON 04/01/2016 AT 1.00 CUSIP # 61747C723	195 . 70 -	195 . 70
04 / 04 / 2016	PURCHASED 19.347 UNITS VIRGINIA INVESTMENT POOL ON 03/31/2016 AT 10.1155 INCOME REINVESTMENT CUSIP # CF5400035	195 . 70 -	195 . 70
04 / 04 / 2016	SOLD 195.7 SHS MORGAN STANLEY PRIME ADVISORY #8341 ON 04/04/2016 AT 1.00 CUSIP # 61747C723	195 . 70	195 . 70 -
04 / 18 / 2016	FEE TO VML/VACO FINANCE PARTICIPANT FEE FOR MONTH ENDING 03/31/2016	42 . 96 -	0 . 00
04 / 18 / 2016	DISTRIBUTION FROM 50,342.86 UNITS VIRGINIA INVESTMENT POOL EFFECTIVE 04/15/2016 CUSIP # CF5400035	208 . 01	0 . 00
04 / 18 / 2016	PURCHASED 165.05 SHS MORGAN STANLEY PRIME ADVISORY #8341 ON 04/18/2016 AT 1.00 CUSIP # 61747C723	165 . 05 -	165 . 05
04 / 19 / 2016	PURCHASED 16.314 UNITS VIRGINIA INVESTMENT POOL ON 04/15/2016 AT 10.1173 INCOME REINVESTMENT CUSIP # CF5400035	165 . 05 -	165 . 05
04 / 19 / 2016	SOLD 165.05 SHS MORGAN STANLEY PRIME ADVISORY #8341 ON 04/19/2016 AT 1.00 CUSIP # 61747C723	165 . 05	165 . 05 -
04 / 30 / 2016	ENDING BALANCE	0 . 00	504 , 006 . 69

REGIONS BANK
VACO/VML VIRGINIA INVESTMENT
POOL, TOWN OF SMITHFIELD,
VIRGINIA PARTICIPANT
ACCOUNT

ACCOUNT STATEMENT

Statement Period
Account Number

04/01/2016 through 04/30/2016
9246002035

IMPORTANT INFORMATION FOR REGIONS CORPORATE TRUST CUSTOMERS:

INVESTMENT, INSURANCE AND ANNUITY PRODUCTS: ARE NOT FDIC INSURED, ARE NOT A DEPOSIT, ARE NOT BANK GUARANTEED, ARE NOT INSURED BY ANY FEDERAL GOVERNMENT AGENCY, MAY GO DOWN IN VALUE, AND ARE NOT A CONDITION OF ANY BANKING ACTIVITY.

FOR MORE DETAILED INFORMATION REGARDING FEES, PLEASE CONSULT THE FUND PROSPECTUS OR CONTACT YOUR ADMINISTRATOR.

IMPORTANT DISCLOSURE INFORMATION FOR ALL FLORIDA ACCOUNTS:

AN ACTION FOR BREACH OF TRUST BASED ON MATTERS DISCLOSED IN A TRUST ACCOUNTING OR OTHER WRITTEN REPORT OF THE TRUSTEE MAY BE SUBJECT TO A SIX MONTH STATUTE OF LIMITATIONS FROM THE RECEIPT OF THE TRUST ACCOUNTING OR OTHER WRITTEN REPORT. IF YOU HAVE QUESTIONS, PLEASE CONSULT YOUR ATTORNEY.

**INVOICES - OVER \$10,000.00
REQUIRING COUNCIL
AUTHORIZATION**

TOWN OF SMITHFIELD

REQUISITION

001

SUGGESTED VENDOR <i>Christian Outreach</i>			OFFICE USE ONLY	
REQUESTED BY			DATE ORDERED	
DATE REQUESTED <i>5.19.16</i>		DATE WANTED	ORDER NO.	
QUANTITY	DESCRIPTION	BUDGET ACCT. NO.	EST. UNIT PRICE	EST. TOTAL PRICE
	<i>Annual budgeted contribution</i>			<i>14000.00</i>
	<i>4.100. 32300 - 5620</i>			

REQUISITIONER
RETAIN YELLOW COPY

APPROVED _____
TOWN MANAGER

SIGNATURE - DEPARTMENT HEAD *[Signature]*

Lesley King

From: Joseph Gilbert <joseph.gilbert@alphacorporation.com>
Sent: Friday, May 13, 2016 9:52 AM
To: Peter Stephenson
Cc: Sonja Eubank; Lesley King; Brian Camden
Subject: Evidence Storage Bldg - Pay App #4
Attachments: 16-024 Payment Application 4 Smithfield Evidence Storage pg1.pdf

Mr. Stephenson:

Attached, please find payment application No.4 from J&B Hartigan for work completed at the Police Evidence Storage Building project. We have reviewed their application and recommend payment directly to the contractor in full in the amount of \$88,039.84.

Thank you,

Joe Gilbert

Construction Manager

ALPHA CORPORATION

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702 (Instructions on reverse side)

PAGE 1 OF 5 PAGES

TO OWNER: Town of Smithfield
315 Main Street
Post Office Box 246
Smithfield, Virginia 23431

PROJECT: Police Evidence Bldg

APPLICATION NO.: 4

PERIOD TO: 5/62016

PROJECT NO.:

Distribution to:

<input checked="" type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ARCHITECT
<input type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	
<input type="checkbox"/>	

FROM CONTRACTOR: J&B Hartigan, Inc

VIA ARCHITECT: Moseley Architects P.C.

CONTRACT DATE: 1/6/2016

CONTRACT FOR: Renovation for Evidence Storage

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.

Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM.....	\$	<u>459,000.00</u>
2. Net change by Change Orders.....	\$	<u>7,829.63</u>
3. CONTRACT SUM TO DATE (Line 1 + 2).....	\$	<u>466,829.63</u>
4. TOTAL COMPLETED & STORED TO DATE.....	\$	<u>466,828.57</u>
(Column G on G703)		
5. RETAINAGE:		
a. <u>5</u> % of Completed Work	\$	<u>23,116.08</u>
(Columns D + E on G703)		
b. <u>5</u> % of Stored Material	\$	<u>-</u>
(Column F on G703)		
Total Retainage (Line 5a + 5b or Total in Column I of G703)	\$	<u>23,116.08</u>
6. TOTAL EARNED LESS RETAINAGE	\$	<u>443,712.49</u>
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate).....	\$	<u>355,672.65</u>
8. CURRENT PAYMENT DUE.....	\$	<u>88,039.84</u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	<u>23,117.14</u>

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: **J&B Hartigan, Inc.**

By: Barbara Brann

Date: 5/6/16



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED.....\$_____

(Attached explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	4,984.63	
Total approved this Month	2,845.00	
TOTALS	7,829.63	-
NET CHANGES by Change Order	7,829.63	-

Lesley King

From: Lesley King
Sent: Friday, May 20, 2016 2:01 PM
To: Lesley King
Subject: FW: Fuel Reimbursement

From: Jerry Hackney [mailto:jerome.hackney@gmail.com]
Sent: Friday, May 20, 2016 11:58
To: Ellen Minga
Subject: Re: Fuel Reimbursement

Ellen, yes ma'am please

The Smithfield Vol. fire Dept is requesting the release of the fuel funds in the amount of \$13,000.00 for fuel expense reimbursements to qualified department members.

Your consideration is greatly appreciated.

Jerry Hackney
Deputy Chief of Dept.
Smithfield Vol. Fire Dept.

Sent from Jerome's iPhone

On May 20, 2016, at 11:49 AM, Ellen Minga <Eminga@smithfieldva.gov> wrote:

Jerry:

Lesley is preparing the agenda for the TC committee meetings Monday. I never received a letter from you requesting the fuel funds. Did you still want to include that for this month?

Thanks,

Ellen

Ellen D. Minga
Treasurer
Town of Smithfield
(757) 365-4287
fax: (757) 365-4286

From: Jerry Hackney [mailto:jerome.hackney@gmail.com]
Sent: Monday, May 02, 2016 13:21
To: Ellen Minga
Subject: Re: Fuel Reimbursement

NOTICE OF PUBLIC HEARING

Notice is hereby given pursuant to Section 15.2-2506 of the Code of Virginia (1950), as amended, that the Town Council of the Town of Smithfield at its regular meeting on June 7, 2016, at 7:30 p.m. will hold a public hearing to consider the adoption of an amended budget for the Town of Smithfield for Fiscal Year July 1, 2015 through June 30, 2016.

All persons who wish to be heard concerning the adoption of said amended budget may appear before the Town Council at its regular meeting in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia on June 7, 2016 at 7:30 p.m.

The full texts of the proposed amended budget are on file in the office of the Town Manager, 911 S. Church Street, Smithfield, Virginia and are available for public inspection.

SYNOPSIS OF THE PROPOSED AMENDED BUDGET FOR THE TOWN OF SMITHFIELD FOR FISCAL YEAR JULY 1, 2015 THROUGH JUNE 30, 2016

GENERAL GOVERNMENT

	<u>REVENUE</u>	
	ADOPTED BUDGET FY 2015-2016	PROPOSED BUDGET REVISION FY 2015-2016
<u>Revenue from local sources</u>		
Real Estate	1,728,923	1,703,200
Personal Property	649,105	599,500
Public Service Corporation tax	-	30,525
Penalties and Interest	42,045	35,360
Total Revenue from Local Sources	<u>2,420,073</u>	<u>2,368,585</u>
<u>Other local taxes</u>		
Bank franchise	149,000	137,645
Sales	300,000	300,000
Utility	193,600	193,600
Meals tax-4%	915,000	1,051,100
Meals tax-1% (special projects)	457,500	525,550
Business license	344,900	344,900
Vehicle License	146,200	136,500
Cigarette	130,000	150,000
Transient Occupancy	170,000	180,000
Consumption	<u>46,000</u>	<u>46,000</u>
Total other local taxes	2,852,200	3,065,295

Licenses, permits & other fees

Permits	12,000	12,000
Inspection fees	5,000	5,000
Dog park registration fees	2,400	2,400
Consultant review fees	5,500	5,500
Total licenses, permits, and other fees	24,900	24,900
Fines	70,000	70,000
Revenue from use of money and property	221,667	230,027
Other revenue	6,000	7,000
Revenue from Commonwealth of Virginia	677,443	675,177
Revenue from Federal Government	2,250	378,980
Other financing sources		
Contributions	22,190	3,147,632
Insurance Recoveries	---	12,600
Line of Credit Proceeds	450,000	---
Loan proceeds	---	1,102,275
Reserve funds		
Restricted Reserves-Police evidence building	---	169,072
Operating Reserves	<u>120,862</u>	<u>442,545</u>
Total other financing sources	593,052	4,874,124
Total General Funds Revenues	6,867,585	11,694,088
Road Maintenance	1,067,664	1,110,209
From Prior Year – Highway funds	--	92,152
GRAND TOTAL	<u>7,935,249</u>	<u>12,896,449</u>

EXPENDITURES

	<u>ADOPTED BUDGET FY 2015-2016</u>	<u>PROPOSED BUDGET REVISION FY 2015-2016</u>
<u>OPERATING EXPENSES</u>		
GENERAL GOVERNMENT	616,742	630,009
TREASURER	489,975	462,035
PUBLIC SAFETY	2,416,105	2,473,059
PLANNING ENGINEERING & PUBLIC WORKS	807,113	816,849
PUBLIC BUILDINGS	162,550	154,550

COMMUNITY DEVELOPMENT	319,949	1,180,474
PARKS, RECREATION & CULTURAL	796,414	845,169
DEBT SERVICE	<u>589,119</u>	<u>133,959</u>
TOTAL OPERATING EXPENSES	6,197,967	6,696,104

OTHER FINANCING USES

Transfer to restricted reserves	--	3,025,000
---------------------------------	----	------------------

CAPITAL OUTLAY

TOWN COUNCIL	--	--
TREASURER	157,525	50,000
PUBLIC SAFETY	176,393	242,530
PLANNING, ENGINEERING & PUBLIC WORKS	121,200	5,912
PUBLIC BUILDINGS	196,000	566,550
PARKS, RECREATION & CULTURAL	18,500	1,071,992
COMMUNITY DEVELOPMENT	--	36,000
TOTAL CAPITAL OUTLAY	<u>669,618</u>	<u>1,972,984</u>

TOTAL GENERAL FUNDS EXPENSES	6,867,585	11,694,088
------------------------------	------------------	-------------------

ROAD MAINTENANCE	1,067,664	1,202,361
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GRAND TOTAL	7,935,249	12,896,449
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WATER AND SEWER

REVENUE

	<u>ADOPTED BUDGET FY 2015-2016</u>	<u>PROPOSED BUDGET REVISION FY 2015-2016</u>
OPERATING REVENUE		
CHARGES FOR SERVICES-WATER	1,423,185	1,414,305
CHARGES FOR SERVICES-SEWER	681,000	681,000
WATER DEBT SERVICE REVENUE	189,712	189,712
SEWER COMPLIANCE REVENUE	496,000	496,000
CONNECTION FEES-WATER	16,500	16,500
CONNECTION FEES-SEWER	39,500	39,500
APPLICATION FEES-WATER	8,654	8,654
MISCELLANEOUS – WATER	1,000	1,000
MISCELLANEOUS – SEWER	1,000	1,000
TOTAL OPERATING REVENUE	2,856,551	2,847,671
OPERATING EXPENSES		
WATER	1,374,642	1,343,620
SEWER	639,162	640,762
TOTAL OPERATING EXPENSES	2,013,804	1,984,382
OPERATING INCOME BEFORE BAD		
DEBT, DEPRECIATION AND		
AMORTIZATION EXPENSE		
842,747	842,747	863,289
DEPRECIATION AND AMORTIZATION		
EXPENSE-WATER		
365,000	365,000	365,000
DEPRECIATION AND AMORTIZATION		
EXPENSE-SEWER		
380,000	380,000	380,000
TOTAL BAD DEBT AND DEPRECIATION EXPENSE	745,000	745,000
OPERATING INCOME (LOSS)	97,747	118,289
NONOPERATING REVENUE (EXPENSES)		
AVAILABILITY FEES-WATER	68,000	68,000
AVAILABILITY FEES-SEWER	103,000	103,000
PRO-RATA SHARE FEES-WATER	--	2,400
PRO-RATA SHARE FEES-SEWER	--	2,400
INSURANCE RECOVERIES	--	15,405

WELL NEST CONTRIBUTION	(70,000)	--
INTEREST REVENUE-WATER	6,800	9,850
INTEREST REVENUE-SEWER	4,500	6,250
INTEREST EXPENSE-WATER	(42,583)	(42,583)
INTEREST EXPENSE-SEWER	(10,101)	(10,101)
TOTAL NONOPERATING REVENUE (EXPENSES)	59,616	154,621
INCOME (LOSS) BEFORE CONTRIBUTIONS	157,363	272,910
CAPITAL CONTRIBUTIONS-SEWER	11,890	11,890
INCOME (LOSS) AFTER CONTRIBUTIONS	169,253	284,800

NOTES TO FINANCIAL

- 1) Income loss is funded by prior year operating reserves.
- 2) Availability fees are moved to escrow funds and used to pay for capital construction and improvements
- 3) Pro-rata Share fees are moved to escrow funds and used to pay for capital construction and improvements motivated by growth.
- 4) Water Debt Service revenues and Sewer compliance revenues are moved to escrow accounts and used to pay debt on planned RO plant and expenses for the sewer consent order.
- 5) Principal payments to be funded from income and debt service revenues for 2015 and 2016 are:

Water Debt Service Principal	381,887	381,887
Sewer Debt Service Principal	97,940	97,940
- 6) Total capital expenditures to be funded from income, loan funds, and escrow funds are:

Water Capital expenses	734,264	138,150
Sewer Capital expenses	389,071	300,022

NOTICE OF PUBLIC HEARING

Notice is hereby given pursuant to Section 15.2-2506 of the Code of Virginia (1950), as amended, that the Town Council of the Town of Smithfield at its regular meeting on June 7, 2016, at 7:30 p.m. will hold a public hearing to consider the adoption of the final budget for the Town of Smithfield for Fiscal Year July 1, 2016 through June 30, 2017.

All persons who wish to be heard concerning the adoption of said amended budget may appear before the Town Council at its regular meeting in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia on June 7, 2016 at 7:30 p.m.

The full texts of the proposed amended budget are on file in the office of the Town Manager, 911 S. Church Street, Smithfield, Virginia and are available for public inspection.

SYNOPSIS OF THE PROPOSED BUDGET FOR THE TOWN OF SMITHFIELD FOR FISCAL YEAR JULY 1, 2016 THROUGH JUNE 30, 2017

GENERAL GOVERNMENT

REVENUE

	PROPOSED BUDGET REVISION <u>FY 2015-2016</u>	PROPOSED BUDGET <u>FY 2016-2017</u>
<u>Revenue from local sources</u>		
Real Estate	1,703,200	1,703,200
Personal Property	599,500	599,500
Public Service Corporation tax	30,525	30,524
Penalties and Interest	35,360	35,355
Total Revenue from Local Sources	<u>2,368,585</u>	<u>2,368,579</u>
<u>Other local taxes</u>		
Bank franchise	137,645	137,645
Sales	300,000	320,000
Utility	193,600	190,000
Meals tax-4%	1,051,100	1,046,930
Meals tax-1% (special projects)	525,550	523,470
Business license	344,900	367,600
Vehicle License	136,500	130,500
Cigarette	150,000	150,000
Transient Occupancy	180,000	180,000
Consumption	<u>46,000</u>	<u>47,000</u>
Total other local taxes	3,065,295	3,093,145

Licenses, permits & other fees

Permits	12,000	15,000
Inspection fees	5,000	3,000
Dog park registration fees	2,400	2,300
Consultant review fees	5,500	3,000
Total licenses, permits, and other fees	24,900	23,300
Fines	70,000	70,000
Revenue from use of money and property	230,027	260,350
Other revenue	7,000	6,100
Revenue from Commonwealth of Virginia	675,177	678,677
Revenue from Federal Government	378,980	1,256,315
Other financing sources		
Contributions	3,147,632	97,350
Insurance Recoveries	12,600	--
Line of Credit Proceeds	--	500,000
Loan proceeds	1,102,275	3,597,725
Reserve funds		
Escrow reserve- ball fields	--	3,025,000
Restricted Reserves-Police evidence building	169,072	--
Operating Reserves	<u>442,545</u>	<u>602,724</u>
Total other financing sources	4,874,124	7,822,799
Total General Funds Revenues	11,694,088	15,579,265
Road Maintenance	1,110,209	1,104,209
From Prior Year – Highway funds	<u>92,152</u>	--
GRAND TOTAL	12,896,449	16,683,474

EXPENDITURES

	PROPOSED BUDGET REVISION <u>FY 2015-2016</u>	PROPOSED BUDGET <u>FY 2016-2017</u>
<u>OPERATING EXPENSES</u>		
GENERAL GOVERNMENT	630,009	740,927
TREASURER	462,035	522,738
PUBLIC SAFETY	2,473,059	2,537,989

PLANNING ENGINEERING & PUBLIC WORKS	816,849	823,830
PUBLIC BUILDINGS	154,550	158,720
COMMUNITY DEVELOPMENT	1,180,474	2,348,408
PARKS, RECREATION & CULTURAL	845,169	858,633
DEBT SERVICE	<u>133,959</u>	<u>695,567</u>
TOTAL OPERATING EXPENSES	6,696,104	8,686,812
OTHER FINANCING USES		
Transfer to restricted reserves	3,025,000	489,553
<u>CAPITAL OUTLAY</u>		
TOWN COUNCIL	--	--
TREASURER	50,000	107,525
PUBLIC SAFETY	242,530	105,000
PLANNING, ENGINEERING & PUBLIC WORKS	5,912	19,375
PUBLIC BUILDINGS	566,550	15,000
PARKS, RECREATION & CULTURAL	1,071,992	5,904,000
COMMUNITY DEVELOPMENT	36,000	252,000
TOTAL CAPITAL OUTLAY	<u>1,972,984</u>	<u>6,402,900</u>
TOTAL GENERAL FUNDS EXPENSES	11,694,088	15,579,265
ROAD MAINTENANCE	1,202,361	1,104,209
GRAND TOTAL	12,896,449	16,683,474

WATER AND SEWER

REVENUE

	PROPOSED BUDGET REVISION <u>FY 2015-2016</u>	PROPOSED BUDGET <u>FY 2016-2017</u>
OPERATING REVENUE		
CHARGES FOR SERVICES-WATER	1,414,305	1,407,750
CHARGES FOR SERVICES-SEWER	681,000	681,000
WATER DEBT SERVICE REVENUE	189,712	190,652
SEWER COMPLIANCE REVENUE	496,000	498,600
CONNECTION FEES-WATER	16,500	16,500
CONNECTION FEES-SEWER	39,500	39,500
APPLICATION FEES-WATER	8,654	8,654
MISCELLANEOUS – WATER	1,000	1,500
MISCELLANEOUS – SEWER	1,000	500
TOTAL OPERATING REVENUE	<u>2,847,671</u>	<u>2,844,656</u>
OPERATING EXPENSES		
WATER	1,343,620	1,515,825
SEWER	640,762	649,937
TOTAL OPERATING EXPENSES	<u>1,984,382</u>	<u>2,165,762</u>
OPERATING INCOME BEFORE BAD DEBT, DEPRECIATION AND AMORTIZATION EXPENSE	863,289	678,894
DEPRECIATION AND AMORTIZATION EXPENSE-WATER	365,000	370,000
DEPRECIATION AND AMORTIZATION EXPENSE-SEWER	380,000	390,000
TOTAL BAD DEBT AND DEPRECIATION EXPENSE	<u>745,000</u>	<u>760,000</u>
OPERATING INCOME (LOSS)	118,289	(81,106)
NONOPERATING REVENUE (EXPENSES)		
AVAILIABILITY FEES-WATER	68,000	68,000
AVAILIABILITY FEES-SEWER	103,000	103,000
PRO-RATA SHARE FEES-WATER	2,400	--
PRO-RATA SHARE FEES-SEWER	2,400	--

INSURANCE RECOVERIES	15,405	--
INTEREST REVENUE-WATER	9,850	6,800
INTEREST REVENUE-SEWER	6,250	4,500
INTEREST EXPENSE-WATER	(42,583)	(40,465)
INTEREST EXPENSE-SEWER	(10,101)	(8,602)
TOTAL NONOPERATING REVENUE (EXPENSES)	154,621	133,233
INCOME (LOSS) BEFORE CONTRIBUTIONS	272,910	52,127
CAPITAL CONTRIBUTIONS-SEWER	11,890	--
INCOME (LOSS) AFTER CONTRIBUTIONS	284,800	52,127

NOTES TO FINANCIAL

- 1) Income loss is funded by prior year operating reserves.
- 2) Availability fees are moved to escrow funds and used to pay for capital construction and improvements
- 3) Pro-rata Share fees are moved to escrow funds and used to pay for capital construction and improvements motivated by growth.
- 4) Water Debt Service revenues and Sewer compliance revenues are moved to escrow accounts and used to pay debt on expenses for the sewer consent order.
- 5) Principal payments to be funded from income and debt service revenues for 2015 and 2016 are:

Water Debt Service Principal	381,887	303,070
Sewer Debt Service Principal	97,940	98,770
- 6) Total capital expenditures to be funded from income, loan funds, and escrow funds are:

Water Capital expenses	138,150	566,390
Sewer Capital expenses	300,022	487,696

**PARKS AND RECREATION
COMMITTEE**

Parks and Recreation Committee Report

May 2016

Event Listing (since last Committee Meetings)

Day	Date	Event Type	Location
Mon	Apr 25	Committee Meetings	Smithfield Center
		Business Meeting	Smithfield Center
Tue	Apr 26	Committee Meetings	Smithfield Center
		Business Meeting	Smithfield Center
Wed	Apr 27	Hokie Banquet	Smithfield Center
Thu	Apr 28	Business Meeting	Smithfield Center
Sat	Apr 30	Windsor High Prom	Smithfield Center
		Wedding Ceremony	WC Manor House
 			
Mon	May 2	TRIAD Conference	Smithfield Center
Tue	May 3	Elections	Smithfield Center
		WCFB Meeting	Smithfield Center
		Town Council	Smithfield Center
Wed	May 4	IOW Employee Awards Luncheon	Smithfield Center
Thu	May 5	Wedding & Reception	Smithfield Center
Fri	May 6	Portsmouth School Senior Banquet	Smithfield Center
Sat	May 7	Optimist 5K	Windsor Castle
		Wedding & Reception	Smithfield Center
 			
Tue	May 10	Smithfield Foods Conference	Smithfield Center
		Town Budget Worksession	Smithfield Center
Wed	May 11	Town Insurance Enrollment Meeting	Smithfield Center
		Staff Meeting	Smithfield Center
		Southern States Farmers Dinner	Smithfield Center
Fri	May 13	Windsor Castle Party for the Park	Smithfield Center
Sat	May 14	Wedding	WC Manor House
		Reception	Smithfield Center
 			
Mon	May 16	Tourism Hospitality Hero's Breakfast	Smithfield Center
Tue	May 17	Schoolhouse Museum Meeting	Smithfield Center
		IOW County Employee Health Fair	Smithfield Center
		Crimeline Meeting	Smithfield Center
		Pinewood Heights Meeting	Smithfield Center
		BZA/BHAR Meetings	Smithfield Center
Wed	May 18	Senior Fish Fry	Smithfield Center
Thu	May 19	Wedding & Reception	Smithfield Center
Sat	May 21	Smithfield Prom	Smithfield Center
		Windsor Castle Community Day –CANCELED	Due to Weather
Sun	May 22	Wedding	WC Manor House
		Reception	Smithfield Center
 			

Parks and Recreation Committee Report

May 2016

Upcoming Events to Note				
OTP	Day	Date	Event Type	Location
OTP	Mon	May 30	Memorial Day Service	Veterans Memorial
	Sat	Jun 4 th	MS Bike Ride (cars parked overnight through Sun)	WC Park
	Sat	Jun 25	Olden Days	Town Streets

Programming

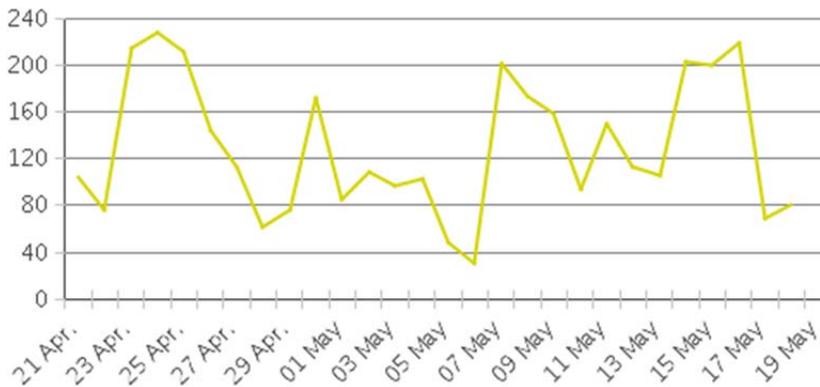
Kayak Rentals

Weekend Date	Total Revenue	Total Staff Hours	Net after staffing pay	Net -Same Time Period Last Year
May 7 th -8 th	\$ 305	\$ 240	\$ 65	
May 14 th -15 th	\$ 389	\$ 180	\$ 209	
			\$ 274	\$30

Windsor Castle Park Trail Doctors

Projects	Date	Volunteers
Windsor Castle Community Day	May 21 st was the scheduled date but the weather forecast was too rainy	Volunteers will complete projects over the next couple of weeks

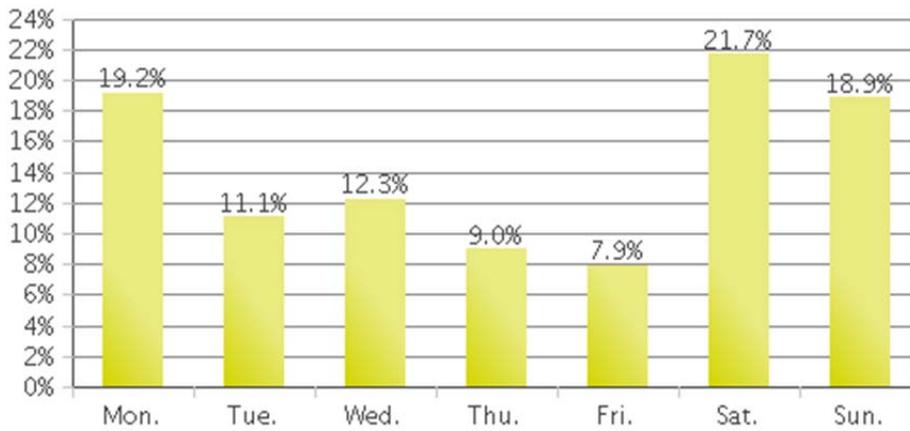
Eco Counter Data for Windsor Castle Park			
Location: Mason Street Entrance		Daily Average - 130	
Busiest Days	Sunday April 24 (228)	Monday May 16 (219)	Saturday April 23 (214)



Daily Data

Parks and Recreation Committee Report

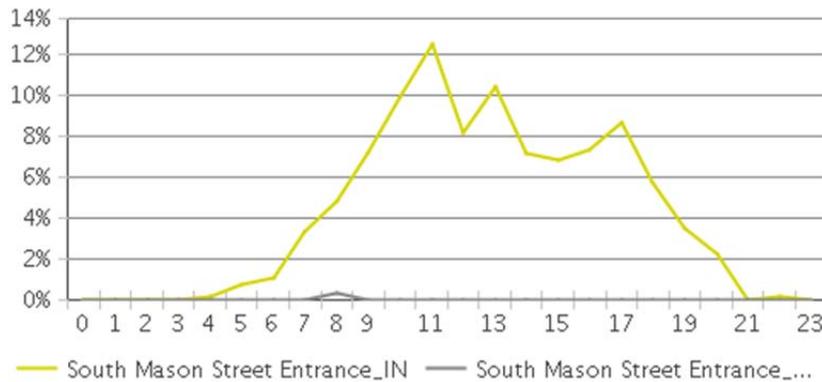
May 2016



Weekly Profile



Hourly Profile during the Week



Hourly Profile during the Weekend

Proposed Rate Increases for the Smithfield Center Venue -May 2016

Standard Rate

Day of Week	Current Price	Increase of	Suggested Price	Average Rate of Other Venues
Saturday, Friday or Sunday	\$ 1800	\$ 400	\$ 2200	\$ 3433
Weekday- Monday through Thursday	\$ 600	\$ 0	\$ 600	\$ 1566

Resident Rate

Resident Rate will remain the same as this keeps the facility affordable for our Isle of Wight Citizens as well as non-profits that benefit those that live in our county.

Day of Week	Current Fee Structure	Average Rate of Other Venues
Saturday	\$ 1400	\$ 3433
Friday or Sunday	\$ 1400	\$ 3000
Weekday- Monday through Thursday	\$ 600	\$ 1566

The Resident Rate applies to those individuals and groups who have an address within Isle of Wight County. For weddings, the bride or groom must reside in Isle of Wight and the bride or groom must complete the rental contract. With the prices being significantly higher with the Standard Rate we will likely have many more folks trying to sign the contract under an Isle of Wight address. We will monitor this closely by having clients present proof of residence.

Average Rate taken from the following facilities

Norfolk Botanical Garden-Norfolk, Mariners Museum-Norfolk, Planters Club, Suffolk

<i>April through October</i>				
Day of Week	Norfolk Botanical Garden – Rose Garden Hall	Mariners Museum	Planters Club	Average Rate
Saturday	\$ 4400	\$ 3500	\$ 2400	\$ 3433
Friday or Sunday	\$ 3100	\$ 3500	\$ 2400	\$ 3000
Weekday- Monday through Thursday	\$ 1300	\$ 1800	\$ 1600	\$ 1566
<i>November through March</i>				
Day of Week	Norfolk Botanical Garden – Rose Garden Hall	Mariners Museum	Planters Club	Average Rate
Saturday	\$ 3100	\$ 3500	\$ 2400	\$ 3000
Friday or Sunday	\$ 2100	\$ 3500	\$ 2400	\$ 2666
Weekday- Monday through Thursday	\$ 1300	\$ 1800	\$ 1600	\$ 1566

Proposed Rate Increases for the Smithfield Center Venue -May 2016

What do clients get for their money. . . .a lot

Flexible times for event. Most venues are restricted to not allowing setup until 3 PM or after. The Center offers purchasing of extra hours if you would like to start setup in the morning.

Our venue is deep cleaned between every event-floors mopped, tables wiped down etc.

The furniture set the client requests is in place when their time starts.

Items included in price:

- 400 Chairs
- 43 60" round tables
- 38 6' rectangle tables
- 8 36" cocktail tables
- Portable Bar
- 2 Large Keg Coolers
- *Computer Video and Audio Projection*
- *Audio for Microphones and Speaking Podiums*
- Warming Kitchen-includes Warmer, Ice Maker, 2 Fridges and Countertop Prep Space
- **AND....drumroll please...the most amazing staff in Hampton Roads!!!**

Reasons for requesting an increase in rates

1. Our value does not match our pricing. We consistently hear from clients and vendors how unbelievably low our prices are in comparison to other venues. Our space is beautiful, accessible, and flexible. Other local venues may have some of these features but they cost more than double than the Center. In studying pricing strategies, a price increase would actually improve our image as a contender in the local wedding market.
2. It has been a goal of mine since becoming director to get the Center revenue closer to its operating expenses. The price increase will narrow the difference between revenue and expenses considerably. We will likely always need to be subsidized by the meals tax because our mission includes serving the community of Smithfield and Isle of Wight by being available for public forums, town meetings and community events. The price increase will help to free up some of the meals tax revenue for other things in our community, such as our parks.

Operating Expenses	Current Projected Revenue	Revenue with Proposed Increase
\$ 442,000	\$ 180,000	\$ 208,000

**The price increase will not show in full in revenue until Fiscal Year 2018-19 as current bookings through December 2017 are at the current fee structure.*

**PUBLIC WORKS
COMMITTEE**

Basin Summary

Drainage Area = 23.4 Ac.

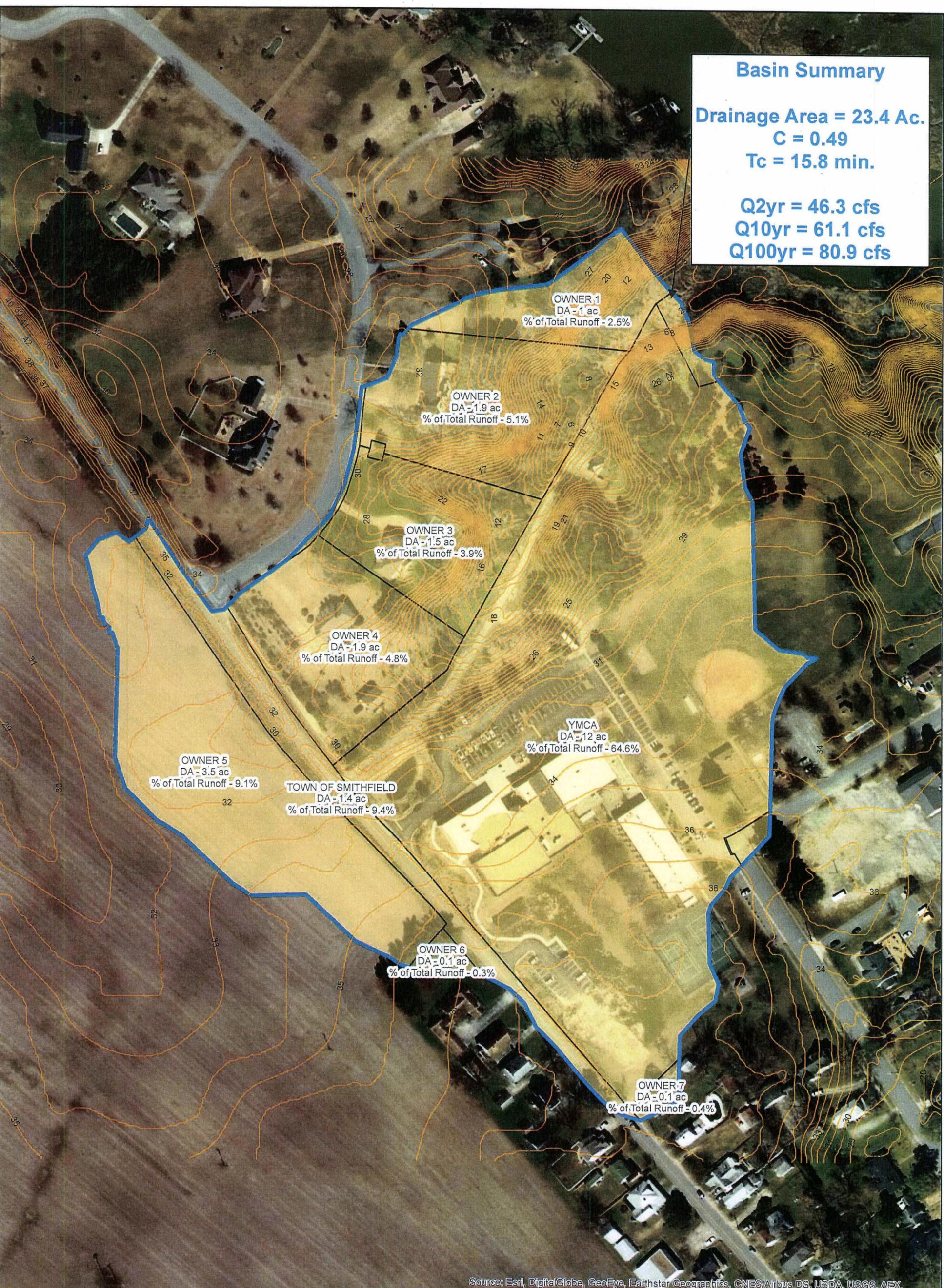
C = 0.49

Tc = 15.8 min.

Q2yr = 46.3 cfs

Q10yr = 61.1 cfs

Q100yr = 80.9 cfs



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

Figure 1 Basin Runoff by Owner

Town of Smithfield, VA

Legend

- contour_1ft
- DrainageArea
- Parcels



150 75 0 150 Feet

Kimley»Horn

**PUBLIC BUILDINGS & WELFARE
COMMITTEE**

PERMANENT RELOCATION MONTHLY PROGRESS REPORT FOR MAY 2016

Locality: Smithfield Town
 Project Name: Pinewood Heights Phase 2

Contract #: 13-02 MY2

Prepared by: Michael Paul Dodson
 Date: May 17, 2016

FINANCIALS			
CDBG Contract Amount:	<u>\$375,280</u>	Local Leverage Amount:	<u>\$540,751</u>
CDBG Amount Obligated:	<u>\$375,280</u>	Local Leverage Amount Obligated:	<u>\$540,751</u>
CDBG Amount Expended:	<u>\$180,000</u>	Local Leverage Amount Expended:	<u>\$231,005</u>

CUMULATIVE RELOCATION PROGRESS			
# of appraisals done?	<u>6</u> of <u>6</u>	# of homeownership counseling done?	<u>6</u> of <u>6</u>
# of homes acquired?	<u>4</u> of <u>6</u>	# of housing inspections done?	<u>5</u> of <u>6</u>
# of vacant lots acquired?	<u>2</u> of <u>2</u>	# of owner-occupied relocations done?	<u>1</u> of <u>2</u>
# of demolitions done?	<u>2</u> of <u>6</u>	# of market-rate relocations done?	<u>2</u> of <u>3</u>
Clearance completed?	<u>2</u> of <u>6</u>	# of Section 8 relocations done?	<u>1</u> of <u>1</u>

ADMINISTRATIVE ACTIVITY

Date Project Sign Erected: 11/01/2013

Date of last Management Team meeting: 05/17/2016

Date annual Project Area Clean-Up Session done: 11/28/2015

Date annual Fair Housing activity done: 08/07/2015

TA Site Visit Requested: Yes No

Is project on schedule as shown in timeline? Yes No If no, update will be uploaded by: ____/____/____

Is the project proceeding within budget? Yes No If no, update will be uploaded by: ____/____/____

Status: What project activities will occur in next 60 days? Will they be completed on time? Are problems anticipated or occurring?
 All purchase offers have been accepted. The residents at 52, 53, 54, 110 Carver have all been relocated. The tenant at 52 Carver has been relocated and now is an owner in Isle of Wight County. One title item has been released and the Town Attorney is working to clear the second title issue. The Town is working on the closing with the bank to clear the title. The Town has also closed on 110 & 111 Carver Street. The tenant at 110 has relocated. The tenant at 111 Carver has completed the relocation forms and has acquired title to their new home lot. A modular unit has been selected. Isle of Wight County staff will be asked to help with the well and septic install. The goal is to relocate the tenant before May 31st to his new home. We all continue to work with owners of 44 Carver and we are working on relocation actions now that would place them in a new purchased home.

Are problems anticipated? None

Other comments: None

Project Specific Products:

Owner-Occupied Acquisition (Goal=2)

Owner Occupied Homes

1) 44 Carver 2) 53 Carver

Preliminary Acquisition Letters Sent 2

1) 44 Carver 2) 53 Carver

Appraisals Completed 2

1) 44 Carver 2) 53 Carver

Review Appraisals Completed 2

1) 44 Carver 2) 53 Carver

Offer to Purchase Letters Sent 2

1) 44 Carver 2) 53 Carver

Offers Accepted 2

1) 44 Carver 2) 53 Carver

Properties Closed On 1

1) 53 Carver

Tenant-Occupied Acquisition (Goal=4)

Tenant Occupied Homes

1) 52 Carver 2) 54 Carver 3) 110 Carver 4) 111 Carver

Preliminary Acquisition Letters Sent 4

2) 52 Carver 2) 54 Carver 3) 110 Carver 4) 111 Carver

Appraisals Completed 4

1) 52 Carver 2) 54 Carver 3) 110 Carver 4) 111 Carver

Review Appraisals Completed 4

1) 52 Carver 2) 54 Carver 3) 110 Carver 4) 111 Carver

Offer to Purchase Letters Sent 4

1) 52 Carver 2) 54 Carver 3) 110 Carver 4) 111 Carver

Offers Accepted 4

1) 52 Carver 2) 54 Carver 3) 110 Carver 4) 111 Carver

Properties Closed On 4

1) 54 Carver 2) 110 Carver 3) 110 Carver 4) 111 Carver

Owner-Occupied Relocation (Goal=2)

Owner Occupied Homes

1) 44 Carver 2) 53 Carver

Household Surveys Completed 2

1) 44 Carver 2) 53 Carver

Income Verifications Completed 2

1) 44 Carver 2) 53 Carver

Eligibility of Relocation Letters Sent 2

1) 44 Carver 2) 53 Carver

Comparable Units Found and Inspected 2

1) 44 Carver 2) 53 Carver
Households Relocated 1
1) 53 Carver

Market-Rate, Renter-Occupied Relocation (Goal=3)

Market-Rate Occupied Homes
1) 52 Carver 2) 54 Carver 3) 111 Carver
Household Surveys Completed 3
1) 52 Carver 2) 54 Carver 3) 111 Carver
Income Verifications Completed 3
1) 52 Carver 2) 54 Carver 3) 111 Carver
Eligibility of Relocation Letters Sent 3
1) 52 Carver 2) 54 Carver 3) 111 Carver
Comparable Units Found and Inspected 3
1) 52 Carver 2) 54 Carver 3) 111 Carver
Households Relocated 2
1) 52 Carver 2) 54 Carver

Section 8, Renter-Occupied Relocation (Goal=1)

Section 8 Occupied Homes
1) 110 Carver
Household Surveys Completed 1
1) 110 Carver
Income Verifications Completed 1
1) 110 Carver
Eligibility of Relocation Letters Sent 1
1) 110 Carver
Comparable Units Found and Inspected 1
1) 110 Carver
Households Relocated 1
1) 110 Carver

Demolition (Goal=6)

Units to be Demolished
1) 44 Carver 2) 52 Carver 3) 53 Carver 4) 54 Carver 5) 110 Carver 6) 111 Carver
Units that have been Demolished 2
1) 53 Carver 2) 54 Carver

Upload your progress report and last month's PMT agenda and meeting minutes via CAMS into the "Reports and Communications" tab. They are to be scanned as one document. Remember to place a copy in the project files.

PROJECT STATUS MAP

Pinewood Heights Phase II Redevelopment Project
Multi-Year 2
Town of Smithfield, Virginia

LEGEND

--- PHASE II BOUNDARY

STATUS:

-  PRELIM ACQ LETTER RECEIVED BY OWNER
-  OFFER TO PURCHASE ACCEPTED
-  RELOCATION IN PROCESS
-  RELOCATION COMPLETE
-  READY FOR DEMOLITION/DEMO PREP
-  PROPERTIES ACQUIRED IN MY1
-  GRANT ACTIVITIES COMPLETE MY2

-  OWNER OCCUPIED
-  RENTER OCCUPIED
-  SECTION 8 TENANT



May 2016

COMMUNITY PLANNING PARTNERS, INC.

PERMANENT RELOCATION MONTHLY PROGRESS REPORT FOR MAY 2016

Locality: Smithfield Town
 Project Name: Pinewood Heights Phase 3

Contract #: 15-10

Prepared by: Michael Paul Dodson
 Date: May 17, 2016

FINANCIALS			
CDBG Contract Amount:	\$ <u>1,000,000</u>	Local Leverage Amount:	\$ <u>1,323,335</u>
CDBG Amount Obligated:	\$ <u>337,125</u>	Local Leverage Amount Obligated:	\$ <u>66,375</u>
CDBG Amount Expended:	\$ <u>0</u>	Local Leverage Amount Expended:	\$ <u>17,500</u>

CUMULATIVE RELOCATION PROGRESS			
# of appraisals done?	<u>11</u> of <u>18</u>	# of homeownership counseling done?	<u>0</u> of <u>18</u>
# of homes acquired?	<u>0</u> of <u>18</u>	# of housing inspections done?	<u>3</u> of <u>18</u>
# of vacant lots acquired?	<u>0</u> of <u>2</u>	# of owner-occupied relocations done?	<u>0</u> of <u>5</u>
# of demolitions done?	<u>0</u> of <u>18</u>	# of market-rate relocations done?	<u>1</u> of <u>9</u>
Clearance completed?	<u>0</u> of <u>18</u>	# of Section 8 relocations done?	<u>1</u> of <u>4</u>

ADMINISTRATIVE ACTIVITY

Date Project Sign Erected: 11/ 30/ 2015

Date of last Management Team meeting: 05/ 17/ 2016

Date annual Project Area Clean-Up Session done: 11/ 28/ 2015

Date annual Fair Housing activity done: 08/ 07/ 2015

TA Site Visit Requested: Yes No

Is project on schedule as shown in timeline? Yes No If no, update will be uploaded by: ____/ ____/ ____

Is the project proceeding within budget? Yes No If no, update will be uploaded by: ____/ ____/ ____

Status: What project activities will occur in next 60 days? Will they be completed on time? Are problems anticipated or occurring?
 Notice to Purchase and Relocation First notice letters sent to resident/owners of 21, 23, 24, 26, 27A, 28A, 28B, 31, 33, 34, 35, 36, 37, and 38 Jamestown. Appraisals and RA have been completed for 21, 23, 25, 26, 27A, 27B, 28A, 31, 33, 36, 37, and 38. Applications have been received and being processed for residents at 21, 23, 24, 26, 27A, 28A, 28B, 31, 33, 34, 35, 36, 37, and 38 Jamestown Avenue. Ten residents have provided, and been qualified for relocation, their income forms. Five owner relocatees have signed contracts for new home. Five renters have identified new locations with two becoming in owners. Two renters have relocated; one is a new homeowner. Two owners have returned their signed purchase offers to Town. Offer letters were mailed for 21, 23, 31, 33, 36, and 38 Jamestown Avenue.

Are problems anticipated? None

Other comments: None

Project Specific Products:

Owner-Occupied Acquisition (Goal=5)

Owner Occupied Homes

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Preliminary Acquisition Letters Sent 5

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Appraisals Completed 5

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Review Appraisals Completed 5

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Offer to Purchase Letters Sent 5

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Offers Accepted 2

1) 33 Jamestown 2) 38 Jamestown

Properties Closed On 0

Heir (Vacant) Acquisition (Goal=1)

Heir (Vacant) Homes

1) 37 Jamestown

Preliminary Acquisition Letters Sent 1

1) 37 Jamestown

Appraisals Completed 1

1) 37 Jamestown

Review Appraisals Completed 1

1) 37 Jamestown

Offer to Purchase Letters Sent 0

Offers Accepted 0

Properties Closed On 0

Tenant-Occupied Acquisition (Goal=12)

Tenant Occupied Homes

1) 22 Jamestown 2) 24 Jamestown 3) 25 Jamestown 4) 26 Jamestown 5) 27A Jamestown 6) 27B Jamestown

7) 28A Jamestown 8) 28B Jamestown 9) 31 Jamestown 10) 32 Jamestown 11) 34 Jamestown 12) 35 Jamestown

Preliminary Acquisition Letters Sent 8

1) 24 Jamestown 2) 26 Jamestown 3) 27A Jamestown 4) 28A Jamestown 5) 28B Jamestown 7) 31 Jamestown

8) 34 Jamestown 9) 35 Jamestown

Appraisals Completed 6

1) 24 Jamestown 2) 26 Jamestown 3) 27A Jamestown 4) 28A Jamestown 5) 28B Jamestown 6) 31 Jamestown

Review Appraisals Completed 6

1) 24 Jamestown 2) 26 Jamestown 3) 27A Jamestown 4) 28A Jamestown 5) 28B Jamestown 6) 31 Jamestown

Offer to Purchase Letters Sent 1

1) 31 Jamestown

Offers Accepted 0

Properties Closed On 0

Owner-Occupied Relocation (Goal=5)

Owner Occupied Homes

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Household Surveys Completed 5

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 36 Jamestown 5) 38 Jamestown

Income Verifications Completed 4

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 38 Jamestown

Eligibility of Relocation Letters Sent 4

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 38 Jamestown

Comparable Units Found and Inspected 4

1) 21 Jamestown 2) 23 Jamestown 3) 33 Jamestown 4) 38 Jamestown

Households Relocated 0

Market-Rate, Renter-Occupied Relocation (Goal=8)

Market-Rate Occupied Homes

1) 24 Jamestown 2) 25 Jamestown 3) 26 Jamestown 4) 28A Jamestown 5) 28B Jamestown 6) 31 Jamestown

7) 34 Jamestown 8) 35 Jamestown

Household Surveys Completed 4

1) 28A Jamestown 2) 28B Jamestown 3) 34 Jamestown 4) 35 Jamestown

Income Verifications Completed 1

1) 28B Jamestown 2) 35 Jamestown

Eligibility of Relocation Letters Sent 2

1) 28B Jamestown 2) 35 Jamestown

Comparable Units Found and Inspected 1

1) 28B Jamestown

Households Relocated 1

1) 28B Jamestown

Section 8, Renter-Occupied Relocation (Goal=4)

Section 8 Occupied Homes

1) 22 Jamestown 2) 27A Jamestown 3) 27B Jamestown 4) 32 Jamestown

Household Surveys Completed 1

1) 27A Jamestown

Income Verifications Completed 1

1) 27A Jamestown

Eligibility of Relocation Letters Sent 1

1) 27A Jamestown

Comparable Units Found and Inspected 1

1) 27A Jamestown

Households Relocated 1

1) 27A Jamestown

Demolition (Goal=18)

Units to be Demolished

1) 21 Jamestown 2) 22 Jamestown 3) 23 Jamestown 4) 24 Jamestown 5) 25 Jamestown 6) 26 Jamestown

7) 27A Jamestown 8) 27B Jamestown 9) 28A Jamestown 10) 28B Jamestown 11) 31 Jamestown 12) 32 Jamestown

13) 33 Jamestown 14) 34 Jamestown 15) 35 Jamestown 16) 36 Jamestown 17) 37 Jamestown 18) 38 Jamestown

Units that have been Demolished 0

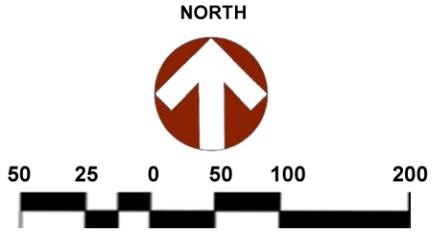
PROJECT STATUS MAP

Pinewood Heights Phase III Redevelopment Project

Town of Smithfield, Virginia

LEGEND

-  PHASE III BOUNDARY
- STATUS:**
-  PRELIM ACQ LETTER RECEIVED BY OWNER
-  APPRAISAL COMPLETE
-  OFFER TO PURCHASE ACCEPTED
-  RELOCATION IN PROCESS
-  RELOCATION COMPLETE
-  READY FOR DEMOLITION/DEMO PREP
-  OWNER OCCUPIED
-  RENTER OCCUPIED
-  SECTION 8 TENANT
-  VACANT STRUCTURE



GRAPHIC SCALE IN FEET

COMMUNITY PLANNING PARTNERS, INC.
 COMMUNITY DEVELOPMENT CONSULTANTS
 RICHMOND, VIRGINIA

DATE MAY 23, 2016

TO SMITHFIELD TOWN COUNCIL – PUBLIC BUILDINGS & WELFARE

FROM SONJA EUBANK
 PLANNING, ENGINEERING, & PUBLIC WORKS

SUBJECT DEMOLITION SERVICES CONTRACT

As part of the Pinewood Heights Redevelopment Project, the town is required to have a Demolition Services Contract in order to demolish the structures in Pinewood Heights. AVES/Moody's previously had the contract and with the merging of their business with Bay Disposal and Recycling, the town issued an Invitation for Bid in order to secure a new demolition contractor.

The town received 9 bids and a bid receipt log is attached for your review. Waco, Inc. was the lowest bidder at \$5,700 (per duplex structure). Their bid was evaluated carefully for responsibility and responsiveness and all references offered very positive comments; therefore, staff recommends awarding this contract to Waco, Inc. The term of the contract will be for 5 years and the contract will include any on-call demolition services as needed for the town as well.

TOWN OF SMITHFIELD



"The Ham Capital of the World"

BID RECEIPT LOG

BID NUMBER: 16-03 BUYER: Town of Smithfield

PROJECT DESCRIPTION: Demolition Services

PRE-BID DATE: _____

DUE DATE: 5-9-16 TIME: 10:00 a.m.

OPENING DATE: 5-9-16

TIME: 10:00 a.m.

ENTRY NO.	DATE RECV'D	TIME RECV'D	RECV'D BY	NO. OF PKGS.	VENDOR NAME	BID PRICE
1	5/9/16	on envelope	SE	1	RC Demolition	9800.00
2	"	"	SE	1	East Coast Abatement	7200. / \$500 ^{custodian} _{insp}
3	"	"	SE	1	Waco	5700.00
4	"	"	SE	1	Pryor Hawkins & Inc.	7476.00
5	"	"	SE	1	Willy General	16707.00
6	"	"	SE	1	Adria Const.	8723.00
7	"	"	SE	1	Smgl. Services	6645.00
8	"	"	SE	1	Manly Const.	10,700.00
9	"	"	SE	1	Horizon Const.	11,450.00