



August 22, 2014

TO: SMITHFIELD TOWN COUNCIL

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

**SUBJECT: AUGUST 2014 COMMITTEE MEETINGS WILL BE HELD AT THE SMITHFIELD
CENTER LOCATED AT 220 NORTH CHURCH STREET, SMITHFIELD, VA**

MONDAY, AUGUST 25TH, 2014

4:00 p.m. Police Members: Tynes (CH), Chapman, Gregory

- 1. Public Comment
 - 2. Operational Updates
 - 3. Results of Lighting Study at Smithfield Forest
- TAB # 1**

Immediately following the conclusion of the above meeting:

- Water and Sewer Members: Gregory (CH), Smith, Tynes**
- 1. Public Comment
 - 2. Regional Consent Order Update by Andy Snyder of Draper Aden Associates
 - 3. Proposal for Pump Replacement at Moonefield Pump Station from Budgeted Funds
- TAB # 2**
TAB # 3

Immediately following the conclusion of the above meeting:

- Finance Members: Pack (CH), Gregory, Cook**
- 1. Public Comment
 - 2. July Financial Statements and Graphs
 - 3. July Cash Balances
 - 4. Invoices over \$10,000 requiring Council Authorization:
 - a. Xylem (Main Street Pump - Budgeted) \$57,932.33
 - b. Southern (Budgeted Police Vehicles) (forthcoming)
 - c. Fidelity (Smithfield Police Dept. Phone system) \$23,673.00
 - 5. Open New Bank Account for Funds from Smithfield VA Events to Preserve the Windsor Castle Manor House
- TAB # 4**
TAB # 5
TAB # 6

TUESDAY, AUGUST 26TH, 2014

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

- 1. Public Comment
- TAB # 7** 2. Operational Update – Parks and Recreation Committee Report
- TAB # 8** 3. Smithfield Center Policy Update Restricting the Use of Rental Chairs
- 4. FYI – Removal and Sale of Deep Fryer from the Smithfield Center Kitchen
- TAB # 9** 5. Park User Fees

Immediately following the conclusion of the above meeting:

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

- 1. Public Comments
- TAB # 10** 2. Award of HVAC Maintenance and Repairs Contract
- TAB # 11** 3. Authorization to Purchase Budgeted Public Works Truck under State Contract in the Amount of \$25,595
- TAB # 12** 4. Main Street Parking Between Church Street and Commerce Street

Immediately following the conclusion of the above meeting:

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

- 1. Public Comment
- TAB # 13** 2. Pinewood Heights Relocation Project Update – Phase II
- (forthcoming)** 3. Draft Infrastructure Master Plan by Kimley-Horn and Associates for Redevelopment of the Pinewood Heights Neighborhood
- 4. Motion to Approve Annual In-Service Training Day, October 9th, 2014 (Administrative Offices will be closed)

***** Additional Item Not Listed on Committee but will be on Council's September 2nd Agenda*****

- Approval of August 5th Meeting Minutes
-

Memorandum

To: Chief Steven Bowman
CC: Lt. Colonel Alonzo Howell
From: Lt. Matthew Rogers
Date: 08/11/14
Re: Lighting Survey Smithfield Forrest

On August 8, 2014, a lighting survey was conducted in the area of Andrews Crossing and John Rolfe Drive in response to a request for additional street lighting. From this survey the following was noted:

- From the intersection of Battery Park/John Rolfe to John Rolfe/Andrews Crossing, street lighting is more than sufficient.
- The last street light is at intersection of Sycamore Springs and John Rolfe.
- There is a significant stretch of John Rolfe from Sycamore Springs to Lumar Road that does not have any street lighting.
- Andrews Crossing and John Rolfe intersection has **NO** street lighting.
- The Cul-de-Sac of Andrews Crossing has three street lights as indicated by the drawing.
- Calvary Way, Lane Crescent, Lenora Cove, Joshua Court, and Carl Point (all part of Smithfield Forrest) have sufficient street lighting placed approximately 100 yards apart.

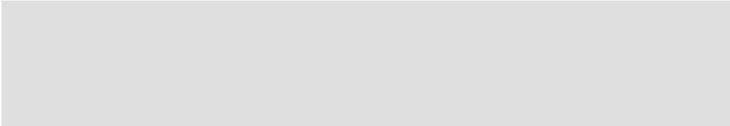
Please consult the following recommendations:

- Recommend removal of large trees at intersection of Andrews Crossing and John Rolfe
- Recommend additional light at intersection of Andrews Crossing and John Rolfe Drive.
- Recommend repairing the light at Andrews Crossing and Lane Crescent.

If there are any questions please feel free to contact me.

Respectfully,

Lt. Matthew Rogers



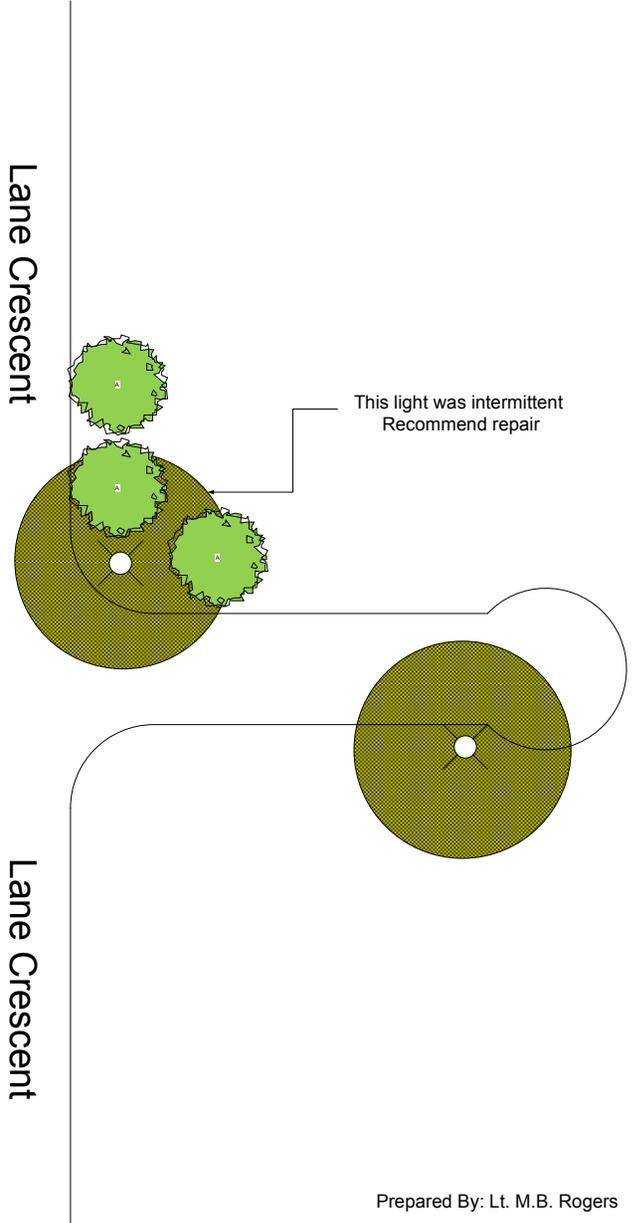
John Rolfe Drive



-  Light Pole
-  Surface Lighting Area – Approximately 40 feet
-  Pine Trees

Lane Crescent

Lane Crescent



This light was intermittent
Recommend repair

Memorandum

To: Peter M. Stephenson
Town Manager
Town of Smithfield, Virginia

From: Andrew M. Snyder, P.E., Senior Regional Program Manager
Draper Aden Associates

Date: July 29, 2014

Subject: DRAFT DEQ Consent Order
Analysis and Recommendations

cc: William T, Hopkins, III
Director of Planning, Engineering and Public Works
Town of Smithfield Virginia

Scott A. Schiller, P.E., Utilities Division Manger
Draper Aden Associates

As requested, we have reviewed the DRAFT Consent Order (DCO) proposed by the Virginia Department of Environmental Quality (DEQ) and offer the following brief synopsis:

1. The DCO will completely supersede the existing Special Order By Consent – it is not a revised document (Refer to the second Paragraph of Maria Nold’s cover letter dated July 18, 2014).
2. The DCO acknowledges the Hybrid Regionalization Memorandum of Agreement (MOA) (Refer to Section C9 of DCO).
3. As stated in Maria Nold’s cover letter dated July 18, 2014, the final version of the DCO will not take effect until “ ... after the Third Amendment to the Consent Decree previously entered in United States and Commonwealth of Virginia v. Hampton Roads Sanitation District, Civil Action No. 2:09-cv-481 is filed with the U.S. District Court Eastern District of Virginia. “.
4. The primary objective of the DCO is to ensure that previously approved MOM programs are properly instituted (Refer to Section C11 of the DCO).
5. The DCO is sets forth that each locality will commit to the implementation of a robust MOM program that must be constantly documented, reviewed and modified as appropriate (Refer to Section D1 of the DCO).
6. The proper elements by which a MOM program will be judged is set forth in Appendix A of the DCO. Note that the 9 elements listed in Appendix A are referred to as guidelines – we believe that they actually represent minimum compliance standards.

As one can gather from the brief synopsis above, the proper implementation of Locality MOM Programs is considered by DEQ to be essential to areawide SSO reduction efforts and will be scrutinized by DEQ staff to ensure compliance. Ineffective MOM programs will almost certainly constitute evidence of non-compliance relative to the conditions set forth in the adopted Hybrid Regionalization MOA (Refer to Section B2 of the MOA). Non-compliance, in our view, will provide a sufficient basis for the US Department of Justice (DOJ) to take action against the offending Locality since the MOA was crafted to ensure that Localities do not compromise HRSD SSO reduction compliance efforts. As such, the DCO should be viewed as a confirmation from DEQ that Localities are expected to comply with the terms of the MOA. To underscore this connection between the DCO and the MOA, we noted that much of the language used in both documents is similar – we believe that this was DEQ’s intention.

Based on my conversation with Kim Butler at DEQ on July 28, 2014, the basis for terminating the DCO is not clear but it will likely terminate when the Regional Wet Weather Management Plan (RWWMP) is implemented. This is not a critical issue in our opinion since, according to HRSD Counsel, the DCO will supposedly maintain some protection from Clean Water Act suits.

Also, based on my conversation with Kim Butler, there is no immediate urgency to sign the DCO since it will not go into effect as set forth in Synopsis Item 2 above.

ANAYSIS OF DCO OBLIGATIONS

The DCO essentially codifies the MOM Program requirements set forth in the Hybrid Regionalization MOA. As such, there is does not appear that any additional obligations will be imparted on the Town that have not already been agreed to by the Town and all other areawide Localities.

RECOMMENDATIONS

Based on our review of the DCO, we offer the following:

1. We recommend that the Town of Smithfield execute the Final Version of the Consent Order (assuming that there are no significant modifications from the Draft Version).
2. As set forth in our Memorandum to the Town dated January 10, 2014 regarding the Hybrid Regionalization MOA, we recommend that the Town of Smithfield develop and execute a MOA Compliance Program to ensure that its MOA obligations are achieved and properly documented – the implementation of the program will also achieve compliance with the Final Version of the Consent Order (again, assuming that the Final Version does not significantly differ from the Draft Version). The program should include specific flow monitoring requirements as part of the compliance documentation efforts.

As in all endeavors for the Town, we are hopeful that this memorandum is helpful to you. Please feel free to contact us if you have any questions.

– END –

Memo

TO: Town Council Water and Sewer Committee
FROM: William T. Hopkins, III, Director of Planning, Engineering and Public Works
DATE: August 21, 2014
RE: Pump Replacement

The submersible pump at Moonefield pump station was working improperly and therefore staff sent the pump to Sydnor-Hydro for inspection. The attached quote lists problems found with the pump with a total cost of \$6,330.00 for repairs. After pulling pump to send in for repairs staff also found that the impeller was bad and requested additional quote from Sydnor-Hydro to repair. The quote for repair of impeller is \$4,224.00 bringing the combined costs of both repairs to \$10,554.00.

Staff requested a quote to purchase a replacement pump which includes impeller. The cost for a complete replacement is \$10,223.00. Since we can purchase a replacement pump less that the total cost to repair, staff is requesting approval for this purchase.

The adopted budget included \$100,000 for Sewer Capital Repairs as a requirement of the Sanitary Sewer Consent Order and this replacement will be paid for out of this budgeted amount.



HYDRO. . . INC.

2111 MAGNOLIA ST., RICHMOND, VA 23223
P.O. BOX 27186, RICHMOND, VA 23261-7186
800-552-7714 • 804-643-2725 • FAX: 804-788-9058

QUOTE NO. 07255-11
PAGE 1 OF 1
JULY 25, 2014

TOWN OF SMITHFIELD
ATTN: MR. JACK REED
P.O. BOX 246
SMITHFIELD, VA 23430

TEL: 757-365-4200
MOB: 757-630-8274
EMAIL: jreed@smithfieldva.gov

**SUBJECT TO THE CONDITIONS OF SALE SET OUT BELOW AND ON THE BACK HEREOF,
Sydnor Hydro, Inc. offers to sell to Buyer the following:**

REFERENCE: FAIRBANKS MORSE 10 HP SUBMERSIBLE PUMP REPAIR (S/N 1045453)

The referenced pump was recently delivered to our shop where it was disassembled and evaluated. The following work is required:

- Disassemble, test, and inspect pump
- Steam clean all parts and bake dry
- Rewind AC stator
- Repair OPE bearing housing
- Replace the upper and lower bearings, mechanical seals and o-rings.
- Replace the resistor, moisture sensor probes, and terminal board.
- Balance rotating assembly
- Repot power and control cords
- Assemble, test and paint.

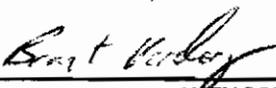
For the sum of..... \$6,330.00

The repair will take approximately 3 to 4 weeks.
Customer to coordinate for return. No installation is included.
Terms are net due and payable within 30 days from date of service.
For further information, please call Mr. Nick Polivka in Richmond, VA at 804-644-2285.

**ACCEPTED UPON THE CONDITIONS SET OUT ABOVE AND OVER.
EXPIRATION 30 DAYS**

SYDNOR HYDRO, INC.

BUYER – TOWN OF SMITHFIELD

BY: 
AUTHORIZED AGENT

BY: _____
AUTHORIZED AGENT - TITLE

**ACCEPTANCE COPY
(PLEASE SIGN & RETURN TO SYDNOR)**

Jessie Snead

From: Jeff Smith
Sent: Tuesday, July 29, 2014 12:59 PM
To: Jessie Snead
Subject: FW: Moonefield Pump Station

Follow Up Flag: Follow up
Flag Status: Flagged

From: Derek McCown [<mailto:derek.mccown@sydnorhydro.com>]
Sent: Tuesday, July 15, 2014 2:17 PM
To: Jeff Smith
Cc: Brant Verdery; Harvey Harris; John Davis
Subject: Moonefield Pump Station

Mr. Smith:

Regarding Fairbanks Morse serial #1045453, a 4" D5432 Dry-Pit Submersible pump, impeller pricing is \$4,224.00. Included is a new volute gasket.

Pricing is net, freight allowed to the jobsite, and is identical for both the clockwise and counter-clockwise impellers required at this station.

Delivery is 4-6 weeks ARO.

Please call or e-mail should you have any questions.

Sincerely,



Derek R. McCown
Equipment Sales
Sydnor Hydro, Inc.
2111 Magnolia Street
Richmond VA 23223

P.O. Box 27186
Richmond VA 23261

(804) 644-2292
(800) 552-7714 x256 Toll Free
(804) 644-2297 Fax

Jeff Smith

From: Jessie Snead
Sent: Tuesday, July 29, 2014 1:08 PM
To: Jeff Smith
Subject: FW: 10 HP Motor

From: Nick Polivka [<mailto:nick.polivka@sydnorhydro.com>]
Sent: Friday, July 25, 2014 1:34 PM
To: Jessie Snead
Cc: John Davis
Subject: RE: 10 HP Motor

A complete replacement to the existing, to include a 4" D5432WD pump, dynamic balanced "K" impeller, wear ring, and 40' cord will run \$10,223.00, FOB Factory, freight allowed to your site.

From: Jessie Snead [<mailto:jsnead@smithfieldva.gov>]
Sent: Friday, July 25, 2014 11:26 AM
To: Nick Polivka
Subject: RE: 10 HP Motor

How much is a new one complete with impeller cost.

From: Nick Polivka [<mailto:nick.polivka@sydnorhydro.com>]
Sent: Friday, July 25, 2014 11:23 AM
To: Jessie Snead
Subject: RE: 10 HP Motor

My apologies. See attached.

From: Jessie Snead [<mailto:jsnead@smithfieldva.gov>]
Sent: Friday, July 25, 2014 11:20 AM
To: Nick Polivka
Subject: 10 HP Motor

Did not get your attachment. Thanks

The information in this e-mail (including attachments, if any) is considered confidential and is intended only for the recipient(s) listed above. Any review, use, disclosure, distribution or copying of this e-mail is prohibited except by or on behalf of the intended recipient. If you have received this email in error, please notify me immediately by reply e-mail, delete this e-mail, and do not disclose its contents to anyone. Any opinions expressed in this e-mail are those of the individual and not necessarily of the The Town of Smithfield Virginia . Thank you. IT

*Emails sent through LinkedIn or Constant contact may Not make it to the person you are trying to reach, as those emails will have different MIME From: and SMTP From: addresses, common to Spam Senders.

Town of Smithfield				
General Fund Operating Budget				
	Adopted Budget	Actual as of	Remaining	% of
Description	2014/2015	07/31/14	Budget	budget
Revenue				
General Fund revenues				
General Fund revenues				
Real Estate Tax				
Current RE Tax	1,665,000.00	-	1,665,000.00	0.00%
Delinquent RE Tax	20,000.00	2,528.03	17,471.97	12.64%
Current RE Penalty	4,400.00	-	4,400.00	0.00%
Delinquent RE Penalty	3,000.00	295.34	2,704.66	9.84%
Current RE Interest	900.00	-	900.00	0.00%
Delinquent RE Interest	5,400.00	513.89	4,886.11	9.52%
Total Real Estate Taxes	1,698,700.00	3,337.26	1,695,362.74	0.20%
Personal Property Tax				
Current PP Tax	865,000.00	-	865,000.00	0.00%
Delinquent PP Tax	20,000.00	9,677.44	10,322.56	48.39%
Current PP Penalty	17,000.00	-	17,000.00	0.00%
Delinquent PP Penalty	5,000.00	1,057.15	3,942.85	21.14%
Current PP Interest	1,200.00	-	1,200.00	0.00%
Delinquent PP Interest	3,100.00	415.05	2,684.95	13.39%
Total Personal Property Tax	911,300.00	11,149.64	900,150.36	1.22%
Miscellaneous Receipts Over/Short	15.00	2.82	12.18	18.80%
Total Over/Short	15.00	2.82	12.18	18.80%
Other Taxes				
Franchise Tax	134,370.00	-	134,370.00	0.00%
Cigarette Tax	174,067.00	16,770.00	157,297.00	9.63%
Additional revenues from existing sources-allocated to cig, to, meals	-	-	-	0.00%
Transient Occupancy Tax	139,430.00	-	139,430.00	0.00%
Meals Tax-4%	879,785.00	-	879,785.00	0.00%
Meals Tax-2%	439,892.00	-	439,892.00	0.00%
Communications Tax	240,000.00	-	240,000.00	0.00%
Rolling Stock	15.00	22.94	(7.94)	152.93%
Rental Tax	1,000.00	465.16	534.84	46.52%
Sales Tax	270,000.00	-	270,000.00	0.00%
Consumption Tax	49,000.00	-	49,000.00	0.00%
Utility Tax	193,600.00	-	193,600.00	0.00%
Total Other Local Taxes	2,521,159.00	17,258.10	2,503,900.90	0.68%
Licenses, Permits & Privilege Fees				

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2014/2015	Actual as of 07/31/14	Remaining Budget	% of budget
Business Licenses	335,000.00	27,786.88	307,213.12	8.29%
Business Licenses Penalty	4,350.00	2,403.26	1,946.74	55.25%
Business Licenses Interest	1,600.00	39.00	1,561.00	2.44%
Permits & Other Licenses	11,000.00	1,553.76	9,446.24	14.13%
Inspection Fees-Subdivision	-	9,226.39	(9,226.39)	100.00%
WC Dog Park Registration	2,400.00	229.00	2,171.00	9.54%
Consultant Review Fees	5,000.00	1,852.00	3,148.00	37.04%
Vehicle License Tags	-	-	-	0.00%
Vehicle License	132,000.00	3,791.89	128,208.11	2.87%
Total Licenses, permits and privilege fees	491,350.00	46,882.18	444,467.82	9.54%
<u>Fines & Costs</u>				
Public Defender Fee	-	-	-	0.00%
Fines & Costs	70,000.00	6,433.03	63,566.97	9.19%
Total Fines & Forfeitures	70,000.00	6,433.03	63,566.97	9.19%
<u>From Use of Money and Property</u>				
General Fund Interest	7,500.00	561.57	6,938.43	7.49%
Beautification Fund Interest	130.00	14.23	115.77	10.95%
Rentals	18,812.00	2,185.26	16,626.74	11.62%
Smithfield Center Rentals	143,000.00	15,976.53	127,023.47	11.17%
Smithfield Center Vendor Programs	5,625.00	-	5,625.00	0.00%
Kayak Rentals	11,000.00	1,180.00	9,820.00	10.73%
Windsor Castle Programs	-	27.00	(27.00)	100.00%
Special Events	7,300.00	1,189.00	6,111.00	16.29%
Fingerprinting Fees	1,000.00	130.00	870.00	13.00%
Museum Gift Shop Sales	-	1,594.23	(1,594.23)	100.00%
Museum Programs/Lecture Fees	-	180.00	(180.00)	100.00%
Sale of Equipment	1,000.00	1,303.88	(303.88)	130.39%
Lease of Land	525.00	-	525.00	0.00%
Total revenue from use of money and property	195,892.00	24,341.70	171,550.30	12.43%
<u>Miscellaneous Revenue</u>				
Other Revenue	2,000.00	55.00	1,945.00	2.75%
Cash Proffer Revenues	-	-	-	0.00%
Obici Foundation Wellness Grant	-	-	-	0.00%
Virginia Municipal Group Safety Grant	4,000.00	-	4,000.00	0.00%
Total Miscellaneous Revenue	6,000.00	55.00	5,945.00	0.92%
<u>From Reserves</u>				

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2014/2015	Actual as of 07/31/14	Remaining Budget	% of budget
Restricted Reserves-Police Department	-	-	-	0.00%
Reserves-Pinewood Escrow	4,410.00	182,216.93	(177,806.93)	4131.90%
From Operating Reserves	389,587.35	158,114.66	231,472.69	40.59%
Total From Reserves	393,997.35	340,331.59	53,665.76	86.38%
<u>Intergovernmental Virginia</u>				
Law Enforcement	161,533.00	-	161,533.00	0.00%
Litter Control Grant	3,321.00	-	3,321.00	0.00%
Police Block Grants-State	4,000.00	-	4,000.00	0.00%
Fire Programs	19,461.00	-	19,461.00	0.00%
VCA Grant	5,000.00	-	5,000.00	0.00%
DCA Grant (Dam)	4,000.00	-	4,000.00	0.00%
SNAP Program	3,000.00	108.00	2,892.00	3.60%
Fuel Refund (state)	-	8.77	(8.77)	100.00%
Total State Revenue	200,315.00	116.77	200,198.23	0.06%
<u>Intergovernmental Federal</u>				
Federal Grants	1,200.00	-	1,200.00	0.00%
Pinewood Heights CDBG Relocation Planning Grant Phase III	20,000.00	-	20,000.00	0.00%
Pinewood Heights CDBG Relocation Grant-Phase II	375,280.00	-	375,280.00	0.00%
Federal Fuel Income	-	-	-	0.00%
Total Federal Revenue	396,480.00	-	396,480.00	0.00%
<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	450,000.00	-	450,000.00	0.00%
General Obligation Bond-Capital Asset financing (ball fields)	-	-	-	0.00%
Insurance Recoveries	-	5,114.00	(5,114.00)	100.00%
Total Other Financing Sources	450,000.00	5,114.00	444,886.00	1.14%
<u>Contributions</u>				
CHIPS Contributions	1,000.00	-	1,000.00	0.00%
Contributions-Isle of Wight County Historical Society-Museum	-	21,202.00	-	100.00%
Contributions-Miscellaneous-Museum	-	245.00	-	100.00%
Contributions-IOW County (ball fields)	-	-	-	0.00%
Total Contributions	1,000.00	21,447.00	1,000.00	2144.70%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2014/2015	Actual as of 07/31/14	Remaining Budget	% of budget
Travel & Training	6,000.00	-	6,000.00	0.00%
Subscriptions/Memberships	9,100.00	5,314.00	3,786.00	58.40%
Council Approved Items	6,000.00	145.00	5,855.00	2.42%
Public Defender Fees	3,000.00	-	3,000.00	0.00%
Bank Charges	625.00	342.30	282.70	54.77%
SpecialProjects	3,500.00	-	3,500.00	0.00%
Smithfield CHIPS program	3,772.00	1,800.00	1,972.00	47.72%
Update Town Charter & Code	4,000.00	-	4,000.00	0.00%
Annual Christmas Parade	400.00	-	400.00	0.00%
Total Town Council	198,824.00	17,166.63	181,657.37	8.63%
<u>Town Manager</u>				
Salaries	221,220.00	11,115.41	210,104.59	5.02%
FICA	17,698.00	802.39	16,895.61	4.53%
VSRS	19,475.00	1,601.58	17,873.42	8.22%
Health	38,000.00	3,164.76	34,835.24	8.33%
Auto Expense	500.00	-	500.00	0.00%
Maintenance Contracts	1,700.00	-	1,700.00	0.00%
Communications	15,500.00	-	15,500.00	0.00%
Insurance	2,220.00	554.41	1,665.59	24.97%
Supplies	5,500.00	128.37	5,371.63	2.33%
Dues & Subscriptions	3,100.00	1,250.38	1,849.62	40.33%
Computer & technology expenses	16,000.00	-	16,000.00	0.00%
Travel & Training	7,800.00	500.00	7,300.00	6.41%
Other	100.00	-	100.00	0.00%
Total Town Manager	348,813.00	19,117.30	329,695.70	5.48%
<u>Treasurer</u>				
Salaries	254,540.00	11,289.33	243,250.67	4.44%
FICA	20,364.00	849.09	19,514.91	4.17%
VSRS	20,270.00	1,673.63	18,596.37	8.26%
Health	26,700.00	2,242.84	24,457.16	8.40%
Audit	11,750.00	-	11,750.00	0.00%
Depreciation Software	2,700.00	-	2,700.00	0.00%
Communications	8,500.00	121.35	8,378.65	1.43%
Data Processing	18,000.00	1,378.09	16,621.91	7.66%
Service Contracts	18,500.00	4,467.62	14,032.38	24.15%
Insurance	2,295.00	573.02	1,721.98	24.97%

Town of Smithfield				
General Fund Operating Budget				
	Adopted Budget	Actual as of	Remaining	% of
Description	2014/2015	07/31/14	Budget	budget
Supplies	11,000.00	292.27	10,707.73	2.66%
Dues & Subscriptions	2,300.00	675.00	1,625.00	29.35%
Credit Card Processing	3,000.00	68.98	2,931.02	2.30%
Cigarette Tax Stamps	2,650.00	-	2,650.00	0.00%
Travel & Training	2,000.00	-	2,000.00	0.00%
Other	100.00	-	100.00	0.00%
Total Treasurer	404,669.00	23,631.22	381,037.78	5.84%
PUBLIC SAFETY				
Police Department				
Salaries	1,356,195.00	61,704.67	1,294,490.33	4.55%
FICA	108,496.00	4,373.16	104,122.84	4.03%
VSRS	107,015.00	8,801.43	98,213.57	8.22%
Health Insurance	184,355.00	14,577.33	169,777.67	7.91%
Pre-employ screening/Emp Medical	2,000.00	-	2,000.00	0.00%
Uniforms	24,000.00	-	24,000.00	0.00%
Service Contracts	37,000.00	388.69	36,611.31	1.05%
Communications	65,000.00	354.89	64,645.11	0.55%
Computer & Technology Expenses	15,200.00	-	15,200.00	0.00%
Insurance	51,980.00	12,994.56	38,985.44	25.00%
Ins. - LODA	11,415.00	11,414.48	0.52	100.00%
Materials & Supplies	25,500.00	39.20	25,460.80	0.15%
Dues & Subscriptions	6,500.00	130.00	6,370.00	2.00%
Equipment	15,000.00	-	15,000.00	0.00%
Radio & Equipment repairs	3,500.00	-	3,500.00	0.00%
Vehicle Maintenance	50,000.00	15.00	49,985.00	0.03%
Gas	85,000.00	2,988.03	82,011.97	3.52%
Tires	7,500.00	-	7,500.00	0.00%
Travel & Training	32,500.00	(199.04)	32,699.04	-0.61%
Special Events	500.00	-	500.00	0.00%
Police Grants	25,000.00	-	25,000.00	0.00%
Investigation expenses	5,000.00	-	5,000.00	0.00%
Other	500.00	-	500.00	0.00%
Total Police Department	2,219,156.00	117,582.40	2,101,573.60	5.30%
Fire Department				
Fuel Fund & Travel	13,000.00	-	13,000.00	0.00%
State Pass Thru	23,070.00	-	23,070.00	0.00%
Total Fire Department	36,070.00	-	36,070.00	0.00%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2014/2015	Actual as of 07/31/14	Remaining Budget	% of budget
Contributions-Public Safety				
Coast Guard Auxiliary	250.00	-	250.00	0.00%
E911 Dispatch Center	169,753.00	-	169,753.00	0.00%
Commonwealth Attorney's Software Update	10,500.00	-	10,500.00	0.00%
Fire Department Rescue Truck	10,000.00	-	10,000.00	0.00%
Total Contributions-Public Safety	190,503.00	-	190,503.00	0.00%
PARKS, RECREATION & CULTURAL				
Smithfield Center				
Salaries	188,750.00	7,919.24	180,830.76	4.20%
FICA	15,100.00	617.21	14,482.79	4.09%
VSRS	12,705.00	1,044.69	11,660.31	8.22%
Health	21,100.00	1,754.88	19,345.12	8.32%
Uniforms	1,200.00	-	1,200.00	0.00%
Contracted Services	23,000.00	3,225.09	19,774.91	14.02%
Retail Sales & Use Tax	500.00	117.53	382.47	23.51%
Utilities	30,000.00	-	30,000.00	0.00%
Communications	19,000.00	674.34	18,325.66	3.55%
Computer & technology expenses	4,000.00	-	4,000.00	0.00%
Insurance	5,615.00	1,403.05	4,211.95	24.99%
Kitchen Supplies	4,000.00	-	4,000.00	0.00%
Office Supplies/Other Supplies	5,000.00	130.00	4,870.00	2.60%
Food Service & Beverage Supplies	7,000.00	31.50	6,968.50	0.45%
AV Supplies	1,000.00	-	1,000.00	0.00%
Repairs & Maintenance	40,000.00	711.42	39,288.58	1.78%
Systems Maintenance (HVAC, AV, Generator)	10,000.00	-	10,000.00	0.00%
Landscaping	13,500.00	1,125.25	12,374.75	8.34%
Travel & Training	2,000.00	-	2,000.00	0.00%
Programming Expenses	500.00	-	500.00	0.00%
Advertising	20,000.00	4,415.00	15,585.00	22.08%
Refund event deposits	3,500.00	-	3,500.00	0.00%
Credit card processing expense	4,500.00	359.08	4,140.92	7.98%
Total Smithfield Center	431,970.00	23,528.28	408,441.72	5.45%
Contributions-Parks, Recreation and Cultural				
Farmers Market	3,000.00	-	3,000.00	0.00%
TUMC Parking Lot	1,500.00	-	1,500.00	0.00%
Hampton Roads Partnership	8,200.00	-	8,200.00	0.00%

Town of Smithfield				
General Fund Operating Budget				
	Adopted Budget	Actual as of	Remaining	% of
Description	2014/2015	07/31/14	Budget	budget
Isle of Wight County-Historic Resources (museum)	-	-	-	0.00%
Isle of Wight Arts League	10,000.00	5,000.00	5,000.00	50.00%
Library	10,000.00	-	10,000.00	0.00%
Total Contributions-Park, Recreation and Cultural	32,700.00	5,000.00	27,700.00	15.29%
<u>Windsor Castle Park</u>				
Salaries	75,110.00	1,715.80	73,394.20	2.28%
FICA	6,010.00	110.40	5,899.60	1.84%
VSRS	6,630.00	549.64	6,080.36	8.29%
Health	14,175.00	1,098.13	13,076.87	7.75%
Contracted Services	5,000.00	-	5,000.00	0.00%
Insurance	8,510.00	2,126.85	6,383.15	24.99%
Grass Cutting	30,000.00	1,820.14	28,179.86	6.07%
Kayak Expenses	1,500.00	-	1,500.00	0.00%
Professional Services	5,000.00	-	5,000.00	0.00%
Utilities	5,000.00	-	5,000.00	0.00%
Supplies	2,500.00	840.00	1,660.00	33.60%
Repairs & Maintenance	40,000.00	-	40,000.00	0.00%
Total Windsor Castle Park	199,435.00	8,260.96	191,174.04	4.14%
<u>Museum</u>				
Salaries	90,555.00	2,883.55	87,671.45	3.18%
FICA	7,245.00	250.01	6,994.99	3.45%
VSRS	3,905.00	325.25	3,579.75	8.33%
Operating expenses	24,295.00	-	24,295.00	0.00%
Gift Shop-to be funded by gift shop proceeds???	-	-	-	#DIV/0!
Total Museum	126,000.00	3,458.81	122,541.19	2.75%
<u>Other Parks & Recreation</u>				
Jersey Park Playground	1,000.00	-	1,000.00	0.00%
Pinewood Playground	500.00	-	500.00	0.00%
Clontz Park-pier maintenance	4,600.00	630.88	3,969.12	13.71%
Community Wellness Initiative	-	-	-	0.00%
SNAP Program	3,000.00	242.00	2,758.00	8.07%
Waterworks Dam	10,450.00	-	10,450.00	0.00%
Waterworks Lake (park area)	1,000.00	-	1,000.00	0.00%
Haydens Lane Maintenance	1,500.00	-	1,500.00	0.00%
Veterans War Memorial	1,000.00	323.84	676.16	32.38%
Fireworks	2,000.00	-	2,000.00	0.00%
Total Parks & Recreation	25,050.00	1,196.72	23,853.28	4.78%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2014/2015	Actual as of 07/31/14	Remaining Budget	% of budget
COMMUNITY DEVELOPMENT				
Pinewood Heights				
Non-CDBG Contributed Operating Expenses				
<u>Administration</u>				
Management Assistance	22,790.00	448.94	22,341.06	1.97%
Monitoring/Closeout	2,790.00	-	2,790.00	0.00%
<u>Permanent Relocation</u>				
Owner Occupied Households	192,800.00	96,353.83	96,446.17	49.98%
Renter Occupied Households	97,911.00	882.16	97,028.84	0.90%
Moving Costs	4,191.00	1,800.00	2,391.00	42.95%
Relocation Specialist	245.00	245.00	-	100.00%
<u>Acquisition</u>				
Owner Acquisition	1,000.00	924.00	76.00	92.40%
Renter Acquisition	208,834.00	-	208,834.00	0.00%
Appraisal/Legal	2,400.00	-	2,400.00	0.00%
<u>Acquisition Specialist</u>	12,352.00	402.50	11,949.50	3.26%
<u>Clearance & Demolition</u>	23,278.00	160.50	23,117.50	0.69%
Subtotal Non CDBG	568,591.00	101,216.93	467,374.07	17.80%
CDBG Contributed Operating Expenses				
<u>Permanent Relocation</u>				
Owner Occupied Households	44,800.00	-	44,800.00	0.00%
Renter Occupied Households		-	-	0.00%
<u>Acquisition</u>				
Owner Occupied	244,640.00	69,000.00	175,640.00	28.20%
<u>Clearance & Demolition</u>		-	-	0.00%
<u>Planning Grant-Phase III</u>	20,000.00	-	20,000.00	0.00%
Subtotal CDBG	309,440.00	69,000.00	240,440.00	22.30%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2014/2015	Actual as of 07/31/14	Remaining Budget	% of budget
Total Pinewood Heights Contributions	878,031.00	170,216.93	707,814.07	19.39%
Contributions-Community Development				
APVA Courthouse Contribution	5,000.00	-	5,000.00	0.00%
Chamber of Commerce	-	-	-	0.00%
Christian Outreach	14,000.00	-	14,000.00	0.00%
Genieve Shelter	9,000.00	-	9,000.00	0.00%
TRIAD	1,650.00	-	1,650.00	0.00%
Tourism Bureau	195,159.00	-	195,159.00	0.00%
Western Tidewater Free Clinic	33,000.00	-	33,000.00	0.00%
YMCA Projects	50,000.00	-	50,000.00	0.00%
Total Contributions-Community Development	307,809.00	-	307,809.00	0.00%
PUBLIC WORKS				
Planning, Engineering & Public Works				
Salaries	204,550.00	17,430.87	187,119.13	8.52%
FICA	16,365.00	1,326.27	15,038.73	8.10%
VSRS	18,960.00	1,515.77	17,444.23	7.99%
Health	35,135.00	2,888.91	32,246.09	8.22%
Disability	-	-	-	0.00%
Uniforms	2,500.00	-	2,500.00	0.00%
Contractual	9,500.00	407.07	9,092.93	4.28%
GIS	3,200.00	-	3,200.00	0.00%
Recycling-1.5% CPI-U	217,210.00	18,047.64	199,162.36	8.31%
Trash Collection-1.5% CPI-U	232,170.00	18,875.51	213,294.49	8.13%
Street Lights	5,000.00	-	5,000.00	0.00%
Communications	12,000.00	-	12,000.00	0.00%
Safety Meetings/Safety Expenses	5,000.00	-	5,000.00	0.00%
Insurance	8,110.00	2,026.69	6,083.31	24.99%
Materials & Supplies	5,000.00	25.50	4,974.50	0.51%
Accreditation -Site visit	2,000.00	-	2,000.00	0.00%
Repairs & Maintenance	9,000.00	-	9,000.00	0.00%
Gas & Tires	10,500.00	377.30	10,122.70	3.59%
Travel & Training	8,000.00	-	8,000.00	0.00%
Litter Control Grant	3,321.00	-	3,321.00	0.00%
Dues & Subscriptions	2,000.00	-	2,000.00	0.00%
Other	1,000.00	735.35	264.65	73.54%
Total Public Works	810,521.00	63,656.88	746,864.12	7.85%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2014/2015	Actual as of 07/31/14	Remaining Budget	% of budget
PUBLIC BUILDINGS				
Public Buildings				
Salaries	26,500.00	767.08	25,732.92	2.89%
FICA	2,120.00	76.04	2,043.96	3.59%
Contractual	13,000.00	5,144.18	7,855.82	39.57%
Communications	2,000.00	34.25	1,965.75	1.71%
Utilities	54,000.00	-	54,000.00	0.00%
Insurance	10,725.00	2,681.25	8,043.75	25.00%
Materials & Supplies	3,000.00	-	3,000.00	0.00%
Materials & Supplies-Town Manager	-	-	-	0.00%
Materials & Supplies-Police Department	-	-	-	0.00%
Materials & Supplies-Town Hall	-	-	-	0.00%
Materials & Supplies-Public Works	-	-	-	0.00%
Materials & Supplies-Public Restrooms	-	-	-	0.00%
Repairs & Maintenance	36,000.00	24.00	35,976.00	0.07%
Rent Expense-Office Space	4,800.00	400.00	4,400.00	8.33%
Other	1,000.00	-	1,000.00	0.00%
Total Public Buildings	153,145.00	9,126.80	144,018.20	5.96%
OTHER FINANCING USES				
Other Financing Uses				
Transfers to Operating Reserves	-	-	-	0.00%
Transfers to Restricted Reserves-Special Projects (Pinewood)	-	-	-	0.00%
Transfers to Restricted Reserves-S Church Street Project	-	-	-	0.00%
Total Transfers To Reserves	-	-	-	0.00%
DEBT SERVICE				
Debt Service				
Principal Retirement				
Public Building Acquisition	21,574.00	-	21,574.00	0.00%
HVAC	15,905.00	1,298.53	14,606.47	8.16%
Ball Fields	-	-	-	0.00%
Line of Credit	450,000.00	-	450,000.00	0.00%
Interest and fiscal charges				
Public Building Acquisition	32,340.00	-	32,340.00	0.00%
HVAC	1,800.00	180.00	1,620.00	10.00%
Line of Credit	7,000.00	-	7,000.00	0.00%
Ball Fields	-	-	-	0.00%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2014/2015	Actual as of 07/31/14	Remaining Budget	% of budget
Total Debt Service	528,619.00	1,478.53	527,140.47	0.28%
Total General Fund Expenses	6,891,315.00	463,421.46	6,427,893.54	6.72%
Less Expenses related to capital projects:				
Legal Fees	-	-	-	
Professional Fees	(1,500.00)	-	(1,500.00)	
Pinewood Heights Relocation Project Expenses	(878,031.00)	(170,216.93)	(707,814.07)	
Pinewood Heights Line of Credit Expenses	(457,000.00)	-	(457,000.00)	
Total Non-operating Expenses	(1,336,531.00)	(170,216.93)	(1,166,314.07)	12.74%
Total General Fund Operating Expenses	5,554,784.00	293,204.53	5,261,579.47	5.28%
Net Operating Reserve (+/-)	491,842.35	(20,154.37)	533,443.72	-4.10%
Net Reserve (+/-)	444,893.35	13,047.63	453,292.72	2.93%

	Proposed Budget 2014/2015	Actual 7/31/2014	Remain Budget	% of Budget
Net Operating Reserves (Deficit)	444,893.35	13,047.63	431,845.72	2.93%
Capital Outlay				
General Fund				
GENERAL GOVERNMENT				
COMMUNITY DEVELOPMENT				
Pinewood Heights Relocation-CIP				
Non CDBG Capital Acquisition				
Owner Occupied Units	-			
Renter Occupied Units	(24,000.00)		(24,000.00)	0.00%
Vacant Lots	(24,000.00)		(24,000.00)	0.00%
Subtotal Non CDBG Capital Acquisition	(48,000.00)	-	(48,000.00)	0.00%
CDBG Capital Acquisition-MY2				
Owner Occupied Units	(48,000.00)	(12,000.00)	(36,000.00)	25.00%
Renter Occupied Units		-	-	0.00%
Vacant Lots		-	-	0.00%
Subtotal CDBG Capital Acquisition	(48,000.00)	(12,000.00)	(36,000.00)	25.00%
Total Pinewood Heights Relocation CIP	(96,000.00)	(12,000.00)	(84,000.00)	12.50%
TOWN COUNCIL				
None	-	-	-	
TREASURER				
AS400 Server	-		-	#DIV/0!
PARKS, RECREATION AND CULTURAL				
Kayak Storage	(6,000.00)	(1,047.63)	(4,952.37)	17.46%
Playground repairs	(8,000.00)	-	(8,000.00)	0.00%
PUBLIC SAFETY				
Police				
Police Vehicles	(135,600.00)	-	(135,600.00)	0.00%
Tough Book MDTs/docking stations	(24,041.35)	-	(24,041.35)	0.00%
In Car Cameras	(16,752.00)	-	(16,752.00)	0.00%
PUBLIC WORKS				
Vehicles and Equipment	(7,500.00)	-	(7,500.00)	0.00%
GIS/Mapping-roll over	-	-	-	#DIV/0!
James/Washington Street Improvements	-	-	-	#DIV/0!
		-		

	Proposed Budget 2014/2015	Actual 7/31/2014	Remain Budget	% of Budget
PUBLIC BUILDINGS				
Phone Systems-PD	(22,000.00)		(22,000.00)	0.00%
Police Evidence Building Improvements	(150,000.00)		(150,000.00)	0.00%
Replace heat/ac unit at Town Hall	(5,000.00)		(5,000.00)	0.00%
Net Capital Outlay	(470,893.35)	(13,047.63)	(457,845.72)	2.77%
Net Reserves (Deficit) after capital outlay	(26,000.00)	(0.00)	(26,000.00)	0.00%

Town of Smithfield				
Sewer Fund Budget				
	Adopted Budget	Balance as of	Remaining	% of
	2014/2015	07/31/14	Budget	budget
Revenue				
Operating Revenues				
Sewer Charges	668,000.00	-	668,000.00	0.00%
Sewer Compliance Fee	492,000.00	-	492,000.00	0.00%
Miscellaneous Revenue	1,000.00	-	1,000.00	0.00%
Connection fees	23,700.00	4,740.00	18,960.00	20.00%
Total Operating Revenue	1,184,700.00	4,740.00	1,179,960.00	0.40%
Town of Smithfield				
Sewer Fund Budget				
Description	Adopted Budget	Balance as of	Remaining	% of
	2014/2015	07/31/14	Budget	budget
Expenses				
Operating Expenses				
Salaries	227,410.00	6,715.75	220,694.25	2.95%
FICA	18,195.00	461.45	17,733.55	2.54%
VSRS	22,015.00	1,610.88	20,404.12	7.32%
Health	39,650.00	3,256.22	36,393.78	8.21%
Uniforms	2,500.00	-	2,500.00	0.00%
Audit & Legal Fees	14,750.00	-	14,750.00	0.00%
Accreditation	2,000.00	-	2,000.00	0.00%
HRPDC sewer programs	918.00	-	918.00	0.00%
Maintenance & Repairs	50,000.00	-	50,000.00	0.00%
VAC Truck Repairs & Maintenance	7,500.00	-	7,500.00	0.00%
Data Processing	14,000.00	1,033.57	12,966.43	7.38%
Dues & Subscriptions	50.00	-	50.00	0.00%
Utilities	46,000.00	-	46,000.00	0.00%
SCADA Expenses	6,000.00	-	6,000.00	0.00%
Telephone	12,000.00	-	12,000.00	0.00%
Insurance	15,895.00	3,973.63	11,921.37	25.00%
Materials & Supplies	46,000.00	-	46,000.00	0.00%
Truck Operations	14,000.00	321.56	13,678.44	2.30%
Travel & Training	4,000.00	-	4,000.00	0.00%
Contractual	3,780.00	131.67	3,648.33	3.48%
Miscellaneous	600.00	-	600.00	0.00%
Bad Debt Expense	5,000.00	-	5,000.00	0.00%

Town of Smithfield				
Sewer Fund Budget				
	Adopted Budget 2014/2015	Balance as of 07/31/14	Remaining Budget	% of budget
Bank service charges	325.00	-	325.00	0.00%
Total Sewer Fund Operating Expenses before D&A Exp.	552,588.00	17,504.73	535,083.27	3.17%
Operating Income before D&A Expense	632,112.00	(12,764.73)	644,876.73	-2.02%
Depreciation & Amort. Exp.	600,000.00	50,000.00	550,000.00	8.33%
Operating Income (Loss)	32,112.00	(62,764.73)	94,876.73	-195.46%
Nonoperating Revenues (Expenses)				
Pro-rata Share Fees	-	-	-	0.00%
Availability Fees	61,800.00	12,360.00	49,440.00	20.00%
Insurance Reimbursements	-	-	-	0.00%
Contributed Capital-Smithfield Foods Rev Ln	22,833.00	-	22,833.00	0.00%
Interest Revenue	4,500.00	438.80	4,061.20	9.75%
Interest Expense	(36,965.00)	-	(36,965.00)	0.00%
Total Nonoperating Revenues (Expenses)	52,168.00	12,798.80	39,369.20	24.53%
Net Income (loss)	84,280.00	(49,965.93)	134,245.93	-59.29%
WORKING ADJUSTMENTS TO CAFR				
(FOR INTERNAL USE ONLY)				
Restricted revenues:				
Pro-rata Share Fees	-	-	-	#DIV/0!
Availability Fees	(61,800.00)	(12,360.00)	(49,440.00)	20.00%
Contributed Capital-Smithfield Foods Rev Ln	(22,833.00)	-	(22,833.00)	0.00%
Compliance Fee	(492,000.00)	-	(492,000.00)	0.00%
Bad Debt Expense	5,000.00	-	5,000.00	0.00%
Depreciation & Amort. Exp.	600,000.00	50,000.00	550,000.00	8.33%
Additional debt service costs-principal expense	(78,850.00)	-	(78,850.00)	0.00%
Total adjustments to CAFR	(50,483.00)	37,640.00	(88,123.00)	-74.56%
Working adjusted income	33,797.00	(12,325.93)	46,122.93	#REF!

	Adopted Budget 2014/2015	Actual 7/31/2014	Remaining Budget	% of Budget
Sewer Fund				
Working adjusted income	33,797.00	(12,325.93)	46,122.93	-36.47%
Sewer SSO Consent Order	(3,000.00)	-	(3,000.00)	0.00%
MOA Compliance Plan	(50,000.00)	-	(50,000.00)	0.00%
MOA Flow Monitoring	(25,000.00)	-	(25,000.00)	0.00%
MOA CIP Development	(35,000.00)	-	(35,000.00)	0.00%
RWWMP Development Coord Assistance	(25,000.00)	-	(25,000.00)	0.00%
Storage Shed	-	-	-	0.00%
Construction Standards Update	(3,321.00)	-	(3,321.00)	0.00%
Work Order System	-	-	-	0.00%
PW Security Gate	-	-	-	0.00%
SCADA Repairs	-	-	-	0.00%
Arc Flash	-	-	-	0.00%
Bypass Pump-Main Street	-	-	-	0.00%
Run-Dry Pump-Crescent	-	-	-	0.00%
Main Street/Mason-CCTV & CIPP Lining	-	-	-	0.00%
Sewer Capital Repairs	(100,000.00)	-	(100,000.00)	0.00%
Pump Station Upgrades	-	-	-	0.00%
Truck/Equipment	(10,000.00)	-	(10,000.00)	0.00%
Net Capital Outlay	(251,321.00)	-	(251,321.00)	0.00%
Net Reserves (Deficit) after capital outlay	(217,524.00)	(12,325.93)	(205,198.07)	5.67%
Funding from Development Escrow	-	-	-	-
Reserves from Sewer Capital Escrow Account	100,000.00	-	100,000.00	0.00%
Funding from Sewer Compliance Fee	138,000.00	-	138,000.00	0.00%
Draw from operating reserves	-	-	-	0.00%
Funding from Bond Escrow (released from refinance)	-	-	-	0.00%
Net Cashflow	20,476.00	(12,325.93)	32,801.93	-60.20%

Town of Smithfield					
Water Fund Budget					
	Adopted Budget	Balance as of		Remaining	% of
Description	2014/2015	07/31/14		Budget	budget
Revenue					
Operating Revenue					
Water Sales	1,397,000.00	-		1,397,000.00	0.00%
Debt Service Revenue	188,970.00	-		188,970.00	0.00%
Miscellaneous	500.00	25.00		475.00	5.00%
Connection fees	9,900.00	1,980.00		7,920.00	20.00%
Application Fees	5,500.00	1,446.00		4,054.00	26.29%
Total Operating Revenue	1,601,870.00	3,451.00		1,598,419.00	0.22%
Town of Smithfield					
Water Fund Budget					
	Adopted Budget	Balance as of		Remaining	% of
Description	2014/2015	07/31/14		Budget	budget
Expenses					
Salaries	353,310.00	12,394.44		340,915.56	3.51%
FICA	28,185.00	893.64		27,291.36	3.17%
VSRS	28,060.00	2,328.92		25,731.08	8.30%
Health	51,975.00	4,496.47		47,478.53	8.65%
Uniforms	3,255.00	-		3,255.00	0.00%
Contractual	15,000.00	131.66		14,868.34	0.88%
Legal & Audit	15,000.00	-		15,000.00	0.00%
Accreditation	2,000.00	-		2,000.00	0.00%
Maintenance & Repairs	21,000.00	-		21,000.00	0.00%
Water Tank Maintenance	103,650.00	-		103,650.00	0.00%
Water Tank Inspections	-	-		-	#DIV/0!
Professional Services	-	-		-	#DIV/0!
Regional Water Supply Study	1,839.00	-		1,839.00	0.00%
Data Processing	14,000.00	1,033.57		12,966.43	7.38%
Utilities	2,000.00	-		2,000.00	0.00%
Communications	13,000.00	-		13,000.00	0.00%
Insurance	25,200.00	6,299.39		18,900.61	25.00%
Materials & Supplies	75,000.00	2,208.20		72,791.80	2.94%
Gas and Tires	15,500.00	516.10		14,983.90	3.33%
Dues & Subscriptions	1,000.00	400.00		600.00	40.00%
Bank service charges	325.00	149.50		175.50	46.00%
Travel and Training	5,500.00	-		5,500.00	0.00%
Miscellaneous	9,500.00	8,758.55		741.45	92.20%
RO Annual costs	469,000.00	2,523.27		466,476.73	0.54%
Bad debt expense	7,500.00	-		7,500.00	0.00%

Town of Smithfield				
Water Fund Budget				
Description	Adopted Budget 2014/2015	Balance as of 07/31/14	Remaining Budget	% of budget
Total Water Fund Operating Expenses before D&A Exp.	1,260,799.00	42,133.71	1,218,665.29	#REF!
Operating Income before D&A Expense	341,071.00	(38,682.71)	379,753.71	-11.34%
Depreciation & Amortization Expense	365,000.00	30,416.67	334,583.33	8.33%
Operating Income (Loss)	(23,929.00)	(69,099.38)	45,170.38	288.77%
Nonoperating Revenues (Expenses)				
Pro-Rata Share Fees	-	-	-	0.00%
Availability Fees	40,800.00	8,160.00	32,640.00	20.00%
Interest Revenue	6,800.00	655.54	6,144.46	9.64%
Interest Expense	(111,606.00)	(7,431.85)	(104,174.15)	6.66%
Total Nonoperating Revenues (Expenses)	(64,006.00)	1,383.69	(65,389.69)	-2.16%
Net Income (Loss)	(87,935.00)	(67,715.69)	(20,219.31)	77.01%
WORKING ADJUSTMENTS TO CAFR				
(FOR INTERNAL USE ONLY)				
Restricted revenues:				
Pro-rata Share Fees	-	-	-	0.00%
Availability Fees	(40,800.00)	(8,160.00)	(32,640.00)	20.00%
Bad Debt Expense	7,500.00	-	7,500.00	0.00%
Debt Service Revenue	(188,970.00)	-	(188,970.00)	0.00%
Depreciation & Amort. Exp.	365,000.00	30,416.67	334,583.33	8.33%
Additional debt service costs-principal expense	(337,974.00)	(242,795.89)	(95,178.11)	71.84%
Total adjustments to CAFR	(195,244.00)	(220,539.22)	25,295.22	112.96%
Working adjusted income	(283,179.00)	(288,254.91)	5,075.91	101.79%

	Proposed Budget 2014/2015	Actual 7/31/2014	Remain Budget	% of Budget
Water Fund				
Net Operating Reserves (Deficit)	(283,179.00)	(288,254.91)	5,075.91	101.79%
Construction Standards Update	(3,321.00)	-	(3,321.00)	0.00%
Vehicle/Equipment	(10,000.00)	-	(10,000.00)	0.00%
System Improvements	(50,000.00)	-	(50,000.00)	0.00%
Water line replacement (Cypress Creek Bridge)	(110,000.00)	-	(110,000.00)	0.00%
Net Capital Outlay	(173,321.00)	-	(173,321.00)	0.00%
Net Reserves (Deficit) after capital outlay	(456,500.00)	(288,254.91)	(168,245.09)	63.14%
Operating Reserves		-	-	#DIV/0!
Water Development Escrow		-	-	#DIV/0!
Water Capital Escrow	160,000.00	-	160,000.00	0.00%
Debt Service fees applied to debt	338,279.00	-	338,279.00	0.00%
Net Cashflow	41,779.00	(288,254.91)	330,033.91	-689.95%

Town of Smithfield Highway Fund				
	Adopted Budget 2014/2015	Balance as of 07/31/14	Remaining Budget	% of budget
Description				
Revenue				
Interest Income	220.00	17.66	202.34	8.03%
Revenue - Commwlth of VA	1,033,113.00	-	1,033,113.00	0.00%
Total Highway Fund Revenue	1,033,333.00	17.66	1,033,315.34	0.00%
Town of Smithfield Highway Fund				
	Adopted Budget 2014/2015	Balance as of 07/31/14	Remaining Budget	% of budget
Description				
Expenses				
Salaries	254,070.00	7,199.68	240,865.32	2.90%
FICA	20,330.00	460.07	19,384.93	2.32%
VSRS	22,565.00	1,841.77	27,248.23	6.33%
Health	49,525.00	4,182.90	41,107.10	9.24%
Uniforms	3,100.00	-	3,100.00	0.00%
Engineering	-	-	-	0.00%
Grass	26,000.00	1,486.19	24,513.81	5.72%
Maintenance	455,446.00	133.56	593,562.71	0.02%
Asphalt/Paving		-	-	
Ditching		-	-	
Traffic Control devices		-	-	
Other (maintenance)		-	-	
Other (lawnmowers, landscaping, etc)		133.56	(133.56)	
Structures and Bridges		-	-	
Ice and Snow removal		-	-	
Administrative		-	-	
Storm Maintenance		-	-	
Street Lights	106,000.00	-	106,000.00	0.00%
Insurance	13,690.00	3,421.90	11,558.10	22.84%
VAC Truck Repairs	2,500.00	-	2,500.00	0.00%
Gas and Tires	10,000.00	386.48	9,613.52	3.86%
Stormwater Management Program (regional)	1,786.00	-	1,786.00	0.00%
Joint Cost Allocation	-	-	-	-
Overhead Allocation	-	-	-	-
Total Highway Fund Expense	965,012.00	19,112.55	1,081,239.72	1.74%
Net Reserves (+/-)	68,321.00	(19,094.89)	(47,924.38)	28.49%

	Adopted Budget 2014/2015	Actual 7/31/2014	Remain Budget	% of Budget
HIGHWAY				
Net Operating Reserves (Deficit)	68,321.00	(19,094.89)	87,415.89	-27.95%
Construction Standards Update	(3,321.00)		(3,321.00)	0.00%
New Truck	(10,000.00)	-	(10,000.00)	0.00%
PW Security Gate		-	-	#DIV/0!
Entrance Corridor Beautification	(5,000.00)		(5,000.00)	0.00%
Work order system		-	-	#DIV/0!
Storm Drain Replacement - Nottingham		-	-	#DIV/0!
Drainage Improvements	(50,000.00)		(50,000.00)	0.00%
Pinewood Stormwater Drainage	-		-	#DIV/0!
Lawnmower	-	-	-	#DIV/0!
Net Capital Outlay	(68,321.00)	-	(68,321.00)	0.00%
Net Reserves (Deficit) after capital outlay	0.00	(19,094.89)	19,094.89	
Carryover from FY2014 (not yet determined if any)		-		
Net Adjusted Reserves (deficit)		(19,094.89)		

Notes: July 2014

GENERAL FUND

Revenues:

Current/Delinquent RE & PP

All real estate and personal property revenue collected as of July 1 on 2013 and prior year taxes will be reflected as delinquent. All 2014 revenues will be shown as current once billings are prepared this fall. In August, however, the Town will receive its annual personal property tax relief from the state. This state contribution will be reflected under current year personal property.

Additional revenues from existing sources

Initially we budgeted \$100,000 in additional revenue for funding of museum salaries. Changes to the meals tax, transient occupancy, and cigarette tax ordinances were adopted by TC at its July meeting to generate the \$100,000. Subsequently, the lump sum line item has been allocated to the appropriate revenue classifications.

Transient Occupancy

Transient occupancy tax payments for July 2014 totaled \$49,546 reflecting the highest quarterly revenue since July 2011. This revenue was accrued for June 2014, however, so this line item will not reflect revenue until the second quarterly payment due in October.

Meals Tax

Meals tax revenues of \$168,348 were collected in July 2014. Like TO, these revenues were accrued in June 2014. Revenue will be reflected for FY2015 beginning in August.

Inspection fees-subdivision

Represents inspection fees of \$9,226.39 from Cypress Creek Development. We have not collected inspection fees for several years, so this is an unbudgeted (but welcome) revenue.

Review Fees

Review fees for July 2014 are as follows:
Draper Aden \$1,702.00 Riverside Health System Magnolia Manor Expansion
Smithfield Manor Townhomes \$150.00-Phase 10

Reserves-Pinewood Escrow

The Pinewood Escrow reserve funds represent funds that were collected and set aside in prior fiscal years for the funding of the Pinewood Project. Since the July 2014 meals taxes were accrued for the June 2014 year ending statements, those revenues were allocated to reserves for use in FY2015.

From operating reserves

As of July 31, the town utilized \$158,115 in general operating escrow funds to fund FY2015 expenses. This is the norm since most July taxes have been accrued in the June year ending statements leaving little revenue for the month of July.

Insurance Recoveries-

The Town was reimbursed by VML for damages to 1 police vehicle (\$1614) (2008 Dodge Charger) and

fire damage to the pier at Clontz Park (\$3500).

Contributions-IOW Historical Society

Contributions collected from donors to be used restrictively for museum operations.

Contributions-Miscellaneous-Museum

Represents jar donations made by museum visitors.

Expenses:

ALL DEPARTMENTS

Salaries

Salaries for July 2014 have been reduced by accrued payroll entries for June 2014.

Insurance

The 1st quarter of VML property/casualty/workers' compensation insurance have been paid.

Subscriptions/Memberships

As in past years, the majority of dues and subscriptions for all departments are paid within the first 3 months of the new fiscal year.

Town Council

Bankcard fees & charges

This line item reflects initial set up charges for credit card machine at the Museum.

Smithfield CHIPS

Paid \$1800 to VCE-IOW for 4-H camp. This is an annual expense paid through the CHIPS organization.

Treasurer

Service contracts

Paid BAI for the annual webpayments software support and paid IBM for qtrly server maintenance fee (\$529.62).

Public Safety

Police Department

Insurance-LODA

This is the additional insurance premium as required by the Line of Duty Act. It is paid annually in July.

Parks Recreation & Cultural

Smithfield Center

Contracted services

includes payments to Dean Evans & Associates (\$895) and ColonialWebb (qtrly-\$1625)

as well as small expenses with Orkin, All Virginia, and Workplace Essentials.

Advertising

Includes ad in the Hampton Roads Wedding Guide (\$1315) and Wedding Wire (\$3100).

Contributions-Parks, Rec, & Cultural

Isle of Wight County-Historic Resources

Originally, we budgeted the \$100,000 needed to fund Museum salaries as a contribution to IOW County. This line item has now been allocated to the Museum department.

IOW Arts League

The Town has paid its share of the 2015 local matching grant, and we have applied for the additional \$5000 match.

Windsor Castle

Supplies

Paid \$840 to Major Signs for aluminum numbered signs.

Museum

Operating expenses/gift shop expenses

Operating expenses have been budgeted based on donations. Gift shop expenses will be funded from gift shop revenues (which at this time is unbudgeted).

Community Development

Pinewood Heights

We closed on 47 Carver in July and 39 & 40 Carver in August leaving only 48 Carver left to complete Phase II MY1.

Public Works

Other

Includes \$650 to Southern Shores for cutting overgrown lots in town. Those have been billed to property owners.

Public Buildings

Contractual

This includes \$2630 to Windsor Fire Extinguisher and \$2240 to Fonality for maintenance on phones.

Capital:

Community Development

Pinewood Heights-Owner Acquisition

Land portion of the capital acquisition of the property at 47 Carver.

Public Buildings

Town Hall

Replacement windows were installed in June.

SEWER

Revenues

Sewer Charges/Sewer Compliance

Sewer revenues including the sewer compliance fee billed for July were accrued on the June 2014 financial statements. Half of the August billing (which I do not yet have) will also be accrued. This leaves us with no revenue applicable to FY2015 at this time. I will reflect the July billings/consumption in the graphs as an FYI.

Connection Fees

Connection fees are collected sporadically throughout the fiscal year. To date the Town has collected on 3 connections at \$1580.

Expenses

Salaries

Salaries have been reduced by the accrued payroll entry for June 2014.

Insurance

Represents payment of the 1st quarter to VML for property/casualty and workers' comp insurance.

Nonoperating Revenues (Expenses)

Availability fees

Like connection fees, we have received 3 at \$4120 each.

Sewer Capital

ARC Flash Upgrades

Work done by REW to prevent ARC Flash at substations. Modified budget to extract this expense from lump sum sewer capital repairs.

Pump Station Upgrades

Paid \$43582 to REW in November for control panel upgrades at Watson and Cypress Creek Pump Stations. Also paid \$6710.30 to REW in January for upgrades at Lakeside Pump Station. These expenses were also extracted from original budget for sewer capital repairs.

WATER

Revenues

Water Charges

Like sewer, water revenues including the debt service fee billed for July were accrued on the June 2014 financial statements. Again, half of the August billing will also be accrued for 2014. This leaves us

without revenue applicable to FY2015 at this time.

Connection Fees

As with sewer, the Town has collected on 3 accounts at \$660.

Expenses

Salaries

Salaries have been reduced by the accrued payroll entry for June 2014.

Insurance

Represents payment of the 1st quarter to VML for property/casualty and workers' comp insurance.

Dues & Subscriptions

As with general fund, the majority of dues are paid in the first 3 months of the new fiscal year.

Bank service charges

Now that we are accepting credit cards for water deposit payments, we will be incurring higher charges for this service especially in light of the number of bounced checks we have collected to date.

Miscellaneous

Includes a lump sum payment to VDH-Waterworks Technical Assistance Fund (\$8,758.55). 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.

Nonoperating Revenues (Expenses)

Availability Fees

Like connection fees, we have received 3 at \$2720.

Additional Working Adjustments to CAFR

Additional debt service costs-principal expense

Made up of 2 debt service principal payments for the VML-VACO Loans 1 and 2. One of the loans only has 1 principal payment for the year.

HIGHWAY

Revenues

Revenue-Commonwealth of Virginia

We will not receive the 1st qtrly payment from the state until the end of September or first of October.

Expenses

Salaries

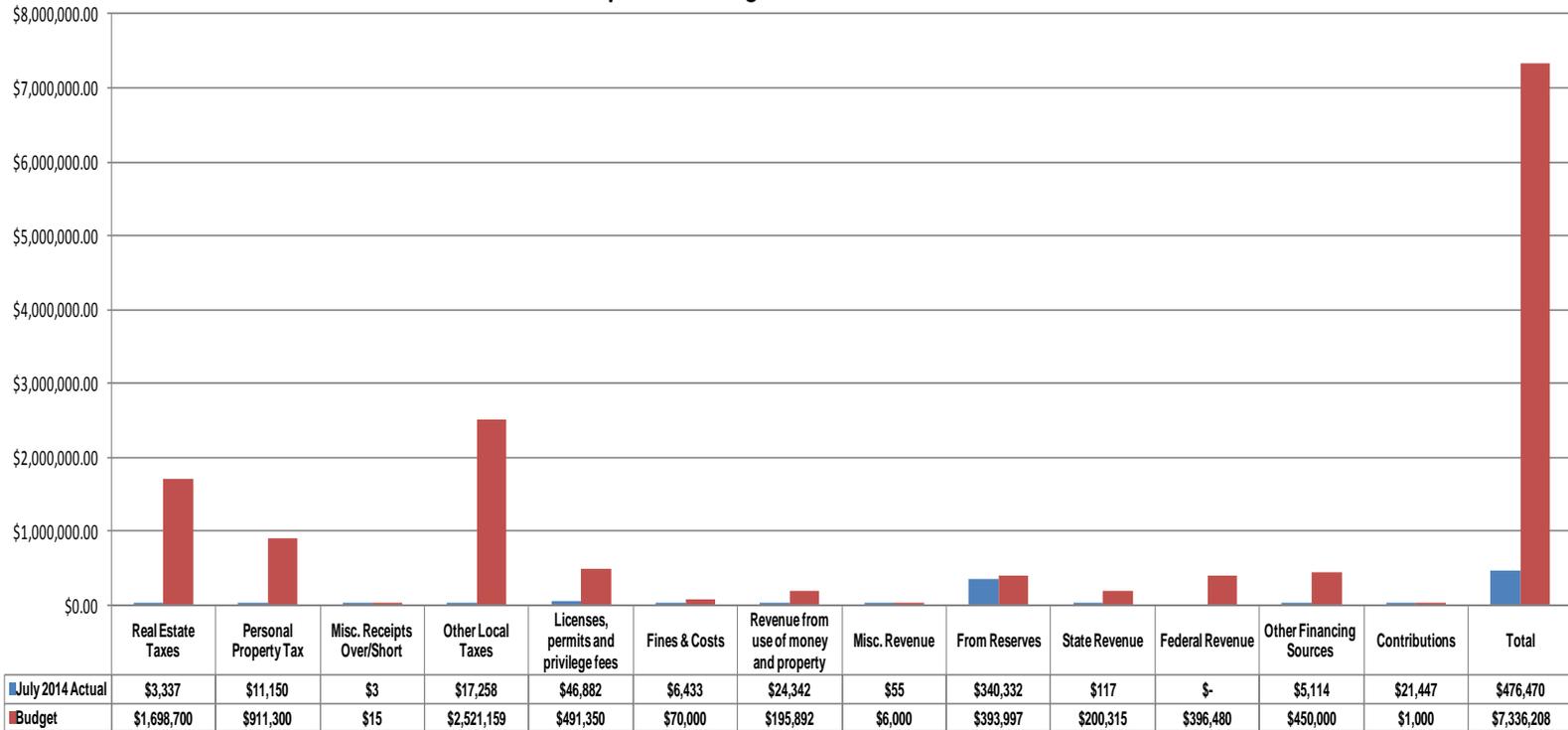
As with all funds in July, salaries have been reduced by the accrued payroll values.

Insurance

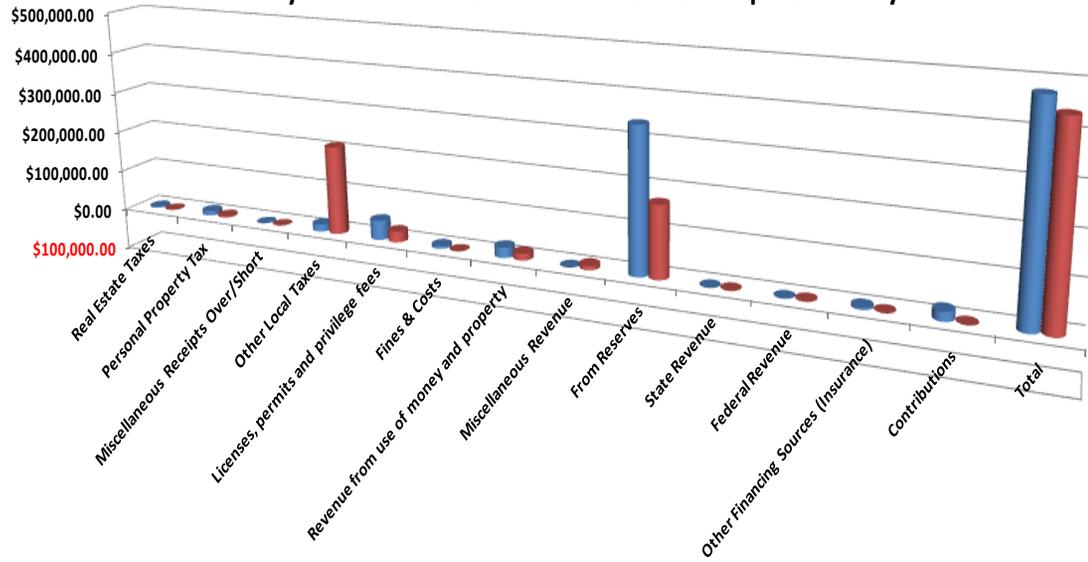
Represents 1st quarterly payment to VML for the year.

JULY 2014 FINANCIAL GRAPHS

July 2014 YTD General Fund Revenues Compared to Budget

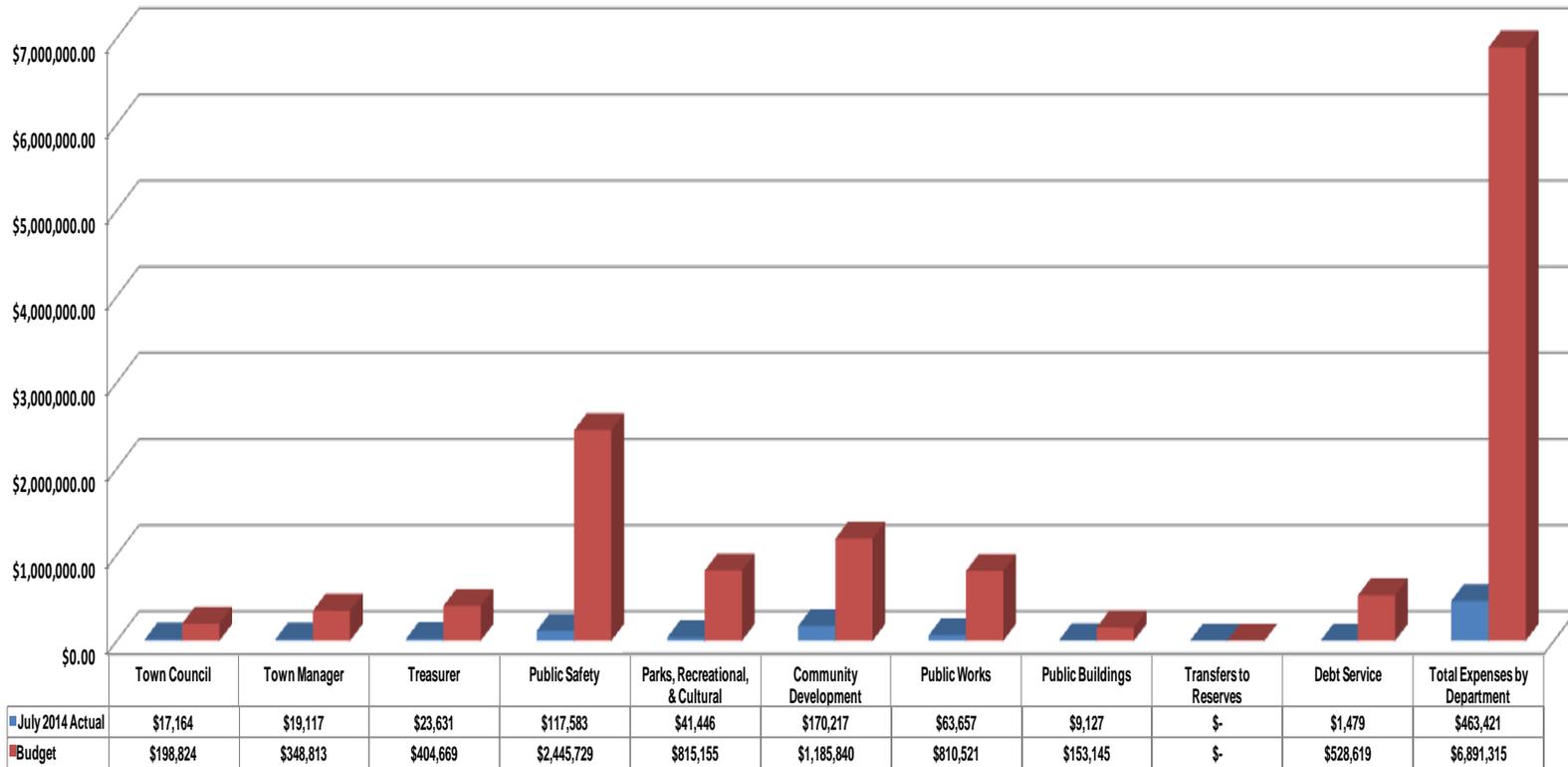


July 2014 YTD General Fund Revenue Compared to July 2013

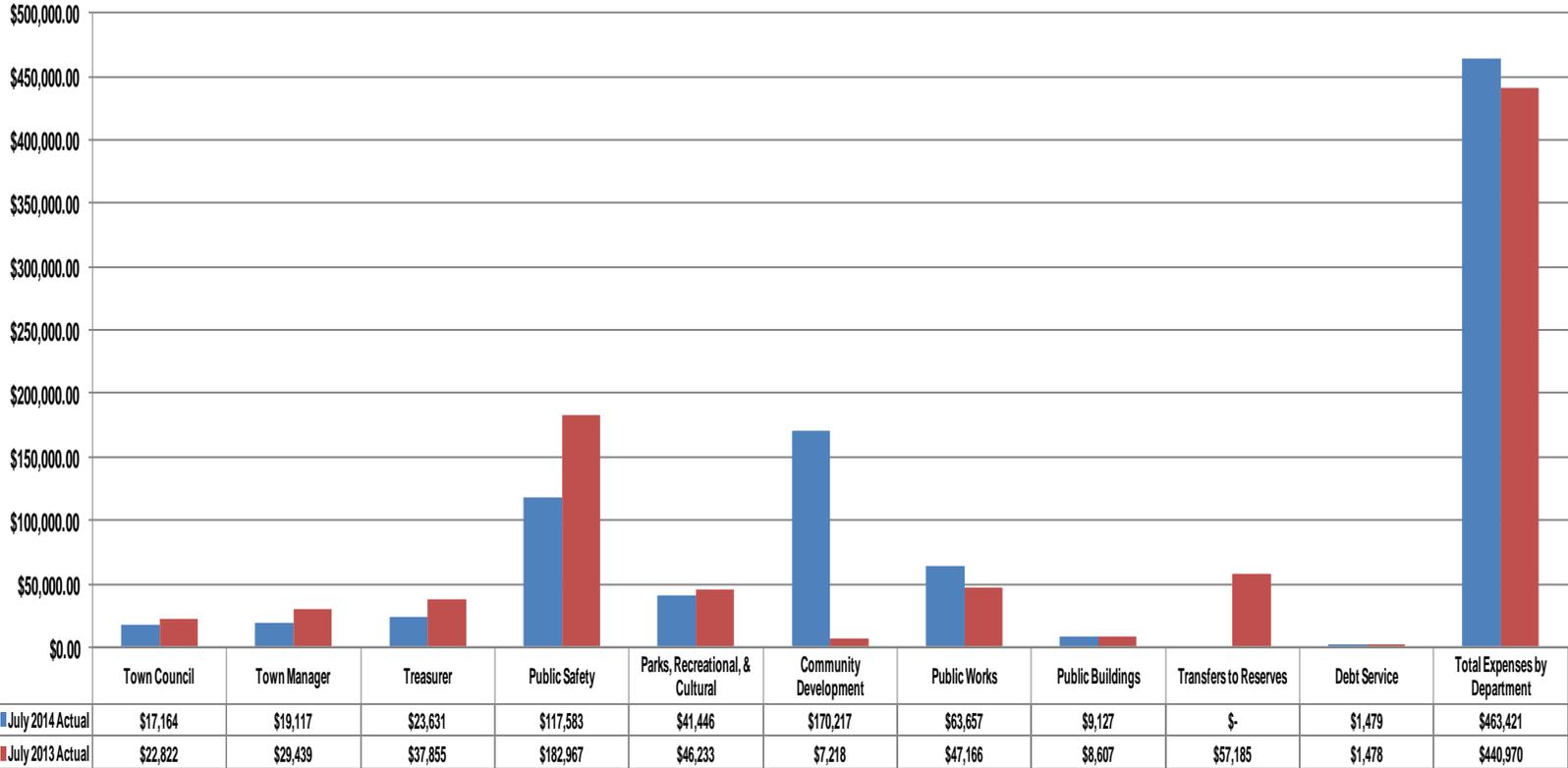


	Real Estate Taxes	Personal Property Tax	Miscellaneous Receipts Over/Short	Other Local Taxes	Licenses, permits and privilege fees	Fines & Costs	Revenue from use of money and property	Miscellaneous Revenue	From Reserves	State Revenue	Federal Revenue	Other Financing Sources (Insurance)	Contributions	Total
July 2014 Actual	\$3,337	\$11,150	\$3	\$17,258	\$46,882	\$6,433	\$24,342	\$55	\$340,332	\$117	\$-	\$5,114	\$21,447	\$476,470
July 2013 Actual	\$1,232	\$4,346	\$(2)	\$212,034	\$25,794	\$-	\$16,357	\$10,097	\$169,910	\$12	\$1,190	\$-	\$-	\$440,970

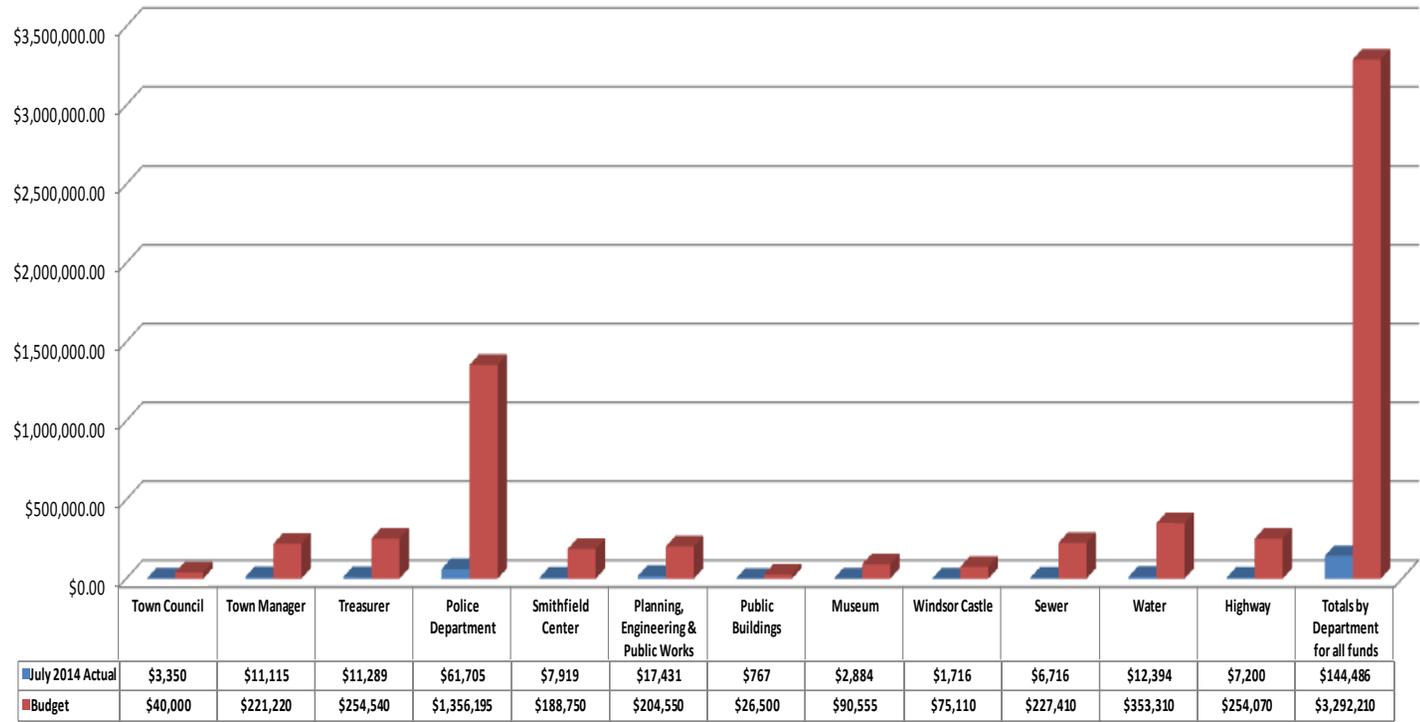
July 2014 YTD General Fund Operating Expenses Compared to Budget



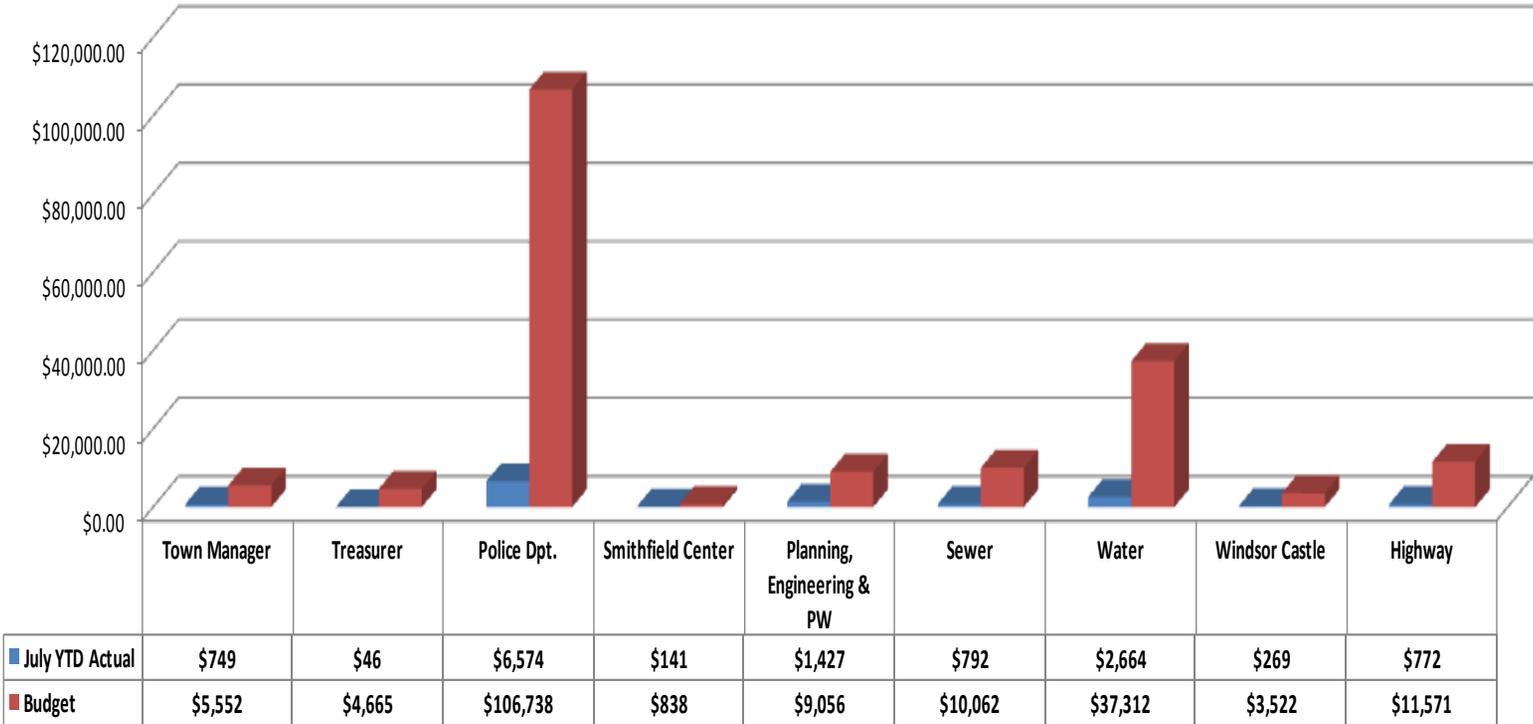
July 2014 YTD General Fund Operating Expenses Compared to July 2013



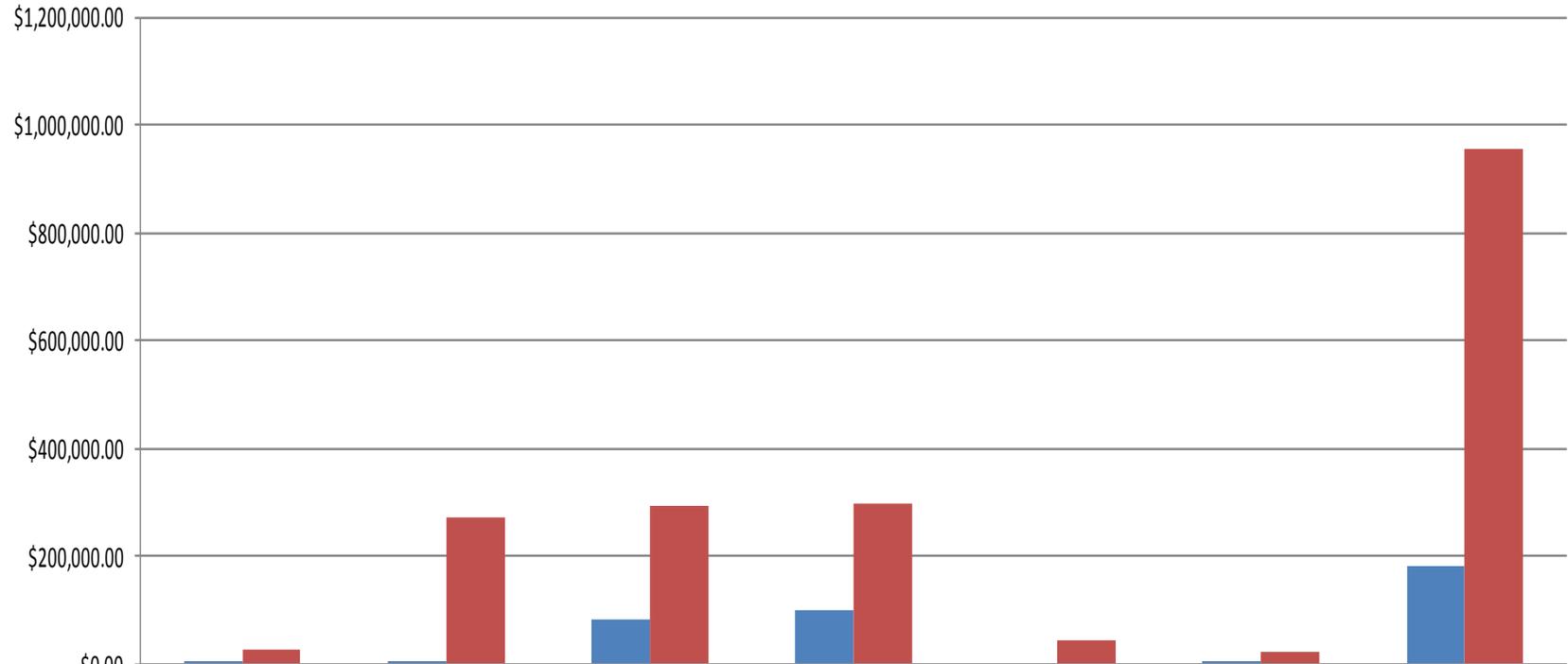
July 2014 YTD Salaries to Budget by Department



July YTD Overtime Compared to Budget

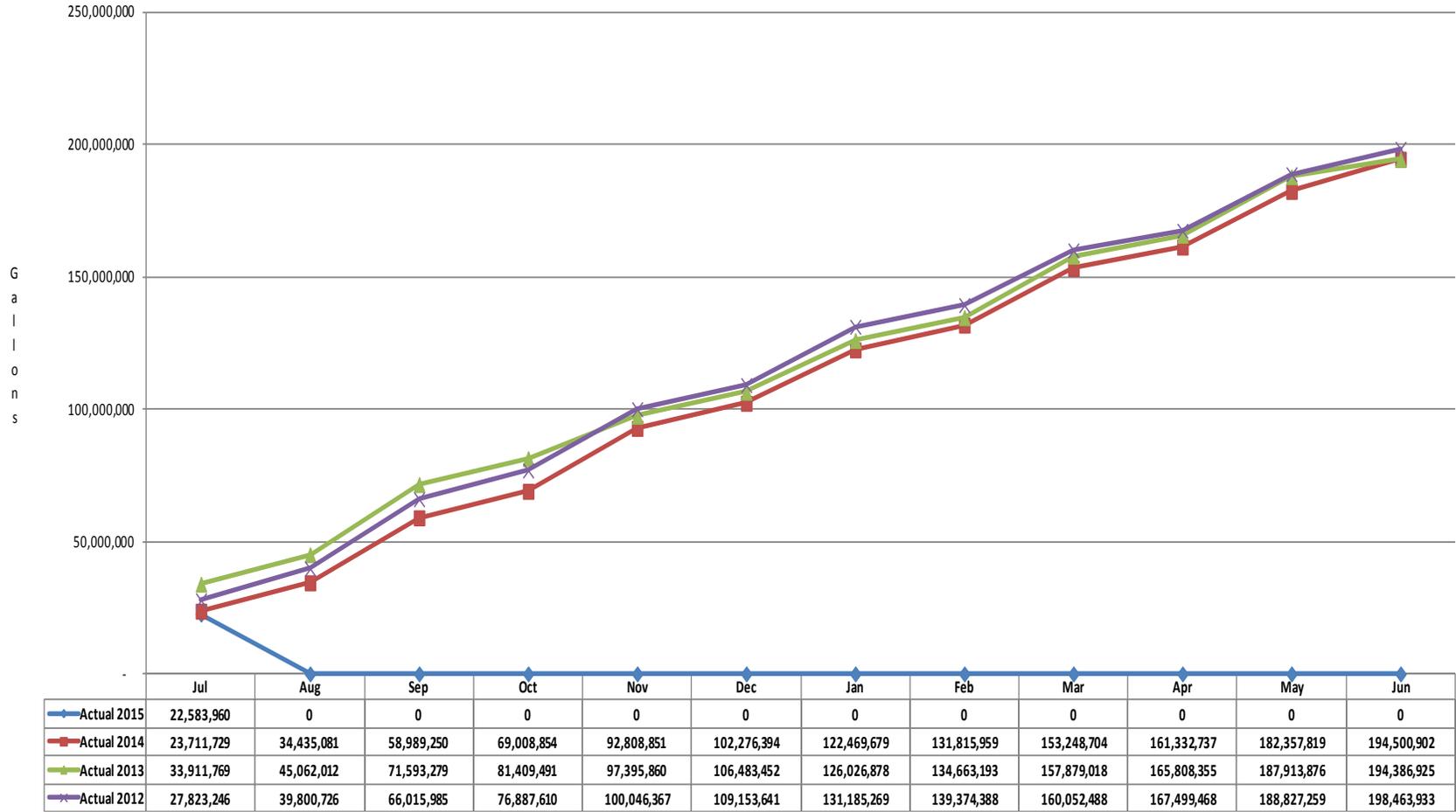


July YTD Pinewood Heights Expenses MY 1 Phase II

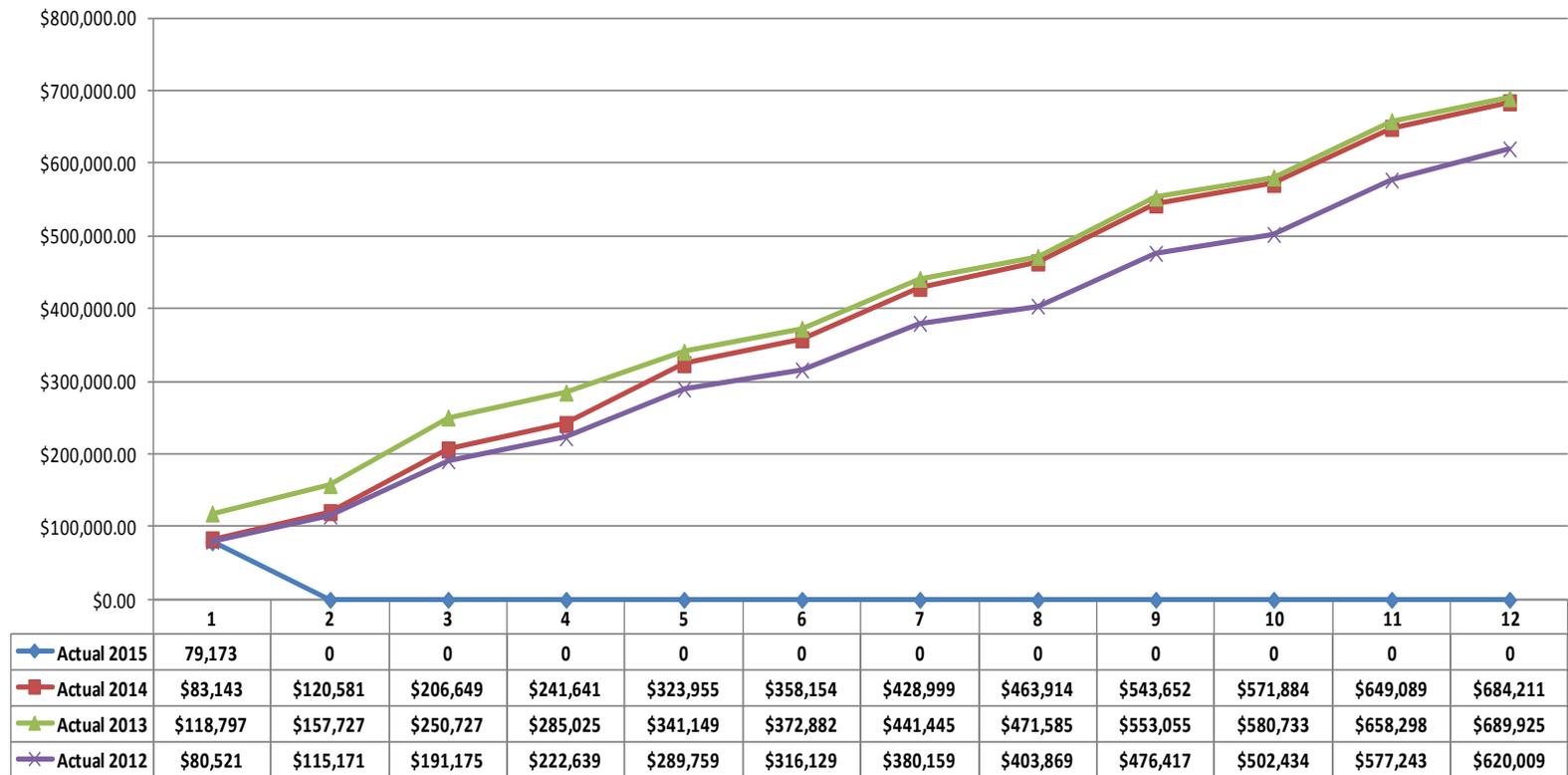


	Administration	Acquisition-Non CDBG	Acquisition-CDBG	Permanent Relocation-Non CDBG	Permanent Relocation-CDBG	Clearance & Demolition	Total YTD MY1 Phase II
July YTD Actual	\$449	\$1,327	\$81,000	\$99,281	\$-	\$161	\$182,218
Budget	\$25,580	\$272,586	\$292,640	\$295,147	\$44,800	\$23,278	\$954,031

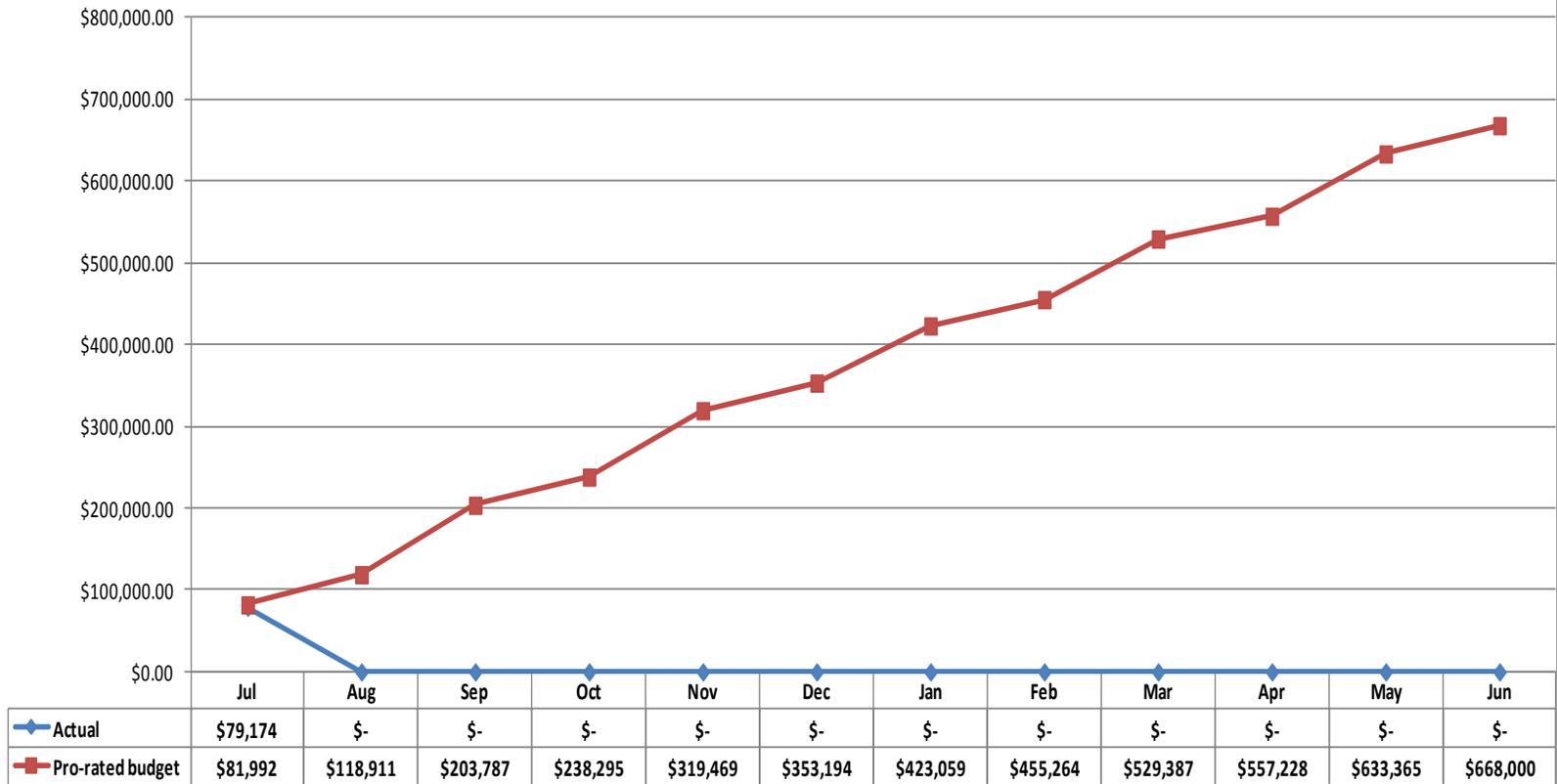
July 2014 YTD Sewer Consumption Compared to FY 2012 through FY 2014-Cumulative



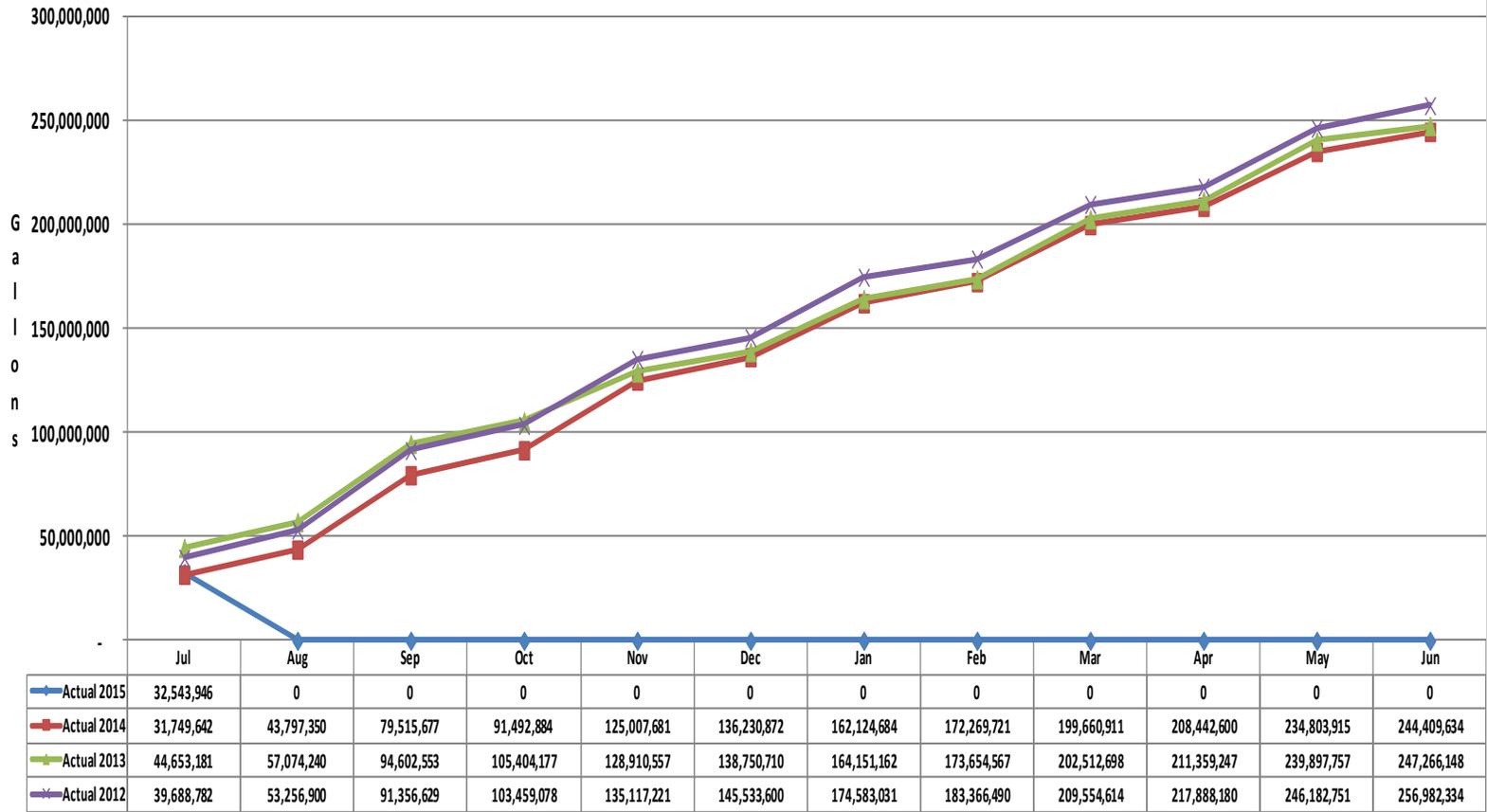
July 2014 YTD Sewer Charges Compared to FY 2012 through FY 2014-Cumulative



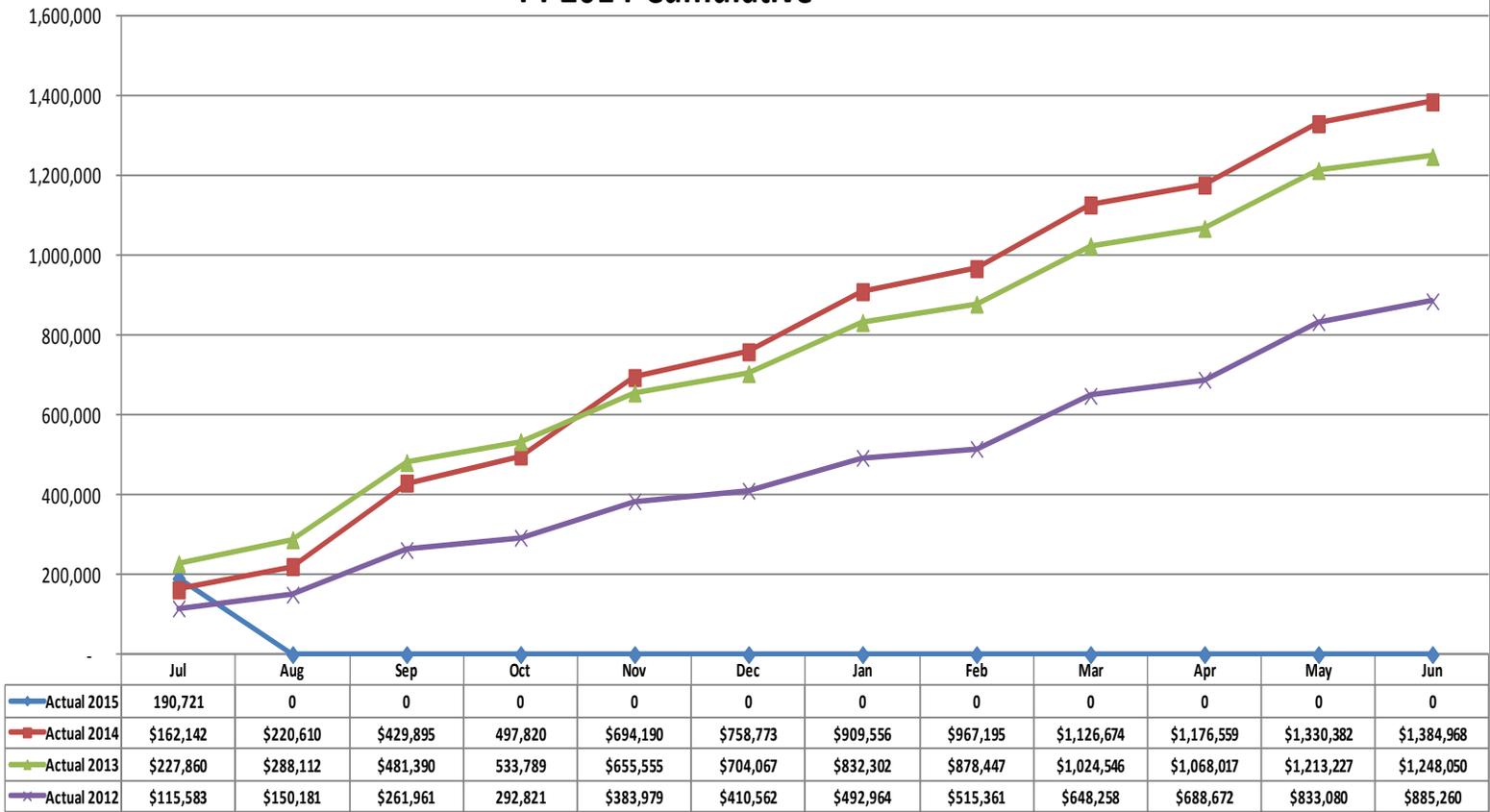
July 2014 Sewer Charges Compared to Pro-Rated Budget-Cumulative



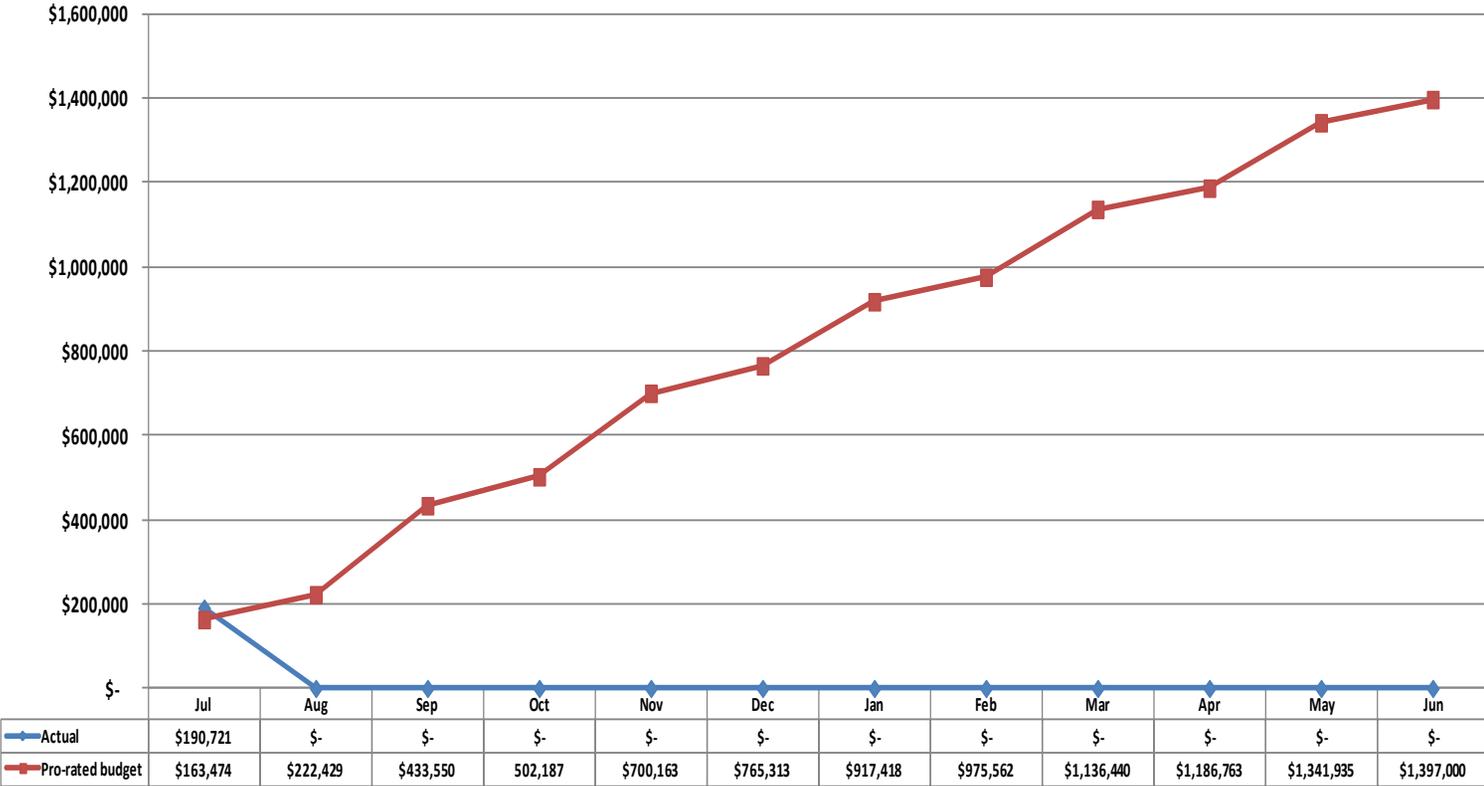
July 2014 YTD Water Consumption Compared to FY 2012 through FY 2014-Cumulative



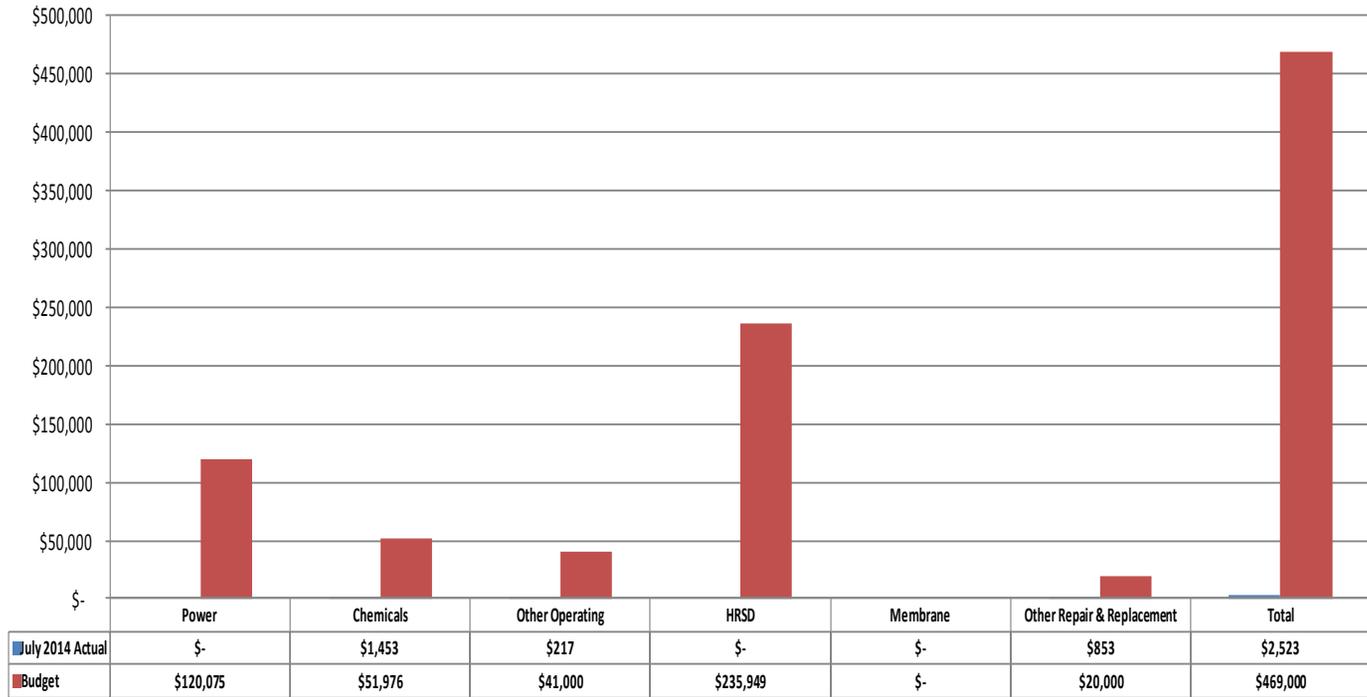
July 2014 YTD Water Charges Compared to FY 2012 through FY 2014-Cumulative



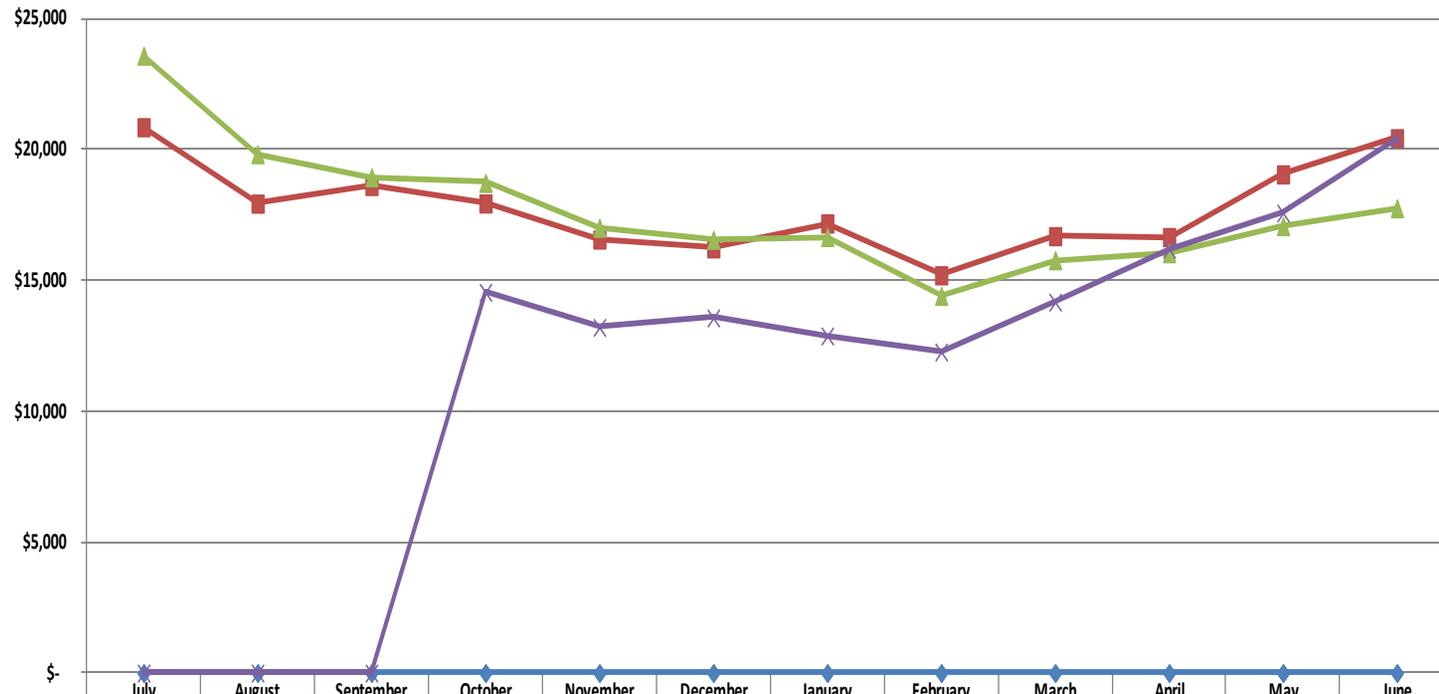
July 2014 YTD Water Charges Compared to Pro-Rated Budget-Cumulative



July 2014 YTD RO Expenses by Category



HRSD EXPENSES FOR RO PLANT FY 2015, FY2014, FY2013 AND FY2012



	July	August	September	October	November	December	January	February	March	April	May	June
2015 Actual	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
2014 Actual	\$20,859	\$17,938	\$18,614	\$17,945	\$16,566	\$16,230	\$17,181	\$15,200	\$16,695	\$16,659	\$19,056	\$20,439
2013 Actual	\$23,596	\$19,829	\$18,947	\$18,732	\$17,014	\$16,558	\$16,665	\$14,415	\$15,778	\$16,045	\$17,082	\$17,764
2012 Actual	\$-	\$-	\$-	\$14,550	\$13,207	\$13,571	\$12,883	\$12,268	\$14,173	\$16,196	\$17,580	\$20,399

CASH BALANCES AS OF JULY 2014					
ACCOUNT NAME	BANK NAME	ACCOUNT BALANCE	Current Month	Prior Year	ADJUSTED BALANCES
			Interco. Balances	Interco./Interdep Balances	
Water	Farmers Bank	1,438,691.24	(111,719.08)	(920,476.78)	406,495.38
Water-Debt Service	Farmers Bank	959,136.50	12,011.08	-	971,147.58
Water Capital Escrow (availability fees)	TowneBank	318,944.66	8,160.00	-	327,104.66
Water Treatment Plant Escrow	TowneBank	111,512.38			111,512.38
Water Deposit Account	TowneBank	57,804.90			57,804.90
Water Development Escrow	TowneBank	85,013.04			85,013.04
Subtotal Water		2,971,102.72	(91,548.00)	(920,476.78)	1,959,077.94
Sewer	Farmers Bank	220,687.57	45,408.83	(223,804.70)	42,291.70
Sewer Development Escrow	TowneBank	338,189.86		-	338,189.86
Sewer Capital Escrow (availability fees)	TowneBank	826,363.28	12,360.00	-	838,723.28
Sewer Compliance	Farmers Bank	581,389.26	30,598.90	-	611,988.16
Subtotal Sewer		1,966,629.97	88,367.73	(223,804.70)	1,831,193.00
Highway	Farmers Bank	96,452.00		34,339.30	130,791.30
General Fund	Farmers Bank	1,641,181.55	39,204.21	1,084,798.18	2,765,183.94
Payroll	Farmers Bank	107,867.94			107,867.94
Money Market-General Fund	TowneBank	2,183.15			2,183.15
Business Super Now-General Fund	Farmers Bank	33,071.50			33,071.50
Money Market-General Fund	Farmers Bank	289,152.94			289,152.94
General Fund Capital Escrow Account	TowneBank	214,302.32			214,302.32
Certificate of Deposit	Farmers Bank	525,905.53			525,905.53
Certificate of Deposit-Police Dept	Farmers Bank	36,619.71			36,619.71
Special Project Account (Pinewood)	Farmers Bank	19,947.16		-	19,947.16
Pinewood Heights Escrow	Farmers Bank	15,376.69		38,630.80	54,007.49
SNAP Account	Farmers Bank	2,880.75			2,880.75
Museum Account	Farmers Bank	25,380.76			25,380.76
S. Church Street Account	TowneBank	36,023.94	(36,023.94)	-	-
Subtotal General Fund		2,949,893.94	3,180.27	1,123,428.98	4,076,503.19
Beautification Fund	Farmers Bank	7,839.88			7,839.88
Money Market-Beautification	Farmers Bank	61,290.73		(13,486.80)	47,803.93
Subtotal Beautification		69,130.61	0.00	(13,486.80)	55,643.81
TOTAL ALL FUNDS		8,053,209.24	0.00	0.00	8,053,209.24

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

ADMINISTRATOR:
JOY HOLLOWAY
804-343-3112

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
VACOV/ML VIRGINIA INVESTMENT
POOL, TOWN OF SMITHFIELD,
VIRGINIA PARTICIPANT
ACCOUNT

ACCOUNT STATEMENT

Statement Period
Account Number
07/01/2014 through 07/31/2014
9246002035

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Summary Of Fund	2
Asset Summary As Of 07/31/2014	3
Summary Of Earnings	5
Chronological Schedule Of Transactions	6

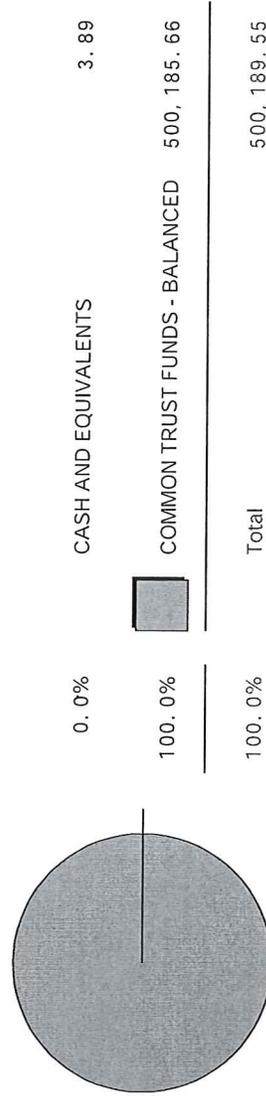
ACCOUNT STATEMENT

Statement Period
 Account Number
 07/01/2014 through 07/31/2014
 9246002035

Balance Sheet

	AS OF 07/01/2014		AS OF 07/31/2014	
	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
CASH AND EQUIVALENTS	0.00	0.00	3.89	3.89
SHORT TERM INVESTMENTS	0.00	0.00	3.89	3.89
TOTAL CASH AND EQUIVALENTS	0.00	0.00	3.89	3.89
COMMON TRUST FUNDS - BALANCED	500,000.00	500,601.24	500,000.00	500,185.66
COMMON TRUST FUNDS - BALANCED	500,000.00	500,601.24	500,000.00	500,185.66
TOTAL HOLDINGS	500,000.00	500,601.24	500,003.89	500,189.55
TOTAL ASSETS	500,000.00	500,601.24	500,003.89	500,189.55
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	500,000.00	500,601.24	500,003.89	500,189.55
TOTAL LIABILITIES AND EQUITY	500,000.00	500,601.24	500,003.89	500,189.55

Ending Market Allocation



REGIONS BANK
VACOVML VIRGINIA INVESTMENT
POOL, TOWN OF SMITHFIELD,
VIRGINIA PARTICIPANT
ACCOUNT

ACCOUNT STATEMENT

Page 2

Statement Period
Account Number
07/01/2014 through 07/31/2014
9246002035

Summary Of Fund

MARKET VALUE AS OF 07/01/2014

INTEREST

3.89

500,601.24

REALIZED GAIN OR LOSS

0.00

UNREALIZED GAIN OR LOSS

415.58-

TOTAL MARKET VALUE AS OF 07/31/2014

500,189.55

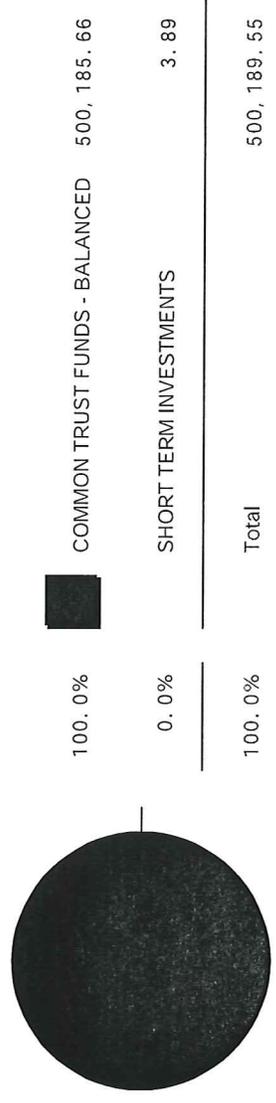
ACCOUNT STATEMENT

Statement Period: 07/01/2014 through 07/31/2014
 Account Number: 9246002035

Asset Summary As Of 07/31/2014

DESCRIPTION	MARKET VALUE	COST	% OF PORT
SHORT TERM INVESTMENTS	3.89	3.89	0
COMMON TRUST FUNDS - BALANCED	500,185.66	500,000.00	100
TOTAL INVESTMENTS	500,189.55	500,003.89	
CASH	0.00		
DUE FROM BROKER	0.00		
DUE TO BROKER	0.00		
TOTAL MARKET VALUE	500,189.55		

Ending Asset Allocation



REGIONS BANK
 VACOWML VIRGINIA INVESTMENT
 POOL, TOWN OF SMITHFIELD,
 VIRGINIA PARTICIPANT
 ACCOUNT

ACCOUNT STATEMENT

Statement Period
 Account Number
 07/01/2014 through 07/31/2014
 9246002035

Asset Detail As of 07/31/2014

UNITS/BOOK VALUE	DESCRIPTION	MARKET VALUE	COST	% OF PORT
SHORT TERM INVESTMENTS				
3.89	CUSIP # 61747C715 MORGAN STANLEY INSTL LIQUIDITY FUND PRIME PORTFOLIO INSTITUTIONAL SHARE CLASS #8301	3.89	3.89	0
COMMON TRUST FUNDS - BALANCED				
49,961.54	CUSIP # CF5400035 VIRGINIA INVESTMENT POOL	500,185.66	500,000.00	100
TOTAL INVESTMENTS				
	CASH	500,189.55	500,000.00	100
	DUE FROM BROKER	0.00		
	DUE TO BROKER	0.00		
	NET ASSETS	500,189.55		
	TOTAL MARKET VALUE	500,189.55		

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

ACCOUNT STATEMENT

Page 5

Statement Period
Account Number
07/01/2014 through 07/31/2014
9246002035

Summary Of Earnings

INCOME EARNED		
INTEREST	3.89	
TOTAL INCOME EARNED	3.89	3.89
TOTAL INCREASES IN FUND VALUE		
UNREALIZED LOSS IN THE PERIOD	415.58	
TOTAL DECREASES IN FUND VALUE		415.58
NET CHANGE IN NET ASSET VALUE		411.69-

REGIONS BANK
 VACOMML VIRGINIA INVESTMENT
 POOL, TOWN OF SMITHFIELD,
 VIRGINIA PARTICIPANT
 ACCOUNT

ACCOUNT STATEMENT

Statement Period
 Account Number
 07/01/2014 through 07/31/2014
 9246002035

Chronological Schedule of Transactions

DATE	DESCRIPTION	CASH	COST
07/01/2014	BEGINNING BALANCE	0.00	500,000.00
07/01/2014	DIVIDEND ON MORGAN STANLEY INSTL LIQUIDITY FUND PRIME PORTFOLIO INSTITUTIONAL SHARE CLASS #8301 PAYABLE 07/01/2014 TAX EFFECTIVE 06/30/2014 CUSIP # 61747C715	3.89	0.00
07/01/2014	PURCHASED 3.89 SHS MORGAN STANLEY INSTL LIQUIDITY FUND PRIME PORTFOLIO INSTITUTIONAL SHARE CLASS #8301 ON 07/01/2014 AT 1.00 CUSIP # 61747C715	3.89-	3.89
07/31/2014	ENDING BALANCE	0.00	500,003.89

REGIONS BANK
VACOMML VIRGINIA INVESTMENT
POOL, TOWN OF SMITHFIELD,
VIRGINIA PARTICIPANT
ACCOUNT

ACCOUNT STATEMENT

Statement Period
Account Number
07/01/2014 through 07/31/2014
9246002035

IMPORTANT INFORMATION FOR REGIONS CORPORATE TRUST CUSTOMERS:

INVESTMENT AND INSURANCE 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.



Sold by:

Invoice
 Branch 009
 1190 Harmony Road
 Norfolk, VA 23502
 Tel: 757-490-1300
 Fax: 757-459-4856

Remit to:
 P.O. Box 935152
 Atlanta, GA 31193-5152
 Phone: 856-467-3636



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 Town of Smithfield
 PO Box 246
 Smithfield VA 23431

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 Town of Smithfield
 293 Cary Street
 Smithfield, VA 23430-1114

Cost. No.	Invoice Date	Invoice No.
00013106	07-25-2014	400424879

Page 2 of 3

Customer PO	Ordered By	Contract Date	Date Shipped	Sale Contract #	Sales Representative	Order Taken By	Payment Terms	
	Mr. Jesse Snead	05-13-2014	07-25-2014	209010019	Randy Cowan	Randy Cowan	Net 30	
ITEM	DESCRIPTION			QTY ORDERED	QTY SHIPPED	QTY B/O'd	SELL PRICE	EXTENDED SELL
CALVMA002	<ul style="list-style-type: none"> Enclosure to be painted Sherwin Williams SW6151 Quiver Tan. Pumpend S/N: <u>14619960-1</u> Engine S/N: <u>PE4045L248511</u> Base S/N: <u>S613178</u> E-Code: <u>61589</u> Godwin Level Transducer 0-10psi 705S14C0A010 <ul style="list-style-type: none"> 705S14C0A010.000000.000B10065A Series 705,Stainless Steel,Vented gage 4-20 mA,Teflon Diaphragm, 0-10psi, 65 ft cable, 1/2"-14 MNPT molded cable seal, vent filter E-Code: <u>86297</u>			1	1	0		
CAPGMA005	Godwin PrimeGuard Float Set - w/ 65' Mechanical Floats			1	1	0		
DELIVERYFRT009	Delivery Motor Freight Br 009			1	1	0		

ALL PAST DUE INVOICES ARE SUBJECT TO
 1 1/2% PER MONTH SERVICE CHARGE



Sold by:

Invoice

Branch 009
 1190 Harmony Road
 Norfolk, VA 23502
 Tel: 757-490-1300
 Fax: 757-459-4856

Remit to: Xylem Dewatering Solutions, Inc.
 P.O. Box 935152
 Atlanta, GA 31193-5152
 Phone: 856-467-3636



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Town of Smithfield
 PO Box 246
 Smithfield VA 23431

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Town of Smithfield
 293 Cary Street
 Smithfield, VA 23430-1114

Cust. No.	Invoice Date	Invoice No.
00013106	07-25-2014	400424879

Page 3 of 3

Customer PO	Ordered By	Contract Date	Date Shipped	Sale Contract #	Sales Representative	Order Taken By	Payment Terms
	Mr. Jesse Snead	05-13-2014	07-25-2014	209010019	Randy Cowan	Randy Cowan	Net 30

ITEM	DESCRIPTION	QTY ORDERED	QTY SHIPPED	QTY B/O'd	SELL PRICE	EXTENDED SELL
DZONE02ROLLBACK	Delivery Zone 2 - Rollback	1	1	0		

ALL PAST DUE INVOICES ARE SUBJECT TO
 1 1/2% PER MONTH SERVICE CHARGE

Merchandise	Labor	Shipping	Misc. Charges	Taxes
\$ 57,432.33	\$ 0.00	\$ 500.00	\$ 0.00	\$ 0.00

Total Invoice \$ 57,932.33



Sales Order

5800 Granite Parkway
 Suite 550
 Plano TX 75024
 US
 877-FONALITY
 www.fonality.com

Page 1 of 2

Date 8/6/2014
Order # 3048680

Bill To
 Town of Smithfield Virginia - n...
 310 Institute Street 913 South
 Smithfield, VA
 23430 United States

Ship To
 Smithfield Police Dept
 C/O Jon Flores 913 South Chur...
 Smithfield, VA
 23430 United States

Terms Prepay - Check
Payment Method
Sales Rep John Kent
Ship Via UPS Ground
Currency USD
Exchange Rate 1.00
Expected Ship Date (...) 8/13/2014
Server ID (Add-on or...)
Extensions Requested

Quantity	Description	Price	Tax	Amount
1	PBXtra Call Center Edition	2,995.00	Yes	2,995.00
1	HUD Agent. NOTE: The HUD application must be downloaded to each user's PC from this location: http://www.fonality.com/gethud	1,995.00	Yes	1,995.00
2	Site Linking Software for Call Center Edition	1,499.00	Yes	2,998.00
1	Dell R320, Intel Pentium 1403 2.60Ghz, 4GB RAM, dual 500GB HDD, w/ 2/4 Post Static Rails, 3 Yr Pro 24/7 w NBD Onsite Warranty	2,899.00	Yes	2,899.00
1	Dual Span T1/E1 w/HWEC (PCIe)	1,599.00	Yes	1,599.00
16	Polycom 550 and P/S	319.00	Yes	5,104.00
3	Poly 650 ExpMod	249.00	Yes	747.00
3	Polycom 650 w/ P/S	379.00	Yes	1,137.00
1	Polycom 6000 with P/S	799.00	Yes	799.00
20	Annual Software & Support Agreements (11-20 Users)	58.00	Yes	1,160.00
20	Configuration Fee	45.00	Yes	900.00
1	Fonality Remote Installation: 4 hour block - an Installation Engineer will connect to your Fonality PBX remotely to assist in configuration and training. Installation Services will expire if not utilized within 60 days of receipt of equipment.	600.00	Yes	600.00
1	T1 Setup and Configuration Fee	199.00	Yes	199.00
<p>VENDOR # <u>2429</u></p> <p>ACCOUNT # <u>4100.43200.8100</u></p> <p>DEPT HEAD _____</p> <p>TOWN MANAGER <u>FLLS</u></p>				

Sales Order

5800 Granite Parkway
Suite 550
Plano TX 75024
US
877-FONALITY
www.fonality.com

Page 2 of 2

Date 8/6/2014
Order # 3048680

Quantity	Description	Price	Tax	Amount

Subtotal 23,132.00
Shipping Cost (UPS Ground) 541.00
Total \$23,673.00



3048680

Parks and Recreation Committee Report

July 2014

Event Listing (since last committee meetings)

OTP	Day	Date	Event Type	Location
	Mon	Jul 28	Committee Meetings	Smithfield Center
			Economic Development Meeting	Smithfield Center
	Tue	Jul 29	Committee Meetings	Smithfield Center
	Wed	Jul 30	Little Theater Presentation	Smithfield Center
	Thu	Jul 31	WCFB Fundraising Meeting	Smithfield Center
	Sat	Aug 2	Wedding (moved to Smithfield Center)	Windsor Castle
			Reception	Smithfield Center
	Mon	Aug 4	Lifeline Screenings	Smithfield Center
	Tue	Aug 5	National Night Out	Main Street
			WCFB Meeting	Smithfield Center
			Town Council	Smithfield Center
	Wed	Aug 6	VDOT Meeting	Smithfield Center
			Town Staff Meeting	Smithfield Center
	Thu	Aug 7	Smithfield Foods Meeting	Smithfield Center
	Fri	Aug 8	Wedding and Reception	Smithfield Center
	Sat	Aug 9	Family Reunion	Smithfield Center
	Mon	Aug 11	FEMA Open House	Smithfield Center
			IOW Citizens Association Meeting	Smithfield Center
	Wed	Aug 13	Regional Crime Meeting	Smithfield Center
			Crimeline Meeting	Smithfield Center
	Sat	Aug 16	Wedding Reception	Smithfield Center
	Sun	Aug 17	Wedding and Reception	Smithfield Center
	Mon	Aug 18	Farm Bureau Banquet	Smithfield Center
	Tue	Aug 19	Schoolhouse Board Meeting	Smithfield Center
			Crimeline Meeting	Smithfield Center
			WCFB Capital Campaign Meeting	Smithfield Center
			BZA/BHAR Meetings	Smithfield Center
	Wed	Aug 20	Town Staff Meeting	Smithfield Center
	Fri	Aug 22	Wedding and Reception	Smithfield Center
	Sat	Aug 23	Wedding and Reception	Smithfield Center

Upcoming Events to Note				
Day	Date	Event Type	Location	
Sat	Sep 27	BBB Festival	Windsor Castle	

Parks and Recreation Committee Report

July 2014

Programming

Kayak Rentals at Windsor Castle Park

2014 Season Saturday, May 3rd-Sunday, September 28th
 Saturday and Sunday 9 AM-5 PM each day (all kayaks must be in by 6 PM)

Rental revenue is based on a fleet of 6 boats that are kept at the site.

2013 Season					
Total Revenue	\$ 7674.77	Kayak Staff Hours	\$ 3868.00	Net	\$ 3806.67

2014 Season	
May 3 rd - 4 th	\$ 80.94
May 10 th -11 th	\$ 172.82
May 17 th -18 th	\$ 170.00
May 24-25 th	\$ 430.00
May 31 st -Jun 1 st	\$ 180.00
Jun 7 th -8 th	\$ 160.00
Jun 14 th -15 th	\$ 370.00
Jun 21 st -Jun 22 nd	\$ 290.00
Jun 28 th -Jun 29 th	\$ 400.00
Jul 5 th -Jul 6 th	\$ 420.00
Jul 12 th -Jul 13 th	\$ 230.00
Jul 19 th -Jul 20 th	\$ 330.00
Jul 26 th -Jul 27 th (closed 7/27/14 due to weather)	\$ 160.00
Aug 2 nd -Aug 3 rd (bad weather on 8/2/14)	\$ 90.00
Aug 9 th -Aug 10 th	\$ 251.89
Aug 16 th -Aug 17 th	\$ 405.00
Total	\$4140.65
Staff Hours	\$ 1560.00

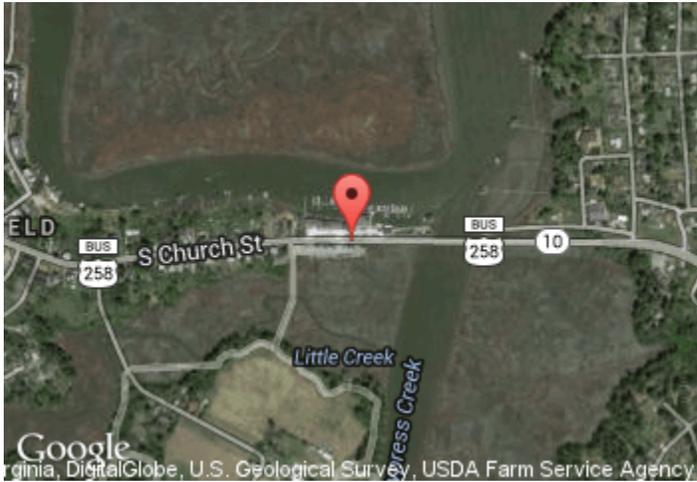
Parks and Recreation Committee Report

July 2014

Fitness Classes

Date	Class Type	Weather	Participants
6/14/14 9 AM	Boot Camp	72 Partly Cloudy	7
6/21/14 9 AM	Boot Camp	72 Partly Cloudy	12
6/28/14 9 AM	Boot Camp	75 Sunny	8
7/12/14 9 AM	Boot Camp	72 Partly Cloudy	5
7/15/14 6 AM	Yoga	74 Sunny	3
7/17/14 6 AM	Yoga	65 Sunny	2
7/19/14 9 AM	Boot Camp	72 Partly Cloudy	3
7/19/14 10 AM	Kids Boot Camp	72 Partly Cloudy	2
7/22/14 6 AM	Yoga	70 Cloudy	1
7/24/14 6 AM	Yoga	71 Rain	5
7/26/14 9 AM	Boot Camp	75 Sunny	3
7/26/14 10 AM	Kids Boot Camp	75 Sunny	3
7/29/14 6 AM	Yoga	68 Cloudy	2
7/31/14 6 AM	Yoga	68 Cloudy	1

\$ 58.00 paid in Park User Fees to the Town as of 7/31/14

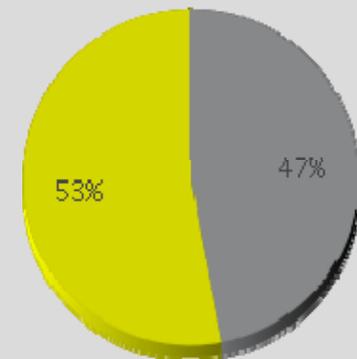


Key Figures

- Total Traffic for the Period Analyzed: 12,374
- Daily Average : 364
- Busiest Day of the Week : Sunday
- Busiest Days of the Period Analyzed:
 1. Sunday 10 August 2014 (548)
 2. Saturday 09 August 2014 (540)
 3. Sunday 17 August 2014 (520)
- Distribution by Direction:

Station Bridge_IN : 53%

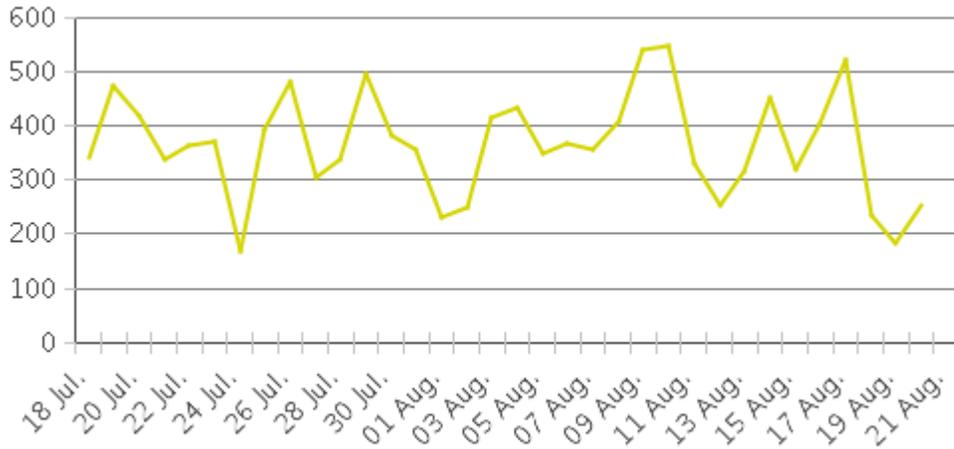
Station Bridge_OUT : 47%



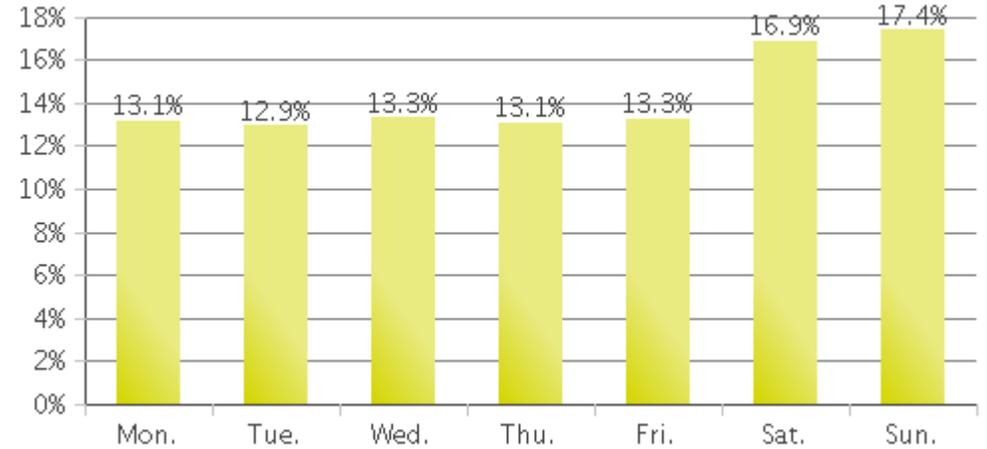
Station Bridge

Period Analyzed: Friday 18 July 2014 to Thursday 21 August 2014

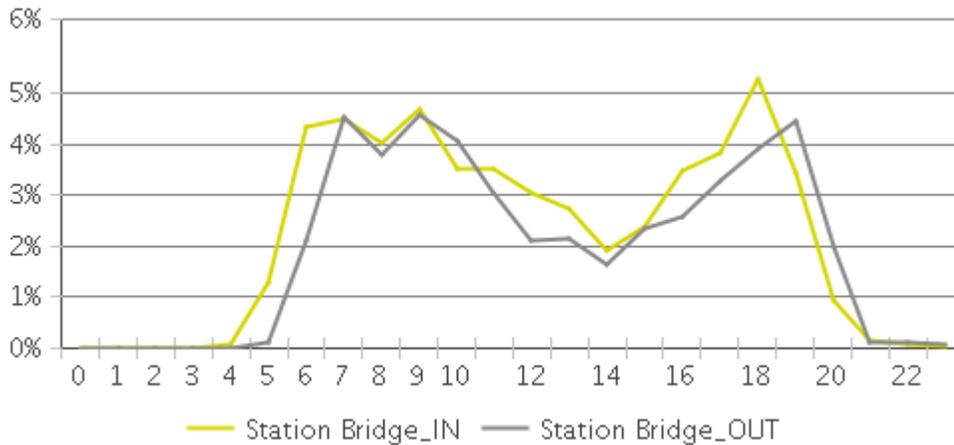
Daily Data



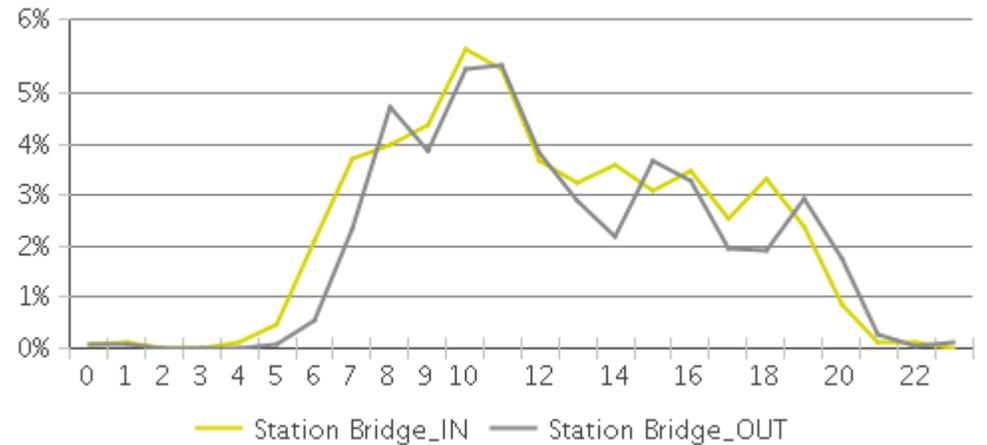
Weekly Profile



Hourly Profile during Weekdays



Hourly Profile during the Weekend





Reservations- Smithfield Center Venues

Town of Smithfield

220 North Church Street

Smithfield VA 23430

United States

757-356-9939 / Fax 757-365-4819

Confirmation

Group

Casey Coates
Coates and Pierce Wedding and Reception
87 Shannon Drive
Newport News, VA 23608
United States

Reservation: 2214

Event Name: Coates and Pierce Wedding and Reception
Status: Confirmed
Phone: 757-988-3086
Event Type: Wedding & Reception
2nd Contact: Nancy Coates
Phone: 757-988-3086

Bookings / Details

Saturday, August 02, 2014

4:30 PM - 5:30 PM Coates and Pierce Wedding (Confirmed) Riverfront

Reserved: 3:00 PM - 6:00 PM

Room Charge:

Quantity	Price	Amount
1	213.75	213.75

5:00 PM - 10:30 PM Coates and Pierce Reception (Confirmed) MHSu

Reserved: 1:30 PM - 11:30 PM

Dining for 110

Room Charge:

1	1,400.00	1,400.00
---	----------	----------

Less 10% Discount

-140.00

Extraordinary Damages :

Extraordinary Damages

1	1,775.00	1,775.00
---	----------	----------

Less 25% Discount

-443.75

Materials Vinyl Tile \$ 292 per box x 5 boxes =\$ 1460

Labor -replaced 180 planks of vinyl = \$315

Total=\$ 1775

Subtotal	2,805.00
----------	----------

Less Deposit(s)	-1,687.50
-----------------	-----------

Grand Total	1,117.50
-------------	----------

INVOICE

Date: 8-7-14

No. 08072014 B

Installer
Paul Augustson
Address
839 Redheart dr

Hampton
City
Telephone

VA 23666
State/Province Zip/Postal Code

Floor Covering Retailer

Address
Smithfield Center / Amy
Customer
220 N Church St.
Smithfield
City
Telephone
VA 4861
State/Province Zip/Postal Code

Quantity	U/M*	Material	Description	Price	Total
		Carpet			
		Ceramic Tile			
		Hardwood			
		Laminate			
		Marble			
		Padding			
180		Vinyl (sheet)	REMOVE & REPLACE	1.75	315
		Vinyl (tile)			
		Other	Description/Comments/Diagrams 1 Square = <input type="text"/> ft.		
		Base ()			
		Base ()			
		Disposal			
		Furniture			
		Mouldings			
		Refrigerator			
		Repairs			
		Stairs			
		Stove			
		Subfloor Prep			
		Take-Up			
		Toilet			
		Trip Charge			
		Underlayment			
		Vinyl Cove			
		Washer/Dryer			

Customer Signature _____ Date _____ Total **\$ 315⁰⁰**

Guarantee: _____

Amy Musick

From: Angie Lowry <alowry@decoratingdensmithfieldva.com>
Sent: Wednesday, August 13, 2014 8:05 AM
To: Amy Musick
Subject: RE: Price for Vinyl Flooring

Amy,

I spoke with Paul last night to confirm that the quantity per box had not changed in case that had affected the pricing, but it hasn't!

The price per box is \$292.00 x 5 = \$1460.00 plus \$30 shipping = \$1490.00.

Call me on my cell phone to let me know what we need to do.

Sorry I don't have better news!

Angie

Cell 630 8720

From: Amy Musick [mailto:amusick@smithfieldva.gov]
Sent: Monday, August 11, 2014 1:41 PM
To: Angie Lowry
Subject: Price for Vinyl Flooring

I need a price per box for the luxury vinyl flooring. The repairs took 5 boxes.

Amy Musick

The information in this e-mail (including attachments, if any) is considered confidential and is intended only for the recipient(s) listed above. Any review, use, disclosure, distribution or copying of this e-mail is prohibited except by or on behalf of the intended recipient. If you have received this email in error, please notify me immediately by reply e-mail, delete this e-mail, and do not disclose its contents to anyone. Any opinions expressed in this e-mail are those of the individual and not necessarily of the The Town of Smithfield Virginia . Thank you. IT

*Emails sent through LinkedIn or Constant contact may Not make it to the person you are trying to reach, as those emails will have different MIME From: and SMTP From: addresses, common to Spam Senders.

Proposed Rate Increases for the Park User Fees

Current Rates

Park User Fee Structure All areas of Windsor Castle Park, except for the Manor House Riverfront		
	Standard	Resident
1 - 100 people	\$35	\$25
100 - 200 people	\$60	\$50
200 - 300 people	\$85	\$75
300 - 500 max	\$120	\$100

Proposed Rate Increases

For Profit All areas of Windsor Castle Park, except for the Manor House Riverfront		
One Time Event		
10% of ticket/participant cost		
Recurring Event Examples- exercise classes, outdoor education		
10% of ticket/participant cost		
Not for Profit Park User Fee Structure All areas of Windsor Castle Park, except for the Manor House Riverfront		
	Standard	Resident*
10 - 100 people	\$150	\$75
100 - 200 people	\$200	\$100
200 - 300 people	\$325	\$225
300 - 500 <i>max</i>	\$400	\$300

* To qualify for Resident Rate-

1. Private Events must be booked by a resident of Isle of Wight County
2. Not for Profit, Open to the Public events proceeds must go to a charitable cause within Isle of Wight County, these events are subject to the Town of Smithfield Special Events Policies and application procedure.

Proposed Rate Increases for the Park User Fees

Current Open to the Public Events at the Windsor Castle Manor House Riverfront:

Recommend to allow the following open to the public events to take place at the Windsor Castle Manor Riverfront at a rate of 10% of the current resident rate as all of the events listed here benefit Isle of Wight County based charities and causes.

BOB Fest	Smithfield VA Events	January
Wine and Brew Fest	Smithfield VA Events	April
Park Anniversary Fundraiser	Windsor Castle Foundation Board	May
Bacon Fest	Smithfield VA Events	September
Aiken Fest	Smithfield Music	October
Country Que	Smithfield Recreation	October

Also recommend that we restrict booking any other open to the public events at this location.

1. Open to the public events can take a toll on the property, more so than private events.
2. This allows for the events already booked at the site to be unique and get the maximum number of participants. If we allow for additional Open to the Public events at this site it dilutes the quality of the events.

Similar Facility Pricing

Isle of Wight Parks and Recreation

-Charges 40% of participant cost to groups doing programming but the IOW P&R handles participant registration

-For one time event, IOW P&R charges a Park Impact Fee, the park impact fee takes into account how the size of the group affects rentals of other facilities

example: For 200 participants, the park impact fee would be \$100

groups must obtain appropriate permits for events

- Music Permit from IOW Planning & Zoning
- Health Department Permit if there is food service

Gloucester Parks & Recreation

- does not allow that many private groups to use the parks for profit activities but when we do (soccer and baseball camp for example) we charge from \$5 to \$15 per person based upon the cost of the activity.

Memo

TO: Smithfield Town Council - Public Works Committee
FROM: William T. Hopkins, III
DATE: August 12, 2014
RE: HVAC Maintenance and Repair Contract

The Town of Smithfield issued a Request for Proposals (RFP) from qualified contractors to provide HVAC maintenance and repair services on town properties. The initial contract period will be for one year with the right to renew for four consecutive periods of one year each thereafter.

In response to our advertised RFP, the town received eight proposals from the following contractors list below in alphabetical order:

Atlantic Constructors	Newport News, VA
Best Repair Company	Norfolk, VA
Coastal Heating and Cooling	Norfolk, VA
Comfort Systems	Chesapeake, VA
Harrison Mechanical	Smithfield, VA
Hoffman and Hoffman	Chesapeake, VA
Modern Oil Company	Franklin, VA
Warwick Plumbing and Heating	Newport News, VA

The scope of work for this contract will include the following type of work:

- HVAC maintenance and repair services on town properties including the Water Treatment Plant AAON heating and cooling products.
- Contractor must be able to provide 24 hour service and must be able to arrive on site within 2 hours after notification of emergency. All major repairs shall be completed within 15 business days and minor repairs shall be completed at time of service
- Must perform comprehensive equipment inspection and maintain inspection logs on all repairs, replacements and adjustments
- Quarterly and annual inspections on Water Treatment Plant HVAC equipment

Staff thoroughly reviewed all eight proposals including the specified evaluation criteria included in the RFP as required by the Virginia Public Procurement Act. This criterion included ability to perform work and provide services and inspections/logs as listed above as well as experience, technical capabilities, availability and qualifications of staff as well as cost of services per hour and professional references. Based on this criterion, four companies were interviewed (Atlantic Constructors, Harrison Mechanical, Coastal Heating and Cooling and Comfort Systems).

One of the most critical criteria for this contract is the experience and staff certification to work on AAON HVAC equipment at the Water Treatment Plant. An AAON system is what controls cooling in the mechanical room at the plant and temperature must be maintained in order for the Variable Frequency Drives (VFD's) that control the plant to operate properly. If a problem with AAON system were to occur, it is critical that the contractor arrives on site within 2 hours and has the ability to perform necessary repairs/replacement.

During the interviews, it was determined that Atlantic Constructors, Inc. has the experience and staff certification to work on AAON systems as well as all other town owned commercial and residential systems and the ability/staff to arrive within 2 hours after notification of an emergency. Atlantic Constructors cost of services was the lowest per hour for Certified Technicians able to provide all the services listed in the Scope of Work. References were checked and all comments were very positive. Due to all of the above, staff recommends awarding the HVAC Maintenance and Repair contract to Atlantic Constructors, Inc.

Jessie Snead

From: Bob Harris <bharris@beachford.com>
Sent: Wednesday, July 02, 2014 3:09 PM
To: Jessie Snead
Subject: 2015 F-350

Follow Up Flag: Follow up
Flag Status: Flagged

Jesse,

The price on a new **2015** F-350 chassis just like the last one will be priced the same.

Purchase Price	\$31,595
State Concession	<u>\$ 6,000</u>
Total	\$25,595

Please let me know if you have any questions.

Bob Harris
Commercial Sales Director
Beach Ford
2717 Virginia Beach Blvd.
Virginia Beach, VA 23452
757-486-2717 phone
757-340-2574 fax
bharris@beachford.com

Bob Harris
Commercial Sales Director
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757-340-2574 fax
bharris@beachford.com

CNGP530

VEHICLE ORDER CONFIRMATION

07/02/14 13:36:40

==>

Dealer: F27054

2015 F-SERIES SD

Page: 2 of 2

Order No: 0001 Priority: H3 Ord FIN: Q0418 Order Type: 5B Price Level: 515

Ord PEP: 610A Cust/Flt Name: SMITHFI PO Number:

RETAIL DLR INV

RETAIL DLR INV

SP DLR ACCT ADJ \$(1384.00)

SP FLT ACCT CR (433.00)

FUEL CHARGE 22.02

B4A NET INV FLT OPT NC 7.00

DEST AND DELIV 1195 1195.00

TOTAL BASE AND OPTIONS 35780 31296.02

TOTAL 35780 31296.02

THIS IS NOT AN INVOICE

F1=Help

F2=Return to Order

F7=Prev

F4=Submit

F5=Add to Library

F3/F12=Veh Ord Menu

S099 - PRESS F4 TO SUBMIT

QC06727



TOWN OF SMITHFIELD

"The Ham Capital of the World"

August 21, 2014

TO SMITHFIELD TOWN COUNCIL
FROM TOWN MANAGER *PETER*
SUBJECT WHARF HILL PARKING UPDATE

At the August Town Council meeting consideration of establishing a two hour parking limit on the Wharf Hill portion of Main Street was tabled. Since then Councilman Smith, Town Engineer Wayne Griffin and I met on site with VDOT representatives. A Smithfield 2020 sub-committee that included Councilman Pack and I also met recently to discuss parking options.

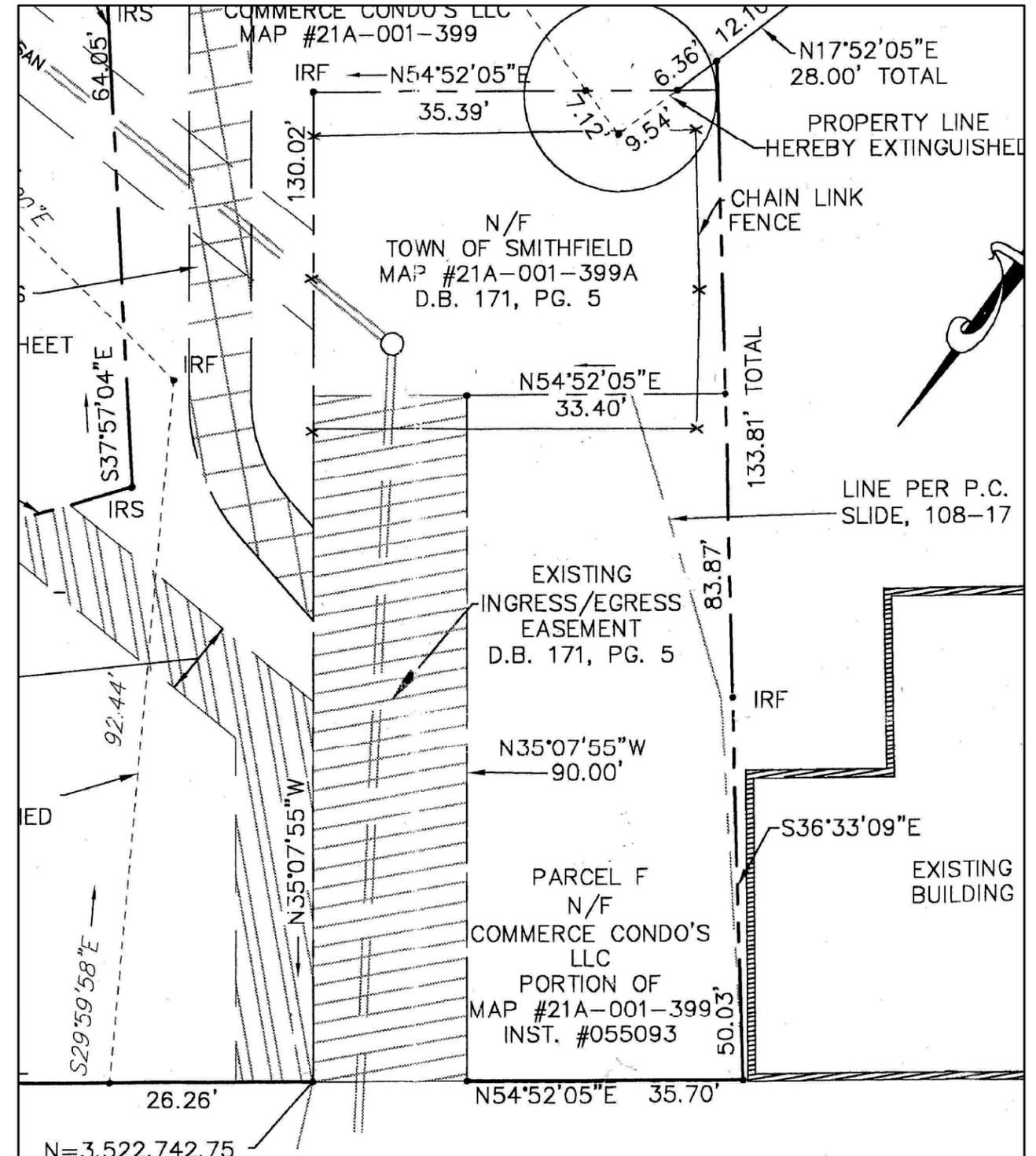
In the meantime, once the building permit for the new brew pub was received I authorized a construction zone area in front of this property to allow unobstructed access for the work to be performed and materials to be unloaded, etc. No further action is recommended at this time in terms of parking restrictions, and as authorized by the Town Code I will be happy to administratively address any future actions needed regarding parking space delineations.

However, I would like for council to give serious consideration to acquiring the small parcel of land at the bottom of the hill adjacent to the dry cleaners and our Main Street Pump Station property. This could be utilized for additional public parking and provide the town better access to the station and room for improvements if needed. This parcel is shown on the attached graphics and I have met this week with representatives of Citizens National Bank, which presently owns the property. Note that the assessed value does not correspond with the appraised market value which we can discuss further at the September council meeting under acquisition/disposition of real property.

TOWN MANAGER'S OFFICE

911 South Church Street • P.O. Box 246 • Smithfield, VA 23431 • (757) 365-4200 Fax (757) 365-9508
www.smithfieldva.gov • Local Cable Channel 6

Wharf Hill Lot 399B



Statistics:

Lot Area - .06 acres

Assessed value - \$26,100

Lot Width - 35.70 ft.

Lot Depth - 90 ft.



Map Created by
William Saunders
August 2014

PROJECT STATUS MAP

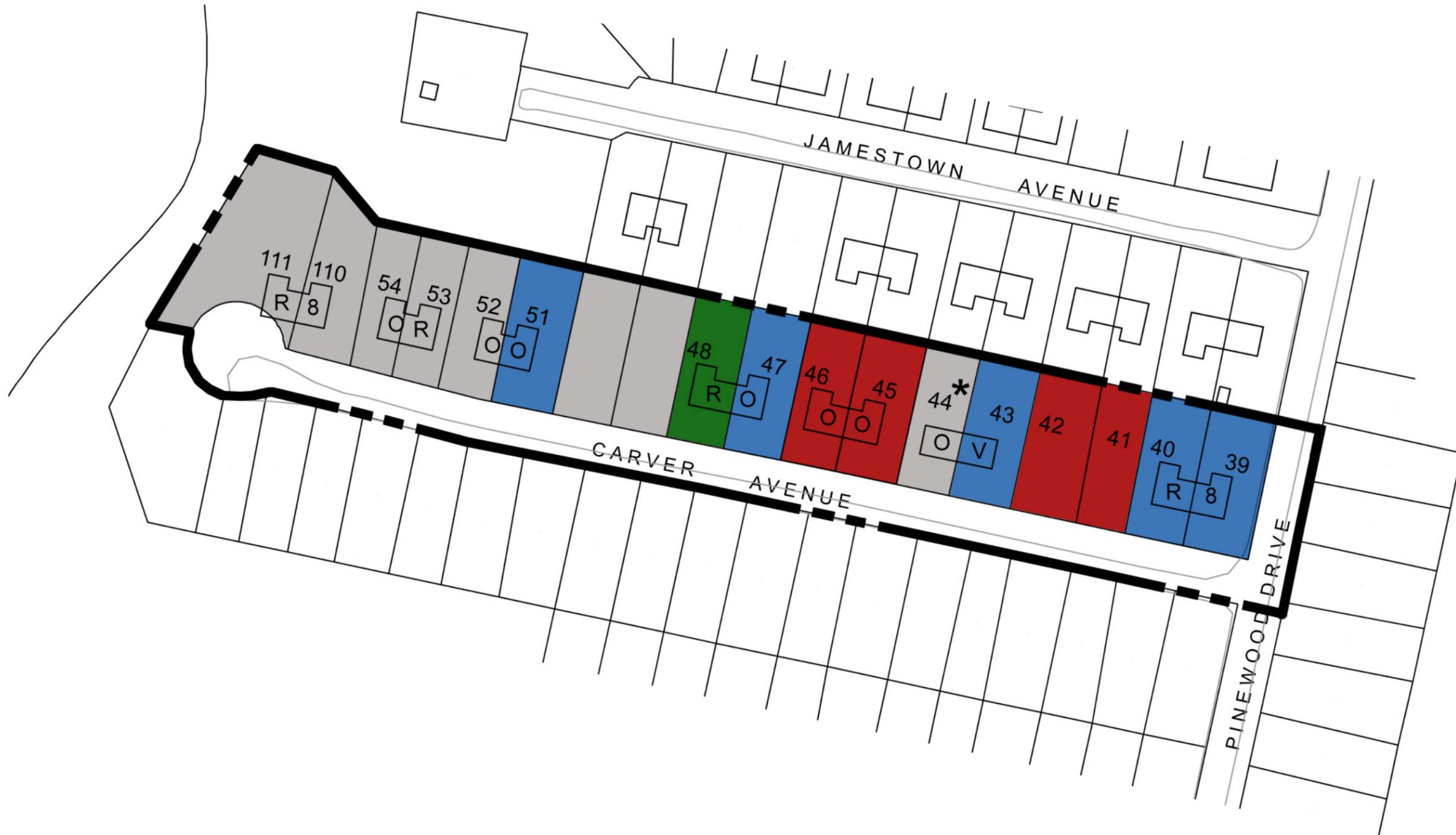
Pinewood Heights Phase II Redevelopment Project
Multi-Year 1
Town of Smithfield, Virginia

LEGEND

--- PHASE II BOUNDARY

STATUS:

- PRELIM ACQ LETTER RECEIVED BY OWNER
 - APPRAISAL COMPLETE
 - OFFER TO PURCHASE ACCEPTED
 - OFFER TO PURCHASE DECLINED
 - RELOCATION COMPLETE/IN PROCESS
 - DEMOLITION COMPLETE
 - PROPERTIES TO BE ACQUIRED IN MY2
-
- O OWNER OCCUPIED
 - R RENTER OCCUPIED
 - 8 SECTION 8 TENANT
 - * MOVED TO MY2



July, 2014

COMMUNITY PLANNING PARTNERS, INC.

MONTHLY PROGRESS REPORT FOR AUGUST 2014

Locality: Town of Smithfield Contract #: 11-10 MY1
Project Name: Pinewood Heights Phase II Contract Completion Date: 10/20/2014

Prepared by: Michael Paul Dodson, CFM
Date: 08/15/2014

FINANCIALS

CDBG Contract Amount: \$624,720 Leverage Amount: \$826,755
CDBG Amount Expended: \$257,152 Leverage Amount Expended: \$332,762

CUMLATIVE CONSTRUCTION PROGRESS
{INSERT PROJECT SPECIFIC PRODUCTS HERE}

ADMINISTRATIVE ACTIVITY

Management Plan: Is project on schedule as shown in PMP? Yes No If no, update will be furnished by: / /

When was the last Management Team meeting? 07/08/2014 Next meeting? 09/09/2014

Budget: Is project proceeding within the approved budget? Yes No If no, revision will be furnished by: / /

Technical Assistance Required? Yes No If yes, in what area(s)?

Status: The Town owns 39, 40, 41, 42, 43, 45, 46, 47, and 51 Carver Street. The demolition of 41/42 Carver Street has been completed; the demolition process for 45/46 Carver has started. 43, 47 and 51 Carver Street are vacant and has been boarded/secured. The Town has received acceptance of its offers to buy, and is working to close on, 48 Carver Street. The tenants at 48 Carver Street are working with all parties to find a new home. All relocation work is being done in tandem with acquisition offers so that the residents are quickly moved into their new residence and the old structures are demolished.

Are problems anticipated? Locating relocation properties and moving families for all households has been a challenge however the process is moving forward. It will simply be getting the new homes ready and inspected so the residents can relocate into their new homes.

Other comments: None.

Project Specific Products:

Owner-Occupied Acquisition (Goal=5)

Owner Occupied Homes

1) 41 Carver 2) 45 Carver 3) 46 Carver 4) 47 Carver 5) 51 Carver

Preliminary Acquisition Letters Sent 5

1) 41 Carver 2) 45 Carver 3) 46 Carver 4) 47 Carver 5) 51 Carver

Appraisals Completed 5

1) 41 Carver 2) 45 Carver 3) 46 Carver 4) 47 Carver 5) 51 Carver

Review Appraisals Completed 5

1) 41 Carver 2) 45 Carver 3) 46 Carver 4) 47 Carver 5) 51 Carver

Offer to Purchase Letters Sent 5

1) 41 Carver 2) 45 Carver 3) 46 Carver 4) 47 Carver 5) 51 Carver

Offers Accepted 5

1) 41 Carver 2) 45 Carver 3) 46 Carver 4) 47 Carver 5) 51 Carver

Properties Closed On 3

1) 41 Carver 2) 45 Carver 3) 46 Carver 4) 47 Carver 5) 51 Carver

Tenant-Occupied Acquisition (Goal=5)

Tenant Occupied Homes

1) 42 Carver 2) 43 Carver 3) 48 Carver 4) 40 Carver 5) 39 Carver

Preliminary Acquisition Letters Sent 5

1) 42 Carver 2) 43 Carver 3) 48 Carver 4) 40 Carver 5) 39 Carver

Appraisals Completed 5

1) 42 Carver 2) 43 Carver 3) 48 Carver 4) 40 Carver 5) 39 Carver

Review Appraisals Completed 4

1) 42 Carver 2) 43 Carver 3) 48 Carver 4) 40 Carver 5) 39 Carver

Offer to Purchase Letters Sent 4

1) 42 Carver 2) 43 Carver 3) 48 Carver 4) 40 Carver 5) 39 Carver

Offers Accepted 4

1) 42 Carver 2) 43 Carver 3) 48 Carver 4) 40 Carver 5) 39 Carver

Properties Closed On 2

1) 42 Carver 2) 43 Carver 3) 48 Carver 4) 40 Carver 5) 39 Carver

Owner-Occupied Relocation (Goal=5)

Owner Occupied Homes

1) 41 Carver 2) 45 Carver 3) 46 Carver 4) 47 Carver 5) 51 Carver

Household Surveys Completed 5

1) 41 Carver 2) 45 Carver 3) 46 Carver 4) 47 Carver 5) 51 Carver

Income Verifications Completed 5

1) 41 Carver 2) 45 Carver 3) 46 Carver 4) 47 Carver 5) 51 Carver

Eligibility of Relocation Letters Sent 5

1) 41 Carver 2) 45 Carver 3) 46 Carver 4) 47 Carver 5) 51 Carver

Comparable Units Found and Inspected 4

1) 41 Carver 2) 45 Carver 3) 46 Carver 4) 47 Carver 5) 51 Carver

Households Relocated 3

1) 41 Carver 2) 45 Carver 3) 46 Carver 4) 47 Carver 5) 51 Carver

Market-Rate, Renter-Occupied Relocation (Goal=2)

Market-Rate Occupied Homes

1) 48 Carver 2) 40 Carver

Household Surveys Completed 2

1) 48 Carver 2) 40 Carver

Income Verifications Completed 2

1) 48 Carver 2) 40 Carver

Eligibility of Relocation Letters Sent 2

1) 48 Carver 2) 40 Carver

Comparable Units Found and Inspected 2

1) 48 Carver 2) 40 Carver

Households Relocated 1

1) 40 Carver

Section 8, Renter-Occupied Relocation (Goal=3)

Section 8 Occupied Homes

1) 42 Carver 2) 43 Carver 3) 39 Carver

Household Surveys Completed 3

1) 42 Carver 2) 43 Carver 3) 39 Carver

Income Verifications Completed 2

1) 42 Carver 2) 43 Carver 3) 39 Carver

Eligibility of Relocation Letters Sent 2

1) 42 Carver 2) 43 Carver 3) 39 Carver

Comparable Units Found and Inspected 2

1) 42 Carver 2) 43 Carver 3) 39 Carver

Households Relocated 2

1) 42 Carver 2) 43 Carver

Demolition (Goal=10)

Units to be Demolished

1) 39 Carver 2) 40 Carver 3) 41 Carver 4) 42 Carver 5) 43 Carver 6) 45 Carver

7) 46 Carver 8) 47 Carver 9) 48 Carver 10) 51 Carver

Units that have been Demolished 2

1) 41 Carver 2) 42 Carver

MONTHLY PROGRESS REPORT FOR AUGUST 2014

Locality: Town of Smithfield

Contract #: 13-01 MY2

Prepared by: Michael Paul Dodson, CFM

Project Name: Pinewood Heights Phase II Contract Completion Date: 08/27/2015

Date: 06/15/2014

FINANCIALS

CDBG Contract Amount: \$375,280 Leverage Amount: \$589,894
CDBG Amount Expended: \$0 Leverage Amount Expended: \$0

CUMLATIVE CONSTRUCTION PROGRESS

{INSERT PROJECT SPECIFIC PRODUCTS HERE}

ADMINISTRATIVE ACTIVITY

Management Plan: Is project on schedule as shown in PMP? Yes No If no, update will be furnished by: / /

When was the last Management Team meeting? 07/08/2014

Next meeting? 09/09/2014

Budget: Is project proceeding within the approved budget? Yes No If no, revision will be furnished by: / /

Technical Assistance Required? Yes No If yes, in what area(s)?

Status: Appraisals have been received for all properties and applications for relocation have been received for all residents except 110 Carver. The review appraisal request is pending to the Commissioner of Revenue. The owner and Section 8 renter have all begun the process of looking for relocation units. Income verification is complete and benefit letters are in draft.

Are problems anticipated? None

Other comments: None.

Project Specific Products:

Owner-Occupied Acquisition (Goal=4)

Owner Occupied Homes
1) 44 Carver 2) 52 Carver 3) 53 Carver 4) 54 Carver
Preliminary Acquisition Letters Sent 4
1) 44 Carver 2) 52 Carver 3) 53 Carver 4) 54 Carver
Appraisals Completed 4
1) 44 Carver 2) 52 Carver 3) 53 Carver 4) 54 Carver
Review Appraisals Completed 0

Offer to Purchase Letters Sent 0

Offers Accepted 0

Properties Closed On 0

Tenant-Occupied Acquisition (Goal=2)

Tenant Occupied Homes
1) 110 Carver 2) 111 Carver
Preliminary Acquisition Letters Sent 2
1) 110 Carver 2) 111 Carver
Appraisals Completed 2
1) 110 Carver 2) 111 Carver
Review Appraisals Completed 0

Offer to Purchase Letters Sent 0

Offers Accepted 0

Properties Closed On 0

Owner-Occupied Relocation (Goal=4)

Owner Occupied Homes
1) 44 Carver 2) 52 Carver 3) 53 Carver 4) 54 Carver
Household Surveys Completed 4
1) 44 Carver 2) 52 Carver 3) 53 Carver 4) 54 Carver
Income Verifications Completed 4
1) 44 Carver 2) 52 Carver 3) 53 Carver 4) 54 Carver
Eligibility of Relocation Letters Sent 0

Comparable Units Found and Inspected 0

Households Relocated 0

Market-Rate, Renter-Occupied Relocation (Goal=1)

Market-Rate Occupied Homes

1) 111 Carver

Household Surveys Completed 0

Income Verifications Completed 0

Eligibility of Relocation Letters Sent 0

Comparable Units Found and Inspected 0

Households Relocated 0

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

Section 8 Occupied Homes

1) 110 Carver

Household Surveys Completed 1

1) 110 Carver

Income Verifications Completed 0

Eligibility of Relocation Letters Sent 0

Comparable Units Found and Inspected 0

Households Relocated 0

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 0