



April 25, 2014

TO: SMITHFIELD TOWN COUNCIL

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

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

MONDAY, APRIL 28TH, 2014

Approximately 4:00 P.M.

Police Members: Tynes (CH), Chapman, Gregory

1. Public Comment
2. Operational Updates
- TAB # 1** 3. Olden Days Event Application – Revise North Mason Street on Friday at 7:00 p.m. to be South Mason Street
- TAB # 2** 4. Street Closure Request for Toys for Tots Car Show, Saturday, October 11th, 2014
- TAB # 3** 5. Street Closure Request for Smithfield Evening Christmas Market, Friday, December 12th, 2014
- TAB # 4** 6. Street Closure and Traffic Assistance Request for Genuine Smithfield Christmas Parade, Saturday, December 13th, 2014

Immediately following the conclusion of the above meeting:

Water and Sewer Members: Gregory (CH), Smith, Tynes

1. Public Comment
- TAB # 5** 2. Budgeted Sewer Projects
 - a. REW Corporation - \$93,663.83
Installation of Skid Mounted Bypass Pump at Main Street Pump Station
 - b. Sydnor Hydro - \$14,500.00
Submersible Run-Dry Pump
 - c. Tri-State Utilities - \$37,435.00
Main Street and Mason Street CCTV and CIPP Lining
 - d. REW - \$6,910.30 x 5 = 34,551.50
Add Antennae Towers to SCADA

- TAB # 6**
3. Kimley-Horn Proposal for Bioassay Testing to Discharge Concentrate from Water Treatment Facility in Cypress Creek by Jamie Weist
 4. Membership – Hampton Roads Planning District Commission by Dwight Farmer

Immediately following the conclusion of the above meeting:

Finance

Members: Pack (CH), Gregory, Cook

1. Public Comment
- TAB # 7** 2. March Financial Statements and Graphs
- TAB # 8** 3. March Cash Balances
4. Contribution Request for Fiscal year 2014\2015
 - a. Western Tidewater Free Clinic – Stephanie Broadwater
 - b. Historic Smithfield / Old Courthouse – Lanny Hinson
 - c. Chamber of Commerce – Andrew Cripps
 - d. IOW Christian Outreach – Charles Seitz
- (forthcoming)** 5. Invoices Over \$10,000 Requiring Council's Authorization:
 - a. Caldwell Tanks (Quarterly Tank Maintenance Inspections) \$ 25,468.32
- TAB # 9** 6. Resolution for the Virginia Retirement System "Phase In" for Fiscal Year 2014/2015
7. Continued Discussion on Utility Deposits for Landlords.
8. Discussion on Isle of Wight Museum Funding
- TAB # 10** 9. FY 2015 Budget Discussion

TUESDAY, APRIL 29TH, 2014

4:00 p.m.

Fire and Rescue

Members: Tynes (Chair), Chapman, Pack

1. Public Comment
2. Operational Updates
3. Blue Reflectors in Roadway Adjacent to Fire Hydrants

Immediately following the conclusion of the above meeting:

Parks & Recreation

Members: Chapman (CH), Pack, Tynes

1. Public Comment
- TAB # 11** 2. Operational Update - Parks and Recreation Committee Report
- TAB # 12** 3. Proposed Shed for Kayak Storage and Rental Office
- TAB # 13** 4. Formation of a Dog Park Council
- TAB # 14** 5. Windsor Castle Park Patch for Girl Scout Troop 662
- TAB # 15** 7. Removal of Trees at Windsor Castle Park

Immediately following the conclusion of the above meeting:

Public Works

Members: Smith (CH), Cook, Tynes

1. Public Comment
- TAB # 16** 2. Stormwater Memorandum of Agreement (MOA) with Isle of Wight County
- TAB # 17** 3. Proposals from Blair Brothers, Inc. for Various Pavement Overlays Totaling \$210,391.00

Immediately following the conclusion of the above meeting:

Public Buildings & Welfare

Members: Cook (CH), Chapman, Smith

TAB # 18

1. Public Comment
2. Pinewood Heights Phase II Update
3. Subordination Agreement – 117 North Church Street

***** Additional Item Not Listed on Committee but will be on Council's May 6th Agenda*****

- Approval of April 1st Town Council Minutes
 - Nominating Committee to fill the Unexpired Term of Virginia Smith on the Planning Commission.
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Town of Smithfield, Virginia Special Event Application for Permit

In order to better serve our community, recognized non-profits, educational, community and service organizations, as well as, local government agencies, churches and charitable groups, organizations wanting to hold an open to the public Special Event on town property will have to complete an application process. Open to the public special events are different in nature from private events and many factors for public events have to be taken into consideration such as impact to property and community, frequencies of other planned events, type of event and organization's ability to quickly repair/reclaim site in the event of damage.

This application will be presented for review by the Special Events Review Committee. The Town is authorized to issue permits for Special Events occurring within the town limits pursuant to the procedures established by the Town.

Event Date (don't include setup dates here)	Times	Proposed Location
June 27, 2014	5:00 p.m.- 10:00 p.m.	Close 100 and 200 blocks of Main Street
June 27, 2014	6/27/14 at 7:00 p.m. - 6/28/14 at 5:30 p.m.	Close South Mason from Cedar to Main Street
June 28, 2014	10:00 a.m. - 4:00 p.m.	Close 100-300 blocks of Main Mason from Cedar to Grace Institute from Grace - Main

Event Name	Genuine Smithfield Olden Days
Event Organizer (Group Name)	IOW Tourism
Tax Exemption ID Number	
Website	Smithfild-Virignia.com

Event Contacts

Name	Terry Rhinier	Cell Phone	814-5170	Email	Terry.rhinier@iwus.net
Name		Cell Phone		Email	

1st Time Event - NO	Annual Event- how many times has event taken place?	20 + years
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Event Category <input checked="" type="checkbox"/> Festival <input checked="" type="checkbox"/> Concert <input type="checkbox"/> Parade <input type="checkbox"/> Run/Walk <input type="checkbox"/> Bike Race/Tour <input checked="" type="checkbox"/> Car Show	
Average Ticket Price	
Expected Attendance	5,000
Largest Attendance Number and Year	
Participants will be <input type="checkbox"/> youth <input type="checkbox"/> adults <input checked="" type="checkbox"/> both	

Description/Purpose of Event

To put "heads in beds" and to help support local non-profits

Alcohol Service and/or Sales? Yes No **List the date(s) and times of service/sales of alcohol**

Date	Time	Notes



**Town of Smithfield, Virginia
Special Event Application for Permit**

Having music- live bands or DJ? Yes List the date(s) and times for music

Date	Time	Notes
June 27, 2014	7:00 p.m.	At Smithfield Times

What is your plan in the event of bad weather-cancel, reschedule?

No Rain Date

Please check all that your event will include

Item	Number	Item	Number
<input type="checkbox"/> Food, Caterer		<input checked="" type="checkbox"/> Food, by Organization	
<input checked="" type="checkbox"/> Retail Vendors Non-Profit		<input checked="" type="checkbox"/> Retail Vendors For Profit	
<input checked="" type="checkbox"/> Port-a-Potties		<input checked="" type="checkbox"/> Fencing/Barricades for street closures	
<input checked="" type="checkbox"/> Trash Cans		<input type="checkbox"/> Generators	
<input checked="" type="checkbox"/> Dumpsters		<input type="checkbox"/> Special Lighting	
<input checked="" type="checkbox"/> Recycle Containers		<input checked="" type="checkbox"/> Golf carts/ATVs	
<input checked="" type="checkbox"/> First Responders- EMS, Fire			

Item	Number	Sizes
<input type="checkbox"/> Tents	Many	10 x10
<input type="checkbox"/> Staging	One	20 x 20

<input type="checkbox"/> Fireworks	<input checked="" type="checkbox"/> Allowing pets	<input type="checkbox"/> Providing Shuttle Service
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Smithfield Town Services

Road Closures, Traffic Assistance, Windsor Castle Park Trail Closures

Street Name or Park Area	Closure or Traffic Assist	Date Needed	Times Needed
Main Street from Church to Institute	Yes please with PD and town staff	June 27	5:00 p.m. – 10:00 p.m.
Main Street from Church	Yes with PD and town staff	June 28	7:30 a.m. 5:30 p.m.
Underwood, Mason from Cedar to Grace, Institute	Yes with PD and town staff	June 28	

Smithfield Police Officer \$ 41 per officer per hour

- An Open to the Public Event is required to use Town of Smithfield Off Duty Police Officers.
- The number of officers required will depend on your event size and type.

Public Works Staff \$ 50 per hour (this fee is for 2 staff members per hour)



**Town of Smithfield, Virginia
Special Event Application for Permit**

- Public Works Staff sets all road closures for events that use town streets. Please budget for this cost if road closures are needed for your event.
- Public Works Staff is available for the above fee to collect and remove trash throughout your event. If you choose not to use Public Works staff you will be responsible for all trash collection and removal. If site is not left in same condition as it was found, you will be invoiced for the Public Works staff charge.

<i>Water Hookup is only available at certain sites. Please budget for buying water if needed.</i>
<i>Electrical Service is not available. Please budget for generator rentals if needed.</i>

Certificate of insurance for \$1,000,000 is required

Policy Number	
Name of Insurance Liability Carrier	Under County policy
Insurance Company Address	
Insurance Company Phone Number	

List benefits of your event to the community

“Heads in Beds”
Helps to support non-profits
Free public event

List Recipients of Proceeds

Toys for Tots, Ruitans, VFW, Xi Delta, Women’s Aux., Alpha Kappa Alpha, Lions Club, Crimeline, Boy Scouts, DAR, Carrollton Church of God, Central Church of God, Diamonds in the Rough...to name a few!

I have received, read thoroughly, understand and will comply with the policies and procedures governing special events held in the Town of Smithfield.

Event Organizer's Signature	<i>Terry Rhinier</i>	Date	02/07/14
Print Name	Terry Rhinier (Kiki)		

Attach the following documents:

Flyers or any promotional materials about event or organization
Site Map/Layout of Event



Town of Smithfield, Virginia Special Event Application for Permit

Business Office Use			
Road Close/Assist	Park Closure	Alcohol	Music
SE Comm Date			
PD #		Times	
PW #		Times	
TC -Police Comm		TC Date	
TC-Parks Comm		Approval Sent	

This application will be presented for review by the Town Special Events Review Committee.

Event Date (don't include setup dates here)	Times	Proposed Location
10/11/2014	6 am – 3 pm	Main st

Event Name	Town & Country Days
Event Organizer (Group Name)	Toys for Tots
Tax Exemption ID Number	
Website	ToysforTots.org

Event Contacts

Name	Elizabeth Moose	Cell Phone	757-880-7191	Email	CallTheMooseTeam@gmail.com
Name		Cell Phone		Email	

1 st Time Event		Annual Event- how many times has event taken place?	
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Event Category <input type="checkbox"/> Festival <input type="checkbox"/> Concert <input type="checkbox"/> Parade <input type="checkbox"/> Run/Walk <input type="checkbox"/> Bike Race/Tour <input checked="" type="checkbox"/> Car Show	
Average Ticket Price	\$20.00
Expected Attendance	1500
Largest Attendance Number and Year	
Participants will be <input type="checkbox"/> youth <input type="checkbox"/> adults <input checked="" type="checkbox"/> both	

Description/Purpose of Event

Car Show & poker run. To raise funds for the local Toys for tots Campaign.

Alcohol Service and/or Sales? Yes List the date(s) and times of service/sales of alcohol

Date	Time	Notes

Having music- live bands or DJ? Yes List the date(s) and times for music

Date	Time	Notes
10/11/2014	10 am – 3 pm	

What is your plan in the event of bad weather-cancel, reschedule?



**Town of Smithfield, Virginia
Special Event Application for Permit**

Rain or shine event. No reschedule.

Please check all that your event will include

Item	Number	Item	Number
<input checked="" type="checkbox"/> Food, Caterer	1	<input checked="" type="checkbox"/> Food, by Organization	5
<input checked="" type="checkbox"/> Retail Vendors Non-Profit	5	<input checked="" type="checkbox"/> Retail Vendors For Profit	20
<input checked="" type="checkbox"/> Port-a-Potties	1	<input type="checkbox"/> Fencing/Barricades	
<input checked="" type="checkbox"/> Trash Cans	10	<input checked="" type="checkbox"/> Generators	5
<input type="checkbox"/> Dumpsters		<input type="checkbox"/> Special Lighting	
<input type="checkbox"/> Recycle Containers		<input type="checkbox"/> Golf carts/ATVs	
<input type="checkbox"/> First Responders- EMS, Fire			

Item	Number	Sizes
<input checked="" type="checkbox"/> Tents	10	None larger than 20 x 30
<input checked="" type="checkbox"/> Staging	1	Not larger than 16 x 40

<input type="checkbox"/> Fireworks	<input checked="" type="checkbox"/> Allowing pets	<input type="checkbox"/> Providing Shuttle Service
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Smithfield Town Services

Road Closures, Traffic Assistance, Windsor Castle Park Trail Closures

Street Name or Park Area	Closure or Traffic Assist	Date Needed	Times Needed
Main St	yes	100/411/20014	6am – 3 pm

Smithfield Police Officer \$ 41 per officer per hour

- An Open to the Public Event is required to use Town of Smithfield Off Duty Police Officers.
- The number of officers required will depend on your event size and type.

Public Works Staff \$ 50 per hour (this fee is for 2 staff members per hour)

- Public Works Staff sets all road closures for events that use town streets. Please budget for this cost if road closures are needed for your event.
- Public Works Staff is available for the above fee to collect and remove trash throughout your event. If you choose not to use Public Works staff you will be responsible for all trash collection and removal. If site is not left in same condition as it was found, you will be invoiced for the Public Works staff charge.

***Water Hookup is only available at certain sites. Please budget for buying water if needed.
Electrical Service is not available. Please budget for generator rentals if needed.***

Certificate of insurance for \$1,000,000 is required



**Town of Smithfield, Virginia
Special Event Application for Permit**

Policy Number	
Name of Insurance Liability Carrier	
Insurance Company Address	
Insurance Company Phone Number	

List benefits of your event to the community

Good respectful fun, raise community awareness and benefit the local Toys for Tots campaign.

List Recipients of Proceeds

Toys for Tots unit VASMIT

I have received, read thoroughly, understand and will comply with the policies and procedures governing special events held in the Town of Smithfield.

Event Organizer's Signature	Elizabeth Moose	Date	3/31/2014
Print Name	Elizabeth Moose		

Attach the following documents:

Flyers or any promotional materials about event or organization
Site Map/Layout of Event



Town of Smithfield, Virginia Special Event Application for Permit

SE Event Date -

Approval Sent

Business Office Use			
Road Close/Assist	Park Closure	Alcohol	Music
<i>Yes</i>		<i>Yes</i>	<i>Yes</i>
PD #		Times	
PW #		Times	
TC -Police Comm			
TC-Parks Comm			

In order to better serve our community, recognized as, local government agencies, churches and charities, an event on town property will have to complete an application. The nature of the event and many factors for public safety and community, frequencies of other planned events, and the event of damage.

from private events and many factors for public events have to be

This application will be presented for review by the Special Events Review Committee. The Town is authorized to issue permits for Special Events occurring within the town limits pursuant to the procedures established by the Town.

Event Date (don't include setup dates here)	Times	Proposed Location
Dec. 12, 2014	5 p.m. to 9 p.m.	Main Street, from Christmas store to Tourism Office

Event Name	Smithfield Evening Christmas Market
Event Organizer (Group Name)	Smithfield Farmers Market
Tax Exemption ID Number	
Website	www.smithfieldfarmersmarket.org

Event Contacts

Name	Cheryl Ketcham	Cell Phone	515-7665	Email	cketcham@isleofwightus.net
Name		Cell Phone		Email	

1 st Time Event	Annual Event- how many times has event taken place?	1
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Event Category <input checked="" type="checkbox"/> Festival <input type="checkbox"/> Concert <input type="checkbox"/> Parade <input type="checkbox"/> Run/Walk <input type="checkbox"/> Bike Race/Tour <input type="checkbox"/> Car Show	
Average Ticket Price	\$free
Expected Attendance	8,000
Largest Attendance Number and Year	
Participants will be <input type="checkbox"/> youth <input type="checkbox"/> adults <input type="checkbox"/> both	both

Description/Purpose of Event

Event to bring more visitors to Smithfield, promote local businesses, and offer a fun community event for the Christmas season. Will include food vendors and vendors with handmade items, along with local musicians.

Alcohol Service and/or Sales? Yes No List the date(s) and times of service/sales of alcohol

Date	Time	Notes
12/12/14	5 p.m. to 9 p.m.	May be offered by Rotary Club

Having music- live bands or DJ? Yes No List the date(s) and times for music

Date	Time	Notes
12/12/14	5 to 9 p.m.	Small, acoustic bands



**Town of Smithfield, Virginia
Special Event Application for Permit**

What is your plan in the event of bad weather-cancel, reschedule?

Cancel

Please check all that your event will include

Item	Number	Item	Number
<input type="checkbox"/> Food, Caterer		xFood, by Organization	3-6
xRetail Vendors Non-Profit	Approx. 3	xRetail Vendors For Profit	Approx. 60
<input type="checkbox"/> Port-a-Potties		<input type="checkbox"/> Fencing/Barricades	
xTrash Cans		x Generators	2-5
xDumpsters	1	<input type="checkbox"/> Special Lighting	
<input type="checkbox"/> Recycle Containers		xGolf carts/ATVs	1
<input type="checkbox"/> First Responders- EMS, Fire			

Item	Number	Sizes
xTents	Approx. 70 (for vendors)	10x10
<input type="checkbox"/> Staging		

<input type="checkbox"/> Fireworks	<input type="checkbox"/> Allowing pets	X Providing Shuttle Service
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Smithfield Town Services

Road Closures, Traffic Assistance, Windsor Castle Park Trail Closures

Street Name or Park Area	Closure or Traffic Assist	Date Needed	Times Needed
Main Street	Closure	Dec. 12, 2014	3 p.m. to 11 p.m.
	* Note: We would prefer to close at least part of the street off at 2 p.m. for setup -- especially for food vendors.		

Smithfield Police Officer \$ 41 per officer per hour

- An Open to the Public Event is required to use Town of Smithfield Off Duty Police Officers.
- The number of officers required will depend on your event size and type.

Public Works Staff \$ 50 per hour (this fee is for 2 staff members per hour)

- Public Works Staff sets all road closures for events that use town streets. Please budget for this cost if road closures are needed for your event.
- Public Works Staff is available for the above fee to collect and remove trash throughout your event. If you choose not to use Public Works staff you will be responsible for all trash collection and removal. If site is not left in same condition as it was found, you will be invoiced for the Public Works staff charge.



Town of Smithfield, Virginia
Special Event Application for Permit

Water Hookup is only available at certain sites. Please budget for buying water if needed.
Electrical Service is not available. Please budget for generator rentals if needed.

Certificate of insurance for \$1,000,000 is required

Policy Number	Through Isle of Wight County
Name of Insurance Liability Carrier	
Insurance Company Address	
Insurance Company Phone Number	

List benefits of your event to the community

Event to bring more visitors to Smithfield, promote local businesses, and offer a fun community event for the Christmas season.

List Recipients of Proceeds

Vendor fees will go to the Smithfield Farmers Market for expenses.

I have received, read thoroughly, understand and will comply with the policies and procedures governing special events held in the Town of Smithfield.

Event Organizer's Signature	<i>Cheryl Ketchum</i>	Date	3-13-14
Print Name	Cheryl Ketchum		

Attach the following documents:

- Flyers or any promotional materials about event or organization
- Site Map/Layout of Event

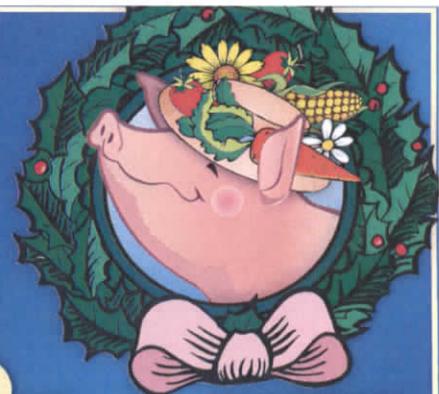
Layout will be similar to that of last year's December Evening Market (see map from that event).

We will make flyers once the event is approved. (please see last year's flyer)

First Ever!

Smithfield Farmers Market

EVENING CHRISTMAS CRAFT & FOOD MARKET



Friday, December 13th

6:00 p.m. to 10:00 p.m.

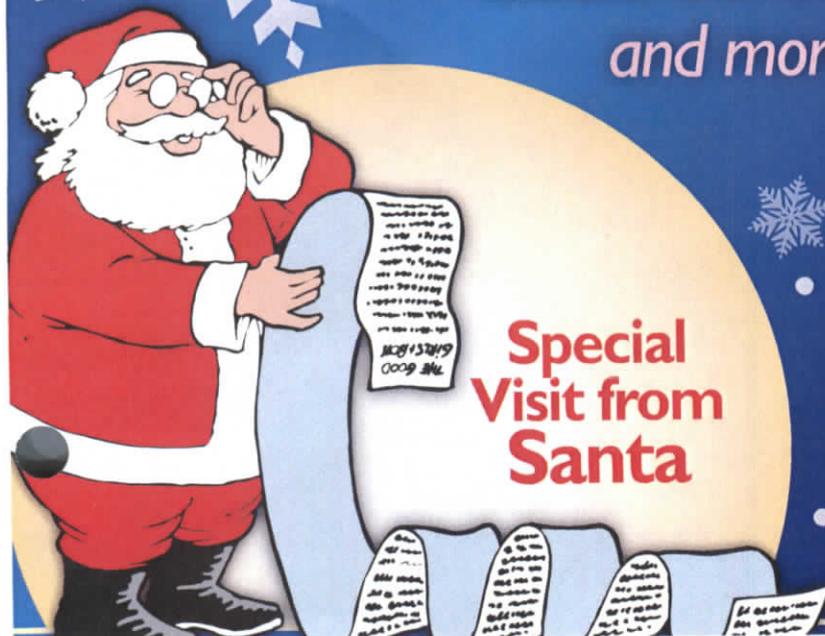
Main Street - Downtown Smithfield

100+
Vendors!

Handmade,
one-of-a-kind
Christmas
Gifts

Barbecue,
wood-fired pizza,
baked goods,
kettle corn,
adult beverages
and more!

Live music by
award-winning
singer/songwriter
Luke Hartman



Special
Visit from
Santa

SmithfieldFarmersMarket.org

For further information call (757) 375-3031



Paisley Pig Consignement shop 202 Main, 32'			
RESTROOMS	16	Linda's	
Ice Cream Parlor, 203 Main, 23'	17	Mama Linda (E)	
	18	Shakespeare Club (E)	
Three's Company, 210 Main, 23'	19	Garden Pot	
	20	Mary's Dollhouse	
	21	Diana's	
Driveway		22 Vicki Snead	
		23 Designr Lady	
Wharf Hill, 216 Main, 52'	24	Handcrafted with Wood	
	25	Hi-Strung Beads	
	26	Fashionably Graphic	
	27	Painted Garden	
Bakery 218 Main, 52'	28	Gimme Shelter	
	29	Shady Goat	
(Beanery) 17'	30	Mango Mango	
	31	G&S Apiary	
Hayden's Lane 20'	32	Women's Club	
	33	Humane Society	
Mary Elizabeth			
Smithfield Times, 228 Main, 50'	34	Roses Ridge Farm	
	35	Truly Scrumptious (E)	
	36	Rogue Elephant (E)	
		LIGHT POLE	
	37	DJ Music Makes (E)	
	38	Kettle Kings	
Driveway -- Kettle King Trailer		Kettle Kings (E)	
		tables & chairs	
		tables & chairs	
Post Office, 234 Main, 82'	39	From the Hearth (E)	
		From the Hearth	
		From the Hearth	
		From the Hearth	
Underwood			

END OF MARKET!

Fresh Batch Jams	60		
Matty Man Treats	59		
Blue Ribbon Creations	58		
Brandon Woods Farm	57		
Little Things	56		
A Primitive Past	55		
		Flag door	
Tree Top Threads	54		
		Colony door	
First Colony	53		
Windswept Farms (E)	52		
Hospitality (E)	51		
Side Tracked (E)	50	Music	
Handicapped ramp			
50 Jewels Galore More		Driveway	
Faerie Tale Fashions	49		
		DOOR	
Embroidery & Print House	48		
For Marley & Tatum	47		
		DOOR	
Jewelry Made w/ Love	46		
EEK to Chic	45		
Quilts by B&C	44		
Shelly Joyner	43		
New Origins	42		
41 When Pigs Fly			
Tables & chairs			
Tables & chairs		DRIVEWAY	
40 Country Boys (E)			
Country Boys			

HOUSE

Flag Shop & Signature Styles

First Colony

Modlin Printing, 213 Main, 23'

Country Chic , 215 Main, 19'

A Taste of Smithfield, 217 Main, 42'
Restrooms

Main Event 221 Main, 19'

Laura & Lucy's, 223 Main, 47'

Woody Crook, **Fire Hydrant** 229 Main, 40'

Parking Lot 45'

Return Engagements 235 Main, 14'

Olive's 237 Main, 20'



Town of Smithfield, Virginia Special Event Application for Permit

In order to better serve our community, recognized non-profits, educational, community and service organizations, as well as, local government agencies, churches and charitable groups, organizations wanting to hold an open to the public Special Event on town property will have to complete an application process. Open to the public special events are different in nature from private events and many factors for public events have to be taken into consideration such as impact to property and community, frequencies of other planned events, type of event and organization's ability to quickly repair/reclaim site in the event of damage.

This application will be presented for review by the Special Events Review Committee. The Town is authorized to issue permits for Special Events occurring within the town limits pursuant to the procedures established by the Town.

Event Date (don't include setup dates here)	Times	Proposed Location
December 13, 2014	8:00 a.m. to 1:00 p.m.	Historic District

Event Name	Genuine Smithfield Christmas Parade
Event Organizer (Group Name)	IOW Tourism
Tax Exemption ID Number	
Website	Visitsmithfield-Virginia.com

Event Contacts

Name	Terry Rhinier	Cell Phone	814-5170	Email	Terry.rhinier@gmail.com
Name		Cell Phone		Email	

1 st Time Event		Annual Event- how many times has event taken place?	20 + years
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Event Category	<input type="checkbox"/> Festival <input type="checkbox"/> Concert <input checked="" type="checkbox"/> Parade <input type="checkbox"/> Run/Walk <input type="checkbox"/> Bike Race/Tour <input type="checkbox"/> Car Show
Average Ticket Price	\$ 20. Application fee
Expected Attendance	5,000
Participants will be	<input type="checkbox"/> youth <input type="checkbox"/> adults <input checked="" type="checkbox"/> both

Description/Purpose of Event

Annual Christmas Parade

Alcohol Service and/or Sales? Yes List the date(s) and times of service/sales of alcohol

Date	Time	Notes

Having music- live bands or DJ? Yes List the date(s) and times for music

Date	Time	Notes



**Town of Smithfield, Virginia
Special Event Application for Permit**

What is your plan in the event of bad weather-cancel, reschedule?

No rain date

Please check all that your event will include

Item	Number	Item	Number
<input type="checkbox"/> Food, Caterer		<input type="checkbox"/> Food, by Organization	
<input type="checkbox"/> Retail Vendors Non-Profit		<input type="checkbox"/> Retail Vendors For Profit	
<input checked="" type="checkbox"/> Port-a-Potties		<input type="checkbox"/> Fencing/Barricades	
<input checked="" type="checkbox"/> Trash Cans		<input type="checkbox"/> Generators	
<input checked="" type="checkbox"/> Dumpsters		<input type="checkbox"/> Special Lighting	
<input checked="" type="checkbox"/> Recycle Containers		<input checked="" type="checkbox"/> Golf carts/ATVs	
<input checked="" type="checkbox"/> First Responders- EMS, Fire			

Item	Number	Sizes
<input type="checkbox"/> Tents		
<input type="checkbox"/> Staging		

<input type="checkbox"/> Fireworks	<input checked="" type="checkbox"/> Allowing pets	<input type="checkbox"/> Providing Shuttle Service
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Smithfield Town Services

Road Closures, Traffic Assistance, Windsor Castle Park Trail Closures

Street Name or Park Area	Closure or Traffic Assist	Date Needed	Times Needed
Cedar Street from Church to Underwood	Yes PD and Town Staff	December 13, 2014	8:00 am- 1:00 pm
Mason Street from Grace to Main Street			10:30 am – 1:00 pm
Grace Street from Mason to James Street			10:30 am – 1:00 pm
Main Street from Church to Underwood			10:30 am – 1:00 pm
Mason Street from Main Street to Cedar Street			8:00 am- 1:00 pm
Underwood from Main Street to Cedar Street			

Smithfield Police Officer \$ 41 per officer per hour

- An Open to the Public Event is required to use Town of Smithfield Off Duty Police Officers.
- The number of officers required will depend on your event size and type.

Public Works Staff \$ 50 per hour (this fee is for 2 staff members per hour)



**Town of Smithfield, Virginia
Special Event Application for Permit**

- Public Works Staff sets all road closures for events that use town streets. Please budget for this cost if road closures are needed for your event.
- Public Works Staff is available for the above fee to collect and remove trash throughout your event. If you choose not to use Public Works staff you will be responsible for all trash collection and removal. If site is not left in same condition as it was found, you will be invoiced for the Public Works staff charge.

<i>Water Hookup is only available at certain sites. Please budget for buying water if needed.</i>
<i>Electrical Service is not available. Please budget for generator rentals if needed.</i>

Certificate of insurance for \$1,000,000 is required

Policy Number	
Name of Insurance Liability Carrier	Under county Policy
Insurance Company Address	
Insurance Company Phone Number	

List benefits of your event to the community

Bring the holiday season to the merchants
Heads in beds

List Recipients of Proceeds

Exposure to so many groups and schools

I have received, read thoroughly, understand and will comply with the policies and procedures governing special events held in the Town of Smithfield.

Event Organizer's Signature		Date	02/07/14
Print Name	Terry Rhinier		

Attach the following documents:

Flyers or any promotional materials about event or organization
Site Map/Layout of Event

Memo

TO: Smithfield Town Council, Water and Sewer Committee
FROM: William T. Hopkins, III, Director of Planning, Engineering and Public Works
DATE: April 29, 2014
RE: Sewer System Repairs and Upgrades

Attached are proposals for budgeted repairs and upgrades needed for the town sewer system.

1. REW Corporation and Xylem - \$93,663.83 – Purchase and install Godwin bypass pump for Main Street Pump Station. If something happens to control panel or pumps at this station, we have about 20 minutes before overflow occurs. If after hours, it would take staff at least 20 minutes to get to site and another 20 minutes to obtain items necessary for repair – by this time station would have overflowed into the river. Godwin bypass pump would switch on immediately and therefore preventing overflows.
2. Submersible Run-Dry Pump - \$14, 500 for Crescent Pump Station. Current pump is 18 – 20 years old and has been rebuilt twice. Pump is chattering again and we feel it is time to replace. Staff received estimates to replace motor and it was \$9100, if problem with volute or housing, cost to replace is \$5100 (does not include cutters or power cords) – we can purchase the complete motor and pump for \$14,500 (\$300 more than costs for repairs). Old pump will be rebuilt and kept on hand for emergencies.
3. Tri-State Utilities - \$37,435 – Main Street and Mason Street CCTV and CIPP Lining. There are no drawings from Church Street to Institute Street and we have a continual problem of sink spot at manhole in front of the Bakery. The manhole at Mason and Main Street was repaired by staff for a cost savings of approximately \$7500 - \$10,000. Old lines need to be cleaned and tv'd to figure out problem as well as locate all laterals and provide drawings to town so we can have on file in order to help locate and correct future problems.
4. REW Corporation - \$34,551.50 (5 antennae's at \$6910.30 each) - existing antennae's for SCADA at Jersey Park, Drummonds, Riverside, Watson and Jordan stations are in a low area and unable to transmit properly – staff receives a lot of failed alarms.

The total for all the above repairs and upgrades is \$180,150.33 and would be paid for out of the Sewer Capital Repairs, Pump Station Upgrades and Sewer SSO Consent Order budgets. As of March 31, 2014 we have \$336,595.50 remaining in all 3 budgets.

Jessie Snead

From: Steve Bott <sbott@rewcorp.com>
Sent: Friday, March 07, 2014 8:11 AM
To: Jessie Snead
Cc: Gregg Dickson; Tammy Gregory
Subject: Installation Of Skid Mounted Bypass Pump At Main street PS

Jessie,

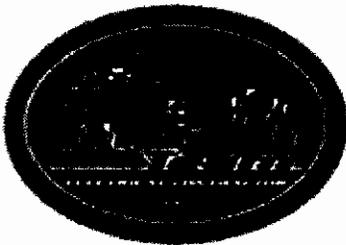
The Installation cost for this Pump as discussed yesterday is \$33,131.50

This cost includes: Labor, Concrete Pad, Piping, setting Pump and Piping tie in to FM and wet well suction, 110V power to new pump and electrical modifications so the PS sewage pumps will be locked out while Bypass pump is in operation (same as other site)

Cost excludes: Bypass Pump, Level transducer, Floats, and Expansion joints, Fuel for testing

we have also excluded the start-up cost for Godwin, because they should have this included in their cost to supply the pump

Also we have planned on removing the W/w exhaust fan to install suction piping, but the reinstallation of that Fan and Duct is not included in this cost



Steven V. Bott

Project Manager
3708 Adams Street, Suite E
Portsmouth, VA 23703
Phone: 757-686-0800
Fax: 757-686-0823
sbott@rewcorp.com

SALE QUOTATION

ITEM	QTY	DESCRIPTION
A	1	Godwin Dri-Prime CD140M Critically Silenced <ul style="list-style-type: none"> • Sound Attenuated Enclosure • 4" 150# Flange Suction & Discharge • John Deere 4045T285-SP T-3 Diesel Engine • Includes PrimeGuard Engine Controller • Skid-mounted, 150 gal fuel tank • Engine/Motor Options <ul style="list-style-type: none"> • Battery Charger - 12 Volt Trickle • Block Heater - 110 Volt • Electrical -Junction Box • Base Options <ul style="list-style-type: none"> • UL Double Wall Tank • Lights - 12 Volt Work Lights • Lights - Interior
B	1	Godwin PrimeGuard Float Set <ul style="list-style-type: none"> • w/ 65' Mechanical Floats
C	1	Godwin PrimeGuard Level Transducer <ul style="list-style-type: none"> • 0-15 psi
D	2	4" x 6" Proco Flanged Expansion Joint <ul style="list-style-type: none"> • Series 240-AV/NP • Neoprene Cover with Buna N Tube • ANSI Flg Pattern: 125/150#

NET LUMP SUM SALE TOTAL

\$ 60,032.33

DELIVERY CHARGE

\$ 500.00

Please note all sale pricing is in U.S. Dollars. The price does not include freight, export boxing, duties, taxes, or any other items not specifically mentioned.

Jessie Snead

From: Jeff Smith
Sent: Tuesday, February 11, 2014 3:55 PM
To: Jessie Snead
Subject: Fwd: Golf Course & Crescent Pump Stations

Sent from my iPhone

Begin forwarded message:

From: Derek McCown <derek.mccown@sydnorhydro.com>
Date: February 11, 2014 at 3:53:16 PM EST
To: Jeff Smith <jsmith@smithfieldva.gov>
Cc: Harvey Harris <harvey.harris@sydnorhydro.com>
Subject: RE: Golf Course & Crescent Pump Stations

Mr. Smith:

To follow up on your original parts request, complete pump pricing is as follows:

Golf Course Pump Station / Fairbanks serial #K4G1-078675

One (1) DJ5433CWDK Submersible Run-Dry Pump, 30HP, 1800RPM, 460V/3ph/60Hz, with a dynamically balanced "K" bladeless impeller, inverter duty insulation, and 45' of power & control cable: \$14,900.00. Delivery is 10-12 weeks ARO.

Crescent Pump Station / Fairbanks serial #K4G1-078345

One (1) DJ5433WD Submersible Run-Dry Pump, 30HP, 1800RPM, 460V/3ph/60Hz, with a dynamically balanced impeller, inverter duty insulation, and 45' of power & control cable: \$14,500.00. Delivery is 10-12 weeks ARO. *You will need to specify rotation direction & discharge position prior to ordering.*

Pricing is net, freight allowed to the jobsite.

Please call if you have any questions.

Sincerely,

Derek McCown

TRI-STATE UTILITIES

2111 Smith Ave.
Chesapeake, Virginia 23320
Virginia Contractors License 2701 - 037816 Class A (H/H), (Spec)
(757) 366-9505 FAX (757) 366-5150

* * PROPOSAL * *

05/20/2013

TO : Town of Smithfield, VA
Mr. Jessie Sneed
310 Institute Street
Smithfield, VA 23431

Re. Main Street and Mason Street CCTV and CIPP Lining

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
1	Mobilization for Night work CCTV and CIPP each	2.00	LS	\$2,450.00	\$4,900.00
2	Clean (light) and TV Inspection of 6" Pipes	450.00	LF	\$1.95	\$877.50
3	Heavy Cleaning	450.00	LF	\$0.75	\$337.50
4	Clean (light) and TV Inspection of 8" Pipes	950.00	LF	\$1.95	\$1,852.50
5	Heavy Cleaning	950.00	LF	\$0.90	\$855.00
18	Install 8" 4.5mm CIPP Liners	950.00	LF	\$25.00	\$23,750.00
34	Internally Remove Protruding Service Connections	5.00	EA	\$450.00	\$2,250.00
35	Internal Reinstall of Active Service Connections	10.00	EA	\$175.00	\$1,750.00
37	Clean & TV 4" Sanitary Sewer Laterals from CO to	150.00	LF	\$5.75	\$862.50
38	Clean & TV 6" Sanitary Sewer Laterals from CO to	0.00	LF	\$6.00	\$0.00
				Total	\$37,435.00

Police Traffic Control to be provided by the Town if necessary, or can be billed by the hour with markup as needed. Work is to be done at night during work week days.

No bypassing is included, if bypassing is needed this would be an extra charge to the project.

Heavy Cleaning is used when more than 3 passes of the cleaning head are needed to clean the pipe and for grease / root cutting. Given there are restaurants on the line there may be grease cutting encountered.

Quantities shown on the quote are approximates only and will be billed per actual in field measurements as documented.

The Town will provide access to water for the operations. This should be provided on site with a meter to facilitate the work efficiently.

This quote is valid for 30 days.

For Tri-State Utilities



Craig R. Welsh, Project Manager

Date

5/20/13

Accepted by:

Date

Name and Title:



3708 Adams Street, Suite E
Portsmouth, Virginia 23703
PH. 757.686.0800
Fax. 757.686.0823

ELECTRICAL CONTRACTORS

August 19, 2013

Town of Smithfield
P.O. Box 246
Smithfield, VA 23431
Attn: Jessie Snead

Re: Add Towers to SCADA

Dear Mr. Snead:

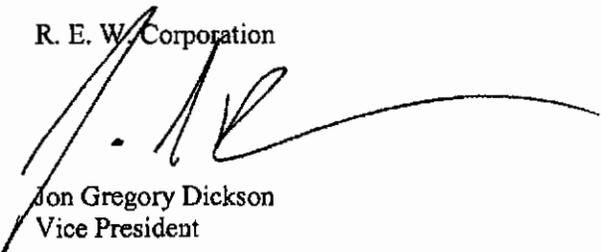
As per your request for pricing to install the new tower at the requested pump stations;
we are pleased to offer the following quote:

Pricing Per Tower.....\$ 6,710.30 each X 5

We hope this meets your approval. If you have any questions, please do not hesitate to call.

Very truly yours,

R. E. W. Corporation

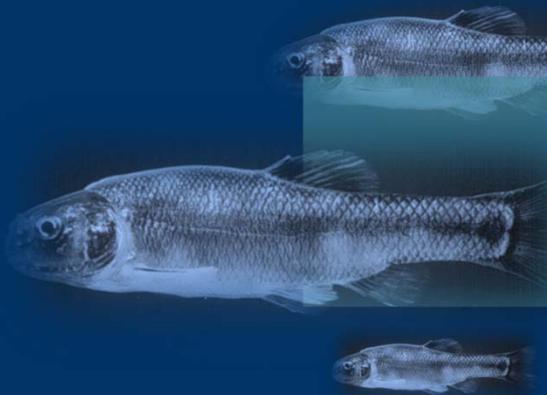

Jon Gregory Dickson
Vice President

cc: File

Toxicity Testing Services: Kimley-Horn and Associates Smithfield Project

Submitted to:

John Potts
Kimley-Horn and Associates
West Palm Beach, Florida



Submitted by:



EA Engineering, Science, and Technology, Inc.
231 Schilling Circle
Hunt Valley, MD 21031

2 April 2014



2 April 2014

John Potts
Kimley-Horn and Associates
West Palm Beach, Florida

Re: Toxicity Testing Services for Kimley-Horn and Associates – Smithfield Project

Dear Mr. Potts,

In response to your request, EA Engineering, Science and Technology, Inc. is pleased to provide this quotation for product toxicity testing for Kimley-Horn and Associates. We have provided ecotoxicological services to clients, both nationally and internationally. We believe that our extensive corporate and staff experience in toxicity testing, and our established quality assurance/quality control program will provide Kimley-Horn and Associates with the responsive service and valid toxicity data required.

EA's Ecotoxicology Laboratory has been in continuous operation since 1981, and moved into our new laboratory facility in August 2012. During this period of time, we have conducted more than 32,000 toxicity tests under strict corporate QA/QC program. EA's specific monitoring and bioassay capabilities are extensive. We offer a full complement of aquatic and terrestrial toxicity tests that can be performed in either our toxicology laboratory located in our Hunt Valley facility or onsite. The toxicity tests include freshwater, marine, estuarine and terrestrial studies with fish, invertebrates, and plants. EA's toxicological staff is intimately familiar with the breadth of toxicity tests (e.g., EPA, ASTM, Standard Methods) required for industrial and municipal wastewaters, sediments, dredged materials, new chemical products, and solid waste leachates. EA is nationally recognized for work in the area of biomonitoring and toxicity reduction evaluations.

EA's Ecotoxicology Laboratory is nationally certified through NELAC (National Environmental Laboratory Accreditation Conference). Our NELAC certification for whole effluent toxicity (WET) testing and sediment toxicity testing is through the State of Florida. EA is also certified in the states of Kansas, Texas, Virginia and West Virginia. In addition, EA is a formally recognized Toxicology Laboratory in numerous states which do not have formal certification programs for toxicology laboratories. Our laboratory is audited routinely by several of the state agencies, through which the lab maintains toxicity testing certification. Additionally, our facility has been audited by staff members from Maryland Department of the Environment, EPA Regions II and III, and New York District Corps of Engineers, as well as by many major corporations.



Per your request, EA is pleased to provide test costs for the test organisms that you have requested. The bioassays that EA would be performing are the following toxicity tests:

- 7-day Survival, Growth and Fecundity Toxicity Test with *Americamysis bahia* (USEPA Method 1007.0)
- 7-day Survival and Growth Toxicity Test with *Cyprinodon variegatus* (USEPA Method 1004.0)

Attachment A contains the bid sheet documenting the costs for conducting this test. Included in the test costs are: chain of custody documents; reference toxicant tests; water quality measurements on the test solutions (temperature, pH, dissolved oxygen and conductivity); and a final report specifying methods, materials, results, statistical determination of toxic concentrations, and any unforeseen protocol deviations. Additionally, optional overnight shipping costs to transport the samples to EA's Ecotoxicology Laboratory are included. The shipping costs include an insurance for shipping delays that could invalidate the testing. Therefore, no testing costs would be incurred, should such an error occur.

Quality assurance is an important aspect to the selection process of a consulting firm. All toxicity testing is conducted under strict quality control SOPs which are in conformance with NELAC and US EPA guidelines. EA maintains a corporate quality assurance unit which is independent and separate from personnel involved in the performance and/or supervision of project work. The corporate quality assurance officer administers the overall quality assurance program, which requires manuals on quality control and standard operating procedures for all toxicology operations, providing formal documentation to support data generated for clients in regulatory and/or adjudicatory procedures.

I would like to thank you for your interest in EA and trust that we can meet your needs in a quality cost-effective manner for this, or any other environmental regulatory consulting need you may have. The Bid Sheet, EA's Ecotoxicology Laboratory Capabilities, Overview of EA and our Virginia Certification, are included in Attachments A, B, C and D respectively. If you have any questions concerning this quotation, or need additional information, please feel free to contact me at (410) 329-5120.

Sincerely,

EA ENGINEERING, SCIENCE,
AND TECHNOLOGY, INC.

A handwritten signature in black ink, appearing to read 'Michael K. Chanov', written in a cursive style.

Michael K. Chanov
Project Manager and Scientist, Ecotoxicology

**Attachment A:
EA Bid Sheet**

John Potts
Kimley-Horn and Associates
West Palm Beach, Florida

Thank you for your inquiry dated: 1 April 2014

Reference: **Bioassay Testing Estimate**

Description: **Smithfield Project**

We are pleased to quote you for the following:

ITEM	QUANTITY	DESCRIPTION	USEPA TEST METHOD	UNIT PRICE	TOTAL PRICE
1	4	7-day <i>Americamysis bahia</i> Survival, Growth and Fecundity Toxicity Test	1007.0	\$1,400.00	\$5,600.00
2	4	7-day <i>Cyprinodon variegatus</i> Survival and Growth Toxicity Test	1004.0	\$1,400.00	\$5,600.00
3	12	Optional Overnight Shipping Costs	---	\$120.00	\$1,440.00
				TOTAL	\$12,640.00

Comments:

Included in the test costs are: Chain-of-custody forms, reference toxicant tests; water quality measurements on the test solutions (temperature, pH, dissolved oxygen, conductivity, salinity); and a final report specifying methods, materials, results, statistical determination of toxic concentrations, and any unforeseen protocol deviations.

QUESTIONS PLEASE CONTACT AT 410-584-7000
Wayne McCulloch: 410-329-5122 (Direct Dial)
Michael Chanov: 410-329-5120 (Direct Dial)
THIS QUOTATION IS VALID FOR **90 DAYS**

**Attachment B:
EA's Ecotoxicology Laboratory Capabilities**

Attachment B: EA's Ecotoxicology Laboratory Capabilities



EA's Ecotoxicology Laboratory has been in continuous operation since 1981. During this period of time, we have conducted more than 32,000 toxicity tests under strict corporate QA/QC program. EA's specific monitoring and bioassay capabilities are extensive. We offer a full complement of aquatic and terrestrial toxicity tests that can be performed in either our toxicology laboratory located in our Hunt Valley facility or onsite. The toxicity tests include freshwater, marine, and estuarine studies with fish, invertebrates, and plants. EA's toxicological staff is intimately familiar with the breadth of toxicity tests (e.g., EPA, ASTM, Standard Methods) required for industrial and municipal waste waters, sediments, dredged materials, new chemical products, and solid waste leachates. EA is nationally recognized for work in the area of biomonitoring and toxicity reduction evaluations (TRES).

EA's Ecotoxicology Laboratory is nationally certified through NELAC (National Environmental Laboratory Accreditation Conference). Our NELAC certification for whole effluent toxicity (WET) testing and

sediment toxicity testing is through the State of Florida. In addition, EA is certified in Kansas, Texas, Virginia and West Virginia, and is a formally recognized Toxicology Laboratory in numerous states, which do not have formal certification programs for toxicology laboratories

Our laboratory is audited routinely by several of the state agencies through which the laboratory maintains toxicity testing certification. Additionally, our facility has been audited by staff members from Maryland Department of the Environment, EPA Regions II and III, and New York District Corps of Engineers, as well as by many major corporations.

Laboratory Capabilities

EA's Ecotoxicology Laboratory provides a wide variety of services for clients who require high quality toxicity testing, careful interpretation of data, and appropriate application of results to project-specific objectives. EA's experienced staff of aquatic and environmental toxicologists is thoroughly familiar with applied toxicity testing for compliance with various state and federal discharge and pollution control requirements, and with the development of reliable and cost-effective biomonitoring programs. A national leader in the design and conduct of Toxicity Reduction Evaluations (TRES), laboratory staff capabilities include effluent characterization, study design, regulatory negotiation, toxicity identification evaluations (TIEs), effluent treatability studies and post-treatment compliance monitoring. In addition to effluent-related testing, the laboratory performs bioconcentration/bioaccumulation studies, dredged material bioassays, sediment and soil toxicity tests, assessments of the environmental safety of new products and formulations, technical review and comment on federal and state permit requirements, expert witness/legal support, and other specialized procedures and services outlined below.



Laboratory Facilities

EA has moved (August 2012) into our new, redesigned Ecotoxicology Laboratory Facility in Hunt Valley, Maryland. The facility is 8,000 ft² and has been carefully designed for maximum flexibility. Incorporated into the facility are dedicated areas for receiving and storing test articles, constant photoperiod and temperature controlled laboratories and environmental chambers, freshwater and saltwater distribution lines for continuous-flow testing, and proportional diluter toxicant delivery systems. Located separately, but working in conjunction with the Ecotoxicology Laboratory, is EA's culturing facility which maintains numerous aquatic and terrestrial species and provides in-house cultured organisms for on-call testing.



Specific Laboratory Services

EA's specific monitoring and bioassay capabilities are extensive. EA offers a full range of toxicity tests which can be performed in either the Hunt Valley laboratory or onsite. EA's toxicological staff is intimately familiar with the breadth of toxicology tests (e.g., EPA, USACE, ASTM, Standard Methods) required for industrial and municipal wastewaters, dredged materials, sediments, soils, new chemical products, and solid waste leachates. Our toxicological capabilities include the following:

- Acute toxicity tests (static, renewal, and continuous-flow) with fish, amphibians, invertebrates, and plants
- Short-term chronic toxicity tests with fish and invertebrates
- Full-life cycle (chronic) studies with fish, *Daphnia*, *Ceriodaphnia*, and *Americamysis* species; also sediment, *Leptocheirus* and *Hyalella* species
- Dredged material testing as required under Section 103 of the Ocean Dumping Act and Section 404 of the Clean Water Act
- Phase I, II, and III acute and chronic TIE procedures
- Toxicity Reduction Evaluation services
- Algal growth inhibition studies
- Effluent treatability studies
- Seed germination and root elongation studies
- Bioconcentration, bioaccumulation, and biomagnification studies
- Sediment toxicity tests
- Soil toxicity tests: plants and invertebrates
- Solid waste leachate bioassays in compliance with the Resource Conservation and Recovery Act (RCRA)



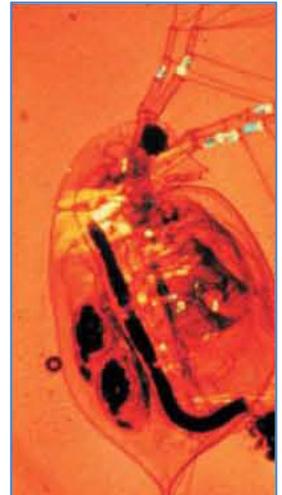
- Instream (ambient) bioassays and biomonitoring
- Toxicity assessment of stormwater discharges
- Water Effect Ratio (WER) and biological translator studies
- Behavioral studies with fish and invertebrates (preference/avoidance, locomotor activity and predator/prey responses)
- Emergency accidental spill testing, combining laboratory and field bioassays

The laboratory staff has a great deal of experience with the culture, maintenance, and testing of a large number of vertebrate, invertebrate, and plant species. In evaluating freshwater, marine, estuarine, and terrestrial situations, the following species have been routinely tested (other test species can be used upon request):

Freshwater Fish

Pimephales promelas - fathead minnow
Oncorhynchus mykiss - rainbow trout
Lepomis macrochirus - bluegill
Notemigonus crysoleucas - golden shiner
Ictalurus punctatus - channel catfish

Poecilia reticulata - guppy
Salmo trutta - brown trout
Salvelinus fontinalis - brook trout
Stizostedion vitreum - walleye
Cyprinella leedsii - bannerfin shiner



Freshwater Invertebrates

Daphnia magna - waterflea
Daphnia pulex - waterflea
Ceriodaphnia dubia - waterflea
Chironomus dilutus (tentans) - midge
Gammarus pseudolimnaeus - amphipod

Hyalella azteca - amphipod
Gammarus lacustris - amphipod
Corbicula fluminea - Asiatic clam
Orconectes spp. - crayfish
Lumbriculus variegatus - oligochaete worm

Freshwater Plants

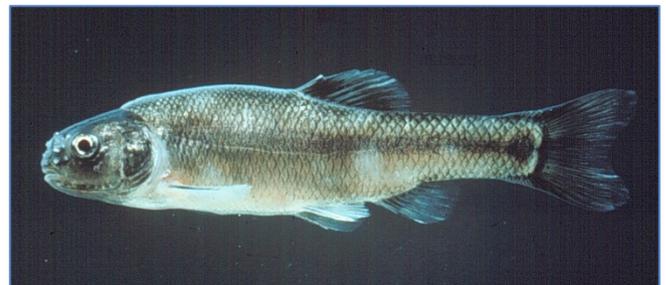
Pseudokirchneriella subcapitata (formerly *Selenastrum capricornutum*) - algae
Lemna minor - duckweed

Freshwater Amphibians

Rana sp. - frog

Estuarine/Marine Fish

Cyprinodon variegatus - sheepshead minnow
Fundulus heteroclitus - mummichog
Menidia menidia - Atlantic silverside
Menidia beryllina - inland silverside
Morone saxatilis - striped bass
Leiostomus xanthurus - spot



Estuarine/Marine Invertebrates

Americamysis bahia - opossum shrimp
Palaemonetes pugio - grass shrimp
Mercenaria mercenaria - hard clam
Mytilus edulis - blue mussel
Mytilus galloprovincialis - blue mussel
Crassostrea virginica - American oyster
Strongylocentrotus purpuratus - purple sea urchin
Neanthes arenaceodentata - polychaete worm

Macoma nasuta - macoma clam
Acartia tonsa - copepod
Nereis virens - polychaete worm
Ampelisca abdita - amphipod
Leptocheirus plumulosus - amphipod
Eohaustorius estuarius - amphipod
Rangia cuneata - brackish water clam
Arbacia punctulata - purple sea urchin

Estuarine/Marine Plants

Skeletonema costatum - algae
Thalassiosira pseudonana - algae
Spartina alterniflora - Saltmeadow cord grass

Terrestrial Species

Lactuca sativa – lettuce
Eisenia fetida – redworm
Lolium perenne – rye grass
Echinochloa crusgalli – Japanese millet

Quality Control/Quality Assurance

EA maintains a corporate quality assurance unit which is independent and separate from personnel involved in the performance and/or supervision of project work. A rigorous QA/SOP program is enforced in all toxicology operations, providing formal documentation to support data generated for clients in regulatory and/or adjudicatory proceedings. EA's Ecotoxicology Laboratory is currently nationally certified through NELAC (# E87550), and is certified in five states, including Florida, Kansas, Texas, Virginia and West Virginia. In addition, the lab is officially recognized in numerous other states which do not have certification programs. The toxicology laboratory also has successfully undergone official inspections by the Maryland Department of the Environment, U.S. EPA Regions II and III, and the New York District of the Corps of Engineers, as well as numerous corporations.

Expert Witness Testimony

EA has an unusually well qualified staff of engineers and scientists capable of providing expert witness testimony in a wide variety of technical areas. In addition, EA conducts an in-house training program specifically directed at expert witness testimony in which staff members are placed in mock courtroom situations and rigorously cross-examined by attorneys to prepare them for actual situations likely to be encountered. If requested, EA will provide professional scientific staff to serve as consultant or witness in any related adjudicatory or litigation proceedings.

Reference Toxicant Bioassay

Reference toxicants serve as internal quality control checks on technical performance, and are used to determine the condition of test organisms at the time of the bioassay. The reference toxicant tests are conducted in a manner that allows for comparison between lots or cultures of organisms. The results of each test are compared with the historical toxicological data generated for the specific combination of test species, test conditions, and reference toxicant. If resistance is reduced or elevated, the test organisms are examined to ascertain problems.

Laboratory Staffing

The Ecotoxicology staff is comprised of approximately 10 professionals, including two senior scientists, three mid level scientists, one junior level scientist and a laboratory supervisor. Table 1 presents a listing of EA's Ecotoxicology Laboratory personnel, their degrees, present assignment, and relevant years of aquatic toxicology experience. All of the senior staff hold advanced degrees in environmental or related sciences with extensive experience in the field of ecotoxicology. The remaining scientific staff has, at a minimum, a Bachelor of Science degree with 4 years of laboratory experience. In addition, our laboratory technicians all hold B.S. degrees.

Table 1 EA Ecotoxicology Laboratory Staff

Position	Name	Degree/Diploma				Major Field	Present Assignment	Years Experience	Years at EA
		PhD	MS	BS	HS				
Laboratory Director	Wayne L. McCulloch		X			Biology	Director, Ecotoxicology Laboratory	39	32
Scientific Staff	Cristi Bishop		X			Aquatic Toxicology	Scientist	17	9
	Michael Chanov		X			Aquatic Toxicology	Scientist	7	4
	Michael Durbano			X		Environmental Science	Scientist	4	4
	Amber Garr	X				Biology	Scientist	15	<1
	William J. Rue		X			Biology	Senior Scientist	39	34
Technician Staff	Christine Holmburg			X		Biology	Technician II	3	3
	Michael Jirsa			X		Environmental Science	Technician II	<1	<1
	Valerie Yurche			X		Biology	Technician II	<1	<1

Position	Name	Degree/Diploma				Major Field	Present Assignment	Years Experience	Years at EA
		PhD	MS	BS	HS				
QA Officer	Richard A. Connelly			X		Environmental Studies	QA Officer	39	28

**Attachment C:
Overview of EA Engineering, Science, and Technology, Inc.**

Attachment C: Overview of EA Engineering, Science, and Technology, Inc.

EA provides environmental, compliance, natural resources, and infrastructure engineering and management solutions to a wide range of government and industrial clients. Headquartered in Hunt Valley, Maryland, EA employs more than 400 professionals through a network of 24 offices across the continental United States, as well as Alaska, Hawaii, and Guam. In business for more than 40 years, EA has earned an outstanding reputation for technical expertise, responsive service, and the judicious use of client resources.



Having completed more than 100,000 projects and provided \$1.5 billion of services, EA meets today's challenges by effectively integrating engineering, science, and technology. EA is consistently ranked among the "Top 30 All-Environmental Firms", the "Top 200 Environmental Firms", and the "Top 500 Design Firms" by leading trade publication *Engineering News-Record*. For more information about EA, visit www.eaest.com.

EA's Comprehensive Services

- **Natural Resources**—Ecological Services, Endangered Species, Fisheries Biology: Wildlife, Plant, Forest, and Wetland Assessment; Ecosystem Restoration
- **Environmental Assessment**—Water Quality Assessment and Permitting, Stormwater, Human Health and Ecological Risk Assessments, NEPA and Sediment Evaluations, Dredged Material Management, Community Outreach Programs
- **Compliance Services**—Ecotoxicology/Biology Laboratory, Sustainability Programs, Renewable Energy Services, Integrated Management Systems, Multi-Media Compliance, Industrial Hygiene Services
- **Water/Wastewater Engineering**—Water Resources and Source Water, Water Supply Solutions, Wastewater, Solids Handling, Safe Drinking Water Act, Clean Water Act, NPDES Permitting
- **Civil and Environmental Engineering**—Solid Waste, Stormwater, Facility Site Planning, Ecosystem Restoration, Sustainability, Remedial Action, Design-Build
- **Site Characterization and Remediation**—ASTM/AAI Phase I/II Environmental Site Assessments, Site Characterization and Investigation, CERCLA and RCRA-Related Services, Long-Term Monitoring and Operations, Remedial Process Optimization
- **Munitions Response Services**—Operational Range Assessment Program, Military Munitions Response Program, MEC/MC Assessments, Geophysical Investigation, MEC/UXO Remediation, Small Arms Range Management, UXO/Explosives Safety
- **Technology Services**—Application Development, Data Management, GIS/Mapping, System Hosting and Maintenance, Implementation Planning and Needs Analyses

**Attachment D:
EA VELAP Certification**



**COMMONWEALTH OF VIRGINIA
DEPARTMENT OF GENERAL SERVICES
DIVISION OF CONSOLIDATED LABORATORY SERVICES**



Certifies that

**VA Laboratory ID#: 460159
EA ENGINEERING, SCIENCE, AND TECHNOLOGY, INC.
231 SCHILLING CIRCLE
HUNT VALLEY, MD 21031**

**Owner: EA ENGINEERING, SCIENCE, AND TECHNOLOGY, INC.
Responsible Official: WILLIAM GOODFELLOW, J.P.**

**Having met the requirements of 1 VAC 30-46
and the National Environmental Laboratory Accreditation Conference 2003 Standard
is hereby approved as an
Accredited Laboratory**

As more fully described in the attached Scope of Accreditation

**Effective Date: June 15, 2013
Expiration Date: June 14, 2014
Certificate # 2350**

Continued accreditation status depends on successful ongoing participation in the program.
Certificate to be conspicuously displayed at the laboratory.
Not valid unless accompanied by a valid Virginia Environmental Laboratory Accreditation Program (VELAP)

Scope of Accreditation.

Customers are urged to verify the laboratory's current accreditation status.

Certificate Not Transferable


Thomas L. York, Ph.D., HCLD
DGS Deputy Director for Laboratories



Commonwealth of Virginia
 Department of General Services
 Division of Consolidated Laboratory Services



Scope of Accreditation

VELAP Certificate No.: 2350

EA ENGINEERING, SCIENCE, AND TECHNOLOGY, INC.
 231 SCHILLING CIRCLE
 HUNT VALLEY, MD 21031

Virginia Laboratory ID: 460159
 Effective Date: June 15, 2013
 Expiration Date: June 14, 2014

NON-POTABLE WATER

<u>METHOD</u>	<u>ANALYTE</u>	<u>PRIMARY</u>	<u>METHOD</u>	<u>ANALYTE</u>	<u>PRIMARY</u>
EPA 1000 (FW CHRONIC 7D S, G) 2002	PIMEPHALES PROMELAS	FL	EPA 1002 (FW CHRONIC 3-BROOD S, R)	CERIODAPHNIA DUBIA	FL
EPA 1004 (SW CHRONIC 7D S, G) 2002	CYPRINODON VARIEGATUS	FL	EPA 1007 (SW CHRONIC 3-BROOD S, R, F)	MYSIDOPSIS BAHIA	FL
EPA 2000 (FW 48H LC50)	PIMEPHALES PROMELAS	FL	EPA 2000 (FW 48H NOAEC)	PIMEPHALES PROMELAS	FL
EPA 2000 (FW 96H LC50)	PIMEPHALES PROMELAS	FL	EPA 2002 (FW 48H LC50)	CERIODAPHNIA DUBIA	FL
EPA 2002 (FW 48H NOAEC)	CERIODAPHNIA DUBIA	FL	EPA 2002 (FW 48H NONRENEWAL LC50)	CERIODAPHNIA DUBIA	FL
EPA 2002 (FW 48H NONRENEWAL NOAEC)	CERIODAPHNIA DUBIA	FL	EPA 2004 (SW 48H LC50)	CYPRINODON VARIEGATUS	FL
EPA 2004 (SW 48H NOAEC)	CYPRINODON VARIEGATUS	FL	EPA 2004 (SW 96H LC50)	CYPRINODON VARIEGATUS	FL
EPA 2007 (SW 48H LC50)	MYSIDOPSIS BAHIA	FL	EPA 2007 (SW 48H NOAEC)	MYSIDOPSIS BAHIA	FL
EPA 2019 (FW 48H LC50)	ONCORHYNCHUS MYKISS	FL	EPA 2019 (FW 48H NOAEC)	ONCORHYNCHUS MYKISS	FL
EPA 2019 (FW 96H LC50)	ONCORHYNCHUS MYKISS	FL			

**AMENDMENT NUMBER 1 TO THE AGREEMENT BETWEEN THE
CLIENT AND KIMLEY-HORN AND ASSOCIATES, INC.**

AMENDMENT NUMBER 1 DATED April 7, 2014 to the agreement between The Town of Smithfield, ("Client") and Kimley-Horn and Associates, Inc., ("Consultant") dated September 3, 2013 ("the Agreement") concerning Reverse Osmosis Plant Improvements (the "Project").

The Consultant has entered into the Agreement with Client for the furnishing of professional services, and the parties now desire to amend the Agreement.

Therefore, it is mutually agreed that the Agreement is amended to include Additional Services to be performed by Consultant and provisions for additional compensation by the Client to the Consultant, all as set forth in Exhibit A hereto. The parties ratify the terms and conditions of the Agreement not inconsistent with this Amendment, all of which are incorporated by reference.

CLIENT:

CONSULTANT:

TOWN OF SMITHFIELD

KIMLEY-HORN AND ASSOCIATES, INC.

By: _____

By: _____

Title: _____

Title: Associate_____

Date: _____

Date: _____

Exhibit A to Amendment Number 1,
dated April 7, 2014.

Consultant shall perform the following Additional Services:

Kimley-Horn prepared a Preliminary Engineering Report with recommendations regarding the concentrate discharge at the Town's water treatment plant. The Town would like to proceed with the next step which is laboratory testing of the toxicity levels of the concentrate stream and analysis of the potential impacts based on the bioassay testing to the existing Cypress Creek to determine the type of DEQ permitting required.

Kimley-Horn will perform bioassay toxicity sampling and testing services in accordance with the attached proposal provided by EA Engineering, Science, and Technology Inc. The bioassay testing is required by the conditions of VAG 64. The site will discharge to a saltwater environment and the regulation requires 4 separate tests each 30 days apart. Kimley-Horn will take the samples of the plant's concentrate stream and ship them to EA for testing and analysis. Following receipt of the tests, Kimley-Horn will review the results and prepare a technical memorandum summarizing the findings and recommendations for the Town of Smithfield's consideration. This scope of work includes two meetings with the Town staff and water/sewer committee.

Consultant and Client agree to the following general schedule in connection with the Additional Services set forth above:

Services will be provided within 110 days from notice to proceed.

For the Additional Services set forth above, Client shall pay Consultant the following additional compensation:

<i>Laboratory Testing/Analysis (EA) -</i>	<i>\$11,200</i>
<i>Sampling & Technical Memorandum -</i>	<i>\$5,000</i>
<i>Expenses (Shipping of Samples) -</i>	<i>\$1,440</i>

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2013/2014	Actual as of 03/31/14	Remaining Budget	% of budget
Revenue				
General Fund revenues				
General Fund revenues				
Real Estate Tax				
Current RE Tax	1,660,000.00	1,648,165.15	11,834.85	99.29%
Delinquent RE Tax	20,000.00	21,064.73	(1,064.73)	105.32%
Current RE Penalty	6,500.00	3,157.52	3,342.48	48.58%
Delinquent RE Penalty	2,000.00	2,756.49	(756.49)	137.82%
Current RE Interest	1,000.00	288.57	711.43	28.86%
Delinquent RE Interest	3,400.00	4,975.51	(1,575.51)	146.34%
Total Real Estate Taxes	1,692,900.00	1,680,407.97	12,492.03	99.26%
Personal Property Tax				
Current PP Tax	838,000.00	844,557.93	(6,557.93)	100.78%
Delinquent PP Tax	35,000.00	14,045.63	20,954.37	40.13%
Current PP Penalty	13,500.00	13,186.80	313.20	97.68%
Delinquent PP Penalty	6,000.00	3,996.18	2,003.82	66.60%
Current PP Interest	650.00	557.13	92.87	85.71%
Delinquent PP Interest	4,320.00	2,343.82	1,976.18	54.26%
Total Personal Property Tax	897,470.00	878,687.49	18,782.51	97.91%
Miscellaneous Receipts Over/Short				
	15.00	(11.31)	26.31	-75.40%
Total Over/Short	15.00	(11.31)	26.31	-75.40%
Other Taxes				
Franchise Tax	119,855.00	-	119,855.00	0.00%
Cigarette Tax	130,000.00	113,226.70	16,773.30	87.10%
Transient Occupancy Tax	142,000.00	89,662.40	52,337.60	63.14%
Meals Tax-4%	794,270.00	624,302.49	169,967.51	78.60%
Meals Tax-2%	397,135.00	312,151.24	84,983.76	78.60%
Communications Tax	245,000.00	138,405.02	106,594.98	56.49%
Rolling Stock	13.00	15.75	(2.75)	121.15%
Rental Tax	1,300.00	625.11	674.89	48.09%
Sales Tax	243,000.00	168,654.19	74,345.81	69.41%
Consumption Tax	47,500.00	34,395.44	13,104.56	72.41%
Utility Tax	194,500.00	132,132.74	62,367.26	67.93%
Total Other Local Taxes	2,314,573.00	1,613,571.08	701,001.92	69.71%
Licenses, Permits & Privilege Fees				
Business Licenses	330,000.00	171,754.89	158,245.11	52.05%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2013/2014	Actual as of 03/31/14	Remaining Budget	% of budget
Business Licenses Penalty	6,420.00	2,906.73	3,513.27	45.28%
Business Licenses Interest	645.00	1,566.14	(921.14)	242.81%
Permits & Other Licenses	13,000.00	7,426.55	5,573.45	57.13%
WC Dog Park Registration	2,200.00	1,910.00	290.00	86.82%
Consultant Review Fees	5,000.00	4,403.80	596.20	88.08%
Vehicle License Tags	-	6.00	(6.00)	100.00%
Vehicle License	135,500.00	125,647.45	9,852.55	92.73%
Total Licenses, permits and privilege fees	492,765.00	315,621.56	177,143.44	64.05%
<u>Fines & Costs</u>				
Public Defender Fee	-	-	-	0.00%
Fines & Costs	57,000.00	49,447.25	7,552.75	86.75%
Total Fines & Forfeitures	57,000.00	49,447.25	7,552.75	86.75%
<u>From Use of Money and Property</u>				
General Fund Interest	6,400.00	5,792.06	607.94	90.50%
Beautification Fund Interest	85.00	125.60	(40.60)	147.76%
Rentals	15,685.00	10,833.27	4,851.73	69.07%
Smithfield Center Rentals	143,000.00	107,605.80	35,394.20	75.25%
Smithfield Center Vendor Programs	4,500.00	5,125.00	(625.00)	113.89%
Kayak Rentals	-	7,092.25	(7,092.25)	100.00%
Special Events	1,000.00	4,268.00	(3,268.00)	426.80%
Fingerprinting Fees	1,000.00	755.00	245.00	75.50%
Sale of Equipment	1,000.00	3,927.51	(2,927.51)	392.75%
Lease of Land	525.00	500.00	25.00	95.24%
Total revenue from use of money and property	173,195.00	146,024.49	27,170.51	84.31%
<u>Miscellaneous Revenue</u>				
Other Revenue	2,200.00	1,206.93	993.07	54.86%
Cash Proffer Revenues	-	24,127.50	(24,127.50)	#DIV/0!
Obici Foundation Wellness Grant	12,500.00	15,500.00	(3,000.00)	124.00%
Virginia Municipal Group Safety Grant	3,861.00	4,000.00	(139.00)	103.60%
Total Miscellaneous Revenue	18,561.00	44,834.43	(26,273.43)	241.55%
<u>From Reserves</u>				
Restricted Reserves-Police Department	-	14,868.15	(14,868.15)	0.00%
Reserves-Pinewood Escrow	14,618.00	9,073.28	5,544.72	62.07%
From Operating Reserves	529,075.00	-	529,075.00	0.00%
Total From Reserves	543,693.00	23,941.43	519,751.57	4.40%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2013/2014	Actual as of 03/31/14	Remaining Budget	% of budget
<u>Intergovernmental Virginia</u>				
Law Enforcement	161,533.00	121,149.00	40,384.00	75.00%
Litter Control Grant	3,765.00	3,321.00	444.00	88.21%
Police Block Grants-State	1,000.00	5,834.55	(4,834.55)	583.46%
Fire Programs	19,461.00	-	19,461.00	0.00%
VCA Grant	5,000.00	5,000.00	-	100.00%
DCA Grant (Dam)	17,000.00	-	17,000.00	0.00%
SNAP Program	-	2,931.00	(2,931.00)	#DIV/0!
Fuel Refund (state)	865.00	12.32	852.68	1.42%
Total State Revenue	208,624.00	138,247.87	70,376.13	66.27%
<u>Intergovernmental Federal</u>				
Federal Grants	5,000.00	1,190.00	3,810.00	23.80%
Pinewood Heights CDBG Relocation Grant-Phase II	500,194.00	132,626.00	367,568.00	26.51%
Federal Fuel Income	1,000.00	-	1,000.00	0.00%
Total Federal Revenue	506,194.00	133,816.00	372,378.00	26.44%
<u>Other Financing Sources</u>				
<u>Operating Transfers In</u>				
Transfer In for Debt Service	-	-	-	0.00%
Total Operating Transfers In	-	-	-	#DIV/0!
<u>Other Financing Sources</u>				
Note Proceeds-HVAC Financing (Smithfield Center)	-	-	-	0.00%
General Obligation Bond-Capital Asset financing (ball fields)	400,000.00	-	400,000.00	0.00%
Insurance Recoveries	-	10,520.87	(10,520.87)	100.00%
Total Other Financing Sources	400,000.00	10,520.87	389,479.13	2.63%
<u>Contributions</u>				
CHIPS Contributions	2,500.00	600.00	1,900.00	24.00%
Contributions-Employee Awards	-	-	-	0.00%
Contributions-IOW County (ball fields)	25,000.00	-	25,000.00	0.00%
Total Contributions	27,500.00	600.00	26,900.00	2.18%
Total General Fund Revenue	7,332,490.00	5,035,709.13	2,296,780.87	68.68%
Less Revenues, Loan Funds, Grants and Contributions related to capital projects				
General Obligation Bond-HVAC Financing	-	-	-	
General Obligation Bond-Land Acquisition	(400,000.00)	-	(400,000.00)	

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2013/2014	Actual as of 03/31/14	Remaining Budget	% of budget
Cash Proffer Revenues	-	(24,127.50)	24,127.50	
Meals Tax (2%) allocated to Special Projects	(397,135.00)	(312,151.24)	(84,983.76)	
Pinewood Heights Reserves	(14,618.00)	(9,073.28)	(5,544.72)	
Contributions to Ball Fields (IOW)	(25,000.00)	-	(25,000.00)	
Pinewood Heights Relocation Project -Grant	(500,194.00)	(132,626.00)	(367,568.00)	
Total Non-operating Revenues	(1,336,947.00)	(477,978.02)	(858,968.98)	35.75%
Total General Fund Operating Revenues	5,995,543.00	4,557,731.11	1,437,811.89	76.02%
General Fund Budget Expenses				
Description	Adopted Budget 2013/2014	Actual as of 03/31/14	Remaining Budget	% of budget
GENERAL GOVERNMENT				
<u>Town Council</u>				
Salaries	40,000.00	27,395.00	12,605.00	68.49%
FICA	3,500.00	2,404.74	1,095.26	68.71%
Employee Wellness/Assistance Plan	1,800.00	1,228.50	571.50	68.25%
Legal Fees	32,000.00	17,859.69	14,140.31	55.81%
Election Expense	3,000.00	-	3,000.00	-
Maintenance contracts	695.00	-	695.00	-
Advertising	30,000.00	8,301.51	21,698.49	27.67%
Professional Services	1,500.00	6,358.00	(4,858.00)	423.87%
Records Management maint & upgrades-software (to be moved)	8,484.00	7,245.00	1,239.00	85.40%
Site Plan Review	5,000.00	847.50	4,152.50	16.95%
Communications	3,500.00	559.47	2,940.53	15.98%
Insurance	27,435.00	19,972.50	7,462.50	72.80%
Supplies	20,000.00	12,743.43	7,256.57	63.72%
Travel & Training	6,000.00	5,105.36	894.64	85.09%
Subscriptions/Memberships	9,100.00	8,383.00	717.00	92.12%
Council Approved Items	16,000.00	5,538.70	10,461.30	34.62%
Public Defender Fees	2,000.00	(120.00)	2,120.00	-6.00%
Bank Charges	625.00	16.00	609.00	2.56%
SpecialProjects	2,500.00	2,460.63	39.37	98.43%
Smithfield CHIPS program	3,772.00	3,140.00	632.00	83.24%
Update Town Charter & Code	2,000.00	1,692.00	308.00	84.60%
Annual Christmas Parade	400.00	185.10	214.90	46.28%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2013/2014	Actual as of 03/31/14	Remaining Budget	% of budget
Council Approved Hwy	-	-	-	-
Total Town Council	219,311.00	131,316.13	87,994.87	59.88%
<u>Town Manager</u>				
Salaries	216,840.00	147,712.94	69,127.06	68.12%
FICA	17,350.00	11,625.58	5,724.42	67.01%
VSRS	25,100.00	18,631.94	6,468.06	74.23%
Health	37,455.00	27,379.69	10,075.31	73.10%
Auto Expense	500.00	313.81	186.19	62.76%
Maintenance Contracts	1,700.00	563.20	1,136.80	33.13%
Communications	15,500.00	9,485.94	6,014.06	61.20%
Insurance	2,910.00	2,015.79	894.21	69.27%
Supplies	5,500.00	2,869.79	2,630.21	52.18%
Dues & Subscriptions	2,940.00	2,646.78	293.22	90.03%
Computer & technology expenses	16,000.00	7,169.09	8,830.91	44.81%
Travel & Training	7,800.00	4,905.49	2,894.51	62.89%
Other	100.00	31.66	68.34	31.66%
TM Allocated to Hwy	-	-	-	0.00%
Total Town Manager	349,695.00	235,351.70	114,343.30	67.30%
<u>Treasurer</u>				
Salaries	258,170.00	172,053.92	86,116.08	66.64%
FICA	20,655.00	13,742.24	6,912.76	66.53%
VSRS	29,230.00	20,057.45	9,172.55	68.62%
Health	32,840.00	20,838.49	12,001.51	63.45%
Audit	11,500.00	-	11,500.00	0.00%
Depreciation Software	2,700.00	-	2,700.00	0.00%
Communications	8,080.00	5,445.17	2,634.83	67.39%
Data Processing	18,000.00	13,117.17	4,882.83	72.87%
Service Contracts	18,500.00	11,650.18	6,849.82	62.97%
Insurance	2,510.00	1,738.71	771.29	69.27%
Supplies	15,000.00	7,788.33	7,211.67	51.92%
Dues & Subscriptions	2,300.00	1,354.11	945.89	58.87%
Credit Card Processing	1,000.00	1,848.53	(848.53)	184.85%
Cigarette Tax Stamps	2,565.00	2,473.20	91.80	96.42%
Travel & Training	2,000.00	183.45	1,816.55	9.17%
Other	100.00	20.54	79.46	20.54%
Treasurer Alloc to Hwy	-	-	-	0.00%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2013/2014	Actual as of 03/31/14	Remaining Budget	% of budget
Total Treasurer	425,150.00	272,311.49	152,838.51	64.05%
<u>PUBLIC SAFETY</u>				
<u>Police Department</u>				
Salaries	1,322,140.00	927,821.33	394,318.67	70.18%
FICA	105,775.00	72,099.48	33,675.52	68.16%
VSRS	139,100.00	102,290.66	36,809.34	73.54%
Health Insurance	185,950.00	130,574.35	55,375.65	70.22%
Pre-employ screening/Emp Medical	2,000.00	-	2,000.00	0.00%
Uniforms	24,000.00	13,194.47	10,805.53	54.98%
Service Contracts	37,000.00	30,802.53	6,197.47	83.25%
Communications	65,000.00	34,030.98	30,969.02	52.36%
Computer & Technology Expenses	10,000.00	2,743.45	7,256.55	27.43%
Insurance	51,935.00	35,976.12	15,958.88	69.27%
Ins. - LODA	10,962.00	10,961.37	0.63	99.99%
Materials & Supplies	30,500.00	10,326.63	20,173.37	33.86%
Dues & Subscriptions	6,500.00	5,594.83	905.17	86.07%
Equipment	15,000.00	3,350.22	11,649.78	22.33%
Radio & Equipment repairs	3,500.00	-	3,500.00	0.00%
Vehicle Maintenance	50,000.00	29,964.26	20,035.74	59.93%
Gas	85,000.00	47,754.28	37,245.72	56.18%
Tires	7,500.00	3,375.45	4,124.55	45.01%
Travel & Training	27,500.00	18,551.73	8,948.27	67.46%
Special Events	500.00	154.59	345.41	30.92%
Police Grants	24,478.00	14,998.00	9,480.00	61.27%
Investigation expenses	5,000.00	2,395.93	2,604.07	47.92%
Other	500.00	736.62	(236.62)	147.32%
Total Police Department	2,209,840.00	1,497,697.28	712,142.72	67.77%
<u>Fire Department</u>				
Fuel Fund & Travel	13,000.00	-	13,000.00	0.00%
State Pass Thru	19,461.00	-	19,461.00	0.00%
Total Fire Department	32,461.00	-	32,461.00	0.00%
<u>Contributions-Public Safety</u>				
Coast Guard Auxiliary	250.00	250.00	-	100.00%
Rescue Squad-shared maintenance	-	-	-	0.00%
E911 Dispatch Center	118,950.00	60,000.81	58,949.19	50.44%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2013/2014	Actual as of 03/31/14	Remaining Budget	% of budget
Fire Department Rescue Truck	10,000.00	10,000.00	-	100.00%
Total Contributions-Public Safety	129,200.00	70,250.81	58,949.19	54.37%
PARKS, RECREATION & CULTURAL				
Smithfield Center				
Salaries	186,170.00	121,678.39	64,491.61	65.36%
FICA	14,895.00	10,079.10	4,815.90	67.67%
VSRS	16,365.00	12,153.42	4,211.58	74.26%
Health	20,780.00	15,182.97	5,597.03	73.07%
Uniforms	1,200.00	212.55	987.45	17.71%
Contracted Services	23,000.00	10,889.11	12,110.89	47.34%
Retail Sales & Use Tax	500.00	300.00	200.00	60.00%
Utilities	30,000.00	17,125.51	12,874.49	57.09%
Communications	21,500.00	10,998.60	10,501.40	51.16%
Computer & technology expenses	2,500.00	1,099.98	1,400.02	44.00%
Insurance	4,810.00	3,331.95	1,478.05	69.27%
Kitchen Supplies	4,000.00	928.89	3,071.11	23.22%
Office Supplies/Other Supplies	4,000.00	2,894.49	1,105.51	72.36%
Food Service & Beverage Supplies	8,000.00	3,510.22	4,489.78	43.88%
AV Supplies	1,000.00	97.14	902.86	9.71%
Repairs & Maintenance	40,000.00	21,575.91	18,424.09	53.94%
Systems Maintenance (HVAC, AV, Generator)	10,000.00	-	10,000.00	0.00%
Landscaping	12,000.00	8,746.43	3,253.57	72.89%
Travel & Training	2,000.00	2,315.00	(315.00)	115.75%
Programming Expenses	1,000.00	-	1,000.00	0.00%
Advertising	20,000.00	12,768.28	7,231.72	63.84%
Refund event deposits	3,500.00	2,648.13	851.87	75.66%
Credit card processing expense	4,500.00	2,815.53	1,684.47	62.57%
Total Smithfield Center	431,720.00	261,351.60	170,368.40	60.54%
Contributions-Parks, Recreation and Cultural				
Farmers Market	3,000.00	278.75	2,721.25	9.29%
BSV Parking Lot	-	4,990.00	(4,990.00)	100.00%
TUMC Parking Lot	1,500.00	375.00	1,125.00	25.00%
Hampton Roads Partnership	1,960.00	-	1,960.00	0.00%
Isle of Wight Arts League	10,000.00	10,000.00	-	100.00%
Library	10,000.00	3,315.90	6,684.10	33.16%
Total Contributions-Park, Recreation and Cultural	26,460.00	18,959.65	7,500.35	71.65%
Windsor Castle Park				

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2013/2014	Actual as of 03/31/14	Remaining Budget	% of budget
Salaries	73,820.00	49,907.09	23,912.91	67.61%
FICA	5,910.00	3,897.09	2,012.91	65.94%
VSRS	8,505.00	6,479.16	2,025.84	76.18%
Health	13,870.00	9,788.89	4,081.11	70.58%
Contracted Services	5,000.00	3,371.39	1,628.61	67.43%
Grass Cutting	30,000.00	18,830.94	11,169.06	62.77%
Kayak Expenses	-	1,415.19	(1,415.19)	#DIV/0!
Professional Services	1,000.00	2,184.27	(1,184.27)	218.43%
Utilities	5,000.00	2,883.16	2,116.84	57.66%
Supplies	2,500.00	1,739.74	760.26	69.59%
Repairs & Maintenance	40,000.00	36,900.04	35,592.22	92.25%
Total Windsor Castle Park	185,605.00	137,396.96	80,700.30	74.03%
<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	1,600.00	910.55	689.45	56.91%
Community Wellness Initiative	35,000.00	36,174.78	(1,174.78)	103.36%
SNAP Program	-	707.25	(707.25)	100.00%
Waterworks Dam	34,000.00	15,814.90	18,185.10	46.51%
Haydens Lane Maintenance	2,900.00	4,760.90	(1,860.90)	164.17%
Veterans War Memorial	1,000.00	463.26	536.74	46.33%
Fireworks	2,000.00	2,000.00	-	100.00%
Total Parks & Recreation	78,000.00	60,831.64	17,168.36	77.99%
COMMUNITY DEVELOPMENT				
Pinewood Heights				
Non-CDBG Contributed Operating Expenses				
<u>Administration</u>				
Management Assistance	12,000.00	4,218.06	7,781.94	35.15%
Monitoring/Closeout	2,500.00	-	2,500.00	0.00%
<u>Permanent Relocation</u>				
Owner Occupied Households	107,826.00	89,201.06	18,624.94	82.73%
Renter Occupied Households	134,155.00	9,073.28	125,081.72	6.76%
Moving Costs	13,900.00	5,400.00	8,500.00	38.85%
Relocation Specialist	10,633.00	11,042.50	(409.50)	103.85%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2013/2014	Actual as of 03/31/14	Remaining Budget	% of budget
<u>Acquisition</u>				
Owner Acquisition	-	71,681.56	(71,681.56)	100.00%
<u>Acquisition Specialist</u>	15,000.00	2,473.00	12,527.00	16.49%
<u>Clearance & Demolition</u>	29,000.00	5,500.00	23,500.00	18.97%
Subtotal Non CDBG	325,014.00	198,589.46	126,424.54	61.10%
CDBG Contributed Operating Expenses				
<u>Permanent Relocation</u>				
Owner Occupied Households	230,394.00	98,626.00	131,768.00	42.81%
Renter Occupied Households	-	-	-	-
<u>Acquisition</u>				
Owner Occupied	-	71,000.00	(71,000.00)	100.00%
<u>Clearance & Demolition</u>				
	-	-	-	0.00%
		-	-	0.00%
Subtotal CDBG	230,394.00	169,626.00	60,768.00	73.62%
Total Pinewood Heights Contributions	555,408.00	368,215.46	187,192.54	66.30%
<u>Contributions-Community Development</u>				
APVA Courthouse Contribution	5,000.00	-	5,000.00	0.00%
Chamber of Commerce	6,000.00	6,000.00	-	100.00%
Christian Outreach	14,000.00	14,000.00	-	100.00%
Genieve Shelter	9,000.00	-	9,000.00	0.00%
TRIAD	1,650.00	1,650.00	-	100.00%
Tourism Bureau	209,976.00	104,988.00	104,988.00	50.00%
Western Tidewater Free Clinic	33,339.00	33,339.00	-	100.00%
YMCA Projects	50,000.00	50,000.00	-	100.00%
Total Contributions-Community Development	328,965.00	209,977.00	118,988.00	63.83%
PUBLIC WORKS				
Planning, Engineering & Public Works				
Salaries	203,530.00	151,803.27	51,726.73	74.59%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2013/2014	Actual as of 03/31/14	Remaining Budget	% of budget
FICA	16,285.00	12,212.18	4,072.82	74.99%
VSRS	24,750.00	18,388.19	6,361.81	74.30%
Health	33,600.00	24,193.61	9,406.39	72.00%
Uniforms	2,000.00	1,766.62	233.38	88.33%
Contractual	9,125.00	7,572.70	1,552.30	82.99%
GIS	1,200.00	-	1,200.00	0.00%
Recycling-new contract	212,725.00	160,493.67	52,231.33	75.45%
Trash Collection-new contract	227,555.00	169,300.83	58,254.17	74.40%
Street Lights	5,000.00	804.43	4,195.57	16.09%
Communications	15,000.00	7,533.24	7,466.76	50.22%
Safety Meetings	5,000.00	1,921.07	3,078.93	38.42%
Insurance	8,060.00	5,583.27	2,476.73	69.27%
Materials & Supplies	6,000.00	2,496.65	3,503.35	41.61%
Repairs & Maintenance	9,000.00	1,499.48	7,500.52	16.66%
Gas & Tires	10,500.00	6,314.99	4,185.01	60.14%
Travel & Training	6,000.00	2,878.76	3,121.24	47.98%
Litter Control Grant	3,765.00	-	3,765.00	0.00%
Dues & Subscriptions	2,000.00	896.00	1,104.00	44.80%
Other	1,000.00	2,221.39	(1,221.39)	222.14%
Public Works Alloc to Hwy	-	-	-	-
Total Public Works	802,095.00	577,880.35	224,214.65	72.05%
PUBLIC BUILDINGS				
Public Buildings				
Salaries	21,235.00	15,065.03	6,169.97	70.94%
FICA	1,700.00	1,286.08	413.92	75.65%
Contractual	9,000.00	11,351.84	(2,351.84)	126.13%
Communications	1,750.00	1,204.52	545.48	68.83%
Utilities	47,000.00	31,460.62	15,539.38	66.94%
Insurance	3,176.00	2,757.05	418.95	86.81%
Materials & Supplies	3,000.00	1,256.54	1,743.46	41.88%
Materials & Supplies-Town Manager	-	12.52	(12.52)	100.00%
Materials & Supplies-Police Department	-	449.25	(449.25)	100.00%
Materials & Supplies-Town Hall	-	100.63	(100.63)	100.00%
Materials & Supplies-Public Works	-	80.00	(80.00)	100.00%
Materials & Supplies-Public Restrooms	-	436.37	(436.37)	100.00%
Repairs & Maintenance	29,289.00	21,411.49	7,877.51	73.10%
Rent Expense-Office Space	4,800.00	3,200.00	1,600.00	66.67%
Other	1,000.00	820.08	179.92	82.01%
Alloc Costs to Hwy	-	-	-	-

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2013/2014	Actual as of 03/31/14	Remaining Budget	% of budget
Total Public Buildings	121,950.00	90,892.02	31,057.98	74.53%
OTHER FINANCING USES				
Other Financing Uses				
Transfers to Operating Reserves		888,893.61	(888,893.61)	100.00%
Transfers to Restricted Reserves-Special Projects (Pinewood)	-	58,360.06	(58,360.06)	-
Transfers to Restricted Reserves-S Church Street Project	-	-	-	-
Total Transfers To Reserves	-	947,253.67	(947,253.67)	100.00%
DEBT SERVICE				
Debt Service				
Principal Retirement				
Public Building Acquisition	19,914.00	-	19,914.00	0.00%
HVAC	15,300.00	10,119.34	5,180.66	66.14%
Ball Fields	73,750.00	-	73,750.00	-
Line of Credit Retirement-interest	5,000.00	-	5,000.00	0.00%
Ball field financing?				
Interest and fiscal charges				
Public Building Acquisition	33,195.00	16,597.07	16,597.93	50.00%
HVAC	2,370.00	1,716.32	653.68	72.42%
Ball Fields	14,650.00	-	14,650.00	0.00%
Total Debt Service	164,179.00	28,432.73	135,746.27	17.32%
Total General Fund Expenses	6,060,039.00	4,908,118.49	1,184,412.77	80.99%
Less Expenses related to capital projects:				
Legal Fees	-	-	-	
Professional Fees	-	-	-	
Pinewood Heights Relocation Project Expenses	(555,408.00)	(368,215.46)	(187,192.54)	
Pinewood Heights Line of Credit Expenses	(5,000.00)	-	(5,000.00)	
Total Non-operating Expenses	(560,408.00)	(368,215.46)	(192,192.54)	65.70%
Total General Fund Operating Expenses	5,499,631.00	4,539,903.03	992,220.23	82.55%
Net Operating Reserve (+/-)	495,912.00	17,828.08	445,591.66	3.60%
Net Reserve (+/-)	1,272,451.00	127,590.64	1,112,368.10	10.03%

	Adopted Budget 2013/2014	Actual 3/31/2014	Remain Budget	% of Budget
Net Operating Reserves (Deficit)	1,272,451.00	127,590.64	1,144,860.36	10.03%
Capital Outlay General Fund				
GENERAL GOVERNMENT				
COMMUNITY DEVELOPMENT				
Pinewood Heights Relocation-CIP				
Non CDBG Capital Acquisition				
Owner Occupied Units	(1,237.00)		(1,237.00)	0.00%
Renter Occupied Units	(158,019.00)		(158,019.00)	0.00%
Vacant Lots	-		-	-
Appraisal/Legal	(7,170.00)	(3,275.00)	(3,895.00)	45.68%
Subtotal Non CDBG Capital Acquisition	(166,426.00)	(3,275.00)	(163,151.00)	1.97%
CDBG Capital Acquisition-MY2				
Owner Occupied Units	(269,800.00)	(24,000.00)	(245,800.00)	8.90%
Renter Occupied Units		-	-	-
Vacant Lots		-	-	-
Subtotal CDBG Capital Acquisition	(269,800.00)	(24,000.00)	(245,800.00)	8.90%
Total Pinewood Heights Relocation CIP	(436,226.00)	(27,275.00)	(408,951.00)	6.25%
TOWN COUNCIL				
DOCSTAR server	(7,650.00)		(7,650.00)	0.00%
TREASURER				
Computer Equipment System upgrades				
AS400 Server	(45,000.00)		(45,000.00)	0.00%
PARKS, RECREATION AND CULTURAL				
Smithfield Center upgrades	(28,000.00)		(28,000.00)	0.00%
Smithfield Center Asphalt Repairs	(6,000.00)		(6,000.00)	0.00%
Public Park Improvements (Clontz Park, Tot Lots, Waterworks Lake)	(25,000.00)		(25,000.00)	0.00%
Windsor Castle Park-outbuildings	(100,000.00)		(100,000.00)	0.00%
PUBLIC SAFETY				
Police				
Police Vehicles	(101,700.00)	(94,603.14)	(7,096.86)	93.02%
Copier	(10,000.00)		(10,000.00)	-
PUBLIC WORKS				
Vehicles and Equipment	(5,000.00)		(5,000.00)	0.00%
Work Order System	(6,250.00)	(5,712.50)	(537.50)	91.40%

	Adopted Budget	Actual	Remain	% of
	2013/2014	3/31/2014	Budget	Budget
PW Security Gate	(2,625.00)		(2,625.00)	0.00%
GIS/Mapping	(12,000.00)		(12,000.00)	0.00%
James/Washington Street Improvements	(5,000.00)		(5,000.00)	0.00%
Pinewood Heights-Stormwater Management	(75,000.00)		(75,000.00)	0.00%
Public Ball Fields	(400,000.00)		(400,000.00)	0.00%
N/S Church St Streetscape Improvements	-	-	-	0.00%
PUBLIC BUILDINGS				
Office Space Improvements-Town Hall	(7,000.00)		(7,000.00)	0.00%
Net Capital Outlay	(1,272,451.00)	(127,590.64)	(1,144,860.36)	10.03%
Net Reserves (Deficit) after capital outlay	-	(0.00)	-	0.20

Town of Smithfield				
Sewer Fund Budget				
	Adopted Budget	Balance as of	Remaining	% of
	2013/2014	03/31/14	Budget	budget
Revenue				
Operating Revenues				
Sewer Charges	699,025.00	543,652.06	155,372.94	77.77%
Sewer Compliance Fee	489,559.00	393,674.88	95,884.12	80.41%
Miscellaneous Revenue	500.00	651.63	(151.63)	130.33%
Connection fees	31,600.00	12,740.00	18,860.00	40.32%
Total Operating Revenue	1,220,684.00	950,718.57	269,965.43	77.88%
Town of Smithfield				
Sewer Fund Budget				
Description	Adopted Budget	Balance as of	Remaining	% of
	2013/2014	03/31/14	Budget	budget
Expenses				
Operating Expenses				
Salaries	226,915.00	150,577.96	76,337.04	66.36%
FICA	18,155.00	11,837.75	6,317.25	65.20%
VSRS	26,245.00	18,758.36	7,486.64	71.47%
Health	38,750.00	27,263.08	11,486.92	70.36%
Uniforms	2,500.00	1,299.54	1,200.46	51.98%
Audit & Legal Fees	14,750.00	4,409.06	10,340.94	29.89%
HRPDC sewer programs	872.00	918.00	(46.00)	105.28%
Maintenance & Repairs	50,000.00	25,161.47	24,838.53	50.32%
VAC Truck Repairs & Maintenance	7,500.00	4,336.95	3,163.05	57.83%
Data Processing	14,000.00	9,837.41	4,162.59	70.27%
Dues & Subscriptions	150.00	30.00	120.00	20.00%
Utilities	43,500.00	24,483.18	19,016.82	56.28%
SCADA Expenses	6,000.00	4,185.94	1,814.06	69.77%
Telephone	12,000.00	6,856.35	5,143.65	57.14%
Insurance	16,140.00	11,180.40	4,959.60	69.27%
Materials & Supplies	46,000.00	16,924.30	29,075.70	36.79%
Truck Operations	14,000.00	7,381.74	6,618.26	52.73%
Travel & Training	4,000.00	83.33	3,916.67	2.08%
Contractual	3,250.00	1,697.00	1,553.00	52.22%
Miscellaneous	600.00	377.04	222.96	62.84%
Bad Debt Expense	5,000.00	-	5,000.00	0.00%
Bank service charges	325.00	-	325.00	0.00%

Town of Smithfield				
Sewer Fund Budget				
	Adopted Budget 2013/2014	Balance as of 03/31/14	Remaining Budget	% of budget
Total Sewer Fund Operating Expenses before D&A Exp.	550,652.00	327,598.86	223,053.14	59.49%
Operating Income before D&A Expense	670,032.00	623,119.71	46,912.29	93.00%
Depreciation & Amort. Exp.	772,720.00	425,882.48	346,837.52	55.11%
Operating Income (Loss)	(102,688.00)	197,237.23	(299,925.23)	-192.07%
Nonoperating Revenues (Expenses)				
Pro-rata Share Fees	-	8,000.00	(8,000.00)	100.00%
Availability Fees	82,400.00	32,960.00	49,440.00	40.00%
Insurance Reimbursements	-	-	-	0.00%
Contributed Capital-Smithfield Foods Rev Ln	21,733.00	-	21,733.00	0.00%
Interest Revenue	3,250.00	3,381.93	(131.93)	104.06%
Interest Expense	(39,351.00)	(29,899.34)	(9,451.66)	75.98%
Total Nonoperating Revenues (Expenses)	68,032.00	14,442.59	53,589.41	21.23%
Net Income (loss)	(34,656.00)	211,679.82	(246,335.82)	-610.80%
WORKING ADJUSTMENTS TO CAFR				
(FOR INTERNAL USE ONLY)				
Restricted revenues:				
Pro-rata Share Fees	-	(8,000.00)	8,000.00	#DIV/0!
Availability Fees	(82,400.00)	(32,960.00)	(49,440.00)	40.00%
Contributed Capital-Smithfield Foods Rev Ln	(21,733.00)	-	(21,733.00)	0.00%
Compliance Fee	(489,559.00)	(393,674.88)	(95,884.12)	80.41%
Bad Debt Expense	5,000.00	-	5,000.00	0.00%
Depreciation & Amort. Exp.	772,720.00	425,882.48	346,837.52	55.11%
Additional debt service costs-principal expense	(74,700.00)	(74,700.00)	-	100.00%
Total adjustments to CAFR	109,328.00	(83,452.40)	192,780.40	-76.33%
Working adjusted income	74,672.00	128,227.42	(53,555.42)	171.72%

	Adopted Budget 2013/2014	Actual 3/31/2014	Remaining Budget	% of Budget
Sewer Fund				
Working adjusted income	74,672.00	128,227.42	(53,555.42)	171.72%
Sewer SSO Consent Order	(325,000.00)	(48,199.50)	(276,800.50)	14.83%
Storage Shed	-	(2,428.11)	2,428.11	100.00%
Construction Standards Update	(4,201.00)	-	(4,201.00)	0.00%
Work Order System	(6,250.00)	(5,712.50)	(537.50)	91.40%
PW Security Gate	(2,625.00)	-	(2,625.00)	0.00%
Arc Flash	-	(35,000.00)	35,000.00	100.00%
Sewer Capital Repairs	(100,000.00)	(5,205.00)	(94,795.00)	5.21%
Pump Station Upgrades	(100,000.00)	(50,292.30)	(49,707.70)	50.29%
Truck/Equipment	(10,000.00)	-	(10,000.00)	0.00%
Net Capital Outlay	(548,076.00)	(146,837.41)	(401,238.59)	26.79%
Net Reserves (Deficit) after capital outlay	(473,404.00)	(18,609.99)	(454,794.01)	3.93%
Funding from Development Escrow	-	-	-	
Reserves from Sewer Capital Escrow Account	200,000.00	43,582.00	156,418.00	21.79%
Funding from Sewer Compliance Fee	325,000.00	43,999.50	281,000.50	13.54%
Draw from operating reserves		-	-	
Funding from Bond Escrow (released from refinance)		-	-	
Net Cashflow	51,596.00	68,971.51	(17,375.51)	133.68%

Town of Smithfield				
Water Fund Budget				
Description	Adopted Budget 2013/2014	Balance as of 03/31/14	Remaining Budget	% of budget
Revenue				
Operating Revenue				
Water Sales	1,453,834.00	1,126,674.01	327,159.99	77.50%
Debt Service Revenue	187,896.00	190,565.55	(2,669.55)	101.42%
Miscellaneous	500.00	2,651.80	(2,151.80)	530.36%
Connection fees	13,200.00	5,530.00	7,670.00	41.89%
Application Fees	5,000.00	4,377.00	623.00	87.54%
Total Operating Revenue	1,660,430.00	1,329,798.36	330,631.64	80.09%
Town of Smithfield				
Water Fund Budget				
Description	Adopted Budget 2013/2014	Balance as of 03/31/14	Remaining Budget	% of budget
Expenses				
Salaries	348,720.00	239,918.49	108,801.51	68.80%
FICA	27,900.00	18,918.20	8,981.80	67.81%
VSRS	38,530.00	26,004.03	12,525.97	67.49%
Health	49,735.00	34,338.40	15,396.60	69.04%
Uniforms	3,255.00	1,611.27	1,643.73	49.50%
Contractual	15,000.00	9,836.75	5,163.25	65.58%
Legal & Audit	20,000.00	4,529.06	15,470.94	22.65%
Maintenance & Repairs	21,000.00	4,762.19	16,237.81	22.68%
Water Tank Maintenance	100,000.00	76,404.96	23,595.04	76.40%
Professional Services	1,000.00	19,603.80	(18,603.80)	1960.38%
Regional Water Supply Study	2,580.00	1,839.00	741.00	71.28%
Data Processing	14,000.00	9,837.41	4,162.59	70.27%
Utilities	1,500.00	1,131.29	368.71	75.42%
Communications	15,045.00	6,826.32	8,218.68	45.37%
Insurance	25,200.00	17,456.37	7,743.63	69.27%
Materials & Supplies	114,400.00	30,645.73	83,754.27	26.79%
Gas and Tires	14,500.00	9,980.56	4,519.44	68.83%
Dues & Subscriptions	1,000.00	645.95	354.05	64.60%
Bank service charges	325.00	40.20	284.80	12.37%
Travel and Training	5,500.00	144.48	5,355.52	2.63%
Miscellaneous	9,500.00	8,849.93	650.07	93.16%
RO Annual costs	470,673.00	273,621.31	197,051.69	58.13%
Bad debt expense	7,500.00	-	7,500.00	0.00%
Total Water Fund Operating Expenses before D&A Exp.	1,306,863.00	796,945.70	509,917.30	60.98%

Town of Smithfield

Water Fund Budget

	Adopted Budget	Balance as of	Remaining	% of
Description	2013/2014	03/31/14	Budget	budget
Operating Income before D&A Expense	353,567.00	532,852.66	(179,285.66)	150.71%
Depreciation & Amortization Expense	365,000.00	247,706.74	117,293.26	67.86%
Operating Income (Loss)	(11,433.00)	285,145.92	(296,578.92)	-2494.06%
Nonoperating Revenues (Expenses)				
Pro-Rata Share Fees	-	8,000.00	(8,000.00)	#DIV/0!
Availability Fees	54,400.00	21,760.00	32,640.00	40.00%
Interest Revenue	5,925.00	5,067.80	857.20	85.53%
Interest Expense	(123,720.00)	(74,458.90)	(49,261.10)	60.18%
Total Nonoperating Revenues (Expenses)	(63,395.00)	(39,631.10)	(23,763.90)	62.51%
Net Income (Loss)	(74,828.00)	245,514.82	(320,342.82)	-328.11%
WORKING ADJUSTMENTS TO CAFR				
(FOR INTERNAL USE ONLY)				
Restricted revenues:				
Pro-rata Share Fees	-	(8,000.00)	8,000.00	#DIV/0!
Availability Fees	(54,400.00)	(21,760.00)	(32,640.00)	40.00%
Bad Debt Expense	7,500.00	-	7,500.00	0.00%
Debt Service Revenue	(187,896.00)	(190,565.55)	2,669.55	101.42%
Depreciation & Amort. Exp.	365,000.00	247,706.74	117,293.26	67.86%
Additional debt service costs-principal expense	(322,275.00)	(322,274.09)	(0.91)	100.00%
Total adjustments to CAFR	(192,071.00)	(294,892.90)	102,821.90	153.53%
Working adjusted income	(266,899.00)	(49,378.08)	(217,520.92)	18.50%

	Adopted Budget 2013/2014	Actual 3/31/2014	Remain Budget	% of Budget
Water Fund				
Net Operating Reserves (Deficit)	(266,899.00)	(49,378.08)	(217,520.92)	18.50%
Construction Standards Update	(4,201.00)		(4,201.00)	0.00%
Discharge Analysis	(25,000.00)		(25,000.00)	0.00%
Vehicle/Equipment	(10,000.00)		(10,000.00)	0.00%
Work Order System	(6,250.00)	(5,712.50)	(537.50)	91.40%
Public Works Security Gate	(2,625.00)		(2,625.00)	0.00%
RO Security Gate	(10,000.00)		(10,000.00)	0.00%
Roofing Repairs		(7,550.00)	7,550.00	100.00%
System Improvements	(50,000.00)		(50,000.00)	0.00%
Water line replacement (Cypress Creek Bridge)	(110,000.00)	-	(110,000.00)	-
Net Capital Outlay	(218,076.00)	(13,262.50)	(204,813.50)	6.08%
Net Reserves (Deficit) after capital outlay	(484,975.00)	(62,640.58)	(422,334.42)	12.92%
Operating Reserves		-	-	-
Water Development Escrow	25,000.00	-	25,000.00	-
Water Capital Escrow	160,000.00	-	160,000.00	-
Debt Service fees applied to debt	331,758.00	246,195.78	85,562.22	74.21%
Net Cashflow	31,783.00	183,555.20	(151,772.20)	577.53%

Town of Smithfield Highway Fund				
	Adopted Budget 2013/2014	Balance as of 03/31/14	Remaining Budget	% of budget
Description				
Revenue				
Interest Income	250.00	160.75	89.25	64.30%
Revenue - Commwlth of VA	1,003,519.92	774,834.51	228,685.41	77.21%
Total Highway Fund Revenue	1,003,769.92	774,995.26	228,774.66	77.21%
Town of Smithfield Highway Fund				
	Adopted Budget 2013/2014	Balance as of 03/31/14	Remaining Budget	% of budget
Description				
Expenses				
Salaries	248,065.00	167,470.21	80,594.79	67.51%
FICA	19,845.00	13,136.08	6,708.92	66.19%
VSRS	29,090.00	19,958.45	9,131.55	68.61%
Health	45,290.00	32,258.48	13,031.52	71.23%
Uniforms	3,100.00	1,609.35	1,490.65	51.91%
Engineering	-	-	-	-
Grass	31,400.00	13,600.00	17,800.00	43.31%
Maintenance	327,682.42	262,067.21	65,615.21	79.98%
Asphalt/Paving		117,661.52	(117,661.52)	
Ditching		76,835.96	(76,835.96)	
Traffic Control devices		17,326.63	(17,326.63)	
Other (maintenance)		222.93	(222.93)	
Other (lawnmowers, landscaping, etc)		43,222.51	(43,222.51)	
Structures and Bridges		-	-	
Ice and Snow removal		4,612.13	(4,612.13)	
Administrative		863.90	(863.90)	
Storm Maintenance		1,321.63	(1,321.63)	
Street Lights	110,000.00	68,343.91	41,656.09	62.13%
Insurance	19,440.00	13,466.34	5,973.66	69.27%
VAC Truck Repairs	2,500.00	1,444.64	1,055.36	57.79%
Gas and Tires	10,000.00	7,018.23	2,981.77	70.18%
Stormwater Management Program (regional)	1,786.00	1,664.00	122.00	93.17%
Joint Cost Allocation	-	-	-	-
Overhead Allocation	-	-	-	-
Total Highway Fund Expense	848,198.42	602,036.90	246,161.52	70.98%
Net Reserves (+/-)	155,571.50	172,958.36	(17,386.86)	111.18%

	Adopted Budget 2013/2014	Actual 3/31/2014	Remain Budget	% of Budget
HIGHWAY				
Net Operating Reserves (Deficit)	155,571.50	172,958.36	(17,386.86)	111.18%
Construction Standards Update	(4,201.00)		(4,201.00)	0.00%
New Truck	(8,750.00)		(8,750.00)	0.00%
PW Security Gate	(2,625.00)		(2,625.00)	0.00%
Entrance Corridor Beautification	(5,000.00)		(5,000.00)	0.00%
Work order system	(6,250.00)	(5,712.50)	(537.50)	91.40%
Storm Drain Replacement - Nottingham	(20,745.50)	(20,745.50)	-	100.00%
Pinewood Stormwater Drainage	(100,000.00)		(100,000.00)	0.00%
Lawnmower	(8,000.00)	(7,945.00)	(55.00)	99.31%
Net Capital Outlay	(155,571.50)	(34,403.00)	(121,168.50)	22.11%
Net Reserves (Deficit) after capital outlay	0.00	138,555.36	(138,555.36)	
Carryover from FY2013		118,334.77		
Net Adjusted Reserves (deficit)		256,890.13		

Notes: March 2014

GENERAL FUND

Revenues:

Current RE Tax

Through April 18, we have posted \$1,649,980 of real estate tax collections (99.40%). Delinquent notices have been processed, however, we still have 3 sizable (\$18,295) delinquent business accounts that if paid would bring us up to budget. The Town Attorney has sent letters to all 3. One has made payment arrangements, one has informed us that they have no financing to make the payment, and one has completely ignored the notice.

Delinquent RE Tax

Delinquent real estate collections of \$21,332 (106.66%) have been posted through April 18, 2014. We have collected \$6,984 since delinquent notices were mailed. Have provided a list to the Town Attorney of those with 3 years of delinquent RE taxes.

Current PP Tax

Current personal property collections of \$847,528 (101.41%) have been posted through April 18. This includes \$240,795 in personal property tax relief from the state. Delinquent notices have been processed and we are working on DMV stops at this time.

Delinquent PP Tax

Delinquent collections of \$14,936 have been posted through April 18, 2014. This amount should increase as supplements are run and DMV stops are processed, but we are decreasing budget projections as DMV stops are not always collected right away.

Franchise Tax

As in previous years, franchise tax will not be collected until the last quarter of the fiscal year. Some have been received in April and Barbara is working on posting those at this time.

Transient Occupancy

Transient occupancy appears to be below budget for 3 quarters; however, we are missing payment from one hotel for the quarter ending December 31, 2013 that was due on January 20, 2014. We did receive the past due check this week, so it will show in next month's statements. We are not abating penalty and interest, however, since the replacement check and stop payment copy were not provided until 3 months after the due date.

Communications Tax

There is a 2 month delay in receipt of communications tax from the state. The March statements reflect collection of the July 2013 through January 2014 communications tax.

Sales Tax

There is also a delay in sales tax that comes from the state but is passed to the Town through IOW County. March statements reflect sales tax for July 2013 through January 2014. Through March, we are \$17,437 above sales tax receipts for the same period in FY2013.

Consumption/Utility Tax

Consumption and utility taxes reflect receipts for July through February. These taxes are

higher than FY2013 by \$9848. These taxes tend to remain fairly consistent from year to year and will probably balance out close to budget in the remaining months of the fiscal year.

Business licenses

Business license tax is due on April 15, so the majority of this revenue will be paid during April. We have posted \$238,972 through April 15, but the front office has a significant amount of business license mail that they are still processing.

Permits & other licenses

Permits are running slightly below budget and last year's total of \$9884 through March. Last year's permits included a large land disturbance permit and a ROW permit for VICO Construction for Harvest Fellowship Baptist Mission Improvements.

Dog Park Registrations

Dog park registrations are in line with 2013. We have collected \$2105 through April 18 compared to \$1791 last year. Total collections for FY2013 were \$2403.

Review Fees

Review fees have been collected for 4 sites this fiscal year:
L and L Marine-Carver Avenue
Smithfield Foods-test kitchen
OC Inc-home on Smithfield Blvd.
Smithfield Manor Townhomes LLC-Phase 5
Par 3 Development Group-Dollar General on W Main St.
Robert J Little III-501 Cranford Dr

Vehicle Licenses

Collections through April 18 total \$128,606 (94.91%). This number should increase as supplements are processed and delinquents are collected but we should fall below original budget of \$135,000 by at least \$5000. The total for 2013 was \$137,129 but delinquent collections were much higher.

Fines & Costs

Fines for March represent payments for July 2013 through February 2014. Currently, we have received \$160 more than the same period in 2013.

General fund Interest

General fund interest is below budget but hopefully this will turn around as we utilized the investment policy we now have in place. We have applied to participation in the investment pool and are looking at tiered CD's and the VA SNAP program.

Rentals

Rent is below budget at this point in the fiscal year, but should slightly exceed budget by year end. In January, the Charter rental payment increased from \$696.73 to \$717.63 per month, and the NDS annual payment of \$1200 (for use of space on our water tower) is not paid until the spring.

Smithfield Center Rentals

Smithfield Center Rentals of \$107,606 are lower than the same period last year of \$111,637. This is an improvement from prior month and is now level with budget at 75%.

Smithfield Center Vendor Rentals

This line item has exceeded original budget and last year's total of \$4500 for the same period.

Kayak Rentals

Kayak rentals since July 2013 total \$7092.25 which when added to the June 2013 receipts of \$1044 equal \$8136.25 for the first season. This was a very popular activity at the park and a successful venture for the Town.

Special Events

This line item represents the fees and labor reimbursements paid by private organizations for events held in the Town. Since this was the first full year that we charged for these events, the budget was just an estimate and will be adjusted accordingly for next fiscal year.

Sale of Equipment

Sold numerous item to date but the largest dollar sales were a 2000 Ford F250 PU (\$2820) and a sewer grinder pump (\$500).

Other Revenue

There has been limited activity in this line item for the year. It is made up of small items such as sale of maps, returned check charges, accident report fees, sale of copies, etc. Last year the Town collected \$1321 in grass cutting reimbursements.

Cash Proffer Revenues

The Town received \$24,000 from builders for Church Square and \$255 from HHJV LLC that were passed through to fire/rescue. Fire check was not cut until April. Budget will be adjusted at year end.

Obici Foundation Wellness Grant

During July 2013, received \$10,000 of the \$12,500 budgeted for this year. In January \$4500 was reimbursed to Obici Healthcare for items that could not be addressed in Round 11. In February received an additional \$10,000 for round 12, so we will exceed original budget by \$3000.

VML Safety Grant

The Town received a VML safety grant of \$4,000 which exceeds budget of \$3861 Budget was based on FY2013 actual.

Restricted Reserves-Police Department

The Smithfield Police Department was presented with \$24000 by Farmers Bank in FY2013 for their assistance with the 2013 bank robbery. This money is being utilized by the PD in the current fiscal year with expenses reflected under Police Grant Expense.

Reserves-Pinewood Escrow

The Pinewood Escrow reserve funds were set aside in Phase I to pay the 42 month rent and utility supplement required for market rate renters. We currently only have one market rate renter still being supplemented, and that supplement will end in the fall of 2014.

Litter Control Grant

The Town received litter grant of \$3321. Budget based on prior year allocation.

State/Federal Grants

Grant revenues are in line with budget but have flip flopped between federal and state revenues this year. In the past most of the grants have been federal instead of state.

Fire Programs

Fire Programs is a pass through revenue for our local fire department. Application has been made for those funds which have been approved for payment in June 2014.

DCA Grant (Dam)

We have expended all of the expected funds for this portion of the DCA grant and will be requesting reimbursement of those funds for this fiscal year.

SNAP Program

This represents state money received to match grant money for the food voucher program at the Farmers Market as part of the wellness initiative.

Federal Grants

The PD has received 3 grants this year from traffic safety totaling \$4065.52.

Pinewood Heights CDBG Relocation Grant-Phase II

The Town received \$132,626 from the VDHCD for reimbursement of owner and acquisition and relocation costs for one property in Phase II MY1. We have also submitted another draw request for \$132,000.

Insurance Recoveries-

The Town was reimbursed by VML for damages to 2 police vehicles-one hit by a deer and one by a raccoon.

Expenses:

ALL DEPARTMENTS

Insurance

The first 3 quarters of VML property/casualty/workers' compensation insurance have been paid and account for approximately 75% of budget.

Subscriptions/Memberships

Most annual dues and subscriptions are paid in the first few months of the fiscal year which accounts for the high percentage of expense to date in this line item for most departments.

Town Council

Election Expenses

We should be billed for May election expenses before the end of the fiscal year.

Maintenance contracts

This line item represents annual maintenance expense for what was Channel 6. I have not seen this expense for 2014 unless it was buried in another invoice and charged to the wrong line item. Will check with Jon.

Professional Services

Paid Clerk Nexsen \$5,008 for services through October 16, 2013 for South Church Street Streetscapes Improvements. This project was effectively closed out in FY2013 so this invoice is being expensed against professional services (non-budgeted). Also includes \$1350 for training for cable channel upgrades (budgeted).

Records Management

Payment for software upgrade and training. Total expense for this item was a little more than

budgeted which puts it over the threshold for capital expense. May move this item to capital when budget amendments are made.

Travel & Training

Includes \$1720 to VML to register 4 council members for October conference
Includes \$3311.36 to Bank of America for Marriott lodging for VML conference

Special Projects

For Olden Days, the expenses included \$1,281.04 paid to All Virginia for dumpsters, \$102.00 to Farmers Service for bales of wheat straw, & \$668.67 to IOW for portable toilets and sinks, \$139.00 paid out for food expenses. Paid \$93.20 to Roeda Signs for Town Special Events. In September paid \$82.40 to Isle of Wight County for fence permit at the Farmers Market. February costs consisted of \$94.32 for a lunch meeting with the Fraziers.

Smithfield CHIPS program

Paid \$2,830.00 to VCE-Isle of Wight County for 4-H Camp for children sponsored by CHIPS.

Update Town Charter & Code

The Town paid Municipal Code Corporation \$1,042.00 to update Town's Charter & Code and paid \$650 for the annual fee to have internet access to the Code.

Treasurer

Credit Card Processing

Credit card processing has exceeded budget for the year. Activity has picked up since we added the credit card machine at the window. In past years we only collected real estate and personal property taxes online, but now we are able to accept payments for all transactions. We have also added the water account so we can take credit cards for deposits. A budget adjustment will be made for this line item.

Cigarette Tax Stamps

Purchased one case of cigarette tax stamps in January. This purchase should take us through the rest of the fiscal year.

Public Safety

Police Department

Service Contracts

Includes required annual maintenance fee to Sungard Public Sector Inc for \$19,722.08, ID Networks for \$4434, and leads online for \$2,128.

Insurance-LODA

This is the additional insurance premium as required by the Line of Duty Act.

Other

Includes halloween candy, Sentara testing (accidents), and Christmas parade breakfast.

Fire Department

Fuel Fund & Travel

This item represents a contribution the Town makes to the fire department for the number of runs made during the fiscal year. This money is redistributed by the fire department to the volunteers participating in those runs to offset fuel costs and wear on their vehicles. We usually pay this in May or June.

State pass thru funds

We have filed a request with the state for the 2014 funds. Distribution will be before the fiscal year end.

Contributions-Public Safety

E911 Dispatch Center

Paid \$50,762.50 in February (as approved by Council) towards the 2014 annual contribution. The remaining balance represents monthly payments of E911 communications tax to IOW.

Fire Department Rescue Truck

Paid in full in February as per Council approval.

Parks Recreation & Cultural

Smithfield Center

Travel and Training

Reimbursed Amy Musick \$766.00 for ODU class related to parks and recreational management and paid \$635 to IACCA for conference registration. Paid another \$914 to Old Dominion University for spring class for Amy Musick.

Contributions-Parks, Rec, & Cultural

BSV Parking Lot

Payment of \$4990 to Hercules Fence for the BSV Parking lot used for Farmers Market

Isle of Wight Arts League

This is a matching grant of \$5000 from the Town and \$5000 from the state. Both the local and state funds have been forwarded to the arts league.

Windsor Castle-Professional Services

Includes \$1740 to Frazier Associates for site visit to Windsor Castle and \$444.27 to the Smithfield Station for lodging for Ron King (playground).

Windsor Castle-repairs & maintenance

In December, the Town paid \$9,610 to James River Grounds Managment to replace dead trees at Windsor Castle Park. Other notable costs include \$19,500 paid to Goodrich and Sons in November to take down trees in the park and haul away.

Community Wellness Initiative

We have closed Round 11 and are getting close to closing round 12 of the Obici Foundation Grant. This line item represents grant covered expenses and required matching from the Town. It is exceeding budget because of cross over between grants.

SNAP Program

This expense is part of the Smithfield On the Move Grant. SNAP is used to fund vouchers for qualified individuals at the Farmers Market. Part of this cost is reimbursed from the state and shows as revenue.

Waterworks Dam

\$15300 paid to Draper Aden Associates for engineering work related to the dam. \$8500 of this expense is expected to be reimbursed through grant funds.

Haydens Lane Maintenance

Includes \$4452.20 to C.L. Smith for brick walk repairs.

Community Development

Pinewood Heights

Activity was slow in March. We just relocated a resident who's property was acquired in February.

TRIAD, Chamber of Commerce, Christian Outreach, &
Western Tidewater Free Clinic

Total annual budgeted contributions have been paid to each of these organizations. Genieve Shelter and Courthouse were paid in April.

Tourism Bureau

Paid \$104,988 to Isle of Wight County as per Council approval in February for 1/2 of the Town's allocated budget for 2014.

YMCA

This budgeted contribution was paid in full in February as per Council approval.

Public Works

Uniforms

Uniforms are running slightly above budget because of lined bibs that were purchased for the men and charged 1/2 to safety and 1/2 to uniforms and the purchase of steel toed boots.

Contractual

Includes \$2100 for second installment for public works accreditation. This was not a budgeted item.

Litter Control Grant

Some of these funds have been used and the remainder will possibly be used for trash cans on Main Street. Charges will show before end of fiscal year.

Other

Includes \$1170 to Southern Shores for cutting overgrown lots in town. Those have been billed to property owners. Also included \$595 to Family Medical Care for CDL physicals/screenings.

Public Buildings

Contractual

Includes \$2149.68 to Fidelity for annual software & support agreement for the phone system. Also includes \$1020.80 for anti-spam software renewal for all departments for 1 year (not budgeted in this line item). This line item also includes contracted maintenance with workplace essentials for mats in the public restrooms. This was not originally budgeted. In March we paid \$3,326 to Windsor Fire Extinguisher for annual inspections at the PD, TM, and Town Hall offices including program dialers, monthly fees, and panic/holdup buttons. This was \$1063 higher than 2013 charges to Windsor Fire & SimplexGrinnel.

Other Financing Uses

Transfers to Operating Reserves

We have collected \$888,894 more in revenue than was spent as of March 31, 2014. Reserves as of March 2013 were \$1,794,542 but included a \$400,000 contribution for South Church Street and over \$400,000 for the sale of land.

Transfers to Reserves-Special Projects

This represents monies taken in from meals tax that have not yet been expended on the Pinewood Project. This line item is shrinking as we close on remaining properties.

Capital:

Police

Police Vehicles

This expense represents the purchase of three police vehicles.

SEWER

Revenues

Sewer Charges

Sewer revenues of \$543,652 are \$9,403 lower than March 2013 (\$553,055). We are currently at almost 78% of budget which is a good sign since we are 3/4 of the way through the fiscal year. Consumption dropped from 157,879,018 in 2013 to 153,258,704 in 2014.

Connection Fees

Connection fees are collected sporadically throughout the fiscal year. To date the Town has collected on 8 connections at \$1580 and one at \$100. Last year this time, we had collected on 20 connections.

Expenses

HRPDC Sewer Programs

This reflects the annual billing from the HRPDC. This line item was increased from the original budget submitted by HRPDC.

Nonoperating Revenues (Expenses)

Pro-rata share fees	Received \$8000 from Dominion Building Corp for Lots 28-32 Smithfield Manor.
Availability fees	Like connection fees, we have received 8 at \$4120 for 2014 compared to 20 in 2013 for \$82,400.
Contributed Capital-Smithfield Foods Rev Ln	This revenue will be booked in April after 2nd payment of Virginia Revolving Loan that is reimbursed by Smithfield Foods.
Interest Expenses	Represents both interest payments for the year for the 2004 GO Refunding Bond. Budget will be met when year in interest payable accrual is booked.

Additional Working Adjustments to CAFR

Additional debt service costs-principal expense	Represents full payment of principal portion of the 2004 GO Refunding Bond for the year.
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Sewer Capital

<u>Storage Shed</u>	This line item was not budgeted, but it is being funded from sale of scrap metal and govdeals items by the public utilities department.
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<u>ARC Flash Upgrades</u>	Work done by REW to prevent ARC Flash at substations. Will come out of sewer capital repairs budget but listed separately to show detail.
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<u>Pump Station Upgrades</u>	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.
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WATER

Revenues

<u>Water Charges</u>	Water revenues of \$1,126,674 increased \$102,128 from March 2014's total of \$1,024,546. Consumption decreased from 202,512,698 in FY2013 to 199,660,911 in current year. Of that decrease, Gatling Pointe dropped from 36,880,700 gallons through March 2013 compared to 35,437,900 in 2014. Revenue from Gatling Pointe was slightly higher at \$224,175 for 2014 compared to \$220,915 for 2013 as the rate was increased from \$5.99 to \$6.41 per 1,000 gallons.
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Miscellaneous	Included is the sale of scrap metal for \$2,426.80. Also includes purchase of new register and radio read at Harvest Fellowship (\$150.00) , a water meter box (\$50) for 300 Queen Court, and a \$25 returned check charge.
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Connection Fees	As with sewer, the Town has only collected on 8 accounts at \$660 and 1 at \$250. Last year the Town had collected on 20 connections through March
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Expenses

Water Tank Maintenance

This line item is running slightly above budget. We just received the final quarterly billing for 2014 which totals \$102,228.25 and will put us \$2,228.25 over budget. Not sure why unless a CPI-U increase was applied this year and I was unaware. I have received notice that an increase of 1.39% will be applied for next fiscal year.

Professional services

This represents \$19,603.80 paid to Kimley-Horn for analysis done on the RO discharge alternatives.

Miscellaneous

Includes a lump sum payment to VDH-Waterworks Technical Assistance Fund (\$8,670.05). 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)

Pro-rata share fees

Received \$8000 from Dominion Building Corp for Lots 28-32 Smithfield Manor.

Interest Expense

Represents both semi-annual payments of the two VML-VACO loans and the 1st semi-annual payment of the 2004 GO Refunding Bond. This account will balance to budget when year end accrued interest entries are made.

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 as well as one principal payment for the water portion of the 2004 GO Refunding Bond.

Water Capital

Roofing Repairs

Paid \$7550 to National Roofing for repairs to the roof on the Waterworks Building. (4x4 roof hatch)

HIGHWAY

Revenues

Revenue-Commonwealth of Virginia

We have received 3 quarterly payments of state maintenance funds. The last payment will be received in June.

Expenses

Maintenance

Maintenance is running high, but we ramped up this category because we had a carryover of

\$110,821 from last year. Also not sure if we will be addressing the Pinewood Stormwater Drainage this fiscal year (\$100,000).

Insurance

Represents 3 quarterly payments to VML for property/casualty and workers' compensation insurance.

Stormwater Management Program

Annual billing to HRPDC.

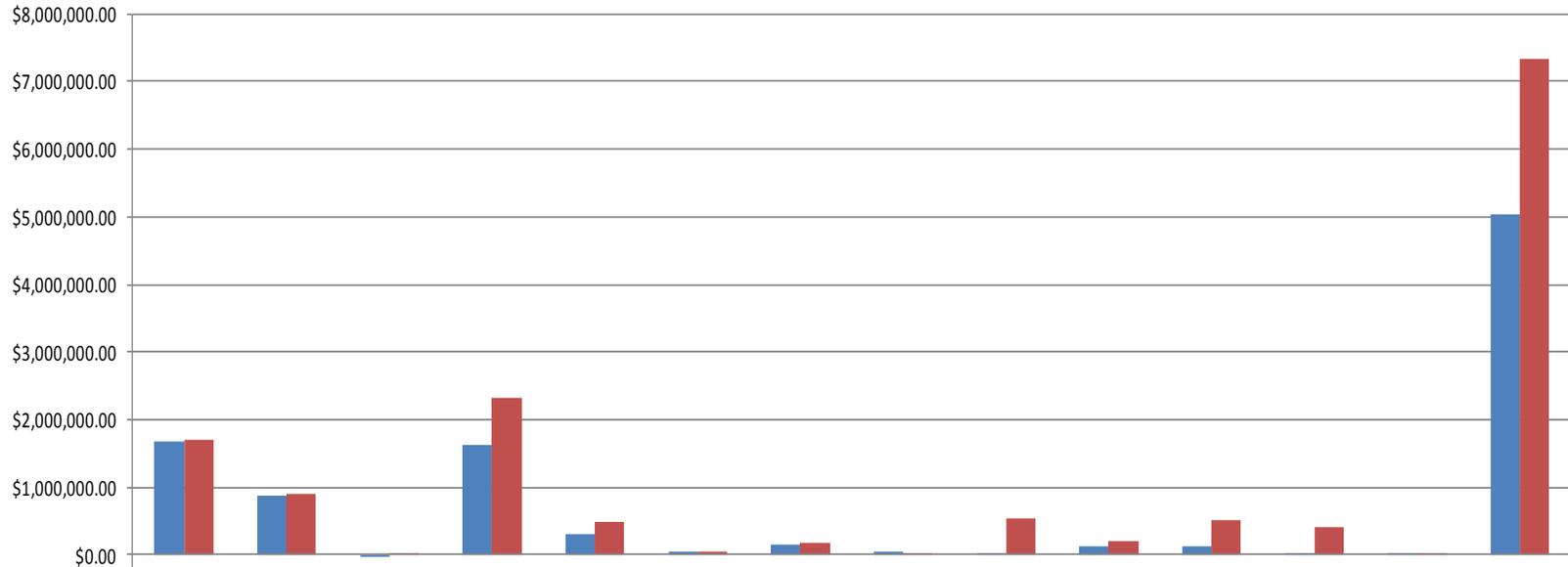
Highway-capital

Storm Drain Replacement-Nottingham

Needed repairs completed by Lewis Construction. Transferred budget from regular maintenance to capital maintenance to accommodate this expense.

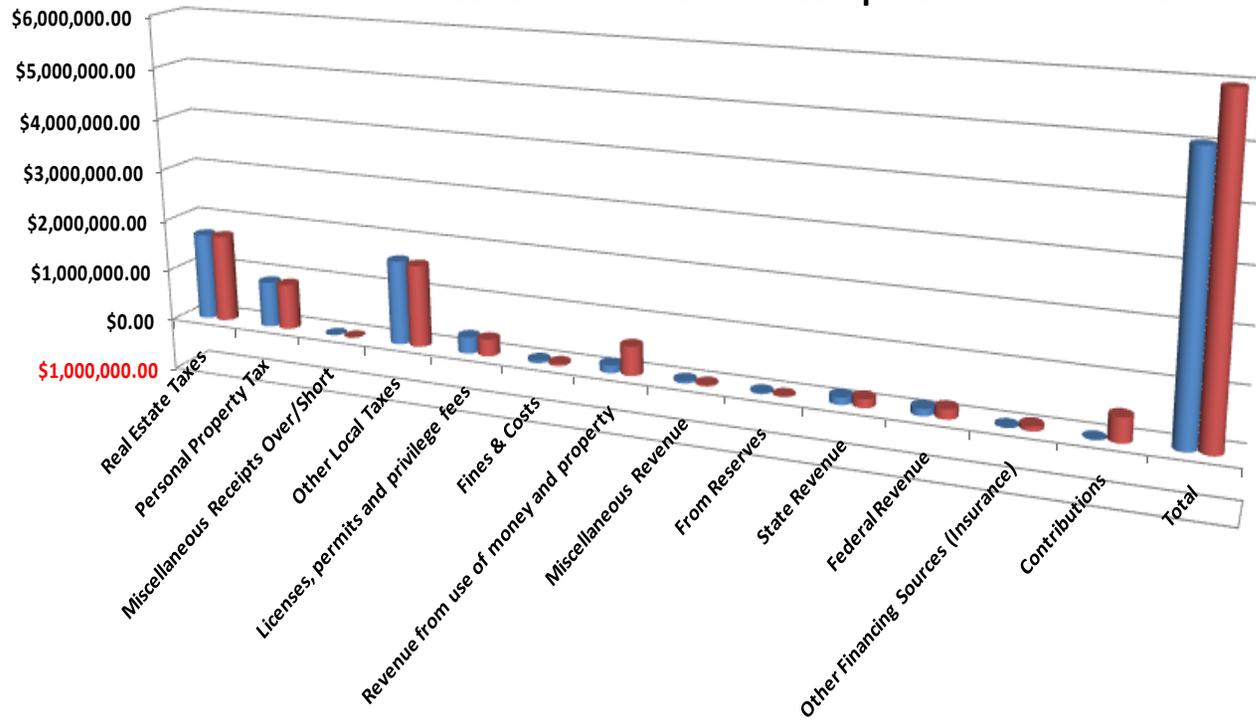
MARCH 2014 FINANCIAL GRAPHS

March 2014 YTD General Fund Revenues Compared to Budget



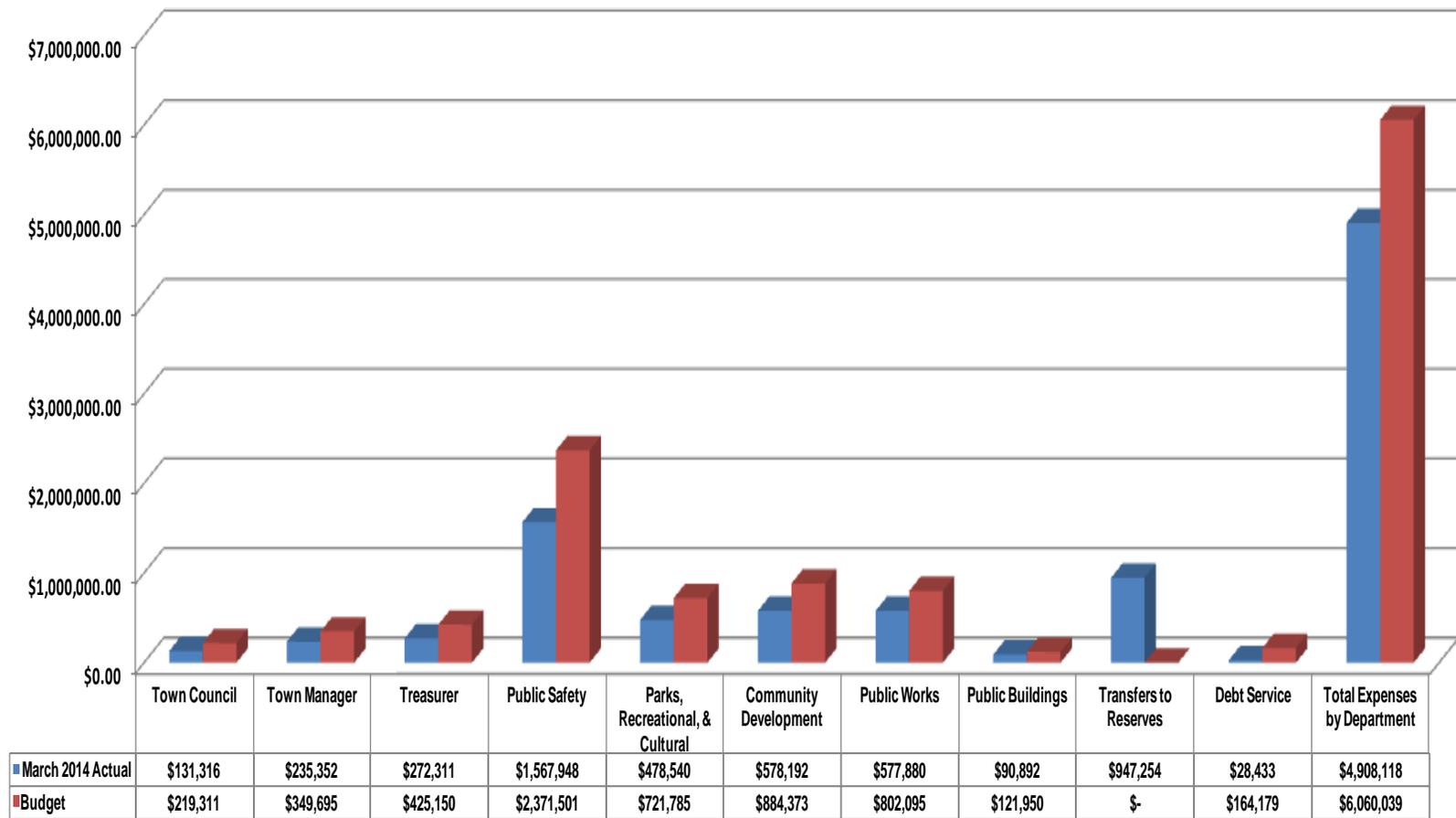
	Real Estate Taxes	Personal Property Tax	Misc. Receipts Over/Short	Other Local Taxes	Licenses, permits and privilege fees	Fines & Costs	Revenue from use of money and property	Misc. Revenue	From Reserves	State Revenue	Federal Revenue	Other Financing Sources	Contributions	Total
■ March 2014 Actual	\$1,680,408	\$878,688	\$(11)	\$1,613,571	\$315,622	\$49,447	\$146,024	\$44,834	\$23,941	\$138,248	\$133,816	\$10,521	\$600	\$5,035,709
■ Budget	\$1,692,900	\$897,470	\$15	\$2,314,573	\$492,765	\$57,000	\$173,195	\$18,561	\$543,693	\$208,624	\$506,194	\$400,000	\$27,500	\$7,332,490

March 2014 YTD General Fund Revenue Compared to March 2013

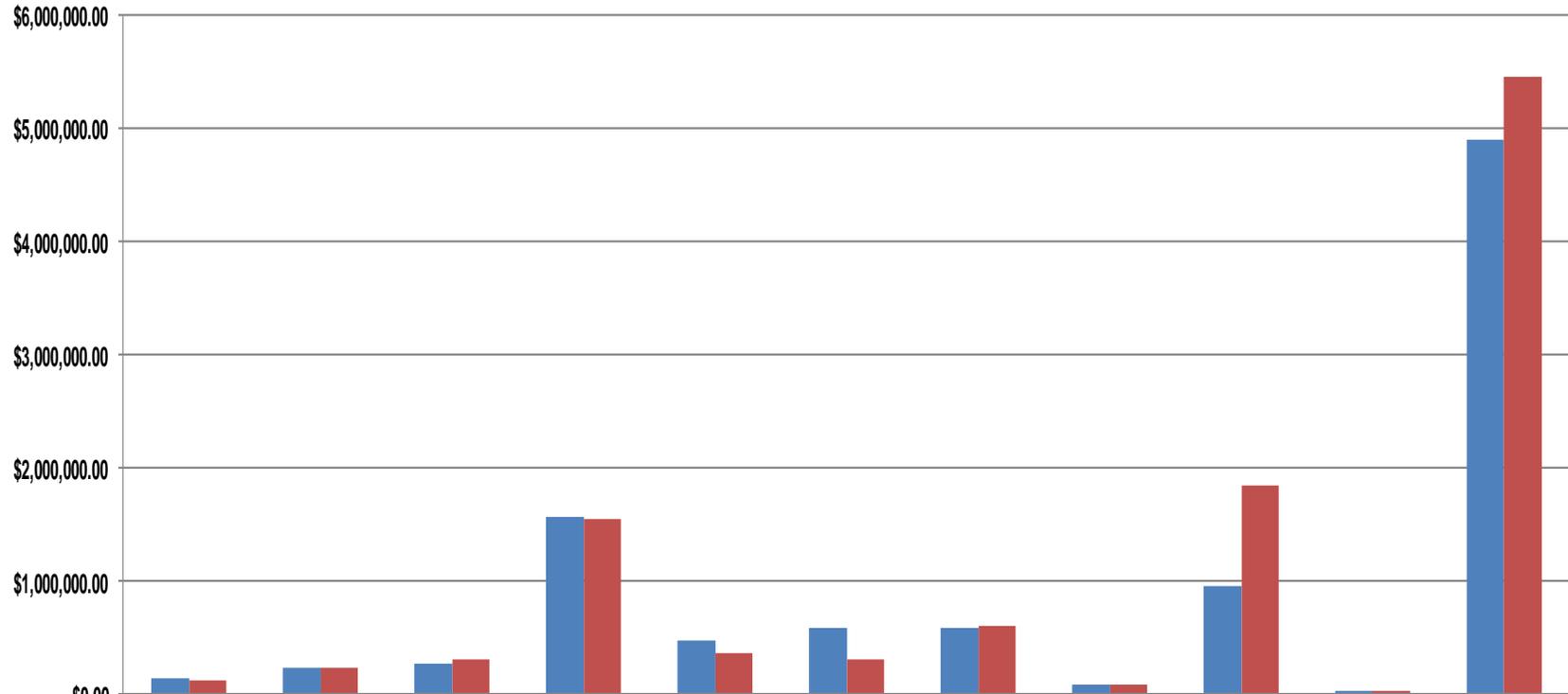


	Real Estate Taxes	Personal Property Tax	Miscellaneous Receipts Over/Short	Other Local Taxes	Licenses, permits and privilege fees	Fines & Costs	Revenue from use of money and property	Miscellaneous Revenue	From Reserves	State Revenue	Federal Revenue	Other Financing Sources (Insurance)	Contributions	Total
■ March 2014 Actual	\$1,680,408	\$878,688	\$(11)	\$1,613,571	\$315,622	\$49,447	\$146,024	\$44,834	\$23,941	\$138,248	\$133,816	\$10,521	\$600	\$5,035,709
■ March 2013 Actual	\$1,685,865	\$877,163	\$(71)	\$1,571,873	\$319,702	\$42,124	\$553,328	\$27,768	\$10,964	\$162,827	\$185,803	\$84,299	\$450,044	\$5,971,689

March 2014 YTD General Fund Operating Expenses Compared to Budget

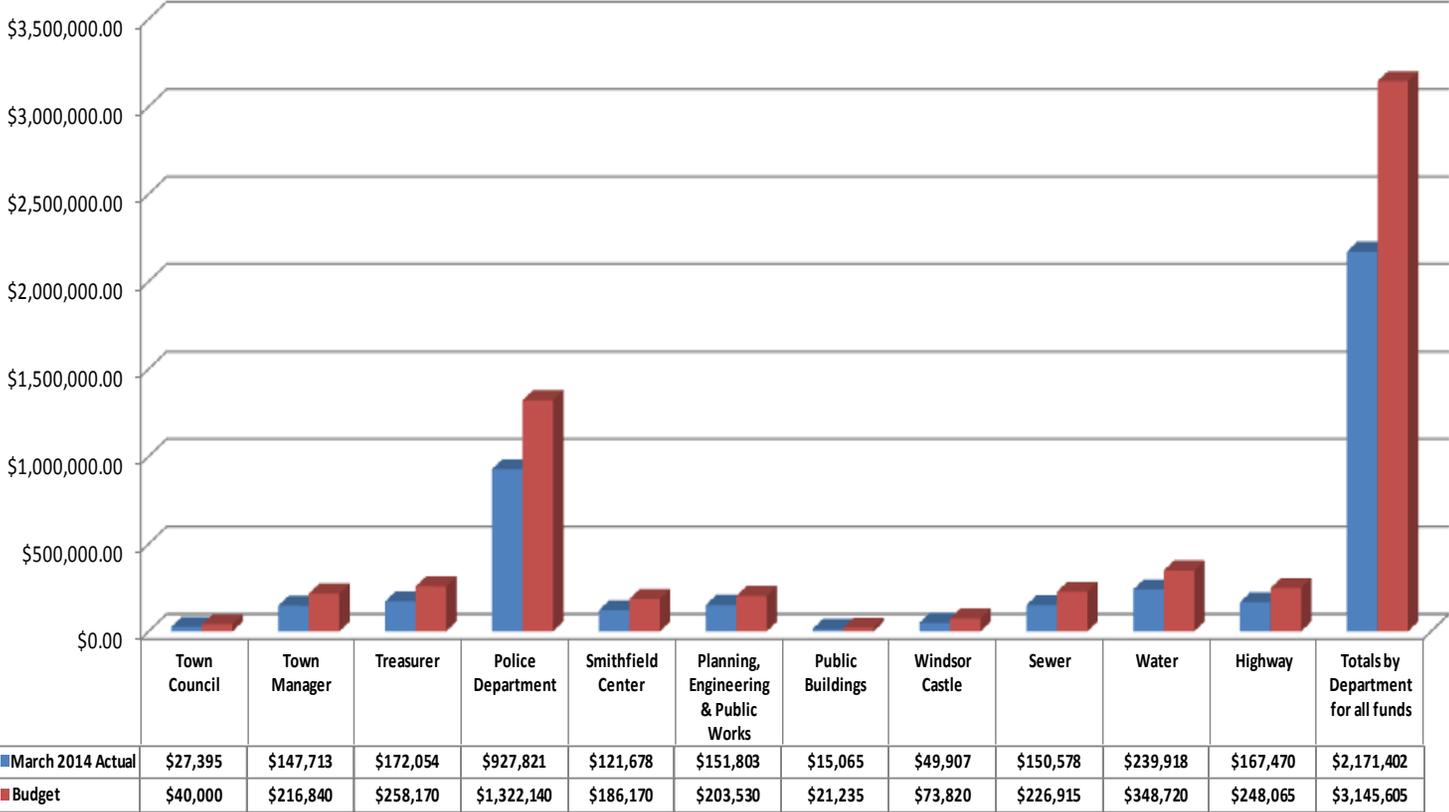


March 2014 YTD General Fund Operating Expenses Compared to March 2013

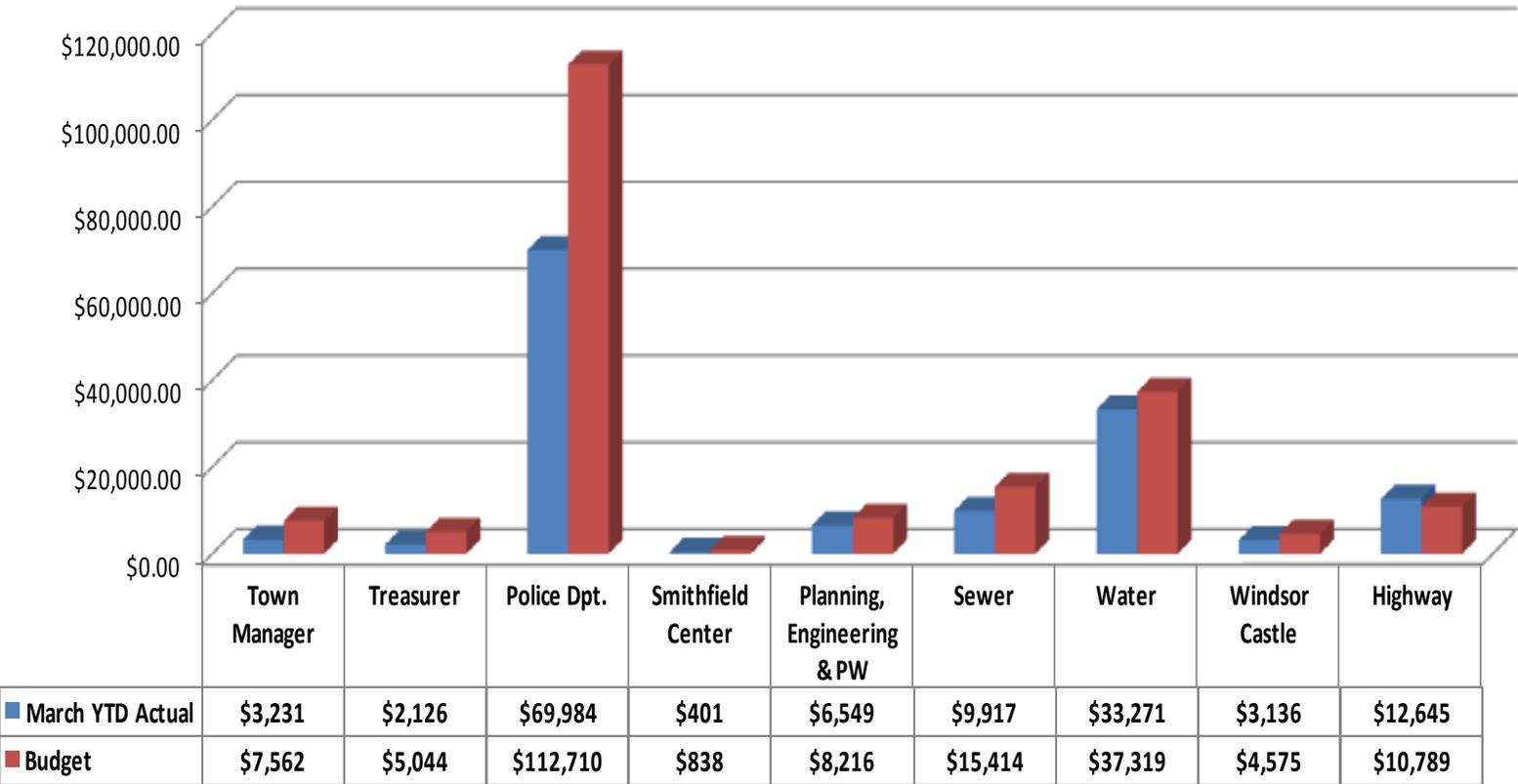


	Town Council	Town Manager	Treasurer	Public Safety	Parks, Recreational, & Cultural	Community Development	Public Works	Public Buildings	Transfers to Reserves	Debt Service	Total Expenses by Department
■ March 2014 Actual	\$131,316	\$235,352	\$272,311	\$1,567,948	\$478,540	\$578,192	\$577,880	\$90,892	\$947,254	\$28,433	\$4,908,118
■ March 2013 Actual	\$127,915	\$231,534	\$309,523	\$1,551,726	\$359,464	\$309,308	\$606,725	\$76,526	\$1,843,836	\$34,211	\$5,450,768

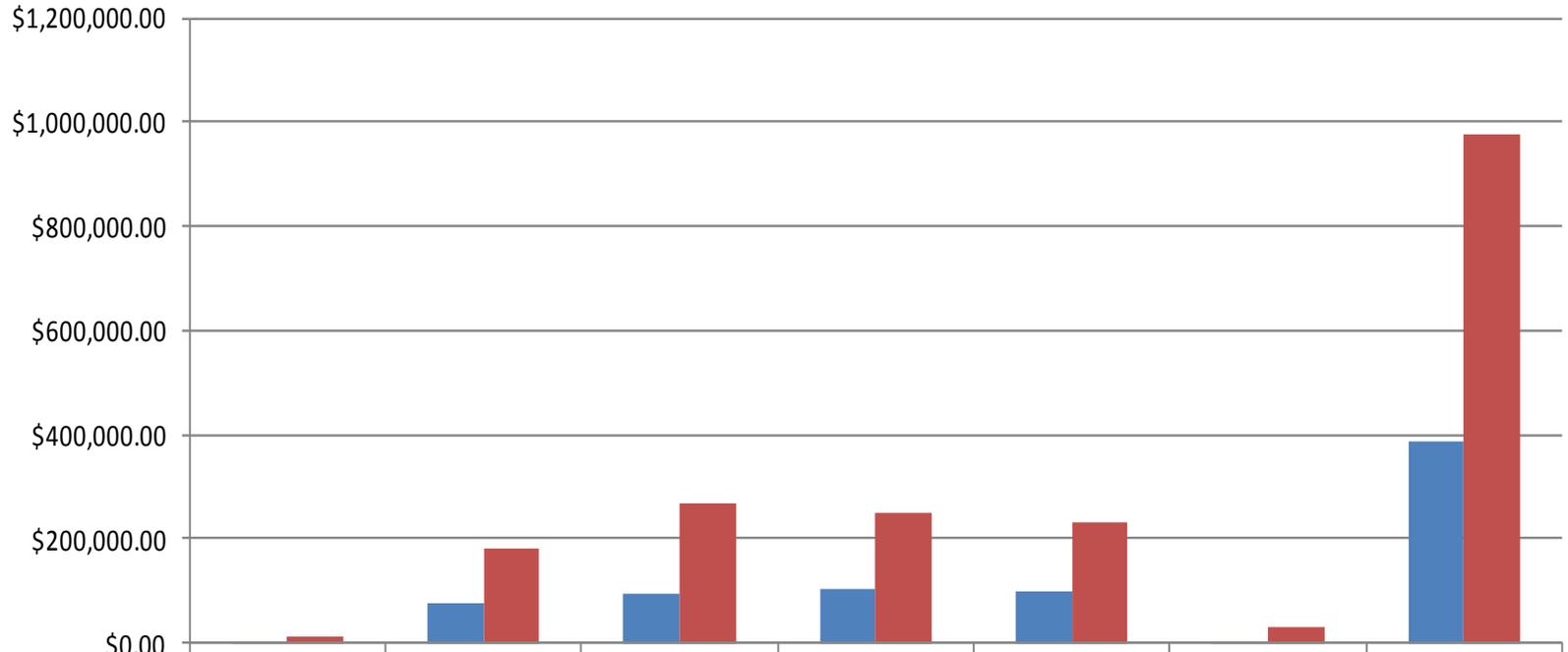
March 2014 YTD Salaries to Budget by Department



March YTD Overtime Compared to Budget

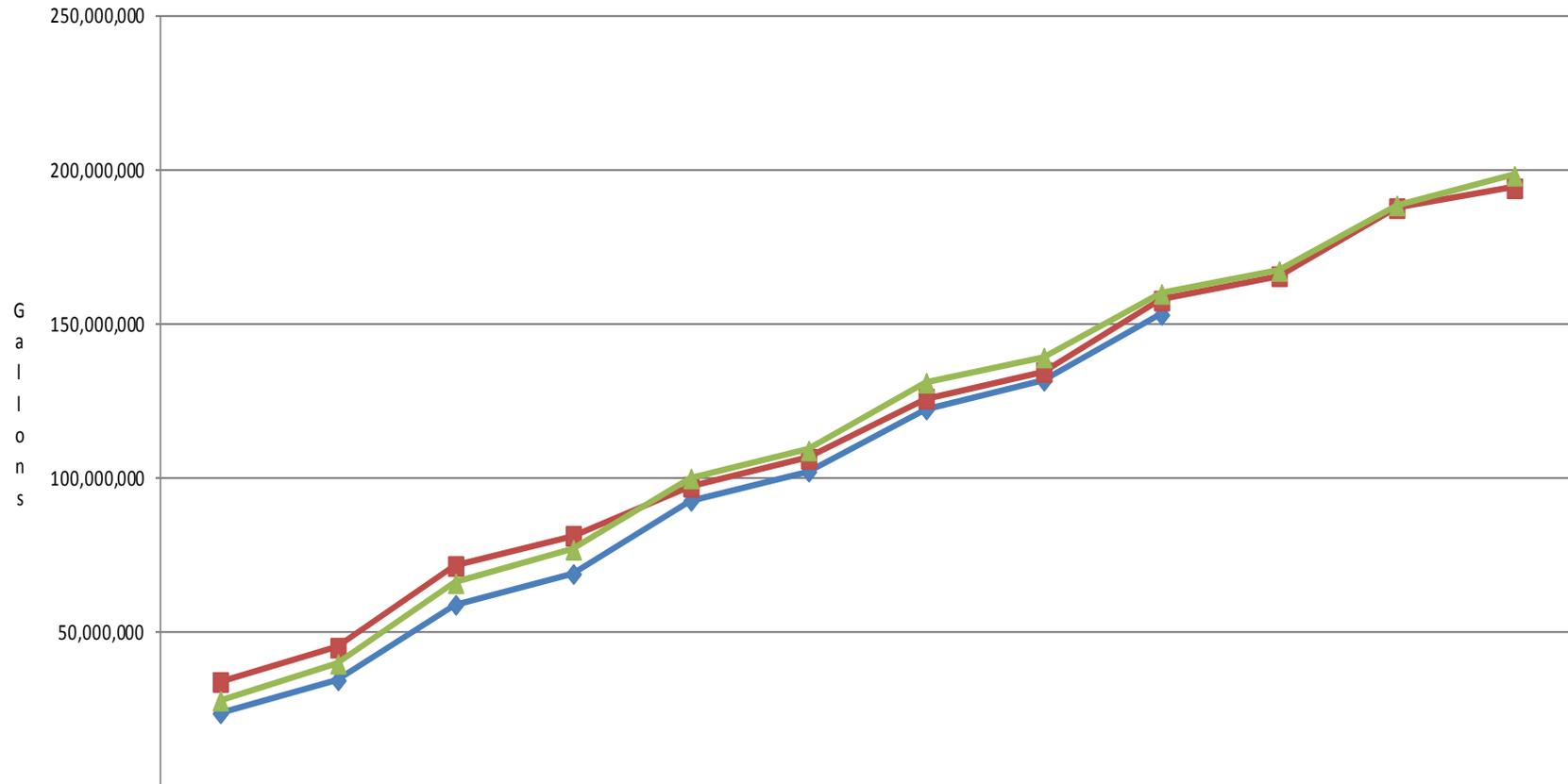


March YTD Pinewood Heights Expenses MY 1 Phase II



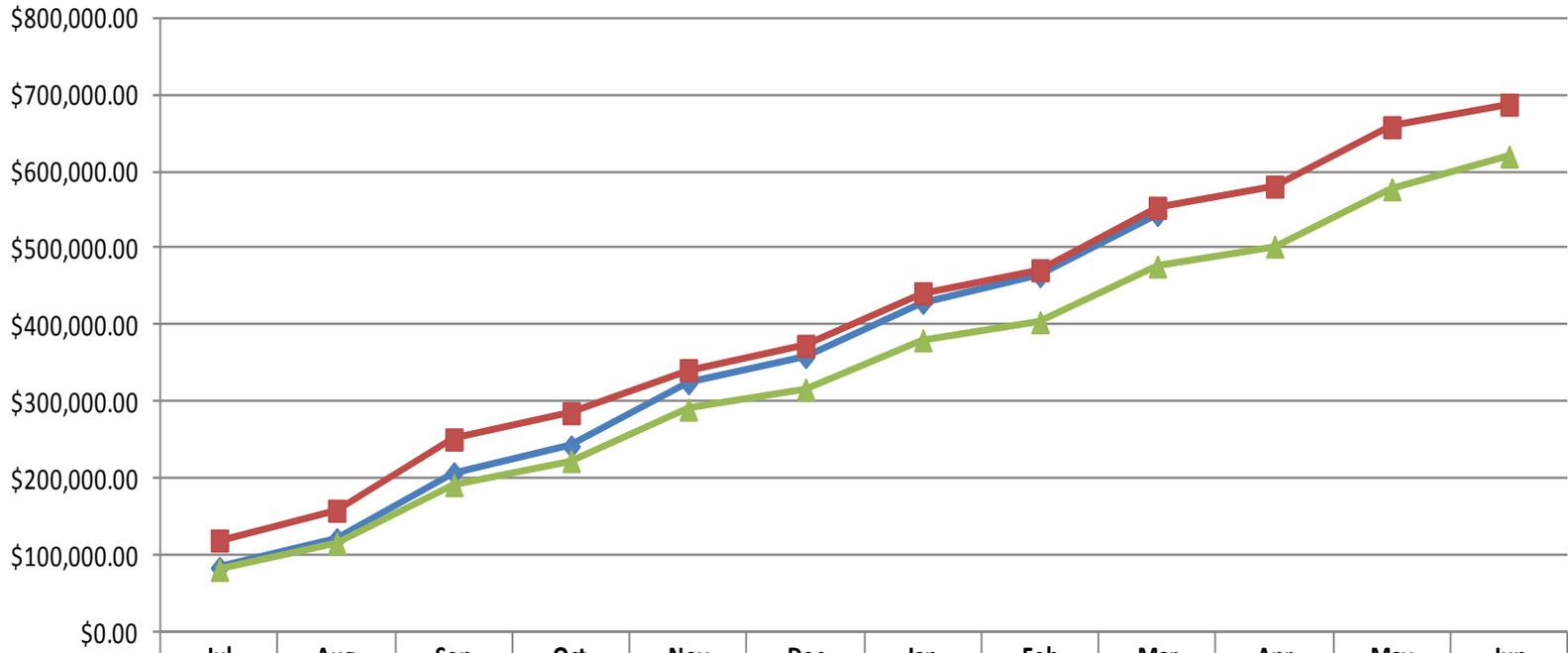
March YTD Actual	\$4,218	\$77,430	\$95,000	\$105,644	\$98,626	\$5,500	\$386,418
Budget	\$14,500	\$181,426	\$269,800	\$251,896	\$230,394	\$29,000	\$977,016

March 2014 YTD Sewer Consumption Compared to FY 2012 & FY 2013-Cumulative



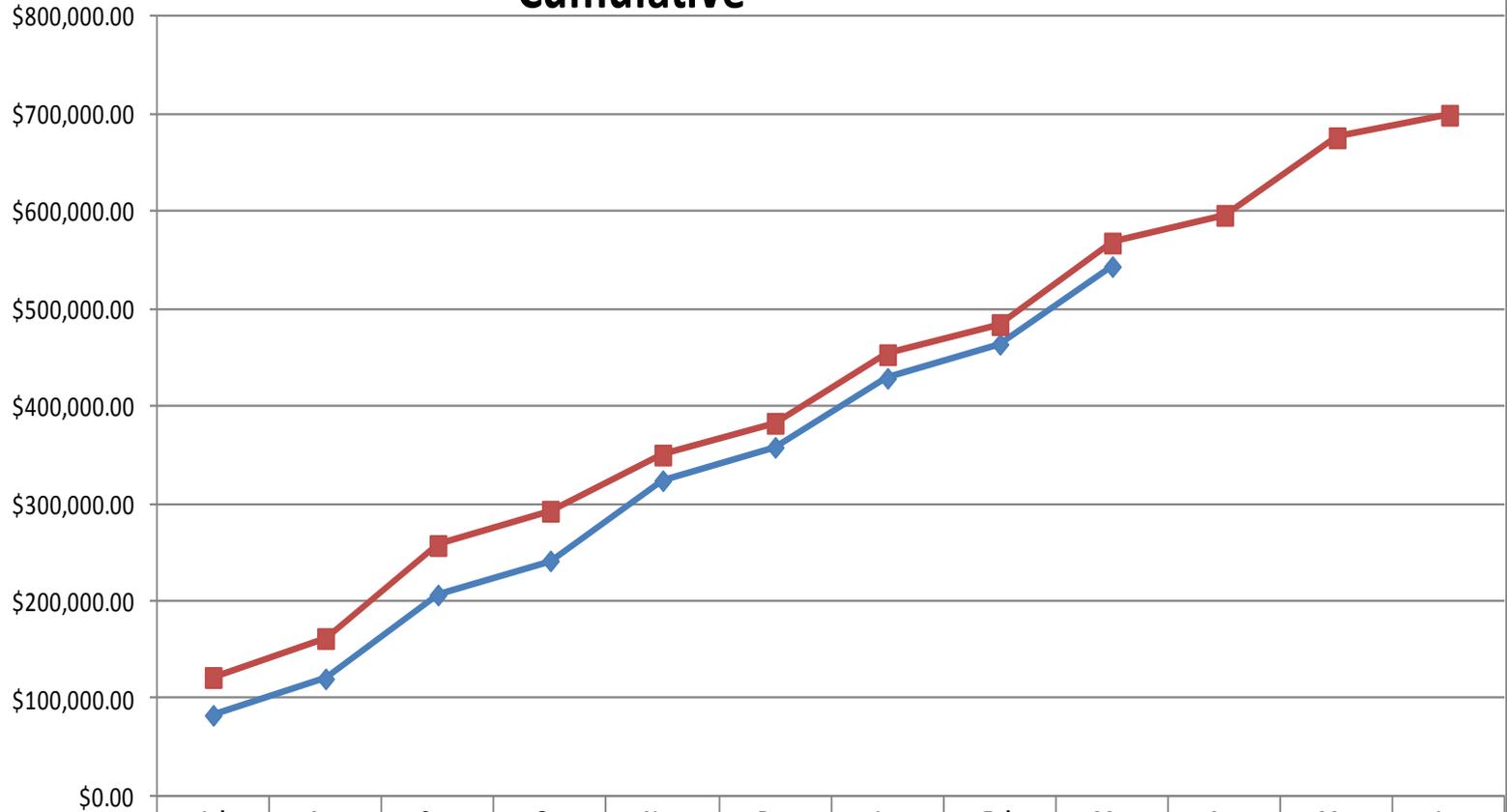
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Actual 2014	23,711,729	34,435,081	58,989,250	69,008,854	92,808,851	102,276,394	122,469,679	131,815,959	153,248,704			
Actual 2013	33,911,769	45,062,012	71,593,279	81,409,491	97,395,860	106,483,452	126,026,878	134,663,193	157,879,018	165,808,355	187,913,876	194,386,925
Actual 2012	27,823,246	39,800,726	66,015,985	76,887,610	100,046,367	109,153,641	131,185,269	139,374,388	160,052,488	167,499,468	188,827,259	198,463,933

March 2014 YTD Sewer Charges Compared to FY 2012 & FY 2013-Cumulative



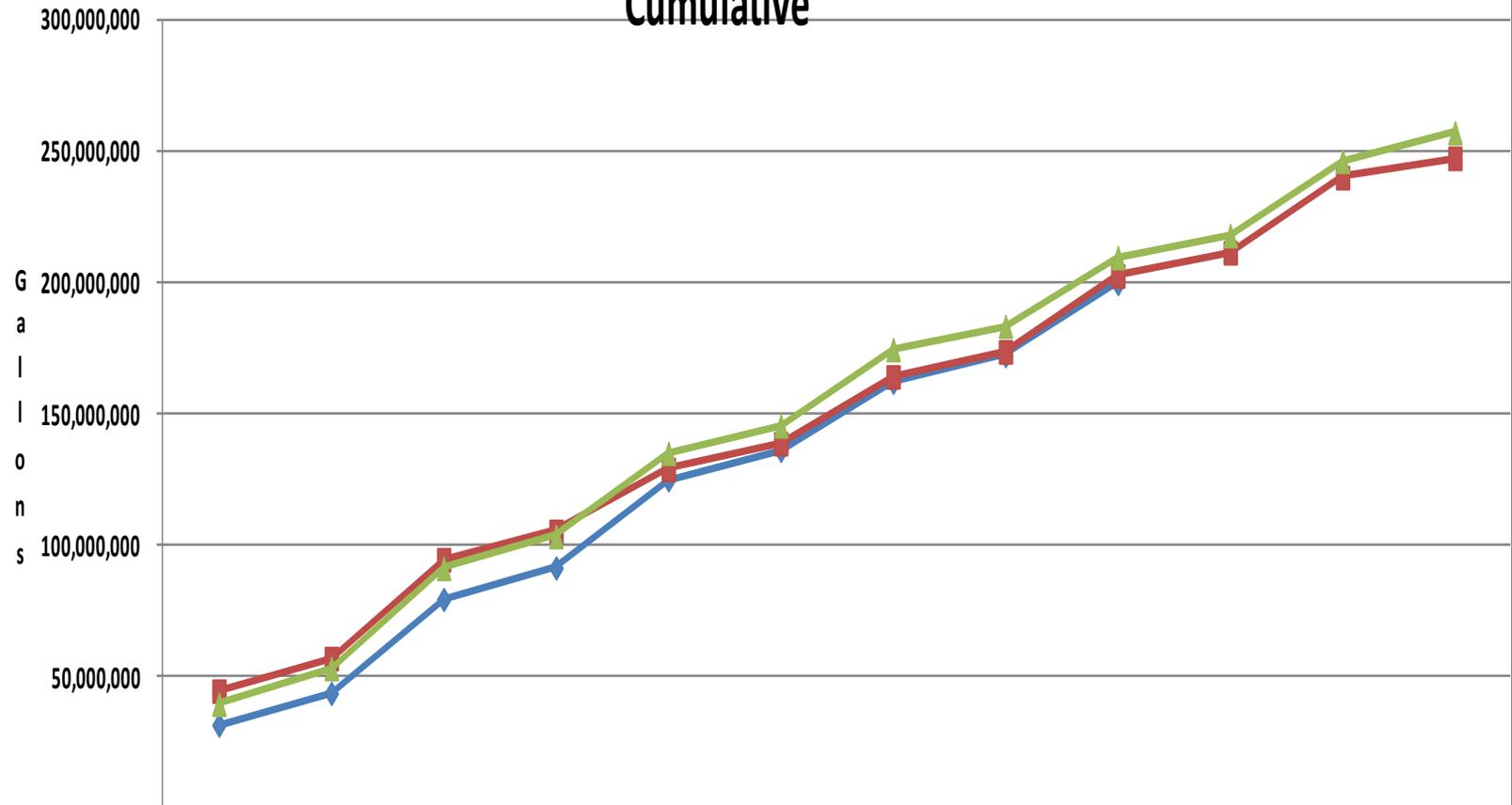
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Actual 2014	\$83,143	\$120,581	\$206,649	\$241,641	\$323,955	\$358,154	\$428,999	\$463,914	\$543,652			
Actual 2013	\$118,797	\$157,727	\$250,727	\$285,025	\$341,149	\$372,882	\$441,445	\$471,585	\$553,055	\$580,733	\$658,298	\$687,639
Actual 2012	\$80,521	\$115,171	\$191,175	\$222,639	\$289,759	\$316,129	\$380,159	\$403,869	\$476,417	\$502,434	\$577,243	\$620,009

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



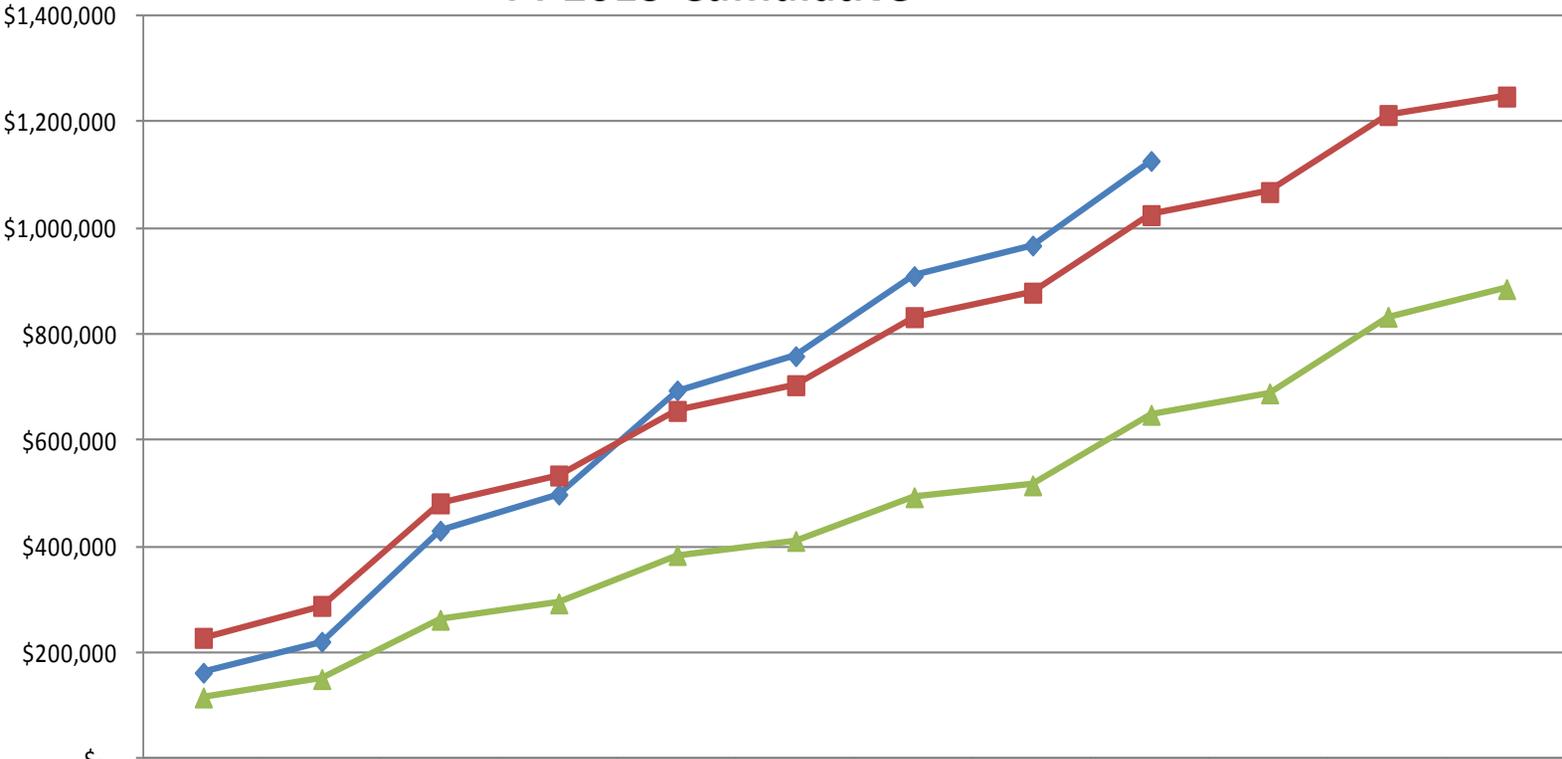
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Actual	\$83,143	\$120,581	\$206,649	\$241,641	\$323,955	\$358,154	\$428,999	\$463,914	\$543,652			
Pro-rated budget	\$121,976	\$161,949	\$257,438	\$292,655	\$350,281	\$382,863	\$453,261	\$484,208	\$567,857	\$596,275	\$675,916	\$699,025

March 2014 YTD Water Consumption Compared to FY 2012 & FY 2013- Cumulative



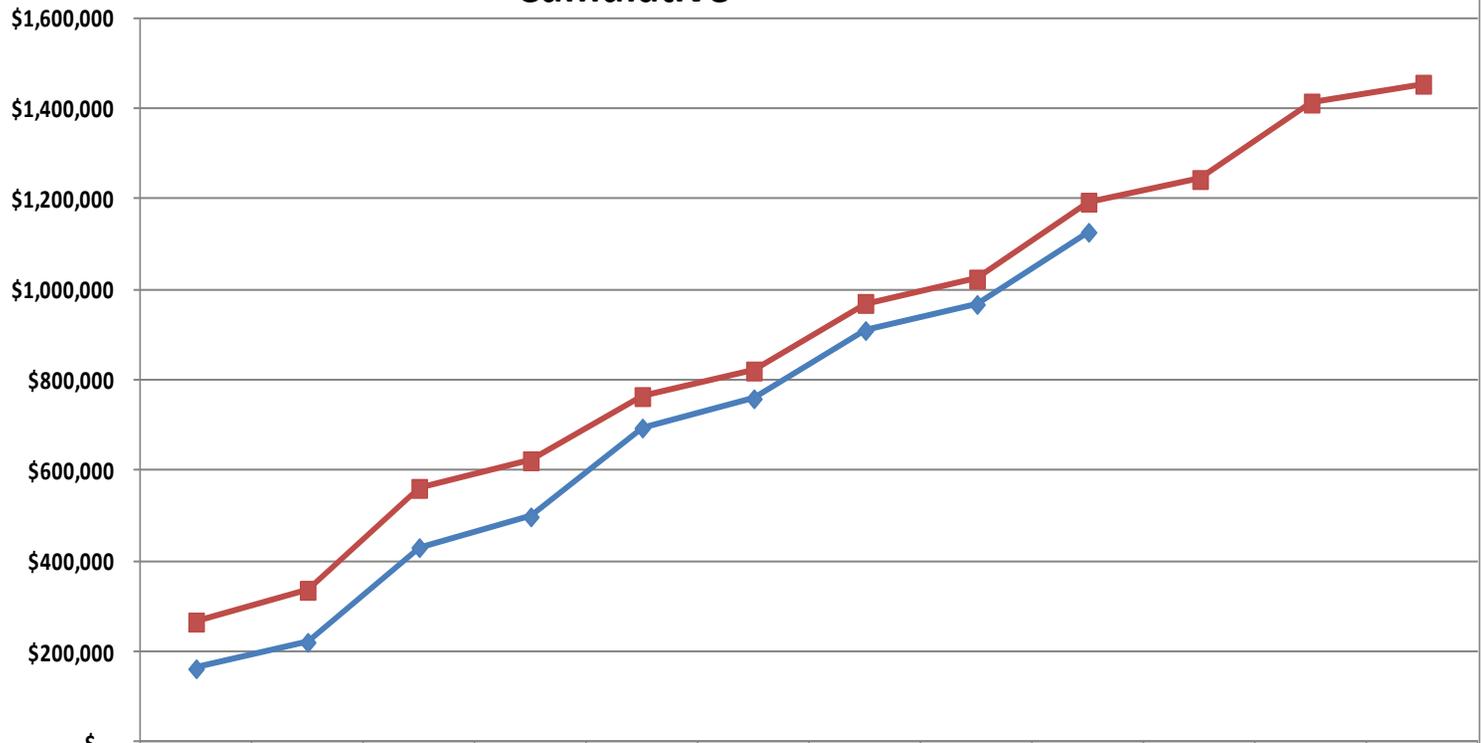
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Actual 2014	31,749,642	43,797,350	79,515,677	91,492,884	125,007,681	136,230,872	162,124,684	172,269,721	199,660,911			
Actual 2013	44,653,181	57,074,240	94,602,553	105,404,177	128,910,557	138,750,710	164,151,162	173,654,567	202,512,698	211,359,247	239,897,757	247,266,148
Actual 2012	39,688,782	53,256,900	91,356,629	103,459,078	135,117,221	145,533,600	174,583,031	183,366,490	209,554,614	217,888,180	246,182,751	256,982,334

March 2014 YTD Water Charges Compared to FY 2012 & FY 2013-Cumulative



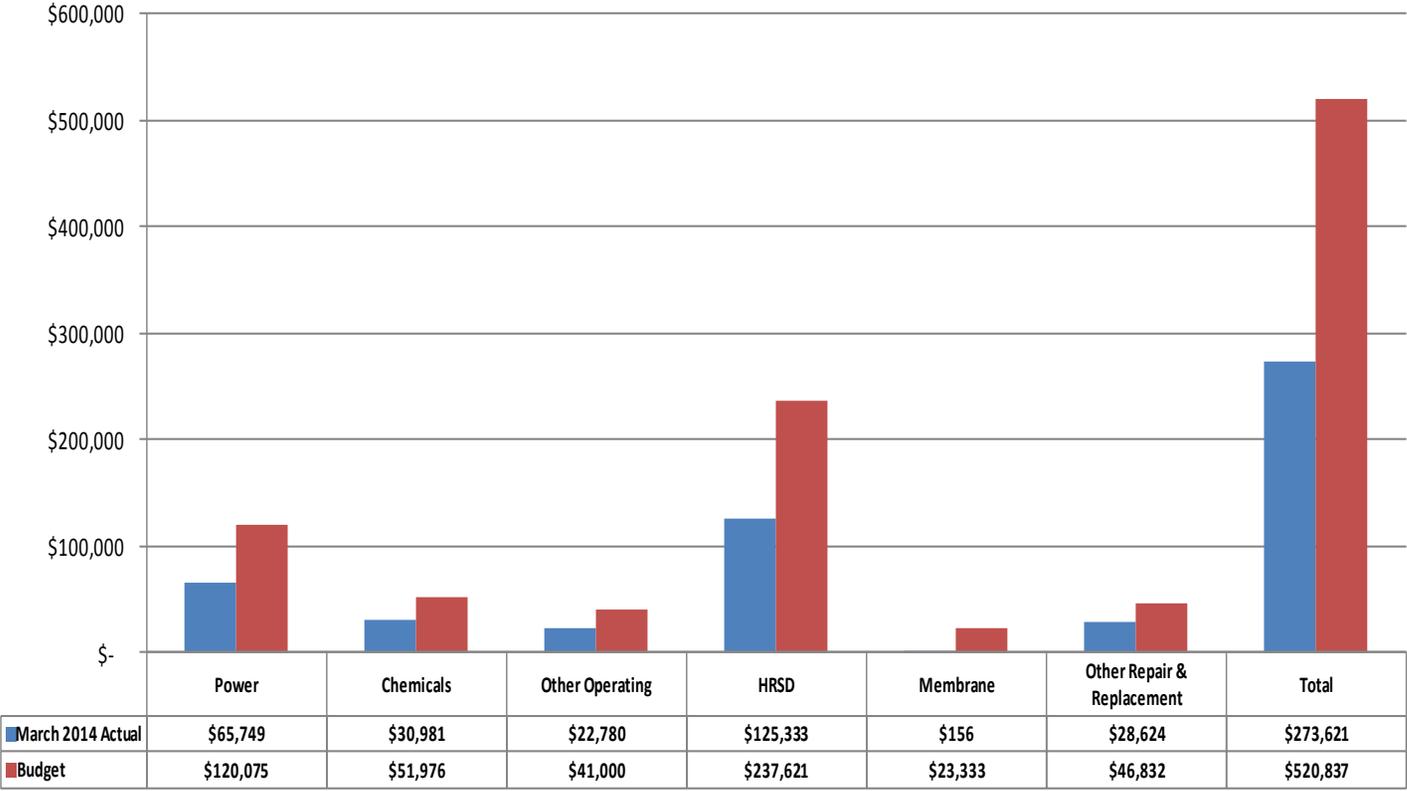
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Actual 2014	\$162,142	\$220,610	\$429,895	497,820	\$694,190	\$758,773	\$909,556	\$967,195	\$1,126,674			
Actual 2013	\$227,860	\$288,112	\$481,390	533,789	\$655,555	\$704,067	\$832,302	\$878,447	\$1,024,546	\$1,068,017	\$1,213,227	\$1,248,050
Actual 2012	\$115,583	\$150,181	\$261,961	292,821	\$383,979	\$410,562	\$492,964	\$515,361	\$648,258	\$688,672	\$833,080	\$885,260

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

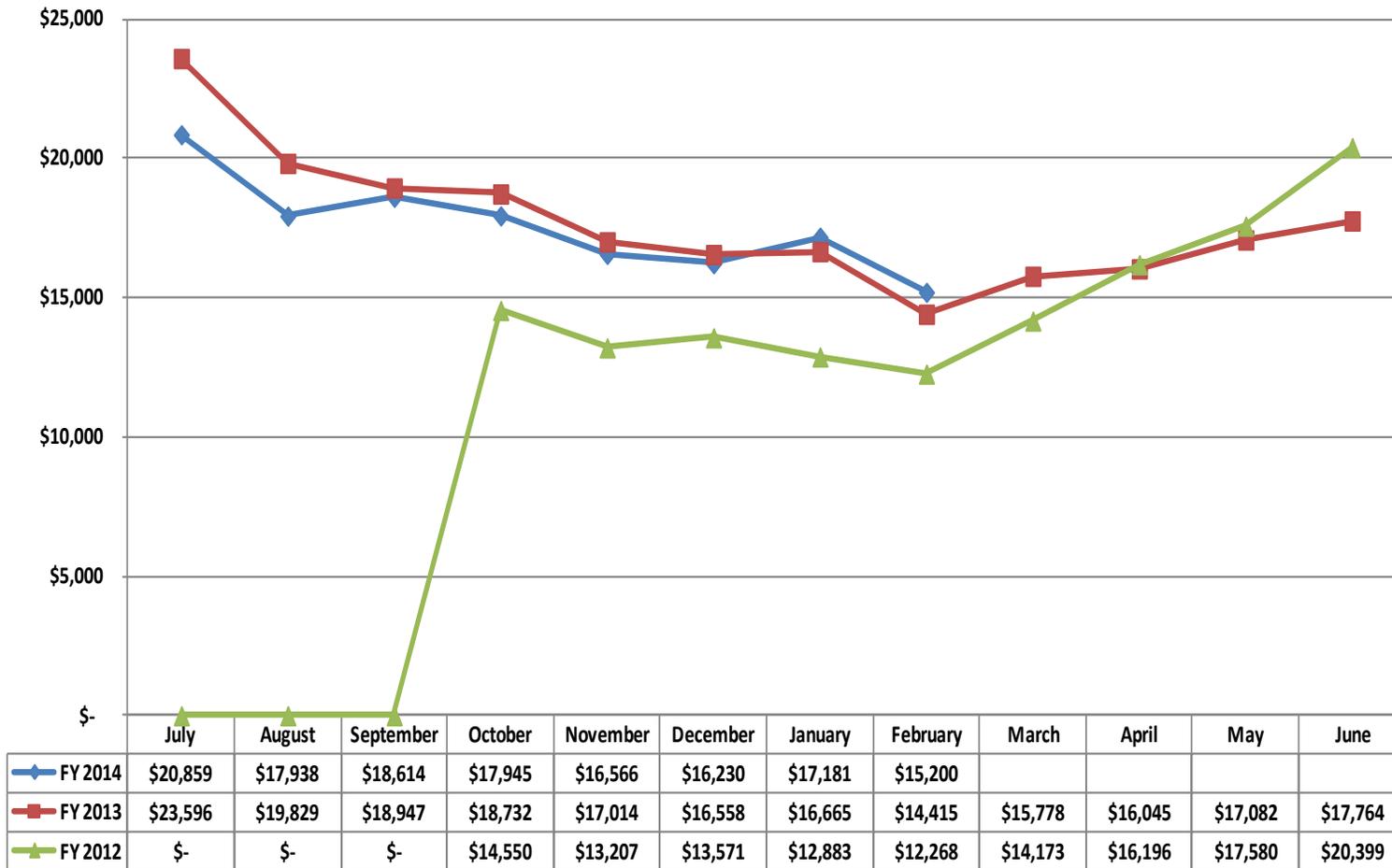


Actual	\$162,142	\$220,610	\$429,895	497,820	\$694,190	\$758,773	\$909,556	\$967,195	\$1,126,674			
Pro-rated budget	\$265,431	\$335,618	\$560,764	621,803	\$763,647	\$820,158	\$969,536	\$1,023,290	\$1,193,208	\$1,243,229	\$1,412,223	\$1,453,834

March 2014 YTD RO Expenses by Category



HRSD EXPENSES FOR RO PLANT FY2014, FY2013 AND FY2012



CASH BALANCES AS OF MARCH 2014					
ACCOUNT NAME	BANK NAME	ACCOUNT BALANCE	Current Month	Prior Year	ADJUSTED BALANCES
			Interco. Balances	Interco./Interdep Balances	
Water	Farmers Bank	1,293,487.33	(525,141.07)	(512,074.78)	256,271.48
Water-Debt Service	Farmers Bank	1,153,807.99	36,510.75	-	1,190,318.74
Water Capital Escrow (availability fees)	TowneBank	306,111.59	2,720.00	-	308,831.59
Water Treatment Plant Escrow	TowneBank	111,400.62	-	-	111,400.62
Water Deposit Account	TowneBank	4,200.00	5,600.00	-	9,800.00
Water Development Escrow	TowneBank	84,927.84	-	-	84,927.84
Subtotal Water		2,953,935.37	(480,310.32)	(512,074.78)	1,961,550.27
Sewer	Farmers Bank	195,410.50	29,984.13	(290,771.75)	(65,377.12)
Sewer Development Escrow	TowneBank	337,850.90	-	-	337,850.90
Sewer Capital Escrow (availability fees)	TowneBank	806,864.88	4,120.00	-	810,984.88
Sewer Compliance	Farmers Bank	434,967.12	93,641.43	-	528,608.55
Subtotal Sewer		1,775,093.40	127,745.56	(290,771.75)	1,612,067.21
Highway	Farmers Bank	126,513.66	137,399.06	-	263,912.72
General Fund	Farmers Bank	2,774,079.83	199,546.04	816,333.33	3,789,959.20
Payroll	Farmers Bank	43,633.15	-	-	43,633.15
Money Market-General Fund	TowneBank	2,180.95	-	-	2,180.95
Business Super Now-General Fund	Farmers Bank	33,044.30	-	-	33,044.30
Money Market-General Fund	Farmers Bank	288,814.92	-	-	288,814.92
General Fund Capital Escrow Account	TowneBank	214,142.09	-	-	214,142.09
Certificate of Deposit	Farmers Bank	525,841.43	-	-	525,841.43
Certificate of Deposit-Police Dept	Farmers Bank	36,597.38	-	-	36,597.38
Special Project Account (Pinewood)	Farmers Bank	19,933.66	58,360.06	-	78,293.72
Pinewood Heights Escrow	Farmers Bank	19,755.54	-	-	19,755.54
SNAP Account	Farmers Bank	2,975.75	-	-	2,975.75
S. Church Street Account	TowneBank	42,740.40	(42,740.40)	-	-
Subtotal General Fund		4,003,739.40	215,165.70	816,333.33	5,035,238.43
Beautification Fund	Farmers Bank	7,834.64	-	-	7,834.64
Money Market-Beautification	Farmers Bank	61,239.97	-	(13,486.80)	47,753.17
Subtotal Beautification		69,074.61		(13,486.80)	55,587.81
TOTAL ALL FUNDS		8,928,356.44	0.00	0.00	8,928,356.44



P.O. Box 2500, Richmond, Virginia 23218-2500
Toll free: 1-888-VARETIR (827-3847)
Web site: www.varetire.org
E-mail: vrs@varetire.org

April 8, 2014

Employer Code: 55310

Dear Employer,

You have elected to phase in the 5 percent member contribution for Plan 1 and Plan 2 employees hired before July 1, 2012 to comply with actions taken by the 2012 General Assembly.

For fiscal year 2014, your governing body elected a 2 percent member contribution for your Plan 1 and Plan 2 employees. Using the enclosed resolution, your local governing body must elect to increase the member contribution by at least 1 percent for fiscal year 2015, as required by the Virginia Code. Or, you may elect to increase it by more than 1 percent up to the full 5 percent. In addition, you must certify in the resolution that employees will receive an offsetting salary increase effective July 1, 2014.

Please send the formal signed resolution to VRS **no later than July 10, 2014** (Attn: ZaeAnne Sferra, P.O. Box 2500, Richmond, VA 23218-2500).

Virginia Code § 51.1-144(F) requires all Plan 1 and Plan 2 school division and political subdivision employees to begin paying the 5 percent member contribution effective July 1, 2012. The statute allows employers to phase in the member contribution for employees hired before July 1, 2012. The full 5 percent phase-in must be complete by July 1, 2016. Chapter 822 of the 2012 Acts of Assembly requires phase-in increases to be in whole percentages of at least 1 percent of creditable compensation per year, with required offsetting salary increases.

If you have any questions about the information in this packet, contact ZaeAnne Sferra, employer coverage coordinator, at zsferra@varetire.org or (804) 775-3514.

Sincerely,

A handwritten signature in black ink, appearing to read 'Robert P. Schultze'.

Robert Schultze
VRS Director

(Enclosure)

Member Contributions by Salary Reduction for Counties, Cities, Towns, and Other Political Subdivisions

(In accordance with Chapter 822 of the 2012 Acts of Assembly (SB497))

Resolution

WHEREAS, the _____ [Political Subdivision Name] _____ [employer code] employees who are Virginia Retirement System members who commence or recommence employment on or after July 1, 2012, shall be required to contribute five percent of their creditable compensation by salary reduction pursuant to Internal Revenue Code § 414(h) on a pre-tax basis upon commencing or recommencing employment; and

WHEREAS, the _____ [Political Subdivision Name] employees who are Virginia Retirement System members and in service on June 30, 2012, shall be required to contribute five percent of their creditable compensation by salary reduction pursuant to Internal Revenue Code § 414(h) on a pre-tax basis no later than July 1, 2016; and

WHEREAS, such employees in service on June 30, 2012, shall contribute a minimum of an additional one percent of their creditable compensation beginning on each July 1 of 2012, 2013, 2014, 2015, and 2016, or until the employees' contributions equal five percent of creditable compensation; and

WHEREAS, the _____ [Political Subdivision Name] may elect to require such employees in service on June 30, 2012, to contribute more than an additional one percent each year, in whole percentages, until the employees' contributions equal five percent of creditable compensation; and

WHEREAS, the second enactment clause of Chapter 822 of the 2012 Acts of Assembly (SB497) requires an increase in total creditable compensation, effective July 1, 2014, to each such employee in service on June 30, 2014, to offset the cost of the member contributions, such increase in total creditable compensation to be equal to the percentage increase of the member contribution paid by such pursuant to this resolution (For example, if the member contribution paid by the employee increases from two to three percent pursuant to this resolution, the employee must receive a one percent increase in creditable compensation.)

BE IT THEREFORE RESOLVED, that the _____ [Political Subdivision Name] does hereby certify to the Virginia Retirement System Board of Trustees that it shall effect the implementation of the member contribution requirements of Chapter 822 of the 2012 Acts of Assembly (SB497) according to the following schedule for the fiscal year beginning July 1, 2014:

PLAN 1	Percent
Employer Paid Member Contribution	%
Employee Paid Member Contribution	%
Total	5%

PLAN 2	Percent
Employer Paid Member Contribution	%
Employee Paid Member Contribution	%
Total	5%

(Note: Each column must add up to 5 percent.); and

BE IT FURTHER RESOLVED, that such contributions, although designated as member contributions, are to be made by the _____ [Political Subdivision Name] in lieu of member contributions; and

BE IT FURTHER RESOLVED, that pick up member contributions shall be paid from the same source of funds as used in paying the wages to affected employees; and

BE IT FURTHER RESOLVED, that member contributions made by the _____ [Political Subdivision Name] under the pick up arrangement shall be treated for all purposes other than income taxation, including but not limited to VRS benefits, in the same manner and to the same extent as member contributions made prior to the pick up arrangement; and

BE IT FURTHER RESOLVED, that nothing herein shall be construed so as to permit or extend an option to VRS members to receive the pick up contributions made by the _____ [Political Subdivision Name] directly instead of having them paid to VRS; and

BE IT FURTHER RESOLVED, that notwithstanding any contractual or other provisions, the wages of each member of VRS who is an employee of the _____ [Political Subdivision Name] shall be reduced by the amount of member contributions picked up by the _____ [Political Subdivision Name] on behalf of such employee pursuant to the foregoing resolutions; and

BE IT FURTHER RESOLVED, that no salary increases provided solely to offset the cost of required member contributions to the Virginia Retirement System under § 51.1-144 of the Code of Virginia will be used to certify that any salary increases required by the Appropriation Act have been provided.

NOW, THEREFORE, the officers are hereby authorized and directed in the name of the _____ [Political Subdivision Name] to carry out the provisions of this resolution, and said officers are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by the _____ [Political Subdivision Name] for this purpose.

Governing Body Chairman

CERTIFICATE

I, _____, [Title, e.g. Clerk, Secretary] of the _____ [Political Subdivision Name], certify that the foregoing is a true and correct copy of a resolution passed at a lawfully organized meeting of the _____ [Political Subdivision Name] held at _____, Virginia at _____ o'clock on _____, 2014. Given under my hand and seal of the _____ [Political Subdivision Name] this _____ day of _____, 2014.

Clerk

This resolution must be passed prior to July 1, 2014 and received by VRS no later than July 10, 2014.

Town of Smithfield						
General Fund Operating Budget						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual as of 02/28/14	Remaining Budget	% of budget
Revenue						
General Fund revenues						
General Fund revenues						
Real Estate Tax						
Current RE Tax	1,665,000.00	1,665,000.00	1,660,000.00	1,640,778.10	19,221.90	98.84%
Delinquent RE Tax	20,000.00	20,000.00	20,000.00	17,264.42	2,735.58	86.32%
Current RE Penalty	4,400.00	4,400.00	6,500.00	2,699.58	3,800.42	41.53%
Delinquent RE Penalty	2,700.00	2,700.00	2,000.00	2,347.36	(347.36)	117.37%
Current RE Interest	715.00	715.00	1,000.00	185.10	814.90	18.51%
Delinquent RE Interest	4,900.00	4,900.00	3,400.00	3,987.83	(587.83)	117.29%
Total Real Estate Taxes	1,697,715.00	1,697,715.00	1,692,900.00	1,667,262.39	25,637.61	98.49%
Personal Property Tax						
Current PP Tax	850,000.00	850,000.00	838,000.00	833,294.36	4,705.64	99.44%
Delinquent PP Tax	16,000.00	16,000.00	35,000.00	12,407.80	22,592.20	35.45%
Current PP Penalty	13,500.00	13,500.00	13,500.00	10,375.47	3,124.53	76.86%
Delinquent PP Penalty	3,615.00	3,615.00	6,000.00	3,265.83	2,734.17	54.43%
Current PP Interest	650.00	650.00	650.00	196.84	453.16	30.28%
Delinquent PP Interest	2,000.00	2,000.00	4,320.00	1,839.43	2,480.57	42.58%
Total Personal Property Tax	885,765.00	885,765.00	897,470.00	861,379.73	36,090.27	95.98%
Miscellaneous Receipts Over/Short						
	15.00	15.00	15.00	(9.80)	24.80	-65.33%
Total Over/Short	15.00	15.00	15.00	(9.80)	24.80	-65.33%
Other Taxes						
Franchise Tax	137,633.00	137,633.00	119,855.00	-	119,855.00	0.00%
Cigarette Tax	135,000.00	135,000.00	130,000.00	109,289.10	20,710.90	84.07%
Additional revenues from existing sources	100,000.00	-	-	-	-	#DIV/0!
Transient Occupancy Tax	135,000.00	135,000.00	142,000.00	89,662.40	52,337.60	63.14%
Meals Tax-4%	842,116.00	842,116.00	794,270.00	579,293.55	214,976.45	72.93%
Meals Tax-2%	421,058.00	421,058.00	397,135.00	289,646.77	107,488.23	72.93%
Communications Tax	240,000.00	240,000.00	245,000.00	119,917.84	125,082.16	48.95%
Rolling Stock	15.00	15.00	13.00	15.75	(2.75)	121.15%
Rental Tax	780.00	780.00	1,300.00	508.43	791.57	39.11%
Sales Tax	270,000.00	270,000.00	243,000.00	146,395.83	96,604.17	60.25%
Consumption Tax	49,000.00	47,500.00	47,500.00	30,734.54	16,765.46	64.70%
Utility Tax	193,600.00	193,600.00	194,500.00	117,726.57	76,773.43	60.53%
Total Other Local Taxes	2,524,202.00	2,422,702.00	2,314,573.00	1,483,190.78	831,382.22	64.08%
Licenses, Permits & Privilege Fees						

Town of Smithfield						
General Fund Operating Budget						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual as of 02/28/14	Remaining Budget	% of budget
Business Licenses	330,000.00	330,000.00	330,000.00	117,176.68	212,823.32	35.51%
Business Licenses Penalty	4,350.00	4,350.00	6,420.00	2,858.80	3,561.20	44.53%
Business Licenses Interest	1,535.00	1,535.00	645.00	1,435.47	(790.47)	222.55%
Permits & Other Licenses	11,000.00	11,000.00	13,000.00	6,627.80	6,372.20	50.98%
WC Dog Park Registration	2,400.00	2,200.00	2,200.00	1,575.00	625.00	71.59%
Consultant Review Fees	5,000.00	5,000.00	5,000.00	4,253.80	746.20	85.08%
Vehicle License Tags	-	6.00	-	6.00	(6.00)	100.00%
Vehicle License	130,000.00	130,000.00	135,500.00	119,265.19	16,234.81	88.02%
Total Licenses, permits and privilege fees	484,285.00	484,091.00	492,765.00	253,198.74	239,566.26	51.38%
Fines & Costs						
Public Defender Fee			-	-	-	0.00%
Fines & Costs	70,000.00	70,000.00	57,000.00	42,284.43	14,715.57	74.18%
Total Fines & Forfeitures	70,000.00	70,000.00	57,000.00	42,284.43	14,715.57	74.18%
From Use of Money and Property						
General Fund Interest	7,500.00	7,500.00	6,400.00	5,094.57	1,305.43	79.60%
Beautification Fund Interest	130.00	150.00	85.00	111.38	(26.38)	131.04%
Rentals	18,812.00	16,436.00	15,685.00	9,365.64	6,319.36	59.71%
Smithfield Center Rentals	143,000.00	143,000.00	143,000.00	91,879.96	51,120.04	64.25%
Smithfield Center Vendor Programs	5,125.00	5,125.00	4,500.00	1,750.00	2,750.00	38.89%
Kayak Rentals	11,000.00	11,000.00	-	7,092.25	(7,092.25)	100.00%
Special Events	7,300.00	7,300.00	1,000.00	4,268.00	(3,268.00)	426.80%
Fingerprinting Fees	1,000.00	1,000.00	1,000.00	660.00	340.00	66.00%
Sale of Equipment	1,000.00	3,927.00	1,000.00	3,927.51	(2,927.51)	392.75%
Lease of Land	525.00	525.00	525.00	500.00	25.00	95.24%
Total revenue from use of money and property	195,392.00	195,963.00	173,195.00	124,649.31	48,545.69	71.97%
Miscellaneous Revenue						
Other Revenue	1,500.00	1,500.00	2,200.00	1,141.93	1,058.07	51.91%
Cash Proffer Revenues	-	24,000.00	-	24,255.00	(24,255.00)	#DIV/0!
Obici Foundation Wellness Grant	-	18,000.00	12,500.00	15,500.00	(3,000.00)	124.00%
Virginia Municipal Group Safety Grant	4,000.00	4,000.00	3,861.00	4,000.00	(139.00)	103.60%
Total Miscellaneous Revenue	5,500.00	47,500.00	18,561.00	44,896.93	(26,335.93)	241.89%
From Reserves						
Restricted Reserves-Police Department	-	24,000.00	-	14,868.15	(14,868.15)	0.00%
Reserves-Pinewood Escrow	4,410.00	14,618.00	14,618.00	9,073.28	5,544.72	62.07%
From Operating Reserves	517,996.35	226,184.00	529,075.00	-	529,075.00	0.00%
Total From Reserves	522,406.35	264,802.00	543,693.00	23,941.43	519,751.57	4.40%

Town of Smithfield						
General Fund Operating Budget						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual as of 02/28/14	Remaining Budget	% of budget
<u>Intergovernmental Virginia</u>						
Law Enforcement	161,533.00	161,533.00	161,533.00	80,766.00	80,767.00	50.00%
Litter Control Grant	3,321.00	3,321.00	3,765.00	3,321.00	444.00	88.21%
Police Block Grants-State	4,000.00	4,000.00	1,000.00	1,022.43	(22.43)	102.24%
Fire Programs	19,461.00	19,461.00	19,461.00	-	19,461.00	0.00%
VCA Grant	5,000.00	5,000.00	5,000.00	5,000.00	-	100.00%
DCA Grant (Dam)	4,000.00	8,500.00	17,000.00	-	17,000.00	0.00%
SNAP Program	3,000.00	3,000.00	-	2,931.00	(2,931.00)	#DIV/0!
Fuel Refund (state)	-	12.00	865.00	12.32	852.68	1.42%
Total State Revenue	200,315.00	204,827.00	208,624.00	93,052.75	115,571.25	44.60%
<u>Intergovernmental Federal</u>						
Federal Grants	1,200.00	1,200.00	5,000.00	4,065.52	934.48	81.31%
Pinewood Heights CDBG Planning Grant Phase III	20,000.00	-	-	-	-	#DIV/0!
Pinewood Heights CDBG Relocation Grant-Phase II	375,280.00	500,194.00	500,194.00	132,626.00	367,568.00	26.51%
Federal Fuel Income	-	-	1,000.00	-	1,000.00	0.00%
Total Federal Revenue	396,480.00	501,394.00	506,194.00	136,691.52	369,502.48	27.00%
<u>Other Financing Sources</u>						
<u>Operating Transfers In</u>						
Transfer In for Debt Service	-	-	-	-	-	0.00%
Total Operating Transfers In	-	-	-	-	-	#DIV/0!
<u>Other Financing Sources</u>						
Line of Credit Proceeds	450,000.00	-	-	-	-	0.00%
General Obligation Bond-Capital Asset financing (ball fields)	-	-	400,000.00	-	400,000.00	0.00%
Insurance Recoveries	-	10,520.00	-	9,145.75	(9,145.75)	100.00%
Total Other Financing Sources	450,000.00	10,520.00	400,000.00	9,145.75	390,854.25	2.29%
<u>Contributions</u>						
CHIPS Contributions	1,000.00	1,000.00	2,500.00	100.00	2,400.00	4.00%
Contributions-Smithfield Foods-SC AV System	-	17,858.00	-	-	-	#DIV/0!
Contributions-Employee Awards	-	-	-	-	-	0.00%
Contributions-IOW County (ball fields)	-	-	25,000.00	-	25,000.00	0.00%
Total Contributions	1,000.00	18,858.00	27,500.00	100.00	27,400.00	0.36%
Total General Fund Revenue	7,433,075.35	6,804,152.00	7,332,490.00	4,739,783.96	2,592,706.04	64.64%
Less Revenues, Loan Funds, Grants and Contributions related						

Town of Smithfield						
General Fund Operating Budget						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual as of 02/28/14	Remaining Budget	% of budget
to capital projects						
Line of Credit Financing	(450,000.00)	-	-	-	-	
General Obligation Bond-Land Acquisition	-	-	(400,000.00)	-	(400,000.00)	
Cash Proffer Revenues	-	(24,000.00)	-	(24,255.00)	24,255.00	
Meals Tax (2%) allocated to Special Projects	(421,058.00)	(421,058.00)	(397,135.00)	(289,646.77)	(107,488.23)	
Pinewood Heights Reserves	(4,410.00)	(14,618.00)	(14,618.00)	(9,073.28)	(5,544.72)	
Contributions to Ball Fields (LOW)	-	-	(25,000.00)	-	(25,000.00)	
Pinewood Heights Relocation Project -Grant	(375,280.00)	(500,194.00)	(500,194.00)	(132,626.00)	(367,568.00)	
Total Non-operating Revenues	(800,748.00)	(959,870.00)	(1,336,947.00)	(455,601.05)	(881,345.95)	34.08%
Total General Fund Operating Revenues	6,632,327.35	5,844,282.00	5,995,543.00	4,284,182.91	1,711,360.09	71.46%
General Fund Budget Expenses						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual as of 02/28/14	Remaining Budget	% of budget
GENERAL GOVERNMENT						
Town Council						
Salaries	40,000.00	40,000.00	40,000.00	24,645.00	15,355.00	61.61%
FICA	3,560.00	3,560.00	3,500.00	2,166.31	1,333.69	61.89%
Employee Wellness/Assistance Plan	1,638.00	1,638.00	1,800.00	1,092.00	708.00	60.67%
Legal Fees	32,000.00	32,000.00	32,000.00	15,424.69	16,575.31	48.20%
Election Expense	-	3,000.00	3,000.00	-	3,000.00	-
Maintenance contracts	695.00	695.00	695.00	-	695.00	-
Advertising	30,000.00	30,000.00	30,000.00	7,521.51	22,478.49	25.07%
Professional Services	1,500.00	26,358.00	1,500.00	6,358.00	(4,858.00)	423.87%
Records Management	4,500.00	10,508.00	8,484.00	7,245.00	1,239.00	85.40%
Site Plan Review	5,000.00	5,000.00	5,000.00	562.50	4,437.50	11.25%
Communications	1,000.00	1,000.00	3,500.00	477.77	3,022.23	13.65%
Insurance	22,534.00	26,630.00	27,435.00	19,972.50	7,462.50	72.80%
Supplies	20,000.00	20,000.00	20,000.00	9,910.19	10,089.81	49.55%
Travel & Training	6,000.00	6,000.00	6,000.00	5,105.36	894.64	85.09%
Subscriptions/Memberships	9,100.00	9,100.00	9,100.00	8,383.00	717.00	92.12%
Council Approved Items	6,000.00	16,000.00	16,000.00	5,538.70	10,461.30	34.62%
Public Defender Fees	3,000.00	2,000.00	2,000.00	(120.00)	2,120.00	-6.00%
Bank Charges	625.00	625.00	625.00	16.00	609.00	2.56%
SpecialProjects	3,500.00	3,500.00	2,500.00	2,460.63	39.37	98.43%
Smithfield CHIPS program	3,772.00	3,772.00	3,772.00	3,140.00	632.00	83.24%

Town of Smithfield						
General Fund Operating Budget						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual as of 02/28/14	Remaining Budget	% of budget
Update Town Charter & Code	4,000.00	3,500.00	2,000.00	1,692.00	308.00	84.60%
Annual Christmas Parade	400.00	400.00	400.00	185.10	214.90	46.28%
Council Approved Hwy	-	-	-	-	-	-
Total Town Council	198,824.00	245,286.00	219,311.00	121,776.26	97,534.74	55.53%
<u>Town Manager</u>						
Salaries	220,790.00	216,840.00	216,840.00	131,486.88	85,353.12	60.64%
FICA	17,665.00	17,350.00	17,350.00	10,385.93	6,964.07	59.86%
VSRS	19,475.00	25,100.00	25,100.00	16,561.73	8,538.27	65.98%
Health	40,000.00	37,455.00	37,455.00	24,337.50	13,117.50	64.98%
Auto Expense	500.00	500.00	500.00	313.81	186.19	62.76%
Maintenance Contracts	1,700.00	1,700.00	1,700.00	1,126.40	573.60	66.26%
Communications	15,500.00	15,500.00	15,500.00	8,415.03	7,084.97	54.29%
Insurance	2,220.00	2,910.00	2,910.00	2,015.79	894.21	69.27%
Supplies	5,500.00	5,500.00	5,500.00	1,999.39	3,500.61	36.35%
Dues & Subscriptions	3,100.00	2,940.00	2,940.00	2,196.78	743.22	74.72%
Computer & technology expenses	16,000.00	16,000.00	16,000.00	7,169.09	8,830.91	44.81%
Travel & Training	7,800.00	7,800.00	7,800.00	4,417.15	3,382.85	56.63%
Other	100.00	100.00	100.00	31.66	68.34	31.66%
TM Allocated to Hwy	-	-	-	-	-	0.00%
Total Town Manager	350,350.00	349,695.00	349,695.00	210,457.14	139,237.86	60.18%
<u>Treasurer</u>						
Salaries	254,180.00	258,170.00	258,170.00	153,463.00	104,707.00	59.44%
FICA	20,335.00	20,655.00	20,655.00	12,277.34	8,377.66	59.44%
VSRS	18,270.00	29,230.00	29,230.00	17,916.56	11,313.44	61.30%
Health	28,130.00	32,840.00	32,840.00	18,700.73	14,139.27	56.94%
Audit	11,750.00	11,500.00	11,500.00	-	11,500.00	0.00%
Depreciation Software	2,700.00	2,700.00	2,700.00	-	2,700.00	0.00%
Communications	8,500.00	8,330.00	8,080.00	4,783.06	3,296.94	59.20%
Data Processing	18,000.00	18,000.00	18,000.00	11,710.20	6,289.80	65.06%
Service Contracts	18,500.00	18,500.00	18,500.00	11,479.86	7,020.14	62.05%
Insurance	2,295.00	2,510.00	2,510.00	1,738.71	771.29	69.27%
Supplies	13,000.00	15,000.00	15,000.00	6,066.87	8,933.13	40.45%
Dues & Subscriptions	2,300.00	2,300.00	2,300.00	1,334.16	965.84	58.01%
Credit Card Processing	3,000.00	2,600.00	1,000.00	1,628.54	(628.54)	162.85%
Cigarette Tax Stamps	2,650.00	2,475.00	2,565.00	2,473.20	91.80	96.42%
Travel & Training	2,000.00	2,000.00	2,000.00	58.45	1,941.55	2.92%

Town of Smithfield						
General Fund Operating Budget						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual as of 02/28/14	Remaining Budget	% of budget
Other	100.00	100.00	100.00	10.54	89.46	10.54%
Treasurer Alloc to Hwy	-	-	-	-	-	0.00%
Total Treasurer	405,710.00	426,910.00	425,150.00	243,641.22	181,508.78	57.31%
PUBLIC SAFETY						
Police Department						
Salaries	1,350,495.00	1,322,140.00	1,322,140.00	829,584.35	492,555.65	62.75%
FICA	108,040.00	105,775.00	105,775.00	64,809.98	40,965.02	61.27%
VSRS	107,015.00	139,100.00	139,100.00	90,924.54	48,175.46	65.37%
Health Insurance	187,275.00	185,950.00	185,950.00	116,333.58	69,616.42	62.56%
Pre-employ screening/Emp Medical	2,000.00	-	2,000.00	-	2,000.00	0.00%
Uniforms	24,000.00	24,000.00	24,000.00	13,038.38	10,961.62	54.33%
Service Contracts	37,000.00	37,000.00	37,000.00	30,075.10	6,924.90	81.28%
Communications	65,000.00	54,000.00	65,000.00	30,416.44	34,583.56	46.79%
Computer & Technology Expenses	15,200.00	6,500.00	10,000.00	2,069.83	7,930.17	20.70%
Insurance	51,980.00	51,935.00	51,935.00	35,976.12	15,958.88	69.27%
Ins. - LODA	11,415.00	10,962.00	10,962.00	10,961.37	0.63	99.99%
Materials & Supplies	25,500.00	20,000.00	30,500.00	9,247.79	21,252.21	30.32%
Dues & Subscriptions	6,500.00	6,500.00	6,500.00	5,555.88	944.12	85.48%
Equipment	15,000.00	15,000.00	15,000.00	3,295.56	11,704.44	21.97%
Radio & Equipment repairs	3,500.00	2,000.00	3,500.00	-	3,500.00	0.00%
Vehicle Maintenance	50,000.00	50,000.00	50,000.00	24,228.84	25,771.16	48.46%
Gas	85,000.00	71,500.00	85,000.00	40,984.90	44,015.10	48.22%
Tires	7,500.00	6,000.00	7,500.00	1,549.50	5,950.50	20.66%
Travel & Training	32,500.00	21,000.00	27,500.00	17,036.39	10,463.61	61.95%
Special Events	500.00	500.00	500.00	154.59	345.41	30.92%
Police Grants	25,000.00	24,478.00	24,478.00	14,998.00	9,480.00	61.27%
Investigation expenses	5,000.00	3,000.00	5,000.00	2,295.93	2,704.07	45.92%
Other	500.00	1,000.00	500.00	689.62	(189.62)	137.92%
Total Police Department	2,215,920.00	2,158,340.00	2,209,840.00	1,344,226.69	865,613.31	60.83%
Fire Department						
Fuel Fund & Travel	13,000.00	13,000.00	13,000.00	-	13,000.00	0.00%
State Pass Thru	23,070.00	23,070.00	19,461.00	-	19,461.00	0.00%
Total Fire Department	36,070.00	36,070.00	32,461.00	-	32,461.00	0.00%
Contributions-Public Safety						
Coast Guard Auxiliary	250.00	250.00	250.00	250.00	-	100.00%

Town of Smithfield						
General Fund Operating Budget						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual as of 02/28/14	Remaining Budget	% of budget
Rescue Squad-shared maintenance	-	-	-	-	-	0.00%
E911 Dispatch Center	169,753.00	118,950.00	118,950.00	58,669.97	60,280.03	49.32%
Fire Department Rescue Truck	10,000.00	10,000.00	10,000.00	10,000.00	-	100.00%
Total Contributions-Public Safety	180,003.00	129,200.00	129,200.00	68,919.97	60,280.03	53.34%
PARKS, RECREATION & CULTURAL						
Smithfield Center						
Salaries	188,560.00	186,170.00	186,170.00	108,651.81	77,518.19	58.36%
FICA	15,085.00	14,895.00	14,895.00	9,033.39	5,861.61	60.65%
VSRS	12,705.00	16,365.00	16,365.00	10,803.04	5,561.96	66.01%
Health	22,180.00	20,780.00	20,780.00	13,493.18	7,286.82	64.93%
Uniforms	1,200.00	1,200.00	1,200.00	212.55	987.45	17.71%
Contracted Services	23,000.00	23,000.00	23,000.00	10,586.86	12,413.14	46.03%
Retail Sales & Use Tax	500.00	500.00	500.00	300.00	200.00	60.00%
Utilities	30,000.00	30,000.00	30,000.00	13,237.69	16,762.31	44.13%
Communications	19,000.00	19,000.00	21,500.00	9,665.38	11,834.62	44.96%
Computer & technology expenses	4,000.00	2,500.00	2,500.00	1,079.99	1,420.01	43.20%
Insurance	5,615.00	4,810.00	4,810.00	3,331.95	1,478.05	69.27%
Kitchen Supplies	4,000.00	4,000.00	4,000.00	632.99	3,367.01	15.82%
Office Supplies/Other Supplies	5,000.00	5,000.00	4,000.00	2,341.40	1,658.60	58.54%
Food Service & Beverage Supplies	7,000.00	7,000.00	8,000.00	3,416.92	4,583.08	42.71%
AV Supplies	1,000.00	1,000.00	1,000.00	97.14	902.86	9.71%
Repairs & Maintenance	40,000.00	40,000.00	40,000.00	17,422.83	22,577.17	43.56%
Systems Maintenance (HVAC, AV, Generator)	10,000.00	10,000.00	10,000.00	-	10,000.00	0.00%
Landscaping	13,500.00	13,500.00	12,000.00	7,916.94	4,083.06	65.97%
Travel & Training	2,000.00	2,000.00	2,000.00	2,315.00	(315.00)	115.75%
Programming Expenses	500.00	500.00	1,000.00	-	1,000.00	0.00%
Advertising	20,000.00	20,000.00	20,000.00	12,061.97	7,938.03	60.31%
Refund event deposits	3,500.00	3,500.00	3,500.00	2,398.13	1,101.87	68.52%
Credit card processing expense	4,500.00	4,500.00	4,500.00	2,406.14	2,093.86	53.47%
Total Smithfield Center	432,845.00	430,220.00	431,720.00	231,405.30	200,314.70	53.60%
Contributions-Parks, Recreation and Cultural						
Farmers Market	3,000.00	3,000.00	3,000.00	-	3,000.00	0.00%
BSV Parking Lot	-	5,000.00	-	4,990.00	(4,990.00)	100.00%
TUMC Parking Lot	1,500.00	1,500.00	1,500.00	375.00	1,125.00	25.00%
Hampton Roads Planning District	10,000.00	-	1,960.00	-	1,960.00	0.00%
Isle of Wight County-Historic Resources (museum)	100,000.00	-	-	-	-	0.00%
Isle of Wight Arts League	10,000.00	10,000.00	10,000.00	10,000.00	-	100.00%
Friends of the Library	10,000.00	10,000.00	10,000.00	3,315.90	6,684.10	33.16%

Town of Smithfield						
General Fund Operating Budget						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual as of 02/28/14	Remaining Budget	% of budget
Total Contributions-Park, Recreation and Cultural	134,500.00	29,500.00	26,460.00	18,680.90	7,779.10	70.60%
<u>Windsor Castle Park</u>						
Salaries	75,870.00	73,820.00	73,820.00	45,145.46	28,674.54	61.16%
FICA	6,070.00	5,910.00	5,910.00	3,544.46	2,365.54	59.97%
VSRS	6,630.00	8,505.00	8,505.00	5,797.02	2,707.98	68.16%
Health	15,220.00	13,870.00	13,870.00	8,732.50	5,137.50	62.96%
Contracted Services	5,000.00	5,000.00	5,000.00	3,173.17	1,826.83	63.46%
Insurance	8,510.00	-	-	-	-	0.00%
Grass Cutting	30,000.00	30,000.00	30,000.00	18,055.04	11,944.96	60.18%
Kayak Expenses	1,500.00	1,415.00	-	353.88	(353.88)	0.00%
Professional Services	5,000.00	13,000.00	1,000.00	2,184.27	(1,184.27)	218.43%
Utilities	5,000.00	5,000.00	5,000.00	2,148.54	2,851.46	42.97%
Supplies	2,500.00	2,500.00	2,500.00	821.02	1,678.98	32.84%
Repairs & Maintenance	40,000.00	40,000.00	40,000.00	35,087.06	35,592.22	87.72%
Total Windsor Castle Park	201,300.00	199,020.00	185,605.00	125,042.42	91,241.86	67.37%
<u>Other Parks & Recreation</u>						
Jersey Park Playground	1,000.00	1,000.00	1,000.00	-	1,000.00	0.00%
Pinewood Playground	500.00	500.00	500.00	-	500.00	0.00%
Clontz Park-pier maintenance	4,600.00	1,600.00	1,600.00	849.45	750.55	53.09%
Community Wellness Initiative	-	40,000.00	35,000.00	36,174.78	(1,174.78)	103.36%
SNAP Program	3,000.00	3,000.00	-	707.25	(707.25)	100.00%
Waterworks Dam	10,450.00	20,350.00	34,000.00	15,300.00	18,700.00	45.00%
Waterworks Lake (park area)	1,000.00	750.00	-	514.90	(514.90)	0.00%
Haydens Lane Maintenance	1,500.00	5,000.00	2,900.00	4,760.90	(1,860.90)	164.17%
Veterans War Memorial	1,000.00	1,000.00	1,000.00	432.84	567.16	43.28%
Fireworks	2,000.00	2,000.00	2,000.00	2,000.00	-	100.00%
Total Parks & Recreation	25,050.00	75,200.00	78,000.00	60,740.12	17,259.88	77.87%
COMMUNITY DEVELOPMENT						
Pinewood Heights						
Non-CDBG Contributed Operating Expenses						
Administration						
Management Assistance		13,390.00	12,000.00	3,807.21	8,192.79	31.73%
Monitoring/Closeout		2,790.00	2,500.00	-	2,500.00	0.00%
Permanent Relocation						

Town of Smithfield						
General Fund Operating Budget						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual as of 02/28/14	Remaining Budget	% of budget
Owner Occupied Households		195,626.00	107,826.00	43,797.48	64,028.52	40.62%
Renter Occupied Households		53,922.00	134,155.00	9,073.28	125,081.72	6.76%
Moving Costs		12,300.00	13,900.00	3,800.00	10,100.00	27.34%
Relocation Specialist		14,563.00	10,633.00	10,797.50	(164.50)	101.55%
Acquisition						
Owner Acquisition		1,687.00	-	71,681.56	(71,681.56)	100.00%
Renter Acquisition		204,019.00	-	-	-	100.00%
Acquisition Specialist						
		15,000.00	15,000.00	2,018.00	12,982.00	13.45%
Clearance & Demolition						
		29,000.00	29,000.00	5,500.00	23,500.00	18.97%
Subtotal Non CDBG-community planning						
	530,751.00	542,297.00	325,014.00	150,475.03	174,538.97	46.30%
CDBG Contributed Operating Expenses						
Permanent Relocation						
Owner Occupied Households	151,640.00	130,394.00	230,394.00	49,626.00	180,768.00	21.54%
Renter Occupied Households	-	-	-	-	-	-
Acquisition						
Owner Occupied	175,640.00	321,800.00	-	71,000.00	(71,000.00)	100.00%
Clearance & Demolition						
	-	-	-	-	-	0.00%
Planning Grant-any match						
	20,000.00	-	-	-	-	0.00%
Subtotal CDBG						
	347,280.00	452,194.00	230,394.00	120,626.00	109,768.00	52.36%
Total Pinewood Heights Contributions						
	878,031.00	994,491.00	555,408.00	271,101.03	284,306.97	48.81%
Contributions-Community Development						
APVA Courthouse Contribution	5,000.00	5,000.00	5,000.00	-	5,000.00	0.00%
Chamber of Commerce	6,000.00	6,000.00	6,000.00	6,000.00	-	100.00%
Christian Outreach	14,000.00	14,000.00	14,000.00	14,000.00	-	100.00%
Genieve Shelter	9,000.00	9,000.00	9,000.00	-	9,000.00	0.00%
Historic Smithfield-brick sidewalk by Station Bridge	-	3,000.00	-	-	-	0.00%
TRIAD	1,650.00	1,650.00	1,650.00	1,650.00	-	100.00%

Town of Smithfield						
General Fund Operating Budget						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual as of 02/28/14	Remaining Budget	% of budget
Tourism Bureau	195,159.00	187,500.00	209,976.00	104,988.00	104,988.00	50.00%
Western Tidewater Free Clinic	33,000.00	33,339.00	33,339.00	33,339.00	-	100.00%
YMCA Projects	50,000.00	50,000.00	50,000.00	50,000.00	-	100.00%
Total Contributions-Community Development	313,809.00	309,489.00	328,965.00	209,977.00	118,988.00	63.83%
PUBLIC WORKS						
Planning, Engineering & Public Works						
Salaries	205,670.00	203,530.00	203,530.00	133,288.90	70,241.10	65.49%
FICA	16,455.00	16,285.00	16,285.00	10,785.78	5,499.22	66.23%
VSRS	18,960.00	24,750.00	24,750.00	16,425.65	8,324.35	66.37%
Health	37,410.00	33,600.00	33,600.00	21,499.35	12,100.65	63.99%
Uniforms	2,500.00	2,500.00	2,000.00	1,515.91	484.09	75.80%
Contractual	9,500.00	10,850.00	9,125.00	7,386.81	1,738.19	80.95%
GIS	3,200.00	1,200.00	1,200.00	-	1,200.00	0.00%
Recycling - 1.5%	217,210.00	214,000.00	212,725.00	142,676.94	70,048.06	67.07%
Trash Collection-1.5%	232,170.00	228,750.00	227,555.00	150,823.94	76,731.06	66.28%
Street Lights	5,000.00	5,000.00	5,000.00	711.01	4,288.99	14.22%
Communications	12,000.00	12,000.00	15,000.00	6,585.75	8,414.25	43.91%
Safety Meetings/Safety Expenses	5,000.00	3,000.00	5,000.00	1,780.19	3,219.81	35.60%
Insurance	8,110.00	8,060.00	8,060.00	5,583.27	2,476.73	69.27%
Materials & Supplies	5,000.00	5,000.00	6,000.00	1,936.00	4,064.00	32.27%
Accreditation -Site visit	2,000.00	-	-	-	-	#DIV/0!
Repairs & Maintenance	9,000.00	9,000.00	9,000.00	1,499.48	7,500.52	16.66%
Gas & Tires	10,500.00	10,500.00	10,500.00	5,143.82	5,356.18	48.99%
Travel & Training	8,000.00	6,000.00	6,000.00	2,631.82	3,368.18	43.86%
Litter Control Grant	3,321.00	3,321.00	3,765.00	-	3,765.00	0.00%
Dues & Subscriptions	2,000.00	2,000.00	2,000.00	551.00	1,449.00	27.55%
Other	1,000.00	2,500.00	1,000.00	2,221.39	(1,221.39)	222.14%
Public Works Alloc to Hwy	-	-	-	-	-	-
Total Public Works	814,006.00	801,846.00	802,095.00	513,047.01	289,047.99	63.96%
PUBLIC BUILDINGS						
Public Buildings						
Salaries	26,500.00	21,235.00	21,235.00	13,436.95	7,798.05	63.28%
FICA	2,120.00	1,700.00	1,700.00	1,144.92	555.08	67.35%
Contractual	13,000.00	13,000.00	9,000.00	10,770.12	(1,770.12)	119.67%
Communications	2,000.00	1,750.00	1,750.00	803.47	946.53	45.91%
Utilities	54,000.00	54,000.00	47,000.00	26,686.00	20,314.00	56.78%
Insurance	10,725.00	3,176.00	3,176.00	2,757.05	418.95	86.81%
Materials & Supplies	3,000.00	3,000.00	3,000.00	822.33	2,177.67	27.41%

Town of Smithfield						
General Fund Operating Budget						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual as of 02/28/14	Remaining Budget	% of budget
Materials & Supplies-Town Manager	-	-	-	12.52	(12.52)	100.00%
Materials & Supplies-Police Department	-	-	-	449.25	(449.25)	100.00%
Materials & Supplies-Town Hall	-	-	-	100.63	(100.63)	100.00%
Materials & Supplies-Public Works	-	-	-	80.00	(80.00)	100.00%
Materials & Supplies-Public Restrooms	-	-	-	436.37	(436.37)	100.00%
Repairs & Maintenance	36,000.00	36,000.00	29,289.00	18,397.24	10,891.76	62.81%
Rent Expense-Office Space	4,800.00	4,800.00	4,800.00	3,200.00	1,600.00	66.67%
Other	1,000.00	1,000.00	1,000.00	820.08	179.92	82.01%
Alloc Costs to Hwy	-	-	-	-	-	-
Total Public Buildings	153,145.00	139,661.00	121,950.00	79,916.93	42,033.07	65.53%
OTHER FINANCING USES						
Other Financing Uses						
Transfers to Operating Reserves	-	-	-	951,858.58	(951,858.58)	100.00%
Transfers to Restricted Reserves-Special Projects (Pinewood)	-	-	-	132,970.02	(132,970.02)	-
Transfers to Restricted Reserves-S Church Street Project	-	-	-	-	-	-
Total Transfers To Reserves	-	-	-	1,084,828.60	(1,084,828.60)	100.00%
DEBT SERVICE						
Debt Service						
Principal Retirement						
Public Building Acquisition	21,574.00	19,914.00	19,914.00	-	19,914.00	0.00%
HVAC	15,905.00	15,300.00	15,300.00	10,119.34	5,180.66	66.14%
Ball Fields	-	-	73,750.00	-	73,750.00	-
Line of Credit-	7,000.00	-	5,000.00	-	5,000.00	0.00%
Interest and fiscal charges						
Public Building Acquisition	32,340.00	33,195.00	33,195.00	16,597.07	16,597.93	50.00%
HVAC	1,800.00	2,370.00	2,370.00	1,716.32	653.68	72.42%
Line of Credit-	450,000.00	-	-	-	-	#DIV/0!
Ball Fields	-	-	14,650.00	-	14,650.00	0.00%
Total Debt Service	528,619.00	70,779.00	164,179.00	28,432.73	135,746.27	17.32%
Total General Fund Expenses						
	6,868,182.00	6,395,707.00	6,060,039.00	4,612,193.32	1,478,524.96	76.11%
Less Expenses related to capital projects:						
Legal Fees	-	-	-	-	-	-
Ball Fields debt service payments	-	-	(88,400.00)	-	(88,400.00)	-
Pinewood Heights Relocation Project Expenses	(878,031.00)	(994,491.00)	(555,408.00)	(271,101.03)	(284,306.97)	-
Pinewood Heights Line of Credit Expenses	(457,000.00)	-	(5,000.00)	-	(5,000.00)	-

Town of Smithfield						
General Fund Operating Budget						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual as of 02/28/14	Remaining Budget	% of budget
Total Non-operating Expenses	(1,335,031.00)	(994,491.00)	(648,808.00)	(271,101.03)	(377,706.97)	41.78%
Total General Fund Operating Expenses	5,533,151.00	5,401,216.00	5,411,231.00	4,341,092.29	1,100,817.99	80.22%
Net Operating Reserve (+/-)	1,099,176.35	443,066.00	584,312.00	(56,909.38)	610,542.10	-9.74%
Net Reserve (+/-)	564,893.35	408,445.00	1,272,451.00	127,590.64	1,114,181.08	10.03%

	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual 2/28/2014	Remain Budget	% of Budget
Net Operating Reserves (Deficit)	564,893.35	408,445.00	1,272,451.00	127,590.64	1,144,860.36	10.03%
Capital Outlay General Fund						
GENERAL GOVERNMENT						
COMMUNITY DEVELOPMENT						
Pinewood Heights Relocation-CIP						
Non CDBG Capital Acquisition						
Owner Occupied Units	-	-	(1,237.00)		(1,237.00)	0.00%
Renter Occupied Units	(24,000.00)	-	(158,019.00)		(158,019.00)	0.00%
Vacant Lots	(24,000.00)		-		-	-
Appraisal/Legal		(6,870.00)	(7,170.00)	(3,275.00)	(3,895.00)	45.68%
Subtotal Non CDBG Capital Acquisition	(48,000.00)	(6,870.00)	(166,426.00)	(3,275.00)	(163,151.00)	1.97%
CDBG Capital Acquisition-MY2						
Owner Occupied Units	(48,000.00)	(48,000.00)	(269,800.00)	(24,000.00)	(245,800.00)	8.90%
Renter Occupied Units	-			-	-	-
Vacant Lots	-			-	-	-
Subtotal CDBG Capital Acquisition	(48,000.00)	(48,000.00)	(269,800.00)	(24,000.00)	(245,800.00)	8.90%
Total Pinewood Heights Relocation CIP	(96,000.00)	(54,870.00)	(436,226.00)	(27,275.00)	(408,951.00)	6.25%
TOWN COUNCIL						
DOCSTAR server-moved to operating expense	-	-	(7,650.00)	-	(7,650.00)	0.00%
TREASURER						
Computer Equipment System upgrades	(100,000.00)					
AS400 Server	-	(45,000.00)	(45,000.00)		(45,000.00)	0.00%
PARKS, RECREATION AND CULTURAL						
Smithfield Center AV upgrades -		(28,000.00)	(28,000.00)		(28,000.00)	0.00%
Smithfield Center Asphalt Repairs		(6,000.00)	(6,000.00)		(6,000.00)	0.00%
Public Park Improvements (Clontz Park, Tot Lots, Waterworks Lake)		(25,000.00)	(25,000.00)		(25,000.00)	0.00%
Playground repairs	(8,000.00)					
Windsor Castle Park-outbuildings		(100,000.00)	(100,000.00)		(100,000.00)	0.00%
PUBLIC SAFETY						
Police						
Police Vehicles	(135,600.00)	(101,700.00)	(101,700.00)	(94,603.14)	(7,096.86)	93.02%
Copier	-	(10,000.00)	(10,000.00)	-	(10,000.00)	-
Tough Book MDTs/docking stations	(24,041.35)	-	-	-	-	
In Car Cameras	(16,752.00)	-	-	-	-	

	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual 2/28/2014	Remain Budget	% of Budget
PUBLIC WORKS						
Vehicles and Equipment	(7,500.00)	(5,000.00)	(5,000.00)		(5,000.00)	0.00%
Work Order System		(6,250.00)	(6,250.00)	(5,712.50)	(537.50)	91.40%
PW Security Gate		(2,625.00)	(2,625.00)		(2,625.00)	0.00%
GIS/Mapping		(12,000.00)	(12,000.00)		(12,000.00)	0.00%
James/Washington Street Improvements		(5,000.00)	(5,000.00)		(5,000.00)	0.00%
Pinewood Heights-Stormwater Management-moved to professional	-	-	(75,000.00)		(75,000.00)	0.00%
Public Ball Fields		-	(400,000.00)		(400,000.00)	0.00%
PUBLIC BUILDINGS						
Office Space Improvements-Town Hall		(7,000.00)	(7,000.00)		(7,000.00)	0.00%
Phone System-PD	(22,000.00)					
Police Evidence Building improvements	(150,000.00)					
Replace heat/ac unit at Town Hall	(5,000.00)					
Net Capital Outlay	(564,893.35)	(408,445.00)	(1,272,451.00)	(127,590.64)	(1,144,860.36)	10.03%
Net Reserves (Deficit) after capital outlay	-	-	-	(0.00)	-	0.20
Deficit 2015						
Pinewood (not covered by reimbursement or meals tax)	(153,283.00)					
PD Evidence Building Improvements	(150,000.00)					
Treasurer's office MUNIS Conversion	(100,000.00)					
Additional police vehicle	(33,900.00)					
E911 dispatch increase	(50,803.00)					
Miscellaneous	(30,010.35)					
Total	(517,996.35)					

Town of Smithfield						
Sewer Fund Budget						
	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Balance as of 02/28/14	Remaining Budget	% of budget
Revenue						
Operating Revenues						
Sewer Charges	668,000.00	668,000.00	699,025.00	463,913.67	235,111.33	66.37%
Sewer Compliance Fee	492,000.00	492,000.00	489,559.00	336,511.36	153,047.64	68.74%
Miscellaneous Revenue	1,000.00	1,000.00	500.00	457.03	42.97	91.41%
Connection fees	15,800.00	15,900.00	31,600.00	11,160.00	20,440.00	35.32%
Total Operating Revenue	1,176,800.00	1,176,900.00	1,220,684.00	812,042.06	408,641.94	66.52%
Town of Smithfield						
Sewer Fund Budget						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Balance as of 02/28/14	Remaining Budget	% of budget
Expenses						
Operating Expenses						
Salaries	229,090.00	226,915.00	226,915.00	134,998.30	91,916.70	59.49%
FICA	18,330.00	18,155.00	18,155.00	10,665.57	7,489.43	58.75%
VSRS	16,010.00	26,245.00	26,245.00	16,774.34	9,470.66	63.91%
Health	35,265.00	38,750.00	38,750.00	24,206.02	14,543.98	62.47%
Uniforms	2,500.00	2,500.00	2,500.00	1,198.92	1,301.08	47.96%
Audit & Legal Fees	14,750.00	14,750.00	14,750.00	4,121.56	10,628.44	27.94%
Accreditation	2,000.00	-	-	-	-	#DIV/0!
HRPDC sewer programs	918.00	918.00	872.00	918.00	(46.00)	105.28%
Maintenance & Repairs	50,000.00	50,000.00	50,000.00	24,200.52	25,799.48	48.40%
VAC Truck Repairs & Maintenance	7,500.00	7,500.00	7,500.00	4,333.93	3,166.07	57.79%
Data Processing	14,000.00	14,000.00	14,000.00	8,782.19	5,217.81	62.73%
Dues & Subscriptions	50.00	50.00	150.00	30.00	120.00	20.00%
Utilities	46,000.00	46,000.00	43,500.00	24,042.18	19,457.82	55.27%
SCADA Expenses	6,000.00	6,000.00	6,000.00	3,255.13	2,744.87	54.25%
Telephone	12,000.00	12,000.00	12,000.00	6,021.26	5,978.74	50.18%
Insurance	15,895.00	16,140.00	16,140.00	11,180.40	4,959.60	69.27%
Materials & Supplies	46,000.00	46,000.00	46,000.00	13,854.04	32,145.96	30.12%
Truck Operations	14,000.00	14,000.00	14,000.00	6,327.51	7,672.49	45.20%
Travel & Training	4,000.00	4,000.00	4,000.00	83.33	3,916.67	2.08%
Contractual	3,780.00	3,250.00	3,250.00	1,539.90	1,710.10	47.38%
Miscellaneous	600.00	600.00	600.00	377.04	222.96	62.84%
Bad Debt Expense	5,000.00	5,000.00	5,000.00	-	5,000.00	0.00%

**Town of Smithfield
Sewer Fund Budget**

	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Balance as of 02/28/14	Remaining Budget	% of budget
Bank service charges	325.00	325.00	325.00	-	325.00	0.00%
Total Sewer Fund Operating Expenses before D&A Exp.	544,013.00	553,098.00	550,652.00	296,910.14	253,741.86	53.92%
Operating Income before D&A Expense	632,787.00	623,802.00	670,032.00	515,131.92	154,900.08	76.88%
Depreciation & Amort. Exp.	600,000.00	600,000.00	772,720.00	378,643.00	394,077.00	49.00%
Operating Income (Loss)	32,787.00	23,802.00	(102,688.00)	136,488.92	(239,176.92)	-132.92%
Nonoperating Revenues (Expenses)						
Pro-rata Share Fees	-	8,000.00	-	8,000.00	(8,000.00)	100.00%
Availability Fees	41,200.00	41,200.00	82,400.00	28,840.00	53,560.00	35.00%
Insurance Reimbursements	-	-	-	-	-	0.00%
Contributed Capital-Smithfield Foods Rev Ln	22,833.00	21,733.00	21,733.00	-	21,733.00	0.00%
Interest Revenue	4,500.00	4,500.00	3,250.00	2,977.15	272.85	91.60%
Interest Expense	(36,965.00)	(40,220.00)	(39,351.00)	(21,350.20)	(18,000.80)	54.26%
Total Nonoperating Revenues (Expenses)	31,568.00	35,213.00	68,032.00	18,466.95	49,565.05	27.14%
Net Income (loss)	64,355.00	59,015.00	(34,656.00)	154,955.87	(189,611.87)	-447.13%
WORKING ADJUSTMENTS TO CAFR (FOR INTERNAL USE ONLY)						
Restricted revenues:						
Pro-rata Share Fees	-	(8,000.00)	-	(8,000.00)	8,000.00	#DIV/0!
Availability Fees	(41,200.00)	(41,200.00)	(82,400.00)	(28,840.00)	(53,560.00)	35.00%
Contributed Capital-Smithfield Foods Rev Ln	(22,833.00)	(21,733.00)	(21,733.00)	-	(21,733.00)	0.00%
Compliance Fee	(492,000.00)	(492,000.00)	(489,559.00)	(336,511.36)	(153,047.64)	68.74%
Bad Debt Expense	5,000.00	5,000.00	5,000.00	-	5,000.00	0.00%
Depreciation & Amort. Exp.	600,000.00	600,000.00	772,720.00	378,643.00	394,077.00	49.00%
Additional debt service costs-principal expense	(78,850.00)	(74,700.00)	(74,700.00)	(74,700.00)	-	100.00%
Total adjustments to CAFR	(29,883.00)	(32,633.00)	109,328.00	(69,408.36)	178,736.36	-63.49%
Working adjusted income	34,472.00	26,382.00	74,672.00	85,547.51	(10,875.51)	114.56%

	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual 2/28/2014	Remaining Budget	% of Budget
Sewer Fund						
Working adjusted income	34,472.00	26,382.00	74,672.00	85,547.51	(10,875.51)	114.56%
Sewer SSO Consent Order	(3,000.00)	(204,644.00)	(325,000.00)	(48,199.50)	(276,800.50)	14.83%
MOA Compliance Plan	(50,000.00)					
MOA Flow Monitoring	(25,000.00)					
MOA CIP Development	(35,000.00)					
RWWMP Development Coord Assistance	(25,000.00)					
Storage Shed-scrap metal sales		(12,000.00)	-	(1,987.08)	1,987.08	100.00%
Construction Standards Update	(3,321.00)	-	(4,201.00)	-	(4,201.00)	0.00%
Work Order System	-	(6,250.00)	(6,250.00)	(5,712.50)	(537.50)	91.40%
PW Security Gate	-	(2,625.00)	(2,625.00)	-	(2,625.00)	0.00%
SCADA Repairs		(34,552.00)	-	-	-	0.00%
Arc Flash-defer to 2015	-	(35,000.00)	-	(35,000.00)	35,000.00	100.00%
Bypass pumps-Main Street		(93,664.00)				100.00%
Run-Dry Pump-Crescent		(14,500.00)				100.00%
Main Street/Mason-CCTV & CIPP Lining	-	(37,435.00)				100.00%
Pump Station upgrades			(100,000.00)			
Sewer Capital Repairs	(100,000.00)	(5,205.00)	(100,000.00)	(5,205.00)	(94,795.00)	5.21%
Truck/Equipment	(10,000.00)	(10,000.00)	(10,000.00)	-	(10,000.00)	0.00%
Net Capital Outlay	(251,321.00)	(455,875.00)	(548,076.00)	(96,104.08)	(351,971.92)	17.53%
Net Reserves (Deficit) after capital outlay	(216,849.00)	(429,493.00)	(473,404.00)	(10,556.57)	(362,847.43)	2.23%
Funding from Development Escrow			-	-	-	
Reserves from Sewer Capital Escrow Account	100,000.00	224,849.00	200,000.00	43,582.00	156,418.00	21.79%
Funding from Sewer Compliance Fee	138,000.00	204,644.00	325,000.00	43,999.50	281,000.50	13.54%
Draw from operating reserves		-		-	-	
				-	-	
Net Cashflow	21,151.00	-	51,596.00	77,024.93	74,571.07	149.28%

Sewer Capital Escrow-Balance 3/31/14	810,984.88
Less 2013 Proposed (remaining)	(181,267.00)
Less 2014 Proposed	(100,000.00)
Projected balance without additional availability fees	529,717.88

Sewer Compliance Escrow-Balance 3/31/14	434,967.12
Less 2013 Proposed (remaining)	(160,644.50)
Less 2014 Proposed	(138,000.00)
Budgeted fees remainder 2014	107,133.00
Budgeted fees 2015	492,000.00
Projected balance 6/30/15	735,455.62

Town of Smithfield						
Water Fund Budget						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Balance as of 02/28/14	Remaining Budget	% of budget
Revenue						
Operating Revenue						
Water Sales	1,397,000.00	1,368,570.00	1,453,834.00	967,194.69	486,639.31	66.53%
Debt Service Revenue	188,970.00	225,025.00	187,896.00	168,790.20	19,105.80	89.83%
Miscellaneous	500.00	3,000.00	500.00	2,651.80	(2,151.80)	530.36%
Connection fees	6,600.00	6,850.00	13,200.00	4,870.00	8,330.00	36.89%
Application Fees	5,500.00	5,500.00	5,000.00	3,761.00	1,239.00	75.22%
Total Operating Revenue	1,598,570.00	1,608,945.00	1,660,430.00	1,147,267.69	513,162.31	69.09%
Town of Smithfield						
Water Fund Budget						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Balance as of 02/28/14	Remaining Budget	% of budget
Expenses						
Salaries	350,540.00	348,720.00	348,720.00	216,137.62	132,582.38	61.98%
FICA	28,045.00	27,900.00	27,900.00	17,108.01	10,791.99	61.32%
VSRS	24,150.00	38,530.00	38,530.00	23,292.38	15,237.62	60.45%
Health	48,235.00	49,735.00	49,735.00	30,433.25	19,301.75	61.19%
Uniforms	3,255.00	3,255.00	3,255.00	1,521.13	1,733.87	46.73%
Contractual	15,000.00	15,000.00	15,000.00	9,381.75	5,618.25	62.55%
Legal & Audit	15,000.00	15,000.00	20,000.00	4,241.56	15,758.44	21.21%
Accreditation	2,000.00	-	-	-	-	#DIV/0!
Maintenance & Repairs	21,000.00	21,000.00	21,000.00	4,213.92	16,786.08	20.07%
Water Tank Maintenance	103,650.00	102,230.00	100,000.00	76,404.96	23,595.04	76.40%
Water Tank Inspections	-	-	-	-	-	#DIV/0!
Professional Services	-	42,640.00	1,000.00	10,114.36	(9,114.36)	1011.44%
Regional Water Supply Study	1,839.00	1,839.00	2,580.00	1,839.00	741.00	71.28%
Data Processing	14,000.00	14,000.00	14,000.00	8,782.19	5,217.81	62.73%
Utilities	2,000.00	2,000.00	1,500.00	848.68	651.32	56.58%
Communications	13,000.00	13,000.00	15,045.00	5,991.24	9,053.76	39.82%
Insurance	25,200.00	25,200.00	25,200.00	17,456.37	7,743.63	69.27%
Materials & Supplies	75,000.00	75,000.00	114,400.00	27,963.14	86,436.86	24.44%
Gas and Tires	15,500.00	15,500.00	14,500.00	8,341.07	6,158.93	57.52%
Dues & Subscriptions	1,000.00	1,000.00	1,000.00	645.95	354.05	64.60%
Bank service charges	325.00	325.00	325.00	8.00	317.00	2.46%
Travel and Training	5,500.00	5,500.00	5,500.00	144.48	5,355.52	2.63%
Miscellaneous	9,500.00	9,500.00	9,500.00	8,849.93	650.07	93.16%
RO Annual costs	469,000.00	450,000.00	470,673.00	253,488.47	217,184.53	53.86%
Bad debt expense	7,500.00	7,500.00	7,500.00	-	7,500.00	0.00%

**Town of Smithfield
Water Fund Budget**

Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Balance as of 02/28/14	Remaining Budget	% of budget
Total Water Fund Operating Expenses before D&A Exp.	1,250,239.00	1,284,374.00	1,306,863.00	727,207.46	579,655.54	55.65%
Operating Income before D&A Expense	348,331.00	324,571.00	353,567.00	420,060.23	(66,493.23)	118.81%
Depreciation & Amortization Expense	365,000.00	365,000.00	365,000.00	220,228.79	144,771.21	60.34%
Operating Income (Loss)	(16,669.00)	(40,429.00)	(11,433.00)	199,831.44	(211,264.44)	-1747.85%
Nonoperating Revenues (Expenses)						
Pro-Rata Share Fees	-	8,000.00	-	8,000.00	(8,000.00)	#DIV/0!
Availability Fees	27,200.00	27,200.00	54,400.00	19,040.00	35,360.00	35.00%
Interest Revenue	6,800.00	6,800.00	5,925.00	4,458.13	1,466.87	75.24%
Interest Expense	(111,606.00)	(123,720.00)	(123,720.00)	(70,425.12)	(53,294.88)	56.92%
Total Nonoperating Revenues (Expenses)	(77,606.00)	(81,720.00)	(63,395.00)	(38,926.99)	(24,468.01)	61.40%
Net Income (Loss)	(94,275.00)	(122,149.00)	(74,828.00)	160,904.45	(235,732.45)	-215.03%
WORKING ADJUSTMENTS TO CAFR (FOR INTERNAL USE ONLY)						
Restricted revenues:						
Pro-rata Share Fees	-	(8,000.00)	-	(8,000.00)	8,000.00	#DIV/0!
Availability Fees	(27,200.00)	(27,200.00)	(54,400.00)	(19,040.00)	(35,360.00)	35.00%
Bad Debt Expense	7,500.00	7,500.00	7,500.00	-	7,500.00	0.00%
Debt Service Revenue	(188,970.00)	(225,025.00)	(187,896.00)	(168,790.20)	(19,105.80)	89.83%
Depreciation & Amort. Exp.	365,000.00	365,000.00	365,000.00	220,228.79	144,771.21	60.34%
Additional debt service costs-principal expense	(337,974.00)	(322,275.00)	(322,275.00)	(245,690.39)	(76,584.61)	76.24%
Total adjustments to CAFR	(181,644.00)	(210,000.00)	(192,071.00)	(221,291.80)	29,220.80	115.21%
Working adjusted income	(275,919.00)	(332,149.00)	(266,899.00)	(60,387.35)	(206,511.65)	22.63%

	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual 2/28/2014	Remain Budget	% of Budget
Water Fund						
Net Operating Reserves (Deficit)	(275,919.00)	(332,149.00)	(266,899.00)	(60,387.35)	(206,511.65)	22.63%
Construction Standards Update	(3,321.00)	-	(4,201.00)		(4,201.00)	0.00%
Discharge Analysis-moved to professional		-	(25,000.00)		(25,000.00)	0.00%
Vehicle/Equipment	(10,000.00)	(10,000.00)	(10,000.00)		(10,000.00)	0.00%
Work Order System		(6,250.00)	(6,250.00)	(5,712.50)	(537.50)	91.40%
Public Works Security Gate		(2,625.00)	(2,625.00)		(2,625.00)	0.00%
RO Security Gate		(10,000.00)	(10,000.00)		(10,000.00)	0.00%
Roofing Repairs		(7,550.00)		(7,550.00)	7,550.00	100.00%
System Improvements	(50,000.00)	(50,000.00)	(50,000.00)		(50,000.00)	0.00%
Water line replacement (Cypress Creek Bridge)	(110,000.00)	(110,000.00)	(110,000.00)	-	(110,000.00)	-
Net Capital Outlay	(173,321.00)	(196,425.00)	(218,076.00)	(13,262.50)	(204,813.50)	6.08%
Net Reserves (Deficit) after capital outlay	(449,240.00)	(528,574.00)	(484,975.00)	(73,649.85)	(411,325.15)	15.19%
Operating Reserves	-	18,926.00		-	-	-
Water Development Escrow		17,890.00	25,000.00	-	25,000.00	-
Water Capital Escrow	160,000.00	160,000.00	160,000.00	-	160,000.00	-
Debt Service fees applied to debt	338,279.00	331,758.00	331,758.00	246,195.78	85,562.22	74.21%
Net Cashflow	49,039.00	-	31,783.00	172,545.93	(140,762.93)	542.89%
Balance water capital escrow 3/31/14	306,111.59					
Less budgeted capital escrow	(160,000.00)					
Balance remaining	146,111.59					
Less Water line replacement 2014 rolled over	(110,000.00)					
Projected balance 6/30/15	36,111.59					

Town of Smithfield						
Highway Fund						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Balance as of 02/28/14	Remaining Budget	% of budget
Revenue						
Interest Income	220.00	220.00	250.00	139.91	110.09	55.96%
Revenue - Commwlth of VA	1,033,113.00	1,033,113.00	1,003,519.92	516,556.34	486,963.58	51.47%
Total Highway Fund Revenue	1,033,333.00	1,033,333.00	1,003,769.92	516,696.25	487,073.67	51.48%
Town of Smithfield						
Highway Fund						
Description	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Balance as of 02/28/14	Remaining Budget	% of budget
Expenses						
Salaries	256,020.00	248,065.00	248,065.00	150,716.83	97,348.17	60.76%
FICA	20,480.00	19,845.00	19,845.00	11,875.11	7,969.89	59.84%
VSRS	22,565.00	29,090.00	29,090.00	17,965.03	11,124.97	61.76%
Health	53,175.00	45,290.00	45,290.00	28,837.72	16,452.28	63.67%
Uniforms	3,100.00	3,100.00	3,100.00	1,430.02	1,669.98	46.13%
Engineering	-	-	-	-	-	-
Grass	26,000.00	26,000.00	31,400.00	13,600.00	17,800.00	43.31%
Maintenance	349,696.00	585,035.27	327,682.42	246,790.23	80,892.19	75.31%
Asphalt/Paving				109,561.52	(109,561.52)	
Ditching				76,835.96	(76,835.96)	
Traffic Control devices				17,072.54	(17,072.54)	
Other (maintenance)				222.93	(222.93)	
Other (lawnmowers, landscaping, etc)				40,213.71	(40,213.71)	
Structures and Bridges				-	-	
Ice and Snow removal				2,019.67	(2,019.67)	
Administrative				863.90	(863.90)	
Street Lights	106,000.00	106,000.00	110,000.00	59,125.05	50,874.95	53.75%
Insurance	13,690.00	19,440.00	19,440.00	13,466.34	5,973.66	69.27%
VAC Truck Repairs	2,500.00	2,500.00	2,500.00	1,444.64	1,055.36	57.79%
Gas and Tires	10,000.00	10,000.00	10,000.00	5,816.38	4,183.62	58.16%
Stormwater Management Program (regional)	1,786.00	1,786.00	1,786.00	1,664.00	122.00	93.17%
Joint Cost Allocation	-	-	-	-	-	-
Overhead Allocation	-	-	-	-	-	-
Total Highway Fund Expense	865,012.00	1,096,151.27	848,198.42	552,731.35	295,467.07	65.17%
Net Reserves (+/-)	168,321.00	(62,818.27)	155,571.50	(36,035.10)	191,606.60	-23.16%

	Proposed Budget 2014/2015	Proposed Revisions 2013/2014	Adopted Budget 2013/2014	Actual 2/28/2014	Remain Budget	% of Budget
HIGHWAY						
Net Operating Reserves (Deficit)	168,321.00	(62,818.27)	155,571.50	(36,035.10)	191,606.60	-23.16%
Construction Standards Update	(3,321.00)	(4,201.00)	(4,201.00)		(4,201.00)	0.00%
New Truck	(10,000.00)	(8,750.00)	(8,750.00)		(8,750.00)	0.00%
PW Security Gate		(2,625.00)	(2,625.00)		(2,625.00)	0.00%
Entrance Corridor Beautification	(5,000.00)	(5,000.00)	(5,000.00)		(5,000.00)	0.00%
Work order system		(6,250.00)	(6,250.00)	(5,712.50)	(537.50)	91.40%
Storm Drain Replacement - Nottingham		(20,745.50)	(20,745.50)	(20,745.50)	-	100.00%
Drainage Improvements	(50,000.00)					
Pinewood Stormwater Drainage	(100,000.00)	-	(100,000.00)		(100,000.00)	0.00%
Lawnmower	-	(7,945.00)	(8,000.00)	(7,945.00)	(55.00)	99.31%
Net Capital Outlay	(168,321.00)	(55,516.50)	(155,571.50)	(34,403.00)	(121,168.50)	22.11%
Net Reserves (Deficit) after capital outlay	0.00	(118,334.77)	0.00	(70,438.10)	70,438.10	
Carryover from FY2013		118,334.77	118,334.77	118,334.77		
Net Adjusted Reserves (deficit)		-	118,334.77	47,896.67		

Parks and Recreation Committee Report

April 2014

Event Listing

OTP	Day	Date	Event Type	Location	Event Notes
	Mon	Mar 24	Committee Meetings	Smithfield Center	
	Tue	Mar 25	Committee Meetings	Smithfield Center	
	Wed	Mar 26	Meeting	Smithfield Center	
	Thu	Mar 27	Wedding & Reception	Smithfield Center	Thursday wedding
	Sat	Mar 29	Meeting	Smithfield Center	
			German Club	Smithfield Center	
	Sun	Mar 30	Wedding & Reception	Smithfield Center	
	Tue	Apr 1	WCFCB Meeting	Smithfield Center	
			Town Council	Smithfield Center	
	Wed	Apr 2	Client Appreciation Night	Smithfield Center	
			Meeting	Smithfield Center	
	Thu	Apr 3	National Wild Turkey Federation	Smithfield Center	
	Fri	Apr 4	Wedding & Reception	Smithfield Center	
	Sat	Apr 5	YMCA Triathlon	Town Streets	
			Wedding Reception	Smithfield Center	
	Sun	Apr 6	Wedding & Reception	Smithfield Center	
	Tue	Apr 8	Staff Training	Smithfield Center	
			Planning Commission	Smithfield Center	
	Wed	Apr 9	VRS Information Sessions	Smithfield Center	
			Banquet	Smithfield Center	
	Thu	Apr 10	Wedding & Reception	Smithfield Center	Thursday wedding
OTP	Sat	Apr 12	Wine Fest	Windsor Castle	
			Wedding & Reception	Smithfield Center	
	Mon	Apr 14	Citizens Meeting –Storm water Fees	Smithfield Center	
	Tue	Apr 15	Schoolhouse Meeting	Smithfield Center	
			Crimeline	Smithfield Center	
			BHA&R	Smithfield Center	
	Wed	Apr 16	Meeting	Smithfield Center	
	Thu	Apr 17	Smithfield Women’s Club Meeting	Smithfield Center	
	Sat	Apr 19	Reception	Smithfield Center	
			Wedding Ceremony	Windsor Castle	Cancelled due to rain
	Sun	Apr 20	Trinity Sunrise Service	Windsor Castle	
	Mon	Apr 21	Hokie Banquet	Smithfield Center	
	Thu	Apr 24	Wedding & Reception	Smithfield Center	Thursday wedding
	Sat	Apr 26	Windsor Prom	Smithfield Center	
			Wedding & Reception	Windsor Castle	

Upcoming Special Public Events

Day	Date	Event Type	Location
Wed	Apr 30	Post Legislative Breakfast	Smithfield Center
Sat	May 3	Optimist 5K	Windsor Castle Courtyard
Mon	May 5	TRIAD Conference	Smithfield Center

Parks and Recreation Committee Report

April 2014

Programming

Kayak Rentals at Windsor Castle Park

The 2014 Kayak Season will begin May 3 and run through September 28, 2014.

Application for the kayak staff position are in and interviews are set.

We currently have a fleet of 9 boats.

Total Revenue for the 2013 Season	= \$ 7674.77
Kayak Staff Hours 2013 Season	= \$ 3868
Net	= \$ 3806.67

Main Parking Entrance

Period Analyzed: Thursday March 20, 2014 to Thursday April 24, 2014

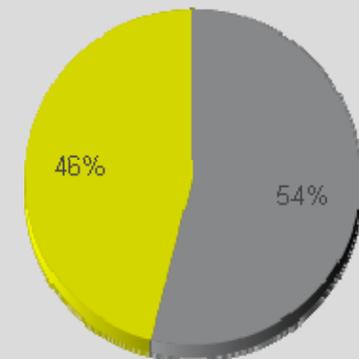


Key Figures

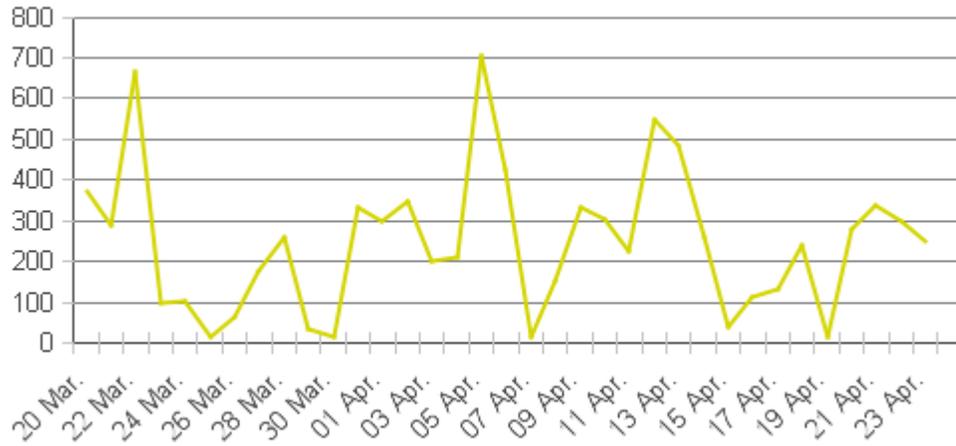
- Total Traffic for the Period Analyzed: 8,699
- Daily Average : 249
- Busiest Day of the Week : Saturday
- Busiest Days of the Period Analyzed:
 1. Saturday 05 April 2014 (704)
 2. Saturday 22 March 2014 (666)
 3. Saturday 12 April 2014 (549)
- Distribution by Direction:

Main Parking Enter : 46%

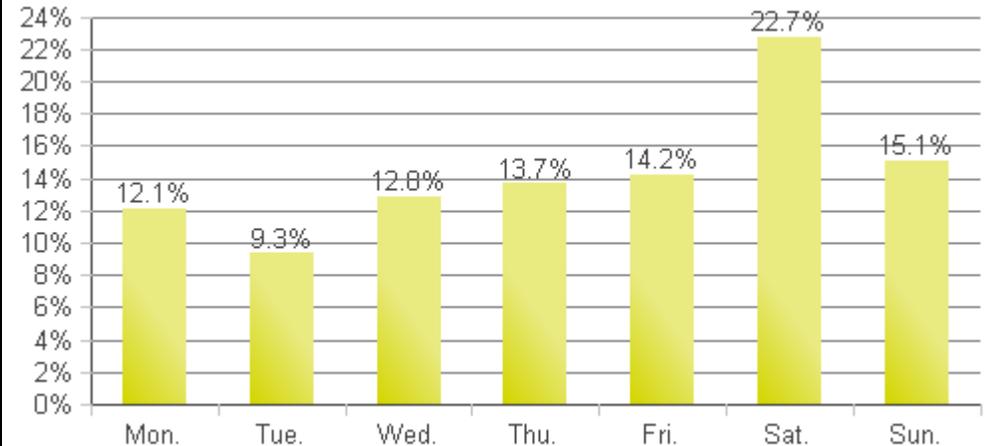
Main Parking Exit: 54%



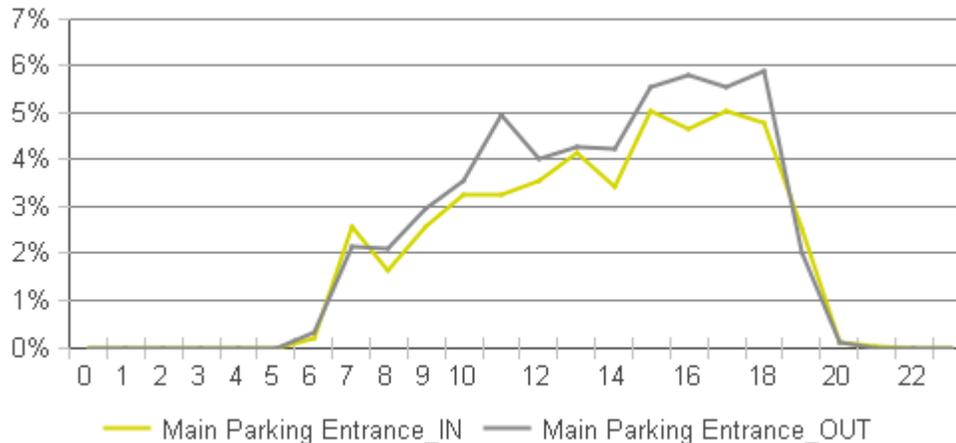
Daily Data



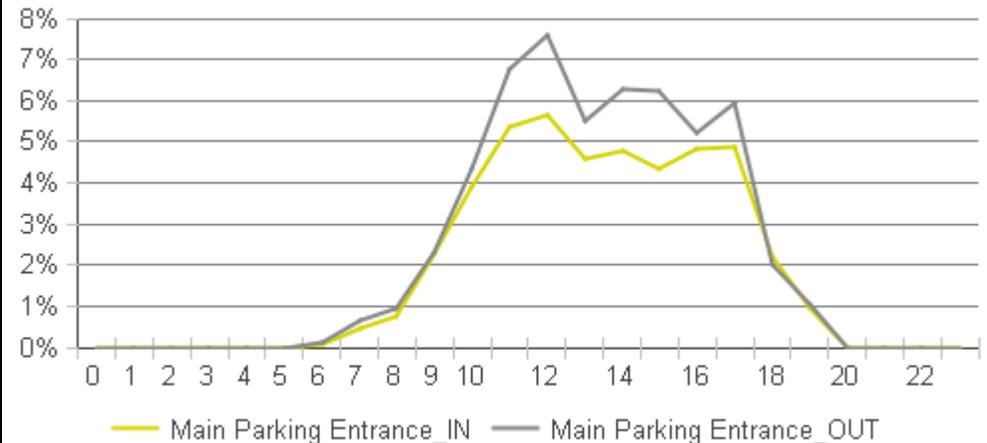
Weekly Profile



Hourly Profile during Weekdays



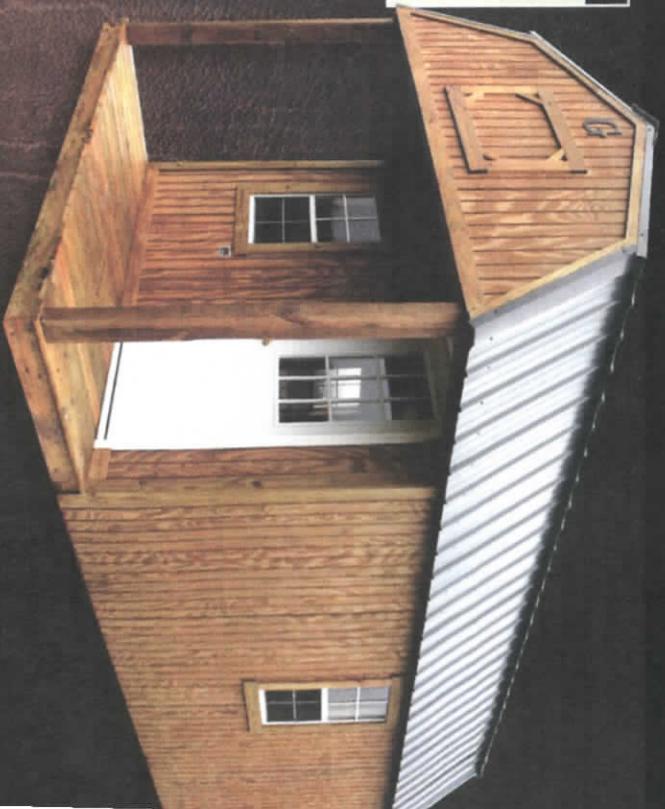
Hourly Profile during the Weekend



LOFTED BARN CABIN

10'	12'	14'
10 x 16	12 x 20	14 x 24
10 x 20	12 x 24	14 x 28
	12 x 28	14 x 32
	12 x 32	14 x 36
	12 x 40	14 x 40

Sturdy construction, reliable installation and ample room make this the perfect solution for your hunting cabin or extra sleeping space with storage overhead.



CABIN

8'	10'	12'	14'	16'
8 x 12	10 x 20	12 x 20	14 x 16	16 x 20
8 x 16		12 x 24	14 x 20	16 x 24
		12 x 28	14 x 24	16 x 28
		12 x 32	14 x 28	16 x 32
		12 x 40	14 x 32	16 x 36
			14 x 36	16 x 40
			14 x 40	

Sturdy construction, reliable installation and ample room make this the perfect solution for your hunting cabin or extra sleeping space.



CALL: (888) GRACE-04

WWW.GRACELANDPORTABLEBUILDINGS.COM

GARDEN SHED

8'	10'	12'	14'	16'
8 x 12	10 x 12	12 x 12	14 x 16	16 x 20
	10 x 16	12 x 16	14 x 20	16 x 24
		12 x 20	14 x 24	16 x 28
		12 x 24	14 x 28	16 x 32
		12 x 28	14 x 32	16 x 36
		12 x 32	14 x 36	16 x 40
		12 x 40	14 x 40	

Sturdy construction, reliable installation and ample room make this the perfect solution for extra storage or workshop.



UTILITY SHED

8'	10'	12'	14'	16'
8 x 12	10 x 12	12 x 12	14 x 16	16 x 20
	10 x 16	12 x 16	14 x 20	16 x 24
		12 x 20	14 x 24	16 x 28
		12 x 24	14 x 28	16 x 32
		12 x 28	14 x 32	16 x 36
		12 x 32	14 x 36	16 x 40
		12 x 40	14 x 40	

Sturdy construction, reliable installation and ample room make this the perfect solution for extra storage or workshop.

CALL: (888) GRACE-04

WWW.GRACELANDPORTABLEBUILDINGS.COM



Method of Payment: Cash
Type of Sale: Cash

SALESMAN: RHETT
Type of Order: NEW ORDER

DATE: 04/01/14

INVENTORY #

Up-Charge: none \$ 0.00

Roof Type: Metal Roof

Roof Color: Red

Roof Notation:

Building Type CABIN **Size** 12 x 24

OPTIONS DESCRIPTION

	# units	COST
1 Deduct 2' x 3' Windows (\$75/unit)	1	\$ -75.00
2 Deduct Steel Door, Full or 9-Lite (\$200/unit)	1	\$ -200.00
3 Add 72" Double Wood Doors (\$200/unit)	1	\$ 200.00
4 none	1	\$ 0.00
5	1	\$ 0.00
Total options:		\$ -75.00

DRAWING

Front



Back

See pdf drawing for more details

SPECIAL INSTRUCTIONS

1

2

3

60 MONTH LEASE-TO-OWN SALE

1 SALES PRICE	\$	0.00
2 OPTION COST (Describe Above)	\$	0.00
3 SUB-TOTAL	\$	0.00
4a This line purposely Blank	0.000%	\$ 0.00
4b This line purposely Blank	(use -)	\$
5 TOTAL COST	\$	0.00
6 DOWNPAYMENT AMOUNT	\$	
7 NET DOWNPAYMENT (Adjust For Tax)	\$	0.00
8 AMOUNT TO LTO	\$	0.00
9 MONTHLY PAYMENT (Line 8 / 27.6)	\$	0.00
10 MONTHLY SALES TAX (6%)	\$	0.00
11 TOTAL MONTHLY PAYMENT	\$	0.00
12 # PAYMENTS REQUIRED	3	\$ 0.00
13 TOTAL RECEIVED	\$	0.00

CASH SALE

1 SALES PRICE	\$	6,150.00
2 OPTIONS COST (Described Above)	\$	-75.00
3 SUB-TOTAL	\$	6075.00
4a This line purposely Blank	0.000%	\$ 0.00
4b This line purposely Blank	(use -)	\$ 0.00
5 TOTAL PRETAX COST	\$	6075.00
6 SALES TAX (6%)	\$	364.50
7 TOTAL COST WITH TAX	\$	6439.50
8 AMOUNT RECEIVED	Cash	\$ 0.00
9 NET AMOUNT DUE To: C.O.D.-Driver	\$	6439.50

PURCHASER AND MAILING ADDRESS

Name:
Street:
City State ZIP
COUNTY

DELIVERY ADDRESS

Street:
City State ZIP
COUNTY

See pdf customer map

SOCIAL SEC #
DRIVER LIC. #
DATE OF BIRTH:
CELL PHONE:
HOME PHONE:
EMPLOYER:
WORK PHONE:
EMAIL:

Graceland and its agents are not responsible for permits, setbacks, restrictions, or covenants. Please contact your local codes department or Homeowners Association. It is up to the customer to decide whether ground conditions are suitable for delivery. Graceland is not responsible for yard or driveway damage. Free delivery and set up includes one trip; additional trips may incur charges to the customer. All sales orders are not complete until approved by the Graceland Corporate office. **Cancellation/Change Order Policy** 100.00 minimum cancellation/change Order fee, plus any other expenses that are incurred with attempted delivery. I, the customer, have read the disclosure above, and fully accept the terms provided therein. **All Building sizes are approximate and measured from eave to eave. ALL CHECKS ARE SUBJECT TO ACH PROCESSING.**

Customer's Signature: _____

Old Hickory Buildings, LLC

P.O. Box 331973
Murfreesboro, TN 37133
Cust. Service: 615-890-8075
www.oldhickorybuildings.com



East Coast Buildings

22285 Brewers Neck Blvd
Carrollton, VA 23314
757-238-2823 fax 757-562-1994

Order-Shop Built*	XX
Order-On Site*	
On Lot New	
On Lot Used	

Date: 4/4/2014 Inventory # _____

Salesman: Julie

*Revisions on Custom Orders subject to fee, see below for details

	Size	
Barn	X	_____
Lofted Barn	X	_____
Utility (6'3" Walls)	X	_____
Utility (8' Walls Add \$100)	<u>12</u> X <u>24</u>	_____
Metal Shed	X	_____
Economy Barn	X	_____
Economy Utility	X	_____

NOTES/COMMENTS
12x24 utility playhouse with porch, 2 windows, double barn doors, and 8ft walls
No sales tax charged
*WE MUST RECEIVE A TAX EXEMPTION FORM**
ESTIMATE -- GOOD FOR 30 DAYS

***All Sizes Nominal* *8' Tall Walls Measured on Outside*
* 12' and 14' wide measured eave to eave***

Customer Name Amy Musick-Town of Smfld

Mailing Address:
(if different from delivery address)

Delivery Address: Kayak Lane
Smithfield, VA. 23430

P O Box 246
Smithfield, VA. 23431

Home Phone: _____

Work Ph: 757-449-4861

Cell Phone: _____

Email: _____

Rent To Own Sale

Checks payable to: NAME ON RENTAL CONTRACT

Sales Price	_____
Option Cost	_____
Total (pre-tax)	\$ -
Downpayment (optional)	_____
Pre-tax Downpayment:	\$ -
Rent To Own Amount:	\$ -
Monthly Payment	\$ -
Sales Tax	\$ -
Total Monthly Payment	\$ -
Security Deposit	_____
Total Received	\$ -
Payment Method	_____
36 Month Total	\$ -

Cash Sale

Checks payable to: OLD HICKORY BUILDINGS, LLC

Sales Price	\$ 4,175.00
Option Cost	\$ 355.00
Total (pre-tax)	\$ 4,530.00
Sales Tax	_____
Total Cost	\$ 4,530.00
Amount Received	_____
Payment Method	_____
Balance Due	\$ 4,530.00

← must get tax exemption form

Old Hickory Buildings, LLC and its associates are not responsible for permits, covenant searches, restrictions, set backs, yard damage, or underground damage. Please contact your local Building Inspector or Homeowners Association for information. It is the customers' responsibility to decide if ground conditions are unsuitable for delivery. Free Delivery covers one trip up to 30 miles one way, over 30 miles subject to a \$2/mile (8ft, 9ft and 10ft wide) or \$3.50/mile (12ft and 14ft wide) charge one way, and any additional trips may also incur charges to the customer. Free Setup includes leveling, starting with one corner at ground level, up to 3ft with customer supplied blocks, we can supply blocks for \$2.00 each. *Non-Refundable Fee will be charged on Cancels or Revisions of Custom Orders (10% on Cash Sales <or> Security Deposit plus First Month's Rent on RTO sales). Customer has read and gives approval for the installation and/or construction of the above. All Balances Due are due on delivery.

Customer Signature: _____

OLD HICKORY BUILDINGS - ORDER SHEET

Please fax along with work-order on all custom orders.

Sales Lot East Coast Buildings **Date** 4/4/2014
Customer Name Amy Musick-Town of Smfld **Bldg Type/Size** 12x24 utility playhouse

Building Type	Treated xx	Painted	Metal Shed	On Site	on site buildings only available in unsealed treated t1-11 or unpainted primed duratemp
Shingle Roof Color <i>Treated or Painted Only</i>	Black	Brown	Weathered	Evergreen	
Metal Roof Color	Red	Green xx	Black	Charcoal	

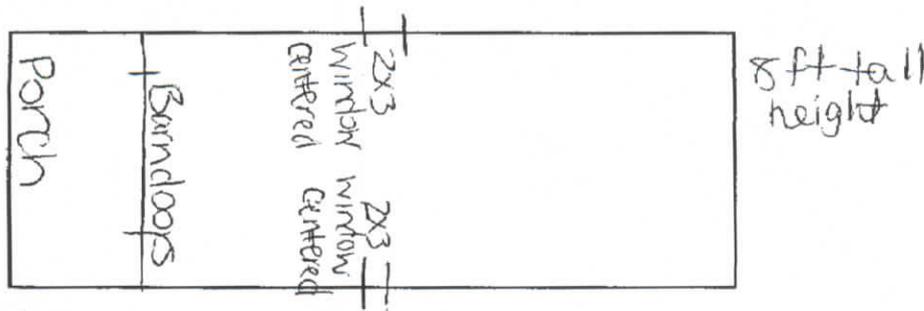
Treated CDX	xx	FLOORING	Untreated T&G	
-------------	-----------	-----------------	---------------	--

Non-Std. Metal Roof Color (+\$100): _____

Wall Color _____ **Trim Color** _____
(plus \$100 for custom wall color on Metal Shed) *(Painted Wood S95 base color, plus \$45 for trim color)*
(plus \$100 for custom trim color on Metal Shed (trim and roof color must match on Metal Shed))

Description	Cost	Quantity	Total	Notes/Comments
2x3 Window	\$ 65.00	-1	\$ (65.00)	
3x3 Window	\$ 75.00		\$ -	*playhouse with 4ft of porch
9 Lite Door	\$ 275.00	-1	\$ (275.00)	*only two 2x3 windows
Short 9 Lite Door	\$ 275.00		\$ -	*double barn doors in place of 9 lite door
Solid Door	\$ 225.00		\$ -	
Short Solid Door	\$ 225.00		\$ -	*8ft walls
Single Wooden Barn Door	\$ 50.00		\$ -	
Double Wooden Barn Doors	\$ 100.00	1	\$ 100.00	
Garage Door	\$ 450.00		\$ -	
Shelves (per foot)	\$ 7.00		\$ -	
Workbench (per foot)	\$ 10.00		\$ -	
Loft (per foot)	\$ 15.00		\$ -	
8 Ft Walls	\$ 100.00		\$ -	
3/4" Flooring	\$ 0.35		\$ -	
12 OC Floor Joists	\$ 0.25		\$ -	
2x6 Floor Joists	\$ 0.25		\$ -	
Opening Loft Door (LB's only)	\$ 40.00		\$ -	
Playhouse Pkg.	\$ 595.00	1	\$ 595.00	
Side Playhouse Pkg	\$ 695.00		\$ -	
Garage Pkg.	\$ 695.00		\$ -	
Non-standard metal roof color	\$ 100.00		\$ -	
Paint (different color trim extra)	\$ 95.00		\$ -	
Trim Color on Painted Bldgs	\$ 45.00		\$ -	
Custom Wall Color Metal Shed	\$ 100.00		\$ -	
Custom Trim/Roof Metal Shed	\$ 100.00		\$ -	
16 OC Studs (per sq. ft.)	\$ 0.35		\$ -	
16 OC Trusses (per sq. ft.)	\$ 0.25		\$ -	
Misc.			\$ -	
Total Options Cost			\$ 355.00	

Building Diagram (please draw placement of options below, use box as walls - top down view)



Customer Signature: _____

Customer agrees that diagram is accurate; changes will be subject to fee.

Powerhouse Equipment Inc.
 600 MAIN ST
 SMITHFIELD, VA 23430
 Tel:

PT NO: 46220

P I C K I N G T I C K E T
 04/04/2014 at 12:07 PM

Page 1

SOLD TO:
 TOWN OF SMITHFIELD
 PO BOX 246
 SMITHFIELD, VA 234310246
 (757)365-4200

T/S: CHARGE
 RO#:
 CUST#: 01031
 SLSMN: LR
 PO#:

SHIP TO:

PICKING TICKET DATE: 04/04/2014

ORDERED	B/O	SHIP	PART NUMBER	DESCRIPTION	BIN LOCATION	PRICE
1.00	0.00	1.00	12X24 A-FRAME BARM	SHED	NS	4565.00
1.00	0.00	1.00	FRONT PORCH	PACKAGE	NS	695.00
2.00	0.00	2.00	3X3 WINDOW	WINDOW	NS	170.00
DOUBLE BARN DOOR STYLE						
DELIVERED AND INSTALLED ON-SITE						

TAXABLE	0.00
NONTAXABLE	5430.00
NONTAX LABOR	0.00
TAXABLE LABOR	0.00
SALES TAX	0.00
** TOTAL **	5430.00

Formation of a Dog Park Advisory Committee

From: Paula <pt4dance@aol.com>

Date: March 25, 2014 at 1:08:38 AM EDT

To: <connie.chapman@peninsulaymca.org>

Subject: Dog Park

Hi Connie, I am following up as to our conversation earlier today pertaining to the Dog Park. I would like to propose the formation of a Dog Park Advisory Committee that would be made up of individuals who use the dog park and are willing to devote time and talent to enhance the environment for the dog families. The items of focus could include: (1) additional permanent seating (2) improved drainage in the area of the faucets (3) closing of the park for a month in the fall to allow for grass seed to be planted (4) addressing issues of unsocialized dog in the dog park (5) dog obedience classes or behavior lectures. I feel that a Dog Park Advisory Committee would be a great communication between the dog family community and the Parks and Rec Committee. Thank you in advance for your consideration. Paula Cole 757-408-4068

Sent from AOL Mobile Mail

Proposal from Girl Scout Troop 622 for a Windsor Castle Park Patch

From: Darlene [<mailto:dbradberry@charter.net>]

Sent: Wednesday, April 09, 2014 6:58 PM

To: Sue Ivy

Cc: Lynn Newberry; Jacqueline Brooks

Subject: Explore Windsor Castle Park Patch

Sue:

I am very excited to advise that Troop 622's proposed Explore Windsor Castle Park patch is in the process of becoming a reality, so I am attaching the proposed requirements and design. The Windsor Castle Park Foundation Board allowed us to create the patch at the meeting last year, but I wanted to share the details and design!

Explore patches can be earned by other scouts, and the newer patches generally follow the Discover, Connect, Take Action format that we followed. Other Explore patches approved by the Girl Scout Council of the Colonial Coast can be found at <http://www.gsccc.org/additional-girl-awards.aspx>. It will be a really nice patch!

Could you please confirm that GSCCC has the Windsor Castle Park Foundation Board's approval to create this patch? If you feel that you need additional approval than that already given, could you please obtain it via an e-mail to the Board members?

Thanks so much!

Darlene Bradberry
Leader, Troop 622

Memo

TO: Smithfield Town Council, Parks and Recreation Committee
FROM: Josiah N. Jendrey, Compliance Inspector Public Works
DATE: April 29, 2014
RE: Invasive Plant Species Windsor Castle Park

A citizen brought to our attention that there was the possibility of an infestation of invasive plant species at Windsor Castle Park. On further investigation it was realized that this is in fact the case and that there is a rather large infestation of *Ailanthus Altissima* better known as Tree of Heaven, which is located throughout the park. Additionally several other invasive plant species may be present which will need to be addressed as well.

1. Through research and discussions with other agencies the need to develop a plan to control and attempt to remove these invasive plant species will need to be developed and implemented. This will need to be done over the course of several years and require monitoring yearly at a minimum to ensure proper control of this species.
2. Tree of Heaven is classified as invasive for several reasons first because it is a fast growing non-native species that out competes native species. Second, it releases a chemical into the surrounding soil which inhibits the growth of other plant life.
3. Control can be accomplished through the application of herbicides and removal of large trees, reapplication of herbicides will need to be done twice yearly in affected areas over the course of several years.
4. There are areas within the park where Tree of Heaven is becoming the dominant tree species so control efforts may cause the appearance of these locations to change drastically over the short term and possibly requiring replanting of trees to reduce the impact of control efforts.
5. Town staff should be able to handle the majority of the control efforts in-house thus reducing the cost. These efforts will be labor intensive in the short term, the outlay of time will reduce as effective control measures are instituted and maintained.

**MEMORANDUM OF AGREEMENT
BY AND BETWEEN
THE ISLE OF WIGHT COUNTY BOARD OF SUPERVISORS
AND
THE TOWN COUNCIL OF SMITHFIELD**

THIS MEMORANDUM OF AGREEMENT (hereinafter the “MOA”) is entered into this ___ day of _____, 2014, by and between the Isle of Wight County Board of Supervisors (the “County”) and the Town Council of Smithfield (the “Town”). The County and Town may hereinafter be referred to jointly as the “Parties.”

WHEREAS, pursuant to §62.1-44.15:27 of the Code of Virginia (1950, as amended), the Board will establish a Virginia Stormwater Management Program by July 1, 2014; and

WHEREAS, in conjunction with establishing a Virginia Stormwater Management Program pursuant to §62.1-44.15:27 of the Code of Virginia (1950, as amended), the Board will adopt a Stormwater Management Ordinance (hereinafter the “Stormwater Ordinance”) by July 1, 2014; and

WHEREAS, pursuant to §62.1-44.15:51 of the Code of Virginia (1950, as amended), the Board has adopted the Isle of Wight County Erosion and Sediment Control Ordinance (hereinafter the “E&SC Ordinance”); and

WHEREAS, the Town, in accordance with §62.1-44.15:27 and §62.1-44.15:54 of the Code of Virginia (1950, as amended), has agreed to be subject to the Stormwater Ordinance and the E&SC Ordinance (hereinafter the “Ordinances”) as more specifically set forth herein;

NOW, THEREFORE, in consideration of the premises and mutual covenants and restrictions herein contained, the Parties agree as follows:

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1. The Parties agree that all of the definitions set forth in the Ordinances, as they may be amended from time to time, shall be controlling.
2. The Town shall assume all responsibility for carrying out those specific aspects of the Ordinances as described herein, which shall apply to all single-family residential land disturbing activities within the Town limits and must be accomplished in accordance with

MEMORANDUM OF AGREEMENT BY AND BETWEEN THE ISLE OF WIGHT COUNTY
BOARD OF SUPERVISORS AND THE TOWN COUNCIL OF SMITHFIELD

the standards and specifications established by the Virginia Department of Environmental Quality (DEQ), and the current versions of the Virginia Stormwater Management Handbook and the Virginia Erosion & Sediment Control Handbook.

3. *Town Responsibilities: The Town shall be responsible for all land disturbing activities related to single-family residences within the jurisdictional limits of the Town. Such responsibilities shall include:*

3. a. ~~*Land disturbing activities related to single family residences within the Town limits:*~~ The Town shall perform site plan reviews, issue zoning permits and maintain Agreements in Lieu of an Engineered Plan for each zoning permit issued for single-family residences within the Town limits. Each Agreement shall include the designation of a Responsible Land Disturber (RLD). More specifically, the Town will provide erosion and sediment control plan reviews and erosion and sediment control inspections, including but not limited to, initial, routine, post-rain, and final inspections prior to release of the Certificate of Occupancy for a residence.

4b. The Town will provide plan review, inspections, and enforcement by DEQ-certified individuals. Should the Town need assistance with any of the aforementioned duties, the County will provide temporary support, as requested in writing, until the time the Town no longer needs assistance.

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Comment [m1]: Shouldn't we charge them for this service?

Comment [m2]: This is too open ended. We should set a time limit.

5c. The Town will be responsible for setting and collecting fees for their portion of the administration of the MOA within the Town limits.

6d. The Town will provide enforcement of non-permitted sites and permitted sites in violation of the E&SC Ordinance within the Town limits.

7e. The Town will provide copies of the required program certifications to the Isle of Wight County Engineering Division.

8f. The Town will maintain all records for erosion and sediment control site plans, inspections, enforcement for a period no less than five (5) years. The Town will cooperate with the County in the instance of a DEQ and/or EPA audit of the Erosion & Sediment Control Program. By administering a portion of the Erosion & Sediment

MEMORANDUM OF AGREEMENT BY AND BETWEEN THE ISLE OF WIGHT COUNTY
BOARD OF SUPERVISORS AND THE TOWN COUNCIL OF SMITHFIELD

Control Program, the Town will be subject to the DEQ and/or EPA audit and share in any imposition of fines due to failure to comply with applicable laws and regulations as fines may relate to projects and/or sites within the Town limits.

9g. The Town will provide a monthly report of new land disturbing activities, violations, and enforcement actions taken to the Isle of Wight County Engineering Division before the fifth (5th) day of each month detailing the activities and actions taken during the previous month.

~~104.~~ County Responsibilities ~~All other land disturbing activities:~~

a. Isle of Wight County Engineering Division staff will provide stormwater and erosion and sediment control site plan review for and inspections of all commercial and non-residential projects and sites that require a stormwater management facility to be installed within the Town limits.

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~~11.~~ ~~b.~~ Isle of County will provide Stormwater and Erosion & Sediment Control Program administration plan review, inspections, and enforcement by DEQ-certified individuals.

~~12c.~~ Isle of Wight County Engineering Division will assess and collect fees related to stormwater and erosion and sediment control site plan review, permitting, and inspections for commercial and non-residential projects within the Town limits.

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~~13.~~ Isle of Wight County Engineering Division will provide enforcement and maintain records for all commercial and non-residential projects and sites that require a stormwater management facility to be installed within the Town limits.

~~145.~~ Nothing contained herein shall be construed in any way to effect the Town's independent administration of its own Chesapeake Bay Ordinance.

~~156.~~ The covenants and restrictions contained herein shall apply to and bind the Parties and their heirs, representatives, successors and permitted assigns.

~~167.~~ The Parties agree that this MOA shall be deemed to have been made in Virginia and that the validity and construction of this MOA shall be governed by the laws of the Commonwealth of Virginia. The Parties further agree that any legal action of proceeding

MEMORANDUM OF AGREEMENT BY AND BETWEEN THE ISLE OF WIGHT COUNTY
BOARD OF SUPERVISORS AND THE TOWN COUNCIL OF SMITHFIELD

arising out of this MOA shall be commenced and tried in the Circuit Court of Isle of
Wight County to the express exclusion of any otherwise permissible forum.

This Agreement will be valid for a period of one (1) year with an automatic extension year to
year unless written notice is given, no less than 180 days, prior to a change or termination from
the Town or County.

IN WITNESS WHEREOF, the Parties hereby have executed this MOA on the date first
listed above.

**ISLE OF WIGHT COUNTY
BOARD OF SUPERVISORS**

TOWN OF SMITHFIELD

Byron Bailey, Chairman

T. Carter Williams, Mayor

ATTEST:

Carey Mills-Storm, Clerk

Lesley King, Clerk

APPROVED AS TO FORM:

Mark Popovich
County Attorney

William H. Riddick, III
Town Attorney

Memo:

To: Town Council – Public Works Committee

Subject: Pavement Overlay Proposals

From: Wayne Griffin Town Engineer

Please find attached Pavement Overlay proposals from The Blair Bros., Inc. involving the following streets;

Jefferson Dr. from Wainwright Dr. to Ridgeland Dr.

Barcroft Dr. from Wainwright Dr. to Moonefield Dr.

Irvin Dr. from Barcroft Dr. to Jefferson Dr.

Smith Dr. from Barcroft Dr. to Cul-de-sac

Salter Ct. from Smith Dr. to Cul-de-sac

Total cost of overlay is \$210,391.00. As always the above streets will be overlaid based on availability of Highway funds.



Proposal

THE BLAIR BROS., INC.

P.O. BOX 5413
SUFFOLK, VIRGINIA 23435
Phone: (757) 538-1696 FAX: (757) 538-0714

www.theblairbros.com

SWaM certification number 664748



TO Town Of Smithfield Attn: Wayne Griffin 310 Institute Street Smithfield VA 23430	PHONE	DATE
	757-365-4253	4/24/2014
	JOB NAME / LOCATION Jefferson Dr. from Wainwright to Ridgeland	
	FAX #	JOB PHONE

We hereby submit specifications and estimates for:

We submit the following proposal for Jefferson Dr. from Wainwright to Ridgeland

1. Mill two tie down's and 30 tie-in's at end of driveways .
2. Clipback shoulders & pickup material
3. Overlay 6,200 sq. yds. with 2" of IM19.0
4. Install #10 screenings on shoulders.

Total: \$71,232.00

LIQUID ASPHALT ADJUSTMENT: This quote must become part of any contract drawn up from its content. Liquid asphalt (AC) at the time of this quote is \$556.50. At the time of asphalt installation the total price shall be adjusted per the cost per ton of AC at the time.

Proposal prepared by Richard Blair

We ~~Propose~~ hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of:

~~Seventy One Thousand Two Hundred Thirty Two and 00/100 Dollars~~ dollars (\$ 71,232.00)

Payment to be made as follows.

Net 30 days from date of invoice. 2% service charge after 30 days.

This Proposal, when accepted, confirms the agreement between the Customer and The Blair Bros., Inc. for the completion of the above described work and/or changes approved by both parties. If full payment is not made within thirty days of the date of invoice or upon previously agreed date, as per terms above, then a late charge of 2% per month will be placed on the balance outstanding. The Customer agrees to pay service charges and the cost of collection, including attorney's fees.

Authorized Signature

Note: This proposal may be withdrawn by us if not accepted within

30 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. If payment is made with a credit card, a convenience fee will be added.

Signature _____

Date of Acceptance: _____

Signature _____



Proposal

126

THE BLAIR BROS., INC.

P.O. BOX 5413
SUFFOLK, VIRGINIA 23435
Phone: (757) 538-1696 FAX: (757) 538-0714

www.theblairbros.com

SWaM certification number 664748



TO Town Of Smithfield Attn: Wayne Griffin 310 Institute Street Smithfield VA 23430	PHONE	DATE
	757-365-4253	4/24/2014
	JOB NAME / LOCATION Barcroft	
	FAX #	JOB PHONE

We hereby submit specifications and estimates for:

We submit the following proposal for Barcroft - from Wainwright to Moonfield Dr.

1. Mill two tie-down's and mill 10 tie-in's at end of driveways
2. Clipback shoulders and pickup material
3. Overlay approx. 2,485 sq. yds. with 2" of IM19.0A
4. Install #10 screenings on shoulders

Total: \$34,716.00

LIQUID ASPHALT ADJUSTMENT: This quote must become part of any contract drawn up from its content. Liquid asphalt (AC) at the time of this quote is \$556.50 per ton. At the time of asphalt installation the total price shall be adjusted per the cost per ton of AC at the time.

Proposal prepared by Richard Blair

~~We Propose~~ hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of:

~~Thirty Four Thousand Seven Hundred Sixteen and 00/100 Dollars~~ dollars (\$ 34,716.00)

Payment to be made as follows:

Net 30 days from date of invoice. 2% service charge after 30 days.

This Proposal, when accepted, confirms the agreement between the Customer and The Blair Bros., Inc. for the completion of the above described work and/or changes approved by both parties. If full payment is not made within thirty days of the date of invoice or upon previously agreed date, as per terms above, then a late charge of 2% per month will be placed on the balance outstanding. The Customer agrees to pay service charges and the cost of collection, including attorney's fees.

Authorized Signature

Note: This proposal may be withdrawn by us if not accepted within

30 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. If payment is made with a credit card, a convenience fee will be added.

Signature

Signature

Date of Acceptance:



Proposal

127

THE BLAIR BROS., INC.

P.O. BOX 5413
SUFFOLK, VIRGINIA 23435
Phone: (757) 538-1696 FAX: (757) 538-0714

www.theblairbros.com
SWaM certification number 664748



TO Town Of Smithfield Attn: Wayne Griffin 310 Institute Street Smithfield VA 23430	PHONE 757-365-4253	DATE 4/24/2014
	JOB NAME / LOCATION Irvin Dr.	
	FAX #	JOB PHONE

We hereby submit specifications and estimates for:

We submit the following proposal for Irvin Dr. - Start at Jefferson, stop at Barcroft.

1. Mill two tie-down's and mill 10 tie-in's at end of driveways
2. Clipback shoulders and pickup material
3. Overlay approx. 3,020 sq. yds. with 2" of IM19.0A
4. Install #10 screenings on shoulders

Total: \$39,903.00

LIQUID ASPHALT ADJUSTMENT: This quote must become part of any contract drawn up from its content. Liquid asphalt (AC) at the time of this quote is \$556.50 per ton. At the time of asphalt installation the total price shall be adjusted per the cost per ton of AC at the time.

Proposal prepared by Richard Blair

We ~~Propose~~ hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of:

~~Thirty Nine Thousand Nine Hundred Three and 00/100 Dollars~~ dollars (\$ 39,903.00)

Payment to be made as follows:

Net 30 days from date of invoice. 2% service charge after 30 days.

This Proposal, when accepted, confirms the agreement between the Customer and The Blair Bros., Inc. for the completion of the above described work and/or changes approved by both parties. If full payment is not made within thirty days of the date of invoice or upon previously agreed date, as per terms above, then a late charge of 2% per month will be placed on the balance outstanding. The Customer agrees to pay service charges and the cost of collection, including attorney's fees.

Authorized Signature *Richard Blair*

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. If payment is made with a credit card, a convenience fee will be added.

Signature _____

Date of Acceptance _____

Signature _____



Proposal

THE BLAIR BROS., INC.

P.O. BOX 5413
SUFFOLK, VIRGINIA 23435
Phone: (757) 538-1696 FAX: (757) 538-0714

www.theblairbros.com
SWaM certification number 664748



TO Town Of Smithfield Attn: Wayne Griffin 310 Institute Street Smithfield VA 23430	PHONE	DATE
	757-365-4253	4/24/2014
	JOB NAME / LOCATION Salter Ct.	
	FAX #	JOB PHONE

We hereby submit specifications and estimates for:

We submit the following proposal for Salter Ct.

1. Mill one tie-down and mill two tie-in's at end of driveways
2. Clipback shoulders and pickup material
2. Overlay approx. 885 sq. yds. with 2" of IM19.0A
4. Install #10 screenings on shoulders

Total: \$17,770.00

LIQUID ASPHALT ADJUSTMENT: This quote must become part of any contract drawn up from its content. Liquid asphalt (AC) at the time of this quote is \$956.50 per ton. At the time of asphalt installation the total price shall be adjusted per the cost per ton of AC at the time.

Proposal prepared by Richard Blair

We propose hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of:

~~Seventeen Thousand Seven Hundred Seventy and 00/100 Dollars~~ dollars (\$) 17,770.00
Payment to be made as follows:

Net 30 days from date of invoice. 2% service charge after 30 days

This Proposal, when accepted, confirms the agreement between the Customer and The Blair Bros., Inc. for the completion of the above described work and/or changes approved by both parties. If full payment is not made within thirty days of the date of invoice or upon previously agreed date, as per terms above, then a late charge of 2% per month will be placed on the balance outstanding. The Customer agrees to pay service charges and the cost of collection, including attorney's fees.

Authorized Signature

Note: This proposal may be withdrawn by us if not accepted within

30 days

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. If payment is made with a credit card, a convenience fee will be added.

Signature

Signature

Date of Acceptance:



Proposal

128

THE BLAIR BROS., INC.

P.O. BOX 5413
SUFFOLK, VIRGINIA 23435
Phone: (757) 538-1696 FAX: (757) 538-0714

www.theblairbros.com
SWaM certification number 664748



TO Town Of Smithfield Attn: Wayne Griffin 310 Institute Street Smithfield VA 23430	PHONE 757-365-4253	DATE 4/24/2014
	JOB NAME / LOCATION Smith St. <i>DR.</i>	
	FAX #	JOB PHONE

We hereby submit specifications and estimates for:

We submit the following proposal for Smith St. - from Barcroft to dead end.

1. Mill one tie-down and mill 10 tie-in's at end of driveways
2. Clipback shoulders and pickup material
3. Overlay approx. 3,920 sq. yds. with 2" of IM19.0A
4. Install #10 screenings on shoulders

Total: \$46,770.00

LIQUID ASPHALT ADJUSTMENT: This quote must become part of any contract drawn up from its content. Liquid asphalt (AC) at the time of this quote is \$556.50 per ton. At the time of asphalt installation the total price shall be adjusted per the cost per ton of AC at the time.

Proposal prepared by Richard Blair

~~We~~ ~~Propose~~ hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of:

~~Forty Six Thousand Seven Hundred Seventy and 00/100 Dollars~~ dollars (\$ 46,770.00).
Payment to be made as follows:

Net 30 days from date of invoice. 2% service charge after 30 days.

This Proposal, when accepted, confirms the agreement between the Customer and The Blair Bros., Inc. for the completion of the above described work and/or changes approved by both parties. If full payment is not made within thirty days of the date of invoice or upon previously agreed date, as per terms above, then a late charge of 2% per month will be placed on the balance outstanding. The Customer agrees to pay service charges and the cost of collection, including attorney's fees.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within _____ days

30 days

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. If payment is made with a credit card, a convenience fee will be added.

Signature _____

Date of Acceptance: _____

Signature _____

MONTHLY PROGRESS REPORT FOR APRIL 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: 04/15/2014

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? 03/11/2014 Next meeting? 05/13/2014

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 demolition of 41/42 Carver Street has been completed. The Town owns 43, 45, and 46 Carver Street. 43, 45, and 46 Carver Street has been boarded/secured. The Town has received acceptance of its offers to buy 39, 40, 47, 48 and 51 Carver Street; we are working on the relocations for all owners and tenants. The owners of 47 and 51 Carver are moving to new homes and closing is scheduled for the end of April. The tenants at 48 Carver Street are working with all parties to find a new home. The tenants at 40 Carver have signed a contract to buy a home and the residents at 39 Carver are Section 8 and have been referred to IOW Social Services for relocation. Both these relocation will be completed by mid-May. 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 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

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

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

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 0

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

Eligibility of Relocation Letters Sent 2

1) 42 Carver 2) 43 Carver

Comparable Units Found and Inspected 2

1) 42 Carver 2) 43 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

PROJECT STATUS MAP

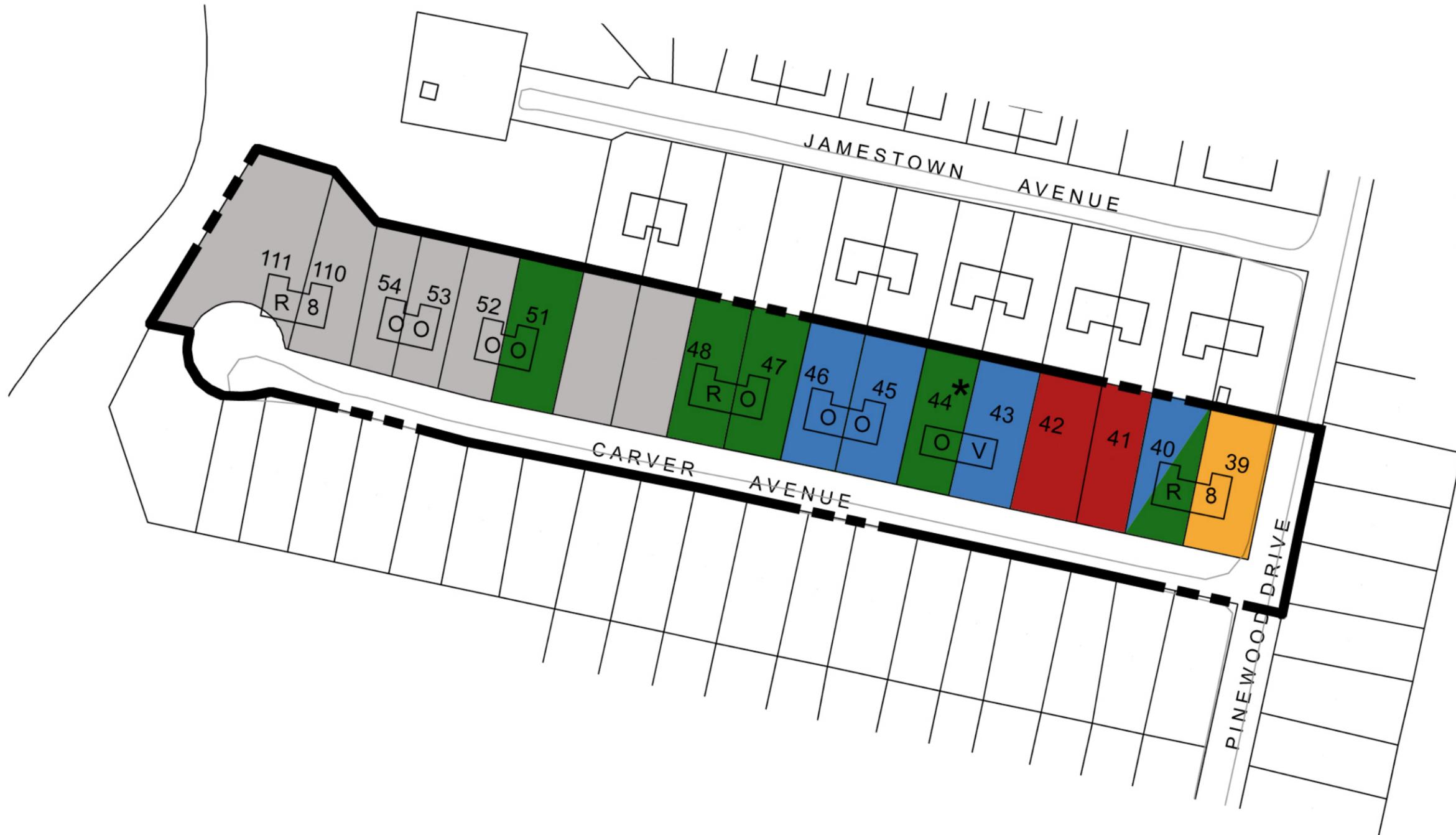
Pinewood Heights Phase II Redevelopment Project
Multi-Year 1
Town of Smithfield, Virginia

LEGEND

--- PHASE II BOUNDARY

STATUS:

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



April, 2014

COMMUNITY PLANNING PARTNERS, INC.