



December 19, 2014

TO: SMITHFIELD TOWN COUNCIL

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

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

MONDAY, DECEMBER 22ND, 2014

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

1. Public Comment
2. Operational Updates
- TAB # 1** 3. Amend Street Closure Request for Mardi Gras Run 4 Beads on Saturday, February 7th, 2015.
- TAB # 2** 4. Street Closure/Traffic Assistance Request for YMCA Triathlon, Saturday, April 18th, 2015 from 10:00 a.m. to 3:00 p.m.

Immediately following the conclusion of the above meeting:

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

1. Public Comment
2. Operational Updates (**Discussion on Reverse Osmosis Concentrate Discharge/ Bioassay Testing Results by Jamie Weist of Kimley-Horn Associates at tomorrow's Public Works Committee**)

Immediately following the conclusion of the above meeting:

Finance Members: Pack (CH), Gregory, Cook

- TAB # 3** 1. Public Comment
- TAB # 4** 2. November Financial Statements and Graphs
- TAB # 5** 3. November Cash Balances
4. Invoices Over \$10,000 Requiring Council Authorization:
 - a. Bank of America (Refund of Bank Franchise Tax) \$20,171.00
 - b. Atlantic Communications Inc. (Outfitting New Police Vehicles) \$23,362.45
 - c. Beach Ford (Budgeted Public Works Truck) \$25,595.00

- TAB # 6**
5. Further Discussion on Food Truck Fees and Regulations
 6. Closed Session: Acquisition of Real Property

TUESDAY, DECEMBER 23RD, 2014

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

1. Public Comment
- TAB # 7** 2. Operational Update – Parks and Recreation Committee Report
- TAB # 8** 3. Request by Little Zion Baptist Church to move March 2015 BHAR and BZA and Smithfield Center’s Policy to Address Future Request
- TAB # 9** 4. Proposed Civic Group Discount for Smithfield Center Venues
5. Windsor Castle Park Foundation Board to give Update on Capital Campaign

Immediately following the conclusion of the above meeting:

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

1. Public Comments
- TAB # 10** 2. Pagan Point Stormwater Drainage Issue by Jamie Weist of Kimley-Horn Associates.
- TAB # 11** 3. Reverse Osmosis Concentrate Discharge/Bioassay Testing Update by Jamie Weist of Kimley-Horn Associates
- TAB # 12** 4. Proposed Parking Lot for Smithfield Foods behind the Veteran’s Memorial

Immediately following the conclusion of the above meeting:

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

1. Public Comment
- TAB # 13** 2. Pinewood Heights Relocation Project Update – Phase II
- TAB # 14** 3. Pinewood Heights Redevelopment by Jamie Weist of Kimley-Horne Associates
4. Amend the Bylaws of the Planning Commission, Board of Historic and Architectural Review, and the Board of Zoning Appeals to Reflect New Meeting Times, Effective January 2015.
- TAB # 15** 5. Pre-Public Hearing Discussion: Special Use Permit for Home Day Care
- TAB # 16** 6. Pre-Public Hearing Discussion: Zoning Ordinance Amendment

MERRY CHRISTMAS !!!

***** Additional Item Not Listed on Committee but will be on Council’s January 6th, Agenda*****

- Approval of December 2nd Meeting Minutes
 - Accept the Recommendation of Appoint / Reappointment from the Nominating Committee for the Expiring Terms on Planning Commission (Hilligass, Odom, and Pope)
 - Presentation Update from Western Tidewater Free Clinic
-



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
February 7, 2015	9:00 am-2:00 pm	Main Street/Windsor Castle Park

Event Name	Mardi Gras Run 4 Beads Festival
Event Organizer (Group Name)	Isle of Wight-Smithfield-Windsor Chamber of Commerce
Tax Exemption ID Number	54-1277308
Website	www.theisle.org

Event Contacts

Name	Meredith Marchant	Cell Phone	757-617-9758	Email	mmarchant@theisle.org
Name	Andy Cripps	Cell Phone	386-316-8348	Email	acripps@aol.com

1 st Time Event	X	Annual Event- how many times has event taken place?	
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Event Category <input checked="" type="checkbox"/> Festival <input checked="" type="checkbox"/> Concert <input checked="" type="checkbox"/> Parade <input checked="" type="checkbox"/> Run/Walk <input type="checkbox"/> Bike Race/Tour <input type="checkbox"/> Car Show	
Average Ticket Price	\$25.00/runners – Free to the public
Expected Attendance	300
Largest Attendance Number and Year	n/a
Participants will be <input type="checkbox"/> youth <input type="checkbox"/> adults <input checked="" type="checkbox"/> both	

Description/Purpose of Event

Mardi Gras Run 4 Beads Festival will kick off with a 1k, 5k and 10k fun run starting at Joyner's Field and will run through Windsor Castle Park. The run will finish on Main Street near the Smithfield Times with a family friendly Mardi Gras Festival open to the public. The festival will include exhibitors selling food, crafts and beer, as well as Jazz bands playing throughout the day on the Smithfield Times stage. Runners will check in at 9:00am with the festival starting at 10:00am and ending at 2:00pm.

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

Date	Time	Notes
February 7, 2015	10:30am – 1:30pm	Beer Only



**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
February 7, 2015	10:30am-2:00pm	Jazz bands will take turns performing throughout the day.
February 7, 2015	9:30 & Noon	Announcements/Awards

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

Event will only be cancelled for severe weather conditions. Rain Date?

Please check all that your event will include

Item	Number	Item	Number
Food, Caterer		<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	25
<input checked="" type="checkbox"/> Port-a-Potties	4	<input checked="" type="checkbox"/> Fencing/Barricades	6
<input checked="" type="checkbox"/> Trash Cans	10	<input type="checkbox"/> Generators	
<input type="checkbox"/> Dumpsters		<input type="checkbox"/> Special Lighting	
<input checked="" type="checkbox"/> Recycle Containers	5	<input type="checkbox"/> Golf carts/ATVs	
<input checked="" type="checkbox"/> First Responders- EMS, Fire	1		

Item	Number	Sizes
<input checked="" type="checkbox"/> Tents	35	10' x 10'
<input checked="" type="checkbox"/> Staging	1	Smithfield Times Stage

Fireworks Allowing pets ? Providing Shuttle Service

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	Traffic Assist	February 7, 2015	10:00am-Noon
Church Street	Traffic Assist	February 7, 2015	10:00am-Noon
Jericho Road	Traffic Assist	February 7, 2015	10:00am-Noon
Hill Street	Traffic Assist	February 7, 2015	10:00am-Noon
Windsor Castle Park Trails		February 7, 2015	10:00am-Noon
Main Street (200 & 1/2 of the 300 block)	Closure	February 7, 2015	9:00am-3:00pm

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.



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

- 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

Policy Number	I660139L9001TCT14
Name of Insurance Liability Carrier	GF Walls Insurance Agency/Travelers Insurance Co.
Insurance Company Address	1018 South Church Street, Smithfield, VA 23430
Insurance Company Phone Number	757-357-4456

List benefits of your event to the community

Bring local families as well as visitors to downtown Smithfield to enjoy a fun, family friendly event, promote revenue for local businesses and hotels and support the Student Leadership Institute-which teaches high school students to become future leaders of Isle of Wight County.

List Recipients of Proceeds

Proceeds from the Mardi Gras Run 4 Beads Festival will go toward the Chamber of Commerce's Student Leadership Institute.

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>Meredith Marchant</i>	Date	5/6/2014
Print Name	Meredith Marchant		

Attach the following documents:

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

MARDI GRAS

Run 4 Beads Festival

February 7, 2015

10:00 am – 2:00pm

1K (0.62 miles) 5K (3.1 miles) 10K (6.2 miles)

Check-In: 9:00 am – 9:45 am

10K Run Begins: 10:00 am

5k Run Begins: 10:15 am

1k Run Begins: 10:30 am

Run for a Cause: Proceeds benefit the IOW Chamber of Commerce's Student Leadership Program

Start Race: Joyner's Field (Behind Tourism)

End Race: Main Street @ Smithfield Times

- **Runners**

- Pre-Registration
 - (10k) - \$30.00 each
 - (5k) - \$25.00 each
 - (1k) - \$15.00 each
- Regular Registration
 - (10k) - \$40.00 each
 - (5k) - \$35.00 each
 - (1k) - \$15.00 each
- Krewe Group - \$20.00 each (Groups on 10 or more, Pre-Registration Only)
- Set-up "Competitive Waves"
- Runner Awards/Rewards
 - Award Ceremony @ 12:00
 - Runners get beads at each milestone
 - Goody Bags
 - T-Shirt
 - 2 Beverage Ticket
 - 1 Food Voucher
 - Top 3 Runners in each age group
 - Medals
 - Top 3 Overall Winners
 - Medals &
 - Beer Mugs (check cost)
 - All kids get a medal
 - Costume Contest
- Packet Pick-up
 - Chamber of Commerce
 - February 6th, 3:00pm-7:00pm

- **Sponsorships**

- Title Sponsors
- T-Shirt Sponsor

- Starting Line Sponsors
- Race Course Sponsors
- Race Fan Sponsors
- **Exhibit Booths/Food Vendors**
 - Artist/Crafter Vendor Fee: \$75.00
 - Food Vendor Fee: \$50.00
 - Non-Profit Vendor Fee: \$15.00
 - Exhibit Time 10:00am-2:00pm
- **Music**
 - Smithfield Times Stage
- **Beer**
 - Beer Tickets = \$4.00 each



- ▲ Runner Registration
- Start
- Finish
- ⬡ Alcohol Check Points
- Bands: Smithfield Times Stage
- ▲ Beer Tickets/I.D. Check

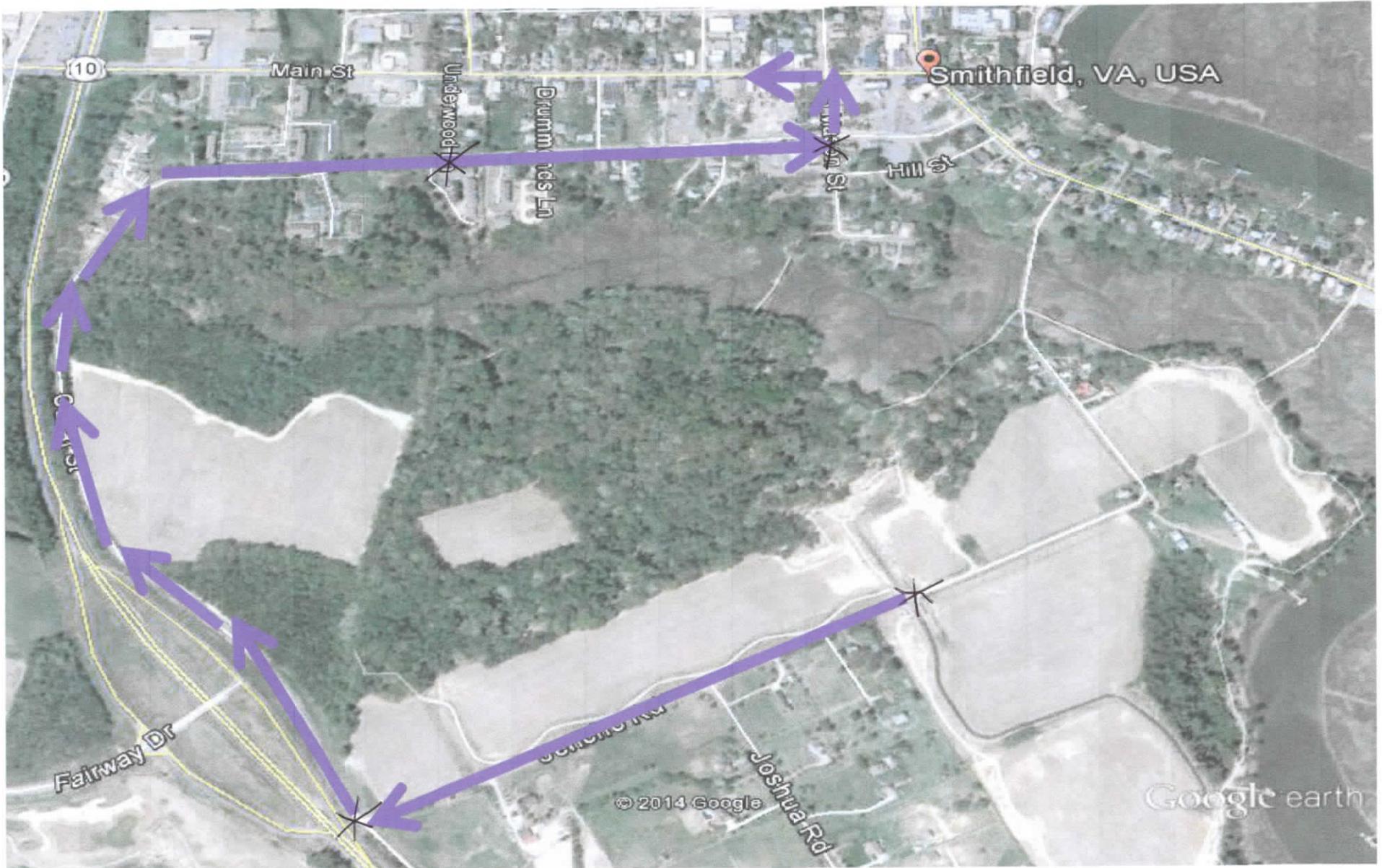
1K Route

* Traffic Assistance



5K

10 AM - Noon
* Traffic Assist



Windsor Castle Park

5K
/

NORTH



YOUR LOCATION - - - - -

DISTANCE BETWEEN - - - - -

WALKING, HIKING TRAIL - - - - -

BIKE PATH - - - - -

BRIDGE - - - - -

- 1. MAIN PARKING LOT
- 2. PICNIC AREA
- 3. PLAY AREA
- 4. MASON STREET MINI PARK
- 5. MASON STREET BRIDGE
- 6. RAVINE BRIDGE
- 7. JERICO BRIDGE
- 8. STATION BRIDGE
- 9. FISHING PIER
- 10. KAYAK LAUNCH PARKING
- 11. KAYAK LAUNCH
- 12. OVERLOOK
- 13. WINDSOR CASTLE
- 14. DOG PARK
- 15. ORCHARD

10AM-Noon

10K

* Traffic Assist
Jericho and Dan Smith Lane
Jericho and Cedar
Cedar and Underwood
Cedar and Maxon



Windsor Castle Park

NORTH

10K



- YOUR LOCATION
- DISTANCE BETWEEN
- WALKING/HIKING TRAIL
- BIKE PATH
- BRIDGE

- 1 MAIN PARKING LOT
- 2 PICNIC AREA
- 3 PLAY AREA
- 4 MASON STREET MINI PARK
- 5 MASON STREET BRIDGE
- 6 RAVINE BRIDGE
- 7 JERICO BRIDGE
- 8 STATION BRIDGE
- 9 FISHING PIER
- 10 KAYAK LAUNCH PARKING
- 11 KAYAK LAUNCH
- 12 OVERLOOK
- 13 WINDSOR CASTLE
- 14 DOG PARK
- 15 ORCHARD



Office Use				
SE Comm Date				Assigned Staff
PD #	Times	Bill to		
PW #	Times	Bill to		
TC -Police Comm	TC Date			
TC-Parks Comm	Approval Sent			

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

Event Date (don't include setup dates here)	Times (don't include setup or street closure times here)	Proposed Location
4/18/15	10:00AM-3:00PM	Luter YMCA

Event Name	Smithfield Sprint Triathlon
Event Organizer (Group Name)	Kinetic Endeavors, LLC
Tax Exemption ID Number	20-232-5187
Website	www.vtsmts.com/smithfieldsprint

Event Contacts					
Name	Greg Hawkins	Cell Phone	336-577-2801	Email	Greg.hawkins@vtsmts.com
Name		Cell Phone		Email	

1 st Time Event		Annual Event- how many times has event taken place?	9
Event Category <input type="checkbox"/> Festival <input type="checkbox"/> Concert <input type="checkbox"/> Parade <input checked="" type="checkbox"/> Run/Walk <input type="checkbox"/> Bike Race/Tour <input type="checkbox"/> Car Show Other _____			
Description of Event Swimming, biking, running race.			
Average Ticket Price	\$60	Participants will be	<input type="checkbox"/> youth <input type="checkbox"/> adults <input checked="" type="checkbox"/> both
Expected Attendance	550	Largest Attendance Number and Year	550 (2014)
What is your plan in the event of bad weather-cancel, reschedule?		No rain date.	

Road Closures, Traffic Assistance, Windsor Castle Park Trail Closures				<input type="checkbox"/> Closure
Street Name or Park Area	Closure or Traffic Assist	Date Needed	Times Needed	
See attached traffic control plan			1000-1500hrs.	
Road Closures, if approved, will start 1 hour before event start. Signage with closure times is placed out in advance of closure.				
Alcohol Service and/or Sales? <input type="checkbox"/> Alcohol		Having music- live bands or DJ? <input checked="" type="checkbox"/> Music		
Date	Times	Date	Times	
		4/18/15	0900-1500	

List benefits of your event to the community	List Recipients of Proceeds
Health, fitness, economic impact.	Luter YMCA, Race Organizer



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

Check any of the following that your event will include.			
Item	Number	Item	Number
<input type="checkbox"/> XFood, Caterer		<input type="checkbox"/> Food, by Organization	
<input type="checkbox"/> Retail Vendors Non-Profit		<input type="checkbox"/> Retail Vendors For Profit	
<input type="checkbox"/> XPort-a-Potties		<input type="checkbox"/> Fencing/Barricades	
<input type="checkbox"/> XTrash Cans		<input type="checkbox"/> Generators	
<input type="checkbox"/> Dumpsters		<input type="checkbox"/> Special Lighting	
<input type="checkbox"/> XRecycle Containers		<input type="checkbox"/> Golf carts/ATVs	
<input type="checkbox"/> XFirst Responders- EMS, Fire			
Item	Number	Sizes	
Tents	6	10x10	
Staging			
<input type="checkbox"/> Allowing pets		<input type="checkbox"/> Fireworks	<input type="checkbox"/> Providing Shuttle Service

Certificate of insurance for \$1,000,000 is required (certificate of insurance must be presented prior to event)	
Policy Number	TBD (2014 is attached)
Name of Insurance Liability Carrier	ESIX
Insurance Company Address	5660 New Northside Drive, Suite 640 - Atlanta, GA 30328
Insurance Company Phone Number	Phone: (678) 324-3300 Fax: (678) 324-3303

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	GH	Date	10/30/14
Print Name	Greg Hawkins		

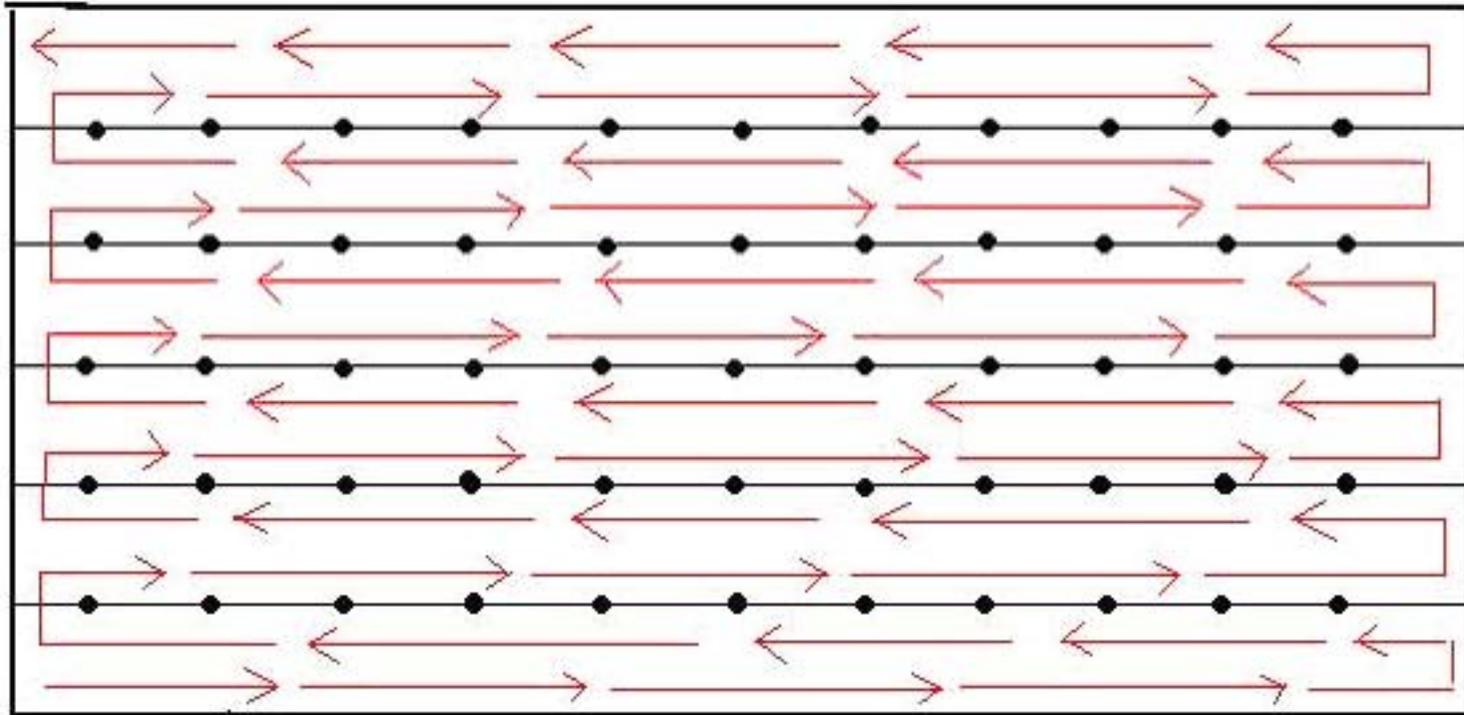
Attach the following documents:

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

Smithfield Sprint Swim



Swim
Finish



Swim
Start

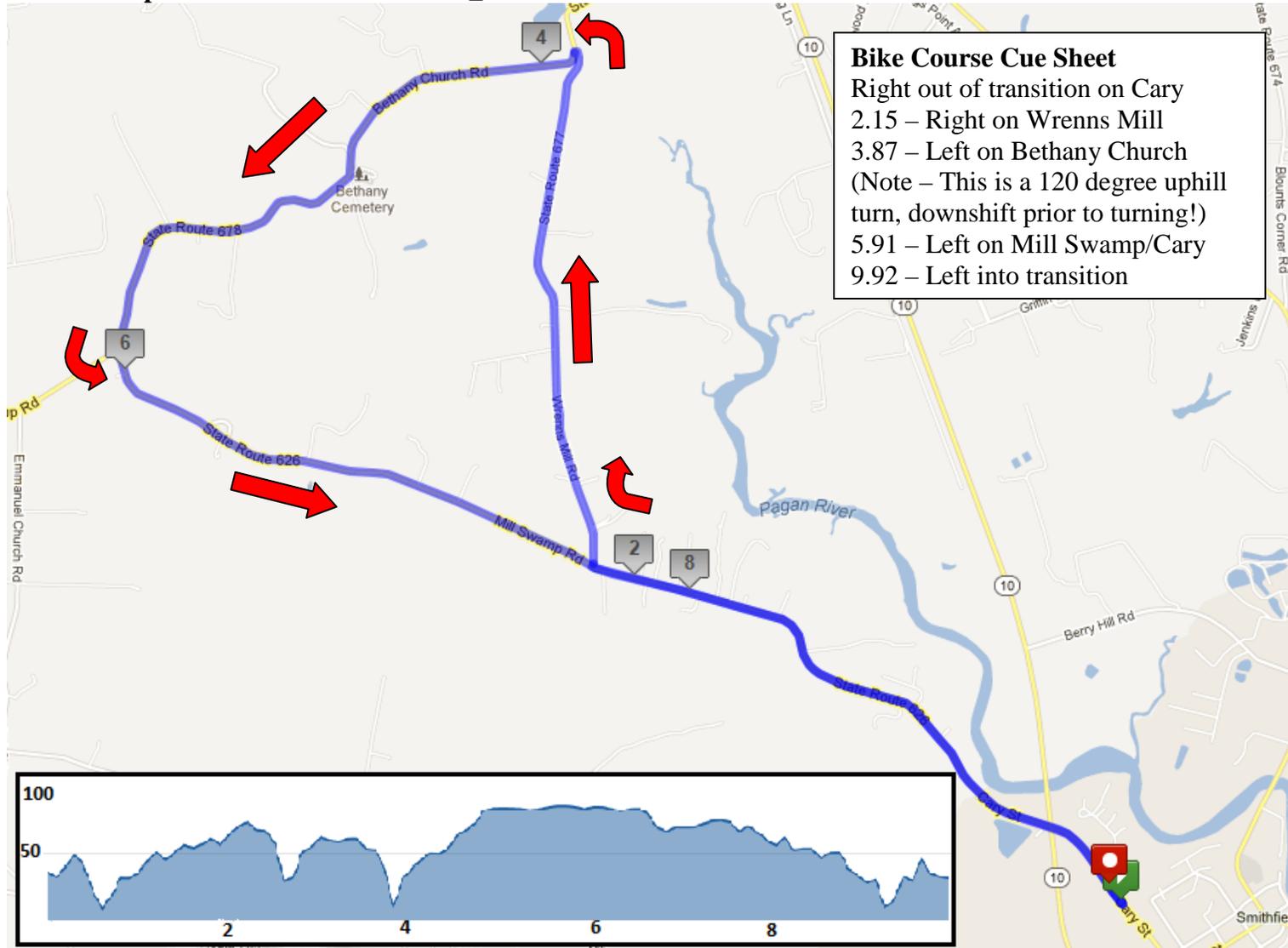
300 Meter Swim



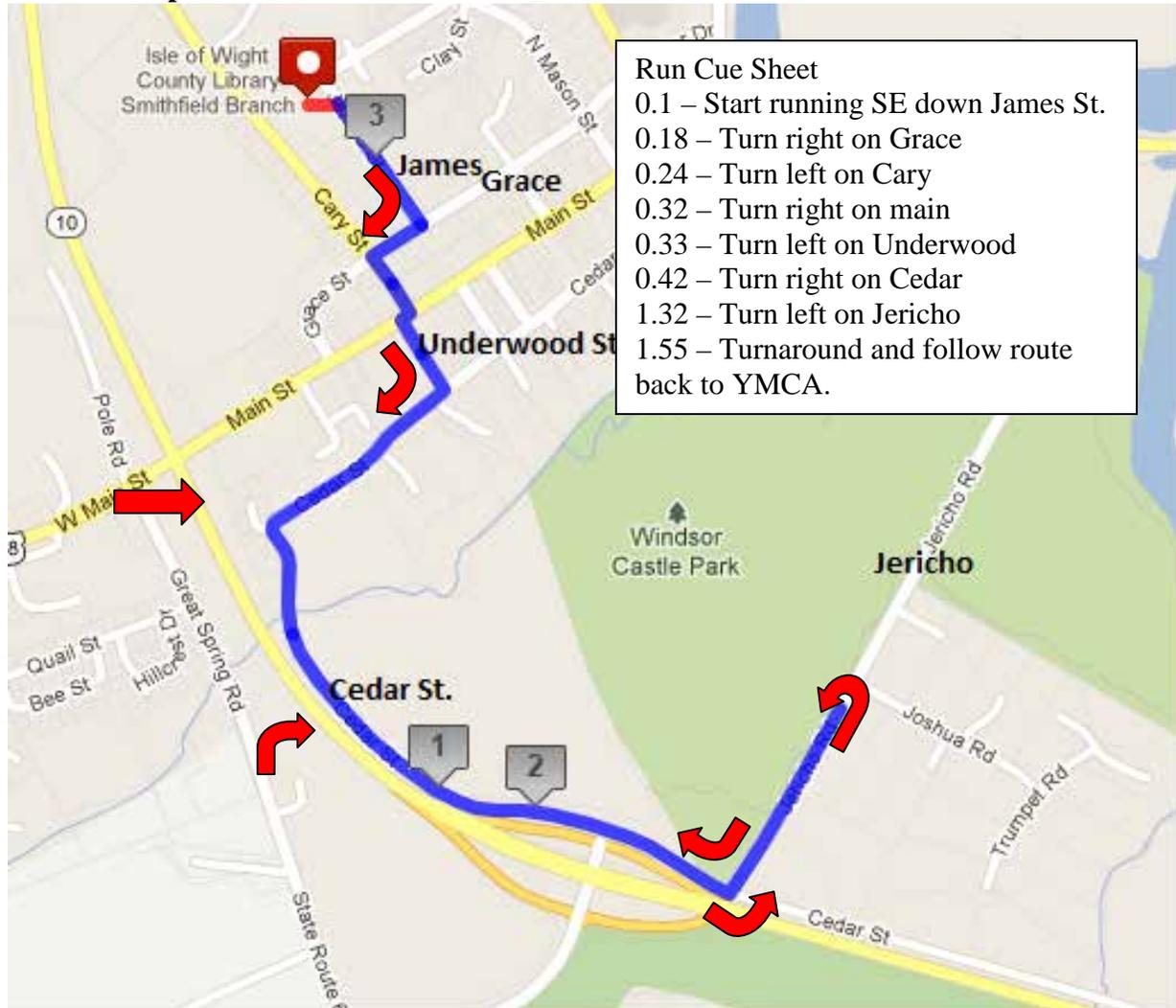
SETUP

www.setupevents.com

Smithfield Sprint Triathlon Bike Course_10 Miles



Smithfield Sprint Triathlon Run Course_3.1 Miles



Run Course Notes:

1. This is an out and back course.
2. Water will be available at the start and at the far turnaround point on Jericho
3. The course is not closed to traffic, however intersections will be controlled by uniformed police officers to allow for your safe transit
4. Please use the trash cans provided, stay on the sidewalks, thank the volunteers and police for their support!

Town of Smithfield				
General Fund Operating Budget				
	Adopted Budget	Actual as of	Remaining	% of
Description	2014/2015	11/30/14	Budget	budget
Revenue				
General Fund revenues				
General Fund revenues				
Real Estate Tax				
Current RE Tax	1,665,000.00	1,109,752.66	555,247.34	66.65%
Delinquent RE Tax	20,000.00	26,756.35	(6,756.35)	133.78%
Current RE Penalty	4,400.00	-	4,400.00	0.00%
Delinquent RE Penalty	3,000.00	3,073.36	(73.36)	102.45%
Current RE Interest	900.00	-	900.00	0.00%
Delinquent RE Interest	5,400.00	7,964.85	(2,564.85)	147.50%
Total Real Estate Taxes	1,698,700.00	1,147,547.22	551,152.78	67.55%
Personal Property Tax				
Current PP Tax	865,000.00	406,499.31	458,500.69	46.99%
Delinquent PP Tax	20,000.00	9,547.25	10,452.75	47.74%
Current PP Penalty	17,000.00	-	17,000.00	0.00%
Delinquent PP Penalty	5,000.00	2,139.45	2,860.55	42.79%
Current PP Interest	1,200.00	-	1,200.00	0.00%
Delinquent PP Interest	3,100.00	881.64	2,218.36	28.44%
Total Personal Property Tax	911,300.00	419,067.65	492,232.35	45.99%
Miscellaneous Receipts Over/Short	15.00	(6.02)	21.02	-40.13%
Total Over/Short	15.00	(6.02)	21.02	-40.13%
Other Taxes				
Franchise Tax	134,370.00	-	134,370.00	0.00%
Cigarette Tax	174,067.00	53,407.44	120,659.56	30.68%
Transient Occupancy Tax	139,430.00	19,353.23	120,076.77	13.88%
Meals Tax-4%	879,785.00	298,180.22	581,604.78	33.89%
Meals Tax-2%	439,892.00	149,090.11	290,801.89	33.89%
Communications Tax	240,000.00	59,237.04	180,762.96	24.68%
Rolling Stock	15.00	22.94	(7.94)	152.93%
Rental Tax	1,000.00	1,607.89	(607.89)	160.79%
Sales Tax	270,000.00	79,116.49	190,883.51	29.30%
Consumption Tax	49,000.00	16,812.32	32,187.68	34.31%
Utility Tax	193,600.00	69,299.97	124,300.03	35.80%
Total Other Local Taxes	2,521,159.00	746,127.65	1,775,031.35	29.59%
Licenses, Permits & Privilege Fees				
Business Licenses	335,000.00	43,711.91	291,288.09	13.05%

Town of Smithfield				
General Fund Operating Budget				
	Adopted Budget	Actual as of	Remaining	% of
Description	2014/2015	11/30/14	Budget	budget
Business Licenses Penalty	4,350.00	3,154.87	1,195.13	72.53%
Business Licenses Interest	1,600.00	118.33	1,481.67	7.40%
Permits & Other Licenses	11,000.00	6,893.74	4,106.26	62.67%
Inspection Fees-Subdivision	-	11,476.39	(11,476.39)	100.00%
WC Dog Park Registration	2,400.00	623.00	1,777.00	25.96%
Consultant Review Fees	5,000.00	3,417.00	1,583.00	68.34%
Vehicle License Tags	-	3.00	(3.00)	0.00%
Vehicle License	132,000.00	54,017.35	77,982.65	40.92%
Total Licenses, permits and privilege fees	491,350.00	123,415.59	367,934.41	25.12%
<u>Fines & Costs</u>				
Public Defender Fee	-	-	-	0.00%
Fines & Costs	70,000.00	24,651.49	45,348.51	35.22%
Total Fines & Forfeitures	70,000.00	24,651.49	45,348.51	35.22%
<u>From Use of Money and Property</u>				
General Fund Interest	7,500.00	2,634.48	4,865.52	35.13%
Beautification Fund Interest	130.00	54.46	75.54	41.89%
Rentals	18,812.00	8,138.15	10,673.85	43.26%
Smithfield Center Rentals	143,000.00	69,806.03	73,193.97	48.82%
Smithfield Center Vendor Programs	5,625.00	-	5,625.00	0.00%
Kayak Rentals	11,000.00	3,330.00	7,670.00	30.27%
Windsor Castle Programs	-	68.00	(68.00)	100.00%
Special Events	7,300.00	3,994.00	3,306.00	54.71%
Fingerprinting Fees	1,000.00	540.00	460.00	54.00%
Museum Gift Shop Sales	-	8,087.96	(8,087.96)	100.00%
Museum Programs/Lecture Fees	-	180.00	(180.00)	100.00%
Sale of Equipment	1,000.00	5,944.88	(4,944.88)	594.49%
Lease of Land	525.00	-	525.00	0.00%
Total revenue from use of money and property	195,892.00	102,777.96	93,114.04	52.47%
<u>Miscellaneous Revenue</u>				
Other Revenue	2,000.00	1,458.85	541.15	72.94%
Cash Proffer Revenues	-	-	-	0.00%
Obici Foundation Wellness Grant	-	-	-	0.00%
Virginia Municipal Group Safety Grant	4,000.00	4,000.00	-	100.00%
Total Miscellaneous Revenue	6,000.00	5,458.85	541.15	90.98%
<u>From Reserves</u>				
Reserves-Pinewood Escrow	4,410.00	224,218.61	(219,808.61)	5084.32%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2014/2015	Actual as of 11/30/14	Remaining Budget	% of budget
Reserves-Beautification Fund	-	55,658.04	(55,658.04)	100.00%
From Operating Reserves	389,587.35	-	389,587.35	0.00%
Total From Reserves	393,997.35	279,876.65	114,120.70	71.04%
<u>Intergovernmental Virginia</u>				
Law Enforcement	161,533.00	40,383.00	121,150.00	25.00%
Litter Control Grant	3,321.00	3,318.00	3.00	99.91%
Police Block Grants-State	4,000.00	-	4,000.00	0.00%
Fire Programs	19,461.00	-	19,461.00	0.00%
VCA Grant	5,000.00	5,000.00	-	100.00%
DCA Grant (Dam)	4,000.00	-	4,000.00	0.00%
SNAP Program	3,000.00	427.00	2,573.00	14.23%
Fuel Refund (state)	-	8.77	(8.77)	100.00%
Total State Revenue	200,315.00	49,136.77	151,178.23	24.53%
<u>Intergovernmental Federal</u>				
Federal Grants	1,200.00	-	1,200.00	0.00%
Pinewood Heights CDBG Relocation Planning Grant Phase III	20,000.00	-	20,000.00	0.00%
Pinewood Heights CDBG Relocation Grant-Phase II	375,280.00	125,800.00	249,480.00	33.52%
Federal Fuel Income	-	-	-	0.00%
Total Federal Revenue	396,480.00	125,800.00	270,680.00	31.73%
<u>Other Financing Sources</u>				
<u>Operating Transfers In</u>				
Transfer In for Debt Service	-	-	-	0.00%
Total Operating Transfers In	-	-	-	0.00%
<u>Other Financing Sources</u>				
Line of Credit Proceeds	450,000.00	-	450,000.00	0.00%
General Obligation Bond-Capital Asset financing (ball fields)	-	-	-	0.00%
Insurance Recoveries	-	8,341.31	(8,341.31)	100.00%
Total Other Financing Sources	450,000.00	8,341.31	441,658.69	1.85%
<u>Contributions</u>				
CHIPS Contributions	1,000.00	-	1,000.00	0.00%
Contributions-Isle of Wight County Historical Society-Museum	-	21,202.00	-	100.00%
Contributions-Isle of Wight County-Museum	-	61,075.26	-	-
Contributions-Miscellaneous-Museum	-	1,343.00	-	100.00%
Contributions-IOW County (ball fields)	-	-	-	0.00%
Total Contributions	1,000.00	83,620.26	1,000.00	8362.03%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2014/2015	Actual as of 11/30/14	Remaining Budget	% of budget
Supplies	20,000.00	7,855.26	12,144.74	39.28%
Travel & Training	6,000.00	5,468.04	531.96	91.13%
Subscriptions/Memberships	9,100.00	8,356.00	744.00	91.82%
Council Approved Items	6,000.00	3,725.35	2,274.65	62.09%
Public Defender Fees	3,000.00	158.00	2,842.00	5.27%
Bank Charges	625.00	306.00	319.00	48.96%
Special Projects	3,500.00	255.51	3,244.49	7.30%
Smithfield CHIPS program	3,772.00	1,800.00	1,972.00	47.72%
Update Town Charter & Code	4,000.00	2,239.00	1,761.00	55.98%
Annual Christmas Parade	400.00	-	400.00	0.00%
Total Town Council	198,824.00	105,232.47	93,591.53	52.93%
<u>Town Manager</u>				
Salaries	221,220.00	86,472.51	134,747.49	39.09%
FICA	17,698.00	6,177.68	11,520.32	34.91%
VSRS	19,475.00	8,007.90	11,467.10	41.12%
Health	38,000.00	18,652.69	19,347.31	49.09%
Auto Expense	500.00	1,496.90	(996.90)	299.38%
Maintenance Contracts	1,700.00	985.19	714.81	57.95%
Communications	15,500.00	5,160.91	10,339.09	33.30%
Insurance	2,220.00	1,108.82	1,111.18	49.95%
Supplies	5,500.00	1,320.60	4,179.40	24.01%
Dues & Subscriptions	3,100.00	1,938.38	1,161.62	62.53%
Computer & technology expenses	16,000.00	461.45	15,538.55	2.88%
Travel & Training	7,800.00	2,213.23	5,586.77	28.37%
Other	100.00	-	100.00	0.00%
Total Town Manager	348,813.00	133,996.26	214,816.74	38.41%
<u>Treasurer</u>				
Salaries	254,540.00	95,457.39	159,082.61	37.50%
FICA	20,364.00	7,174.45	13,189.55	35.23%
VSRS	20,270.00	8,368.13	11,901.87	41.28%
Health	26,700.00	12,195.61	14,504.39	45.68%
Audit	11,750.00	-	11,750.00	0.00%
Depreciation Software	2,700.00	-	2,700.00	0.00%
Communications	8,500.00	2,668.19	5,831.81	31.39%
Data Processing	18,000.00	6,158.21	11,841.79	34.21%
Service Contracts	18,500.00	10,796.04	7,703.96	58.36%

Town of Smithfield				
General Fund Operating Budget				
	Adopted Budget	Actual as of		
Description	2014/2015	11/30/14	Remaining	% of
			Budget	budget
Insurance	2,295.00	1,146.04	1,148.96	49.94%
Supplies	11,000.00	3,177.13	7,822.87	28.88%
Dues & Subscriptions	2,300.00	905.00	1,395.00	39.35%
Credit Card Processing	3,000.00	430.41	2,569.59	14.35%
Cigarette Tax Stamps	2,650.00	2,646.00	4.00	99.85%
Travel & Training	2,000.00	31.36	1,968.64	1.57%
Other	100.00	81.04	18.96	81.04%
Total Treasurer	404,669.00	151,235.00	253,434.00	37.37%
PUBLIC SAFETY				
Police Department				
Salaries	1,356,195.00	505,237.29	850,957.71	37.25%
FICA	108,496.00	36,815.83	71,680.17	33.93%
VSRS	107,015.00	42,098.10	64,916.90	39.34%
Health Insurance	184,355.00	81,120.02	103,234.98	44.00%
Pre-Employment Test	2,000.00	668.50	1,331.50	33.43%
Uniforms	24,000.00	9,044.79	14,955.21	37.69%
Service Contracts	37,000.00	28,267.67	8,732.33	76.40%
Communications	65,000.00	17,369.04	47,630.96	26.72%
Computer & Technology Expenses	15,200.00	5,911.53	9,288.47	38.89%
Insurance	51,980.00	25,989.12	25,990.88	50.00%
Ins. - LODA	11,415.00	11,414.48	0.52	100.00%
Materials & Supplies	25,500.00	6,553.45	18,946.55	25.70%
Dues & Subscriptions	6,500.00	3,150.00	3,350.00	48.46%
Equipment	15,000.00	8,058.28	6,941.72	53.72%
Radio & Equipment repairs	3,500.00	-	3,500.00	0.00%
Vehicle Maintenance	50,000.00	21,169.02	28,830.98	42.34%
Gas	85,000.00	21,068.57	63,931.43	24.79%
Tires	7,500.00	2,165.70	5,334.30	28.88%
Travel & Training	32,500.00	14,220.68	18,279.32	43.76%
Special Events	500.00	605.07	(105.07)	121.01%
Police Grants	25,000.00	-	25,000.00	0.00%
Investigation expenses	5,000.00	-	5,000.00	0.00%
Other	500.00	340.00	160.00	68.00%
Total Police Department	2,219,156.00	841,267.14	1,377,888.86	37.91%
Fire Department				
Fuel Fund & Travel	13,000.00	-	13,000.00	0.00%
State Pass Thru	23,070.00	-	23,070.00	0.00%

Town of Smithfield				
General Fund Operating Budget				
	Adopted Budget	Actual as of		
Description	2014/2015	11/30/14	Remaining	% of
			Budget	budget
Total Fire Department	36,070.00	-	36,070.00	0.00%
<u>Contributions-Public Safety</u>				
Coast Guard Auxiliary	250.00	250.00	-	100.00%
E911 Dispatch Center	169,753.00	-	169,753.00	0.00%
Commonwealth Attorney's Software Update	10,500.00	10,500.00	-	100.00%
Fire Department Rescue Truck	10,000.00	-	10,000.00	0.00%
Total Contributions-Public Safety	190,503.00	10,750.00	179,753.00	5.64%
<u>PARKS, RECREATION & CULTURAL</u>				
<u>Smithfield Center</u>				
Salaries	188,750.00	73,482.37	115,267.63	38.93%
FICA	15,100.00	5,711.33	9,388.67	37.82%
VSRS	12,705.00	5,223.45	7,481.55	41.11%
Health	21,100.00	10,045.90	11,054.10	47.61%
Uniforms	1,200.00	264.15	935.85	22.01%
Contracted Services	23,000.00	7,085.04	15,914.96	30.80%
Retail Sales & Use Tax	500.00	348.80	151.20	69.76%
Utilities	30,000.00	6,647.83	23,352.17	22.16%
Communications	19,000.00	5,291.72	13,708.28	27.85%
Computer & technology expenses	4,000.00	615.45	3,384.55	15.39%
Insurance	5,615.00	2,806.10	2,808.90	49.98%
Kitchen Supplies	4,000.00	736.75	3,263.25	18.42%
Office Supplies/Other Supplies	5,000.00	2,434.68	2,565.32	48.69%
Food Service & Beverage Supplies	7,000.00	2,227.60	4,772.40	31.82%
AV Supplies	1,000.00	-	1,000.00	0.00%
Repairs & Maintenance	40,000.00	13,619.82	26,380.18	34.05%
Systems Maintenance (HVAC, AV, Generator)	10,000.00	-	10,000.00	0.00%
Landscaping	13,500.00	4,969.29	8,530.71	36.81%
Travel & Training	2,000.00	1,307.91	692.09	65.40%
Programming Expenses	500.00	-	500.00	0.00%
Advertising	20,000.00	14,039.73	5,960.27	70.20%
Refund event deposits	3,500.00	3,317.26	182.74	94.78%
Credit card processing expense	4,500.00	1,729.38	2,770.62	38.43%
Total Smithfield Center	431,970.00	161,904.56	270,065.44	37.48%
<u>Contributions-Parks, Recreation and Cultural</u>				
Farmers Market	3,000.00	-	3,000.00	0.00%
TUMC Parking Lot	1,500.00	750.00	750.00	50.00%

Town of Smithfield				
General Fund Operating Budget				
	Adopted Budget	Actual as of		
Description	2014/2015	11/30/14	Remaining	% of
			Budget	budget
Hampton Roads Planning District Commission	8,200.00	4,288.50	3,911.50	52.30%
Isle of Wight County-Historic Resources (museum)	-	-	-	0.00%
Isle of Wight Arts League	10,000.00	10,000.00	-	100.00%
Library	10,000.00	7,502.62	2,497.38	75.03%
Total Contributions-Park, Recreation and Cultural	32,700.00	22,541.12	10,158.88	68.93%
<u>Windsor Castle Park</u>				
Salaries	75,110.00	26,455.59	48,654.41	35.22%
FICA	6,010.00	1,923.62	4,086.38	32.01%
VSRS	6,630.00	2,681.50	3,948.50	40.44%
Health	14,175.00	6,011.58	8,163.42	42.41%
Contracted Services	5,000.00	2,347.33	2,652.67	46.95%
Insurance	8,510.00	4,253.70	4,256.30	49.98%
Grass Cutting	30,000.00	12,552.13	17,447.87	41.84%
Kayak Expenses	1,500.00	-	1,500.00	0.00%
Professional Services	5,000.00	3,000.00	2,000.00	60.00%
Utilities	5,000.00	520.75	4,479.25	10.42%
Supplies	2,500.00	2,380.98	119.02	95.24%
Repairs & Maintenance	40,000.00	16,769.75	23,230.25	41.92%
Total Windsor Castle Park	199,435.00	78,896.93	120,538.07	39.56%
<u>Museum</u>				
Salaries	90,555.00	32,129.31	58,425.69	35.48%
FICA	7,245.00	2,677.26	4,567.74	36.95%
VSRS	3,905.00	1,626.25	2,278.75	41.65%
Operating expenses	24,295.00	3,125.42	21,169.58	12.86%
Gift Shop-to be funded by gift shop proceeds	-	1,659.10	(1,659.10)	100.00%
Total Museum	126,000.00	41,217.34	84,782.66	32.71%
<u>Other Parks & Recreation</u>				
Jersey Park Playground	1,000.00	-	1,000.00	0.00%
Pinewood Playground	500.00	-	500.00	0.00%
Clontz Park-pier maintenance	4,600.00	5,726.13	(1,126.13)	124.48%
Community Wellness Initiative	-	130.00	(130.00)	0.00%
SNAP Program	3,000.00	604.00	2,396.00	20.13%
Waterworks Dam	10,450.00	2,500.00	7,950.00	23.92%
Waterworks Lake (park area)	1,000.00	-	1,000.00	0.00%
Haydens Lane Maintenance	1,500.00	-	1,500.00	0.00%
Veterans War Memorial	1,000.00	473.60	526.40	47.36%
Fireworks	2,000.00	-	2,000.00	0.00%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2014/2015	Actual as of 11/30/14	Remaining Budget	% of budget
Total Parks & Recreation	25,050.00	9,433.73	15,616.27	37.66%
COMMUNITY DEVELOPMENT				
Pinewood Heights				
Non-CDBG Contributed Operating Expenses				
Administration				
Management Assistance	22,790.00	19,218.31	3,571.69	84.33%
Monitoring/Closeout	2,790.00	-	2,790.00	0.00%
Permanent Relocation				
Owner Occupied Households	192,800.00	96,353.83	96,446.17	49.98%
Renter Occupied Households	97,911.00	39,222.88	58,688.12	40.06%
Moving Costs	4,191.00	3,400.00	791.00	81.13%
Relocation Specialist	245.00	11,027.00	(10,782.00)	4500.82%
Acquisition				
Owner Acquisition	1,000.00	924.00	76.00	92.40%
Renter Acquisition	208,834.00	208,903.50	(69.50)	100.03%
Appraisal/Legal	2,400.00	4,360.00	(1,960.00)	181.67%
Acquisition Specialist				
	12,352.00	10,517.50	1,834.50	85.15%
Clearance & Demolition				
	23,278.00	5,960.50	17,317.50	25.61%
Subtotal Non CDBG				
	568,591.00	399,887.52	168,703.48	70.33%
CDBG Contributed Operating Expenses				
Permanent Relocation				
Owner Occupied Households	44,800.00	-	44,800.00	0.00%
Renter Occupied Households		-	-	0.00%
Acquisition				
Owner Occupied	244,640.00	69,000.00	175,640.00	28.20%
Clearance & Demolition				
		-	-	0.00%
Planning Grant-Phase III				
	20,000.00	-	20,000.00	0.00%

Town of Smithfield				
General Fund Operating Budget				
	Adopted Budget	Actual as of	Remaining	% of
Description	2014/2015	11/30/14	Budget	budget
Subtotal CDBG	309,440.00	69,000.00	240,440.00	22.30%
Total Pinewood Heights Contributions	878,031.00	468,887.52	409,143.48	53.40%
Contributions-Community Development				
APVA Courthouse Contribution	5,000.00	-	5,000.00	0.00%
Historic Smithfield	-	55,658.04	(55,658.04)	100.00%
Chamber of Commerce	-	6,000.00	(6,000.00)	0.00%
Christian Outreach	14,000.00	-	14,000.00	0.00%
Genieve Shelter	9,000.00	-	9,000.00	0.00%
TRIAD	1,650.00	-	1,650.00	0.00%
Tourism Bureau	195,159.00	-	195,159.00	0.00%
Western Tidewater Free Clinic	33,000.00	-	33,000.00	0.00%
YMCA Projects	50,000.00	-	50,000.00	0.00%
Total Contributions-Community Development	307,809.00	61,658.04	246,150.96	20.03%
PUBLIC WORKS				
Planning, Engineering & Public Works				
Salaries	204,550.00	80,397.40	124,152.60	39.30%
FICA	16,365.00	6,012.65	10,352.35	36.74%
VSRS	18,960.00	7,449.71	11,510.29	39.29%
Health	35,135.00	10,642.77	24,492.23	30.29%
Disability	-	113.64	(113.64)	0.00%
Uniforms	2,500.00	504.86	1,995.14	20.19%
Contractual	9,500.00	4,329.50	5,170.50	45.57%
GIS	3,200.00	400.00	2,800.00	12.50%
Recycling-1.5% CPI-U	217,210.00	91,154.31	126,055.69	41.97%
Trash Collection-1.5% CPI-U	232,170.00	94,759.16	137,410.84	40.81%
Street Lights	5,000.00	376.11	4,623.89	7.52%
Communications	12,000.00	3,995.18	8,004.82	33.29%
Safety Meetings/Safety Expenses	5,000.00	595.55	4,404.45	11.91%
Insurance	8,110.00	4,053.38	4,056.62	49.98%
Materials & Supplies	5,000.00	1,480.59	3,519.41	29.61%
Accreditation -Site visit	2,000.00	-	2,000.00	0.00%
Repairs & Maintenance	9,000.00	-	9,000.00	0.00%
Gas & Tires	10,500.00	2,880.68	7,619.32	27.44%
Travel & Training	8,000.00	2,079.93	5,920.07	26.00%
Litter Control Grant	3,321.00	-	3,321.00	0.00%
Dues & Subscriptions	2,000.00	805.50	1,194.50	40.28%

Town of Smithfield				
General Fund Operating Budget				
	Adopted Budget	Actual as of		
Description	2014/2015	11/30/14	Remaining	% of
			Budget	budget
Other	1,000.00	1,995.35	(995.35)	199.54%
Total Public Works	810,521.00	314,026.27	496,494.73	38.74%
PUBLIC BUILDINGS				
Public Buildings				
Salaries	26,500.00	9,415.92	17,084.08	35.53%
FICA	2,120.00	795.42	1,324.58	37.52%
Contractual	13,000.00	8,871.70	4,128.30	68.24%
Communications	2,000.00	1,731.81	268.19	86.59%
Utilities	54,000.00	13,872.69	40,127.31	25.69%
Insurance	10,725.00	5,362.50	5,362.50	50.00%
Materials & Supplies	3,000.00	2,367.56	632.44	78.92%
Repairs & Maintenance	36,000.00	8,962.28	27,037.72	24.90%
Rent Expense-Office Space	4,800.00	2,000.00	2,800.00	41.67%
Other	1,000.00	59.38	940.62	5.94%
Total Public Buildings	153,145.00	53,439.26	99,705.74	34.89%
OTHER FINANCING USES				
Other Financing Uses				
Transfers to Operating Reserves	-	467,626.74	(467,626.74)	0.00%
Transfers to Restricted Reserves-Special Projects (Pinewood)	-	-	-	0.00%
Transfers to Restricted Reserves-S Church Street Project	-	-	-	0.00%
Total Transfers To Reserves	-	467,626.74	(467,626.74)	0.00%
DEBT SERVICE				
Debt Service				
Principal Retirement				
Public Building Acquisition	21,574.00	-	21,574.00	0.00%
HVAC	15,905.00	6,538.05	9,366.95	41.11%
Ball Fields	-	-	-	0.00%
Line of Credit	450,000.00	-	450,000.00	0.00%
Interest and fiscal charges				
Public Building Acquisition	32,340.00	-	32,340.00	0.00%
HVAC	1,800.00	854.60	945.40	47.48%
Line of Credit	7,000.00	-	7,000.00	0.00%
Ball Fields	-	-	-	0.00%
Total Debt Service	528,619.00	7,392.65	521,226.35	1.40%

Town of Smithfield				
General Fund Operating Budget				
Description	Adopted Budget 2014/2015	Actual as of 11/30/14	Remaining Budget	% of budget
Total General Fund Expenses	6,891,315.00	2,929,505.03	3,961,809.97	42.51%
Less Expenses related to capital projects:				
Legal Fees	-	-	-	
Professional Fees	(1,500.00)	(17,250.00)	15,750.00	
Pinewood Heights Relocation Project Expenses	(878,031.00)	(468,887.52)	(409,143.48)	
Pinewood Heights Line of Credit Expenses	(457,000.00)	-	(457,000.00)	
Total Non-operating Expenses	(1,336,531.00)	(486,137.52)	(850,393.48)	36.37%
Total General Fund Operating Expenses	5,554,784.00	2,443,367.51	3,111,416.49	43.99%
Net Operating Reserve (+/-)	491,842.35	96,479.11	478,983.50	19.62%
Net Reserve (+/-)	444,893.35	186,310.35	342,203.26	41.88%

	Proposed Budget 2014/2015	Actual 11/30/2014	Remain Budget	% of Budget
Net Operating Reserves (Deficit)	444,893.35	186,310.35	258,583.00	41.88%
Capital Outlay				
General Fund				
GENERAL GOVERNMENT				
COMMUNITY DEVELOPMENT				
Pinewood Heights Relocation-CIP				
Non CDBG Capital Acquisition				
Owner Occupied Units	-			
Renter Occupied Units	(24,000.00)	(36,000.00)	12,000.00	150.00%
Vacant Lots	(24,000.00)		(24,000.00)	0.00%
Subtotal Non CDBG Capital Acquisition	(48,000.00)	(36,000.00)	(12,000.00)	75.00%
CDBG Capital Acquisition-MY2				
Owner Occupied Units	(48,000.00)	(12,000.00)	(36,000.00)	25.00%
Renter Occupied Units		-	-	0.00%
Vacant Lots		-	-	0.00%
Subtotal CDBG Capital Acquisition	(48,000.00)	(12,000.00)	(36,000.00)	25.00%
Total Pinewood Heights Relocation CIP	(96,000.00)	(48,000.00)	(48,000.00)	50.00%
TOWN COUNCIL				
None	-	-	-	
TREASURER				
AS400 Server	-		-	#DIV/0!
PARKS, RECREATION AND CULTURAL				
Kayak Storage	(6,000.00)	(5,546.35)	(453.65)	92.44%
Playground repairs	(8,000.00)	-	(8,000.00)	0.00%
PUBLIC SAFETY				
Police				
Police Vehicles	(135,600.00)	(103,996.00)	(31,604.00)	76.69%
Tough Book MDTs/docking stations	(24,041.35)	-	(24,041.35)	0.00%
In Car Cameras	(16,752.00)	-	(16,752.00)	0.00%
PUBLIC WORKS				
Vehicles and Equipment	(7,500.00)	-	(7,500.00)	0.00%
GIS/Mapping-roll over	-	-	-	#DIV/0!
James/Washington Street Improvements	-	-	-	#DIV/0!
		-		

	Proposed Budget 2014/2015	Actual 11/30/2014	Remain Budget	% of Budget
PUBLIC BUILDINGS				
Phone Systems-PD	(22,000.00)	(22,513.00)	513.00	102.33%
Police Evidence Building Improvements	(150,000.00)		(150,000.00)	0.00%
Replace heat/ac unit at Town Hall	(5,000.00)	(6,255.00)	1,255.00	125.10%
Net Capital Outlay	(470,893.35)	(186,310.35)	(284,583.00)	39.57%
Net Reserves (Deficit) after capital outlay	(26,000.00)	0.00	(26,000.00)	0.00%

Town of Smithfield				
Sewer Fund Budget				
	Adopted Budget	Balance as of	Remaining	% of
	2014/2015	11/30/14	Budget	budget
Revenue				
Operating Revenues				
Sewer Charges	668,000.00	236,757.98	431,242.02	35.44%
Sewer Compliance Fee	492,000.00	152,962.77	339,037.23	31.09%
Miscellaneous Revenue	1,000.00	100.95	899.05	10.10%
Connection fees	23,700.00	22,120.00	1,580.00	93.33%
Total Operating Revenue	1,184,700.00	411,941.70	772,758.30	34.77%
Town of Smithfield				
Sewer Fund Budget				
Description	Adopted Budget	Balance as of	Remaining	% of
	2014/2015	11/30/14	Budget	budget
Expenses				
Operating Expenses				
Salaries	227,410.00	78,755.78	148,654.22	34.63%
FICA	18,195.00	5,774.97	12,420.03	31.74%
VSRS	22,015.00	7,800.45	14,214.55	35.43%
Health	39,650.00	18,594.31	21,055.69	46.90%
Uniforms	2,500.00	578.56	1,921.44	23.14%
Audit & Legal Fees	14,750.00	2,571.55	12,178.45	17.43%
Accreditation	2,000.00	694.52	1,305.48	34.73%
HRPDC sewer programs	918.00	394.00	524.00	42.92%
Maintenance & Repairs	50,000.00	20,601.59	29,398.41	41.20%
VAC Truck Repairs & Maintenance	7,500.00	-	7,500.00	0.00%
Data Processing	14,000.00	4,618.67	9,381.33	32.99%
Dues & Subscriptions	50.00	14.50	35.50	29.00%
Utilities	46,000.00	11,571.07	34,428.93	25.15%
SCADA Expenses	6,000.00	1,666.52	4,333.48	27.78%
Telephone	12,000.00	3,386.17	8,613.83	28.22%
Insurance	15,895.00	7,947.26	7,947.74	50.00%
Materials & Supplies	46,000.00	12,021.79	33,978.21	26.13%
Truck Operations	14,000.00	2,455.13	11,544.87	17.54%
Travel & Training	4,000.00	125.00	3,875.00	3.13%
Contractual	3,780.00	766.92	3,013.08	20.29%
Miscellaneous	600.00	299.11	300.89	49.85%
Bad Debt Expense	5,000.00	-	5,000.00	0.00%

Town of Smithfield				
Sewer Fund Budget				
	Adopted Budget 2014/2015	Balance as of 11/30/14	Remaining Budget	% of budget
Bank service charges	325.00	-	325.00	0.00%
Total Sewer Fund Operating Expenses before D&A Exp.	552,588.00	180,637.87	371,950.13	32.69%
Operating Income before D&A Expense	632,112.00	231,303.83	400,808.17	36.59%
Depreciation & Amort. Exp.	600,000.00	224,007.10	375,992.90	37.33%
Operating Income (Loss)	32,112.00	7,296.73	24,815.27	22.72%
Nonoperating Revenues (Expenses)				
Pro-rata Share Fees	-	13,525.00	(13,525.00)	100.00%
Availability Fees	61,800.00	57,680.00	4,120.00	93.33%
Insurance Reimbursements	-	-	-	0.00%
Contributed Capital-Smithfield Foods Rev Ln	22,833.00	12,140.57	10,692.43	53.17%
Interest Revenue	4,500.00	2,166.02	2,333.98	48.13%
Interest Expense	(36,965.00)	(9,847.14)	(27,117.86)	26.64%
Total Nonoperating Revenues (Expenses)	52,168.00	75,664.45	(23,496.45)	145.04%
Net Income (loss)	84,280.00	82,961.18	1,318.82	98.44%
WORKING ADJUSTMENTS TO CAFR				
(FOR INTERNAL USE ONLY)				
Restricted revenues:				
Pro-rata Share Fees	-	(13,525.00)	13,525.00	100.00%
Availability Fees	(61,800.00)	(57,680.00)	(4,120.00)	93.33%
Contributed Capital-Smithfield Foods Rev Ln	(22,833.00)	(12,140.57)	(10,692.43)	53.17%
Compliance Fee	(492,000.00)	(152,962.77)	(339,037.23)	31.09%
Bad Debt Expense	5,000.00	-	5,000.00	0.00%
Depreciation & Amort. Exp.	600,000.00	224,007.10	375,992.90	37.33%
Additional debt service costs-principal expense	(78,850.00)	(78,850.00)	-	100.00%
Total adjustments to CAFR	(50,483.00)	(91,151.24)	40,668.24	180.56%
Working adjusted income	33,797.00	(8,190.06)	41,987.06	-24.23%

	Adopted Budget 2014/2015	Actual 11/30/2014	Remaining Budget	% of Budget
Sewer Fund				
Working adjusted income	33,797.00	(8,190.06)	41,987.06	-24.23%
Sewer SSO Consent Order	(3,000.00)	(7,110.00)	4,110.00	237.00%
MOA Compliance Plan	(50,000.00)		(50,000.00)	0.00%
MOA Flow Monitoring	(25,000.00)		(25,000.00)	0.00%
MOA CIP Development	(35,000.00)		(35,000.00)	0.00%
RWWMP Development Coord Assistance	(25,000.00)		(25,000.00)	0.00%
Storage Shed	-	-	-	0.00%
Construction Standards Update	(3,321.00)	-	(3,321.00)	0.00%
SCADA Towers-Drummonds, Jersey Park, Watson		(20,730.90)	20,730.90	100.00%
4" Fairbanks Morse Submersible Run-Dry Pump-Crescent		(14,500.00)	14,500.00	100.00%
Main Street Lift Station Rehab.		(57,932.33)		100.00%
Sewer Capital Repairs	(100,000.00)	-	(100,000.00)	0.00%
Truck/Equipment	(10,000.00)	-	(10,000.00)	0.00%
Net Capital Outlay	(251,321.00)	(100,273.23)	(208,980.10)	39.90%
Net Reserves (Deficit) after capital outlay	(217,524.00)	(108,463.29)	(166,993.04)	49.86%
Funding from Development Escrow	-	-	-	
Reserves from Sewer Capital Escrow Account	100,000.00	-	100,000.00	0.00%
Funding from Sewer Compliance Fee	138,000.00	-	138,000.00	0.00%
Draw from operating reserves	-	-	-	0.00%
Funding from Bond Escrow (released from refinance)	-	-	-	0.00%
Net Cashflow	20,476.00	(108,463.29)	71,006.96	-529.71%

Town of Smithfield					
Water Fund Budget					
	Adopted Budget	Balance as of		Remaining	% of
Description	2014/2015	11/30/14		Budget	budget
Revenue					
Operating Revenue					
Water Sales	1,397,000.00	561,060.99		835,939.01	40.16%
Debt Service Revenue	188,970.00	58,425.47		130,544.53	30.92%
Miscellaneous	500.00	788.00		(288.00)	157.60%
Connection fees	9,900.00	9,240.00		660.00	93.33%
Application Fees	5,500.00	4,489.00		1,011.00	81.62%
Total Operating Revenue	1,601,870.00	634,003.46		967,866.54	39.58%
Town of Smithfield					
Water Fund Budget					
	Adopted Budget	Balance as of		Remaining	% of
Description	2014/2015	11/30/14		Budget	budget
Expenses					
Salaries	353,310.00	126,939.69		226,370.31	35.93%
FICA	28,185.00	9,433.25		18,751.75	33.47%
VSRS	28,060.00	11,475.33		16,584.67	40.90%
Health	51,975.00	26,278.81		25,696.19	50.56%
Uniforms	3,255.00	641.29		2,613.71	19.70%
Contractual	15,000.00	7,076.66		7,923.34	47.18%
Legal & Audit	15,000.00	3,561.15		11,438.85	23.74%
Accreditation	2,000.00	694.51		1,305.49	34.73%
Maintenance & Repairs	21,000.00	19,107.01		1,892.99	90.99%
Water Tank Maintenance	103,650.00	25,823.29		77,826.71	24.91%
Water Tank Inspections	-	-		-	0.00%
Professional Services	-	5,210.00		(5,210.00)	0.00%
Regional Water Supply Study	1,839.00	881.50		957.50	47.93%
Data Processing	14,000.00	4,618.67		9,381.33	32.99%
Utilities	2,000.00	174.27		1,825.73	8.71%
Communications	13,000.00	3,555.45		9,444.55	27.35%
Insurance	25,200.00	12,598.78		12,601.22	50.00%
Materials & Supplies	75,000.00	21,274.15		53,725.85	28.37%
Gas and Tires	15,500.00	3,940.43		11,559.57	25.42%
Dues & Subscriptions	1,000.00	414.50		585.50	41.45%
Bank service charges	325.00	503.52		(178.52)	154.93%
Travel and Training	5,500.00	197.67		5,302.33	3.59%
Miscellaneous	9,500.00	9,057.67		442.33	95.34%
RO Annual costs	469,000.00	125,137.75		343,862.25	26.68%
Bad debt expense	7,500.00	-		7,500.00	0.00%

Town of Smithfield					
Water Fund Budget					
Description	Adopted Budget 2014/2015	Balance as of 11/30/14		Remaining Budget	% of budget
Total Water Fund Operating Expenses before D&A Exp.	1,260,799.00	418,595.35		842,203.65	33.20%
Operating Income before D&A Expense	341,071.00	215,408.11		125,662.89	63.16%
Depreciation & Amortization Expense	365,000.00	138,571.66		226,428.34	37.96%
Operating Income (Loss)	(23,929.00)	76,836.45		(100,765.45)	-321.10%
Nonoperating Revenues (Expenses)					
Pro-Rata Share Fees	-	10,400.00		(10,400.00)	100.00%
Availability Fees	40,800.00	38,080.00		2,720.00	93.33%
Interest Revenue	6,800.00	3,148.48		3,651.52	46.30%
Interest Expense	(111,606.00)	(11,465.54)		(100,140.47)	10.27%
Total Nonoperating Revenues (Expenses)	(64,006.00)	40,162.95		(104,168.95)	-62.75%
Net Income (Loss)	(87,935.00)	116,999.40		(204,934.40)	-133.05%
WORKING ADJUSTMENTS TO CAFR					
(FOR INTERNAL USE ONLY)					
Restricted revenues:					
Pro-rata Share Fees	-	(10,400.00)		10,400.00	100.00%
Availability Fees	(40,800.00)	(38,080.00)		(2,720.00)	93.33%
Bad Debt Expense	7,500.00	-		7,500.00	0.00%
Debt Service Revenue	(188,970.00)	(58,425.47)		(130,544.53)	30.92%
Depreciation & Amort. Exp.	365,000.00	138,571.66		226,428.34	37.96%
Additional debt service costs-principal expense	(337,974.00)	(242,795.89)		(95,178.11)	71.84%
Total adjustments to CAFR	(195,244.00)	(211,129.70)		15,885.70	108.14%
Working adjusted income	(283,179.00)	(94,130.31)		(189,048.70)	33.24%

	Proposed Budget 2014/2015	Actual 11/30/2014	Remain Budget	% of Budget
Water Fund				
Net Operating Reserves (Deficit)	(283,179.00)	(94,130.31)	(189,048.70)	33.24%
Construction Standards Update	(3,321.00)	-	(3,321.00)	0.00%
Vehicle/Equipment	(10,000.00)	-	(10,000.00)	0.00%
System Improvements	(50,000.00)	-	(50,000.00)	0.00%
Water line replacement (Cypress Creek Bridge)	(110,000.00)	-	(110,000.00)	0.00%
Net Capital Outlay	(173,321.00)	-	(173,321.00)	0.00%
Net Reserves (Deficit) after capital outlay	(456,500.00)	(94,130.31)	(362,369.70)	20.62%
Operating Reserves		-	-	0.00%
Water Development Escrow		-	-	0.00%
Water Capital Escrow	160,000.00	-	160,000.00	0.00%
Debt Service fees applied to debt	338,279.00	253,289.53	84,989.47	74.88%
Net Cashflow	41,779.00	159,159.23	(117,380.23)	380.96%

Town of Smithfield Highway Fund				
	Adopted Budget	Balance as of	Remaining	% of
Description	2014/2015	11/30/14	Budget	budget
Revenue				
Interest Income	220.00	58.25	161.75	26.48%
Revenue - Commwlth of VA	1,033,113.00	265,369.65	767,743.35	25.69%
Total Highway Fund Revenue	1,033,333.00	265,427.90	767,905.10	25.69%
Town of Smithfield Highway Fund				
	Adopted Budget	Balance as of	Remaining	% of
Description	2014/2015	11/30/14	Budget	budget
Expenses				
Salaries	254,070.00	87,839.93	160,225.07	35.41%
FICA	20,330.00	6,321.98	13,523.02	31.86%
VSRS	22,565.00	8,536.63	20,553.37	29.35%
Health	49,525.00	21,462.44	23,827.56	47.39%
Uniforms	3,100.00	918.46	2,181.54	29.63%
Engineering	-	-	-	0.00%
Grass	26,000.00	4,016.79	21,983.21	15.45%
Maintenance	455,446.00	91,230.24	502,466.03	15.37%
Asphalt/Paving		6,172.33	(6,172.33)	
Ditching		58,452.85	(58,452.85)	
Traffic Control devices		3,734.53	(3,734.53)	
Other (maintenance)		429.36	(429.36)	
Other (lawnmowers, landscaping, etc)		18,003.89	(18,003.89)	
Structures and Bridges		-	-	
Ice and Snow removal		2,687.12	(2,687.12)	
Administrative		1,750.16	(1,750.16)	
Storm Maintenance		-	-	
Street Lights	106,000.00	33,355.90	72,644.10	31.47%
Insurance	13,690.00	6,843.80	8,136.20	45.69%
VAC Truck Repairs	2,500.00	-	2,500.00	0.00%
Gas and Tires	10,000.00	2,950.76	7,049.24	29.51%
Stormwater Management Program (regional)	1,786.00	1,052.50	733.50	58.93%
Joint Cost Allocation	-	-	-	-
Overhead Allocation	-	-	-	-
Total Highway Fund Expense	965,012.00	264,529.43	835,822.84	24.04%
Net Reserves (+/-)	68,321.00	898.47	(67,917.74)	-1.34%

	Adopted Budget 2014/2015	Actual 11/30/2014	Remain Budget	% of Budget
HIGHWAY				
Net Operating Reserves (Deficit)	68,321.00	898.47	67,422.53	1.32%
Construction Standards Update	(3,321.00)		(3,321.00)	0.00%
New Truck	(10,000.00)	-	(10,000.00)	0.00%
Entrance Corridor Beautification	(5,000.00)		(5,000.00)	0.00%
Drainage Improvements	(50,000.00)		(50,000.00)	0.00%
Net Capital Outlay	(68,321.00)	-	(68,321.00)	0.00%
Net Reserves (Deficit) after capital outlay	0.00	898.47	(898.47)	100.00%
Carryover from FY2014		108,461.20		
<u>Net Adjusted Reserves (deficit)</u>		109,359.67		

Notes: November 2014

GENERAL FUND

Revenues:

Current RE

As of December 17, we have posted \$1,551,487 (95%) of current year billings. We still have some mail to process but delinquent notices will be mailed in January.

Delinquent RE Tax

Delinquent RE tax collections have already exceeded budget. As of December 17, we have collected \$27,751 in delinquent re taxes. Of that total, \$6000 was related to a delinquent business account that was finally paid in full after receiving a letter from the Town Attorney. Letters sent out by the Town Attorney also contributed towards collection of several delinquent residential accounts that owed multiple years.

Current PP

As of December 17, we have posted \$750,257 (87%) of 2014 PP collections which includes the annual tax relief of \$240,795. As with real estate we are still processing some mail, but delinquent notices will be processed in January.

Delinquent PP Tax

We have collected \$12,441.65 (62%) in delinquent PP taxes. This line item will increase as supplements are processed for years prior to 2014.

Franchise tax

Bank franchise tax is normally collected during the last quarter of the fiscal year. This year, however, we have been notified by the VA Dept. of Taxation that we will have to refund Bank of America for overages paid for the last 3 years. This applies to all localities that receive the franchise tax from BOA. Our portion totaled \$20,171 as detailed on your list of invoices over \$10,000. A check has been cut for this amount since we do need to pay prior to December 31 in order to take advantage of the interest free option. Consequently, we will be showing a negative \$20,171 in this category until the 4th quarter of the fiscal year when 2015 payments are made by the banks.

Cigarette Tax

Cigarette tax is \$6,655 lower than November 2013; however, this line item is dependent upon purchase of tax stamps from wholesalers and can fluctuate significantly from year to year. Hopefully the drop is not related to the increase of the cigarette tax. Unfortunately, we received a request for refund of unused stamps totaling \$7,542 from CVS that was paid in December and will reduce the revenue for this line item. They decided to stop selling cigarette stamps since it did not fit in with health/wellness that they want to promote.

Transient Occupancy

Transient occupancy tax payments for July 2014 totaled \$49,546 reflecting the highest quarterly revenue since July 2011. This revenue was accrued for June 2014, however, so this line item will not reflect revenue until the second quarterly payment due in October. The first quarterly payment reflected in FY2015 is below budget because one business was delinquent for the quarter. We did collect payment in December, however, they took the discount (no longer allowed) and also owe penalty/interest.

We are following up on this account for full payment. With the posting of the late payment we will be at least \$4000 above the 1st quarter for FY2014 and will have collected 31% of the 2015 adopted budget.

Meals Tax

Meals tax revenues of \$168,348 were collected in July 2014. Like TO, these revenues were accrued in June 2014. Revenue for FY2015 was not reflected until the month of August. Collections are \$53,945 higher than the same period for FY2014. The elimination of the discount is largely the reason for the increase.

Communications Tax

Communications tax from the state runs 2 months behind. In November we received the state distribution for September. Revenue for this line item is almost exactly the same as last year.

Sales Tax

Sales tax from IOW County also runs 2 months behind since it is received from the state. The November revenue represents July through September 2014 which is \$9,818 higher than through September 2013.

Consumption Tax/Utility Tax

Collection of utility/consumption taxes represent July through Oct 2014. This category does not fluctuate significantly from year to year. For the current statements, utility tax collections are \$194 lower than FY2014 and consumption taxes are \$499 lower.

Business License Tax

Business licenses are due on April 15 so the majority are collected in the spring. Amount collected to date reflects delinquent licenses and new business.

Permits & other licenses

Permits and other licenses are running above budget with \$2900 collected in zoning permits and \$1200 in E&S fees. Two quarters of PEG Channel Capital Fee (Charter) totaling \$926 is also included in this line item.

Inspection fees-subdivision

Represents inspection fees of \$9,226.39 from Cypress Creek Development as well as \$1500 from various contractors for lots at Church Square, Cypress Creek, and Smithfield Manor Townhomes.

Review Fees

Review fees through September 2014 are as follows:
Draper Aden \$1,702.00 Riverside Health System Magnolia Manor Expansion
Smithfield Manor Townhomes \$150.00-Phase 10
Robert Livengood-\$925.00-contractors office & shop
Hampton Roads Golf Management-\$150.00-RV storage
Jones & Jones PC-\$150.00-plat review Gwaltney property
Charles Miller-plat review 21A-33-039
Buddy Webb & Co-\$190.00-O'Reily Auto Parts

Vehicle License Fees

Through December 17 we have collected \$109,177 in VL fees (83%). This number will increase as supplements are processed and delinquent accounts are collected. We had only collected \$109,700 through December 30 of last year so we are in line with FY2014.

Fines & Costs

Represents collections for July through Oct 2014 which are \$1817 higher than the same period last year.

Smithfield Center Vendor Programs

Revenues for the vendor program are normally collected at the beginning of the calendar year, so we should see revenues for this category beginning in January.

Museum Gift Shop Sales/Programs

Since the museum was a new budget department this year and revenues were an unknown, we did not budget for them. We will amend the budget at year end to reflect activity for the current fiscal year.

Sale of Equipment

Includes \$1304 in July consisting of numerous small items from the Smithfield Center, \$1540 in August for the sale of a 2000 Ford Explorer and \$3041 in September for the sale of a 2005 Ford Crown Vic.

Reserves-Pinewood Escrow

As of June 30, 2014, we reflected \$219,808 in restricted reserves for use in the Pinewood Project. Those reserves were combined with current year meals tax revenues and CDBG funds to finance FY2015 expenses. Through November we have had to add \$17,779 of operating reserves to fund current year acquisitions and relocations.

Reserves-Beautification Fund

These reserves were used to finance the donation to Historic Smithfield for the Old Courthouse restoration.

Pinewood Heights CDBG Relocation Grant

Received \$125,800 in draw down funds to close out the CDBG portion of Phase II MY1.

Insurance Recoveries-

The Town was reimbursed by VML for damages to 3 police vehicle (\$2961), fire damage to the pier at Clontz Park (\$3500) and light pole/light damage at Church/Thomas (\$1880)..

Contributions-IOW Historical Society

Contributions collected from donors through IOW Historical Society to be used restrictively for museum operations.

Contributions-Isle of Wight County Museum

Contribution from IOW County representing value of gift shop sales/inventory.

Contributions-Miscellaneous-Museum

Represents jar donations made by museum visitors.

Expenses:

ALL DEPARTMENTS

Insurance

The 1st 2 quarters of VML property/casualty/workers' compensation insurance have been paid.

Subscriptions/Memberships

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

Health Insurance

Reflects 6 months of health/dental premiums (July through December).

Town Council

Professional services

Paid \$11250 to Kimley Horn for engineering calculations/master plan for Pinewood. This was rolled over from FY2014 but will need to be added to the budget for FY2014. We also paid \$1850 to Kimley Horn for analysis of the South Church Street project with regards to Verizon. We paid \$2000 to Sinnen-Green & Associates for appraisal services (Old Rescue Squad Bldg). Paid \$2150 to Canada Land Surveying for plat for North Church Street (Smithfield Center).

Records management

Paid \$2355 to MEDI for a Cannon Scanner and \$995 for annual maintenance on scanner.

Site Plan Review

Site plan review expenses through September are as follows:
Kimley Horn-\$1997.50-Magnolia Manor

Draper Aden-\$190-O'Reilly Auto Parts
Draper Aden-\$380-Cypress Creek Site Plan Review
Draper Aden-\$1120-Crocker Property Analysis

Travel & Training

Includes \$2193 for registration/reservations for the VML conference in October, NRPA Congress Registration for C. Chapman (\$509) as well as mileage reimbursements of \$528

Council Approved Items

In October paid \$700 to Senior Services of Southampton Roads for transportation during employee inservice training day, \$590.73 to The Catering Place for lunch for inservice training day, and \$550 to IOW/Smithfield/Windsor Crime Line for a table at Top Cop Awards. In November paid \$850 to ICMA for annual administrative cost of 457/Roth IRA plans.

Bank charges

This line item reflects \$295 renewal fee from Farmers Bank for line of credit less \$8 reimbursement for bank fee for Museum Fund plus \$5.00 to close out beautification fund. Also, includes \$14 returned check charge that the town pays when a customer submits a check with NSF.

Smithfield CHIPS

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

Update Town Charter & Code

Includes 78 supplement pages, 1 images/graphs/tabular matter, & 7 ords. on web-N.O.W. Services In November we paid \$650 for annual online municipal code.

Town Manager

Auto Expense

Paid \$1442.85 to Dave's Service Center

Maintenance Contracts

\$186.39 per month for new copier from RICOH plus final payment to Canon Solutions (\$154.88) for old copier prior to cancellation notice as well as supplies for \$64.89.

Treasurer

Service contracts

Paid BAI for the annual webpayments software support (\$3938), IBM for qtrly server maintenance fee (\$1059.24), and Computer Plus (\$870.80) for printer maintenance. Also paid BAI \$4928 for 1/2 of annual software/programming maintenance.

Cigarette Tax Stamps

Order one case of cigarette tax stamps (540,000 stamps at \$4.90 per 1,000). That should be enough to last us through the fiscal year.

Public Safety

Police Department

Service Contracts

Includes \$20,314 to Sunguard Public Sector, \$4434 to ID Networks, \$1507 to Gately Communications as well as copier charges of \$1516.

Insurance-LODA

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

Equipment Includes \$1995.75 to Lawmen Supply for Phalanx Shield 24x36 and \$2640 to Galls/Quartermaster for 8 Maxpro Armor Gunfighter helmets.

Special Events \$465 for National Night Out Banners and supplies.

Contributions-Public Safety

Commonwealth Attorney's Software Update Paid in full as budgeted for FY2015.

Parks Recreation & Cultural

Smithfield Center

Travel & Training Includes \$509 for NRPA Congress Registration, \$171.72 for hotel deposit for conference, and \$245 for IACCA renewal and various small charges.

Advertising Includes ad in the Hampton Roads Wedding Guide (\$1315) and Wedding Wire (\$3100) as well as Vista Graphics (\$793), Pilot Media (\$625) and Tidewater Publications (\$1609) In Sept & Oct includes ads in Jewish News (\$1060) and Virginia Bride (\$599). Also includes \$1826.80 to Richwood Graphics for 100 5x7 frames and 500 pens. November includes ad in the Suffolk News-Herald (\$1526), the Smithfield Times (\$545), Smithfield Volunteer Fire Department calendar (\$85) and several small charges. Also includes \$225 to Lois Tokarz for ad design.

Refund event deposits Through November we have issued refunds for 10 events.

Contributions-Parks, Rec, & Cultural

TUMC Parking Lot The Town pays for the hill to be cut on the backside of the Church parking lot across from BSV. The cost is \$125 per cut, and it has been cut 6 times this year.

Hampton Roads Planning District Commission The Town is now a voting member of the commission. To date we have paid dues for 2 quarters. The total for the year will exceed budget by \$377.

IOW Arts League The Town has paid its share of the 2015 local matching grant, and the matching portion received from the state as well.

Friends of the Library Town has paid \$7502.62 to the Friends of the Library as requested through Town Council for electrical/lighting work.

Windsor Castle

Contracted services Paid AVES \$1565.83 for 5 months of portable restrooms. Also paid Guardian Security \$781.50 for security monitoring services.

Professional Services Paid \$3000 to Canada Land Surveying for 301 & 302 Jericho Road.

Supplies

Paid \$840 to Major Signs for aluminum numbered signs and \$63.50 for restroom/bik path signs. Also paid \$167.08 to Eck for house light. In November paid an additional \$227 for pedestrian path sign and additional numbered sign.

Museum

Operating expenses/gift shop expenses

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

Other Parks & Recreation

Clontz Park-pier maintenance

Includes \$4500 to Hodges & Hodges for repairs to the pier after fire damage. An offset of \$3500 was paid by VML and is shown under Insurance Recoveries in the revenue section. Also paid \$630.88 to Eck Supply for 100-W bulb and lamp for pier.

Community Development

Pinewood Heights

We closed on 47 Carver in July and 39 & 40 Carver in August leaving only 48 Carver left to complete Phase II MY1. We closed on 48 Carver on 10/6/14. Relocation for that property took place in December. In November we relocated tenant at 52 Carver.

Contributions-Community Development

Historic Smithfield

Transferred the balance remaining in Beautification funds to be used for the Old Courthouse restoration.

Chamber of Commerce

Contribution of \$6000 was restored after presentation from Chamber for services provided.

Public Works

Other

Includes \$1535 to Southern Shores for cutting overgrown lots in town. Those have been billed to property owners.

Public Buildings

Contractual

This includes \$2932 to Windsor Fire Extinguisher and \$2240 to Fonality for maintenance on existing phone system. In August we also incurred an additional \$1160 for maintenance costs for PD phone system. Maintenance was not budgeted for the new phone system this year, so a budget amendment will have to be made. Also includes charges to Orkin Exterminating, All Virginia, and Workplace Essentials.

Communications

Paid \$1020.80 to GFI for spam filter for email server. This was not included in the communications budget for public buildings.

Materials & Supplies

Includes \$1667 in janitorial supplies for Town Hall and Public Restrooms. Running above budget, but with the increase in events, the public restroom supplies have surpassed projected budget estimates.

Other Financing Uses

Transfers to Operating Reserves

As of November 30, 2014, we have collected \$467,627 more in revenues than we have expensed. For the same period last year, our reserves totaled \$345,798.

Capital:

Community Development

Pinewood Heights-Owner Acquisition

Land portion of the capital acquisitions of the property at 39, 40, 47 and 48 Carver.

Public Safety

Police Vehicles

4 budgeted police vehicles have been received. There are additional equipment expenses related to the vehicles that have not yet been invoiced.

Public Buildings

Phone System PD

Phone system has been installed and payment has been made in full.

Replace heat/Ac unit in Town Hall

Paid Atlantic Construction \$6255 for new unit in town hall which did exceed budget costs.

SEWER

Revenues

Sewer Charges/Sewer Compliance

Sewer revenues including the sewer compliance fee billed for July were accrued on the June 2014 financial statements. Half of the August billing was also accrued leaving the other half reflected on the August financial statements. November adjusted year-to-date revenues for sewer charges are \$14665 higher than adjusted 2014. Adjusted sewer compliance fees are \$1436 higher. Adjusted consumption is 4,887,537 higher than the same period last year.

Connection Fees

Connection fees are collected sporadically throughout the fiscal year. To date the Town has collected on 14 connections at \$1580.

Expenses

Insurance

Represents payment of 2 quarters to VML for property/casualty and workers' comp insurance.

Nonoperating Revenues (Expenses)

Pro-rata share fees

Collected on pro-rata share fees for 3 lots on Richmond Ave from HHJV LLC and 10 lots Montpelier Way (Smithfield Manor) from Dominion Building Corp. Also collected \$3125 in pro-rated utility fees for Carver Avenue from L&L Marine Inc.

Availability fees

Like connection fees, we have received 14 at \$4120 each.

Contributed Capital-Smithfield Foods Rev Ln

This line items represents accrual of principal paid on debt that is due for reimbursement from Smithfield Foods for the James Street Pump Station.

WORKING ADJUSTMENTS TO CAFR

Additional debt service costs-principal expense

The sewer fund has only one current loan outstanding (other than the reimbursable revolving loan). The principal is paid once a year and has been paid in full for fiscal year 2015.

Sewer Capital

Consent Order

Paid \$3060 to Draper Aden in November for proposed DEQ Consent Order Review and \$4050 to Lewis Construction for find and fix.

SCADA Towers-Drummonds, Jersey Park, Watson

Payment to REW for installation of 3 SCADA towers.

4" Fairbanks Morse Submersible Run-Dry Pump-Crescent

Installation of submersible dry-pump at Crescent. This was budgeted for last year but did not arrive in time

Main Street Pump Station

Paid \$57,932.33 to Xylem Dewatering for Godwin Dri-Prime Pump

WATER

Revenues

Water Charges

Like sewer, water revenues including the debt service fee billed for July were accrued on the June 2014 financial statements. Again, half of the August billing was accrued for June 2014 and the other half is reflected as FY2015 revenues on the year-to-date statement. November adjusted year-to-date revenues are \$71,555 higher than the same period in FY2014. Adjusted consumption is 11,679,233 higher than the the period ended November 30, 2013.

Debt Service Revenue

Debt service revenue is lower than budget because of the adjustments for July and 1/2 of August. This revenue is \$5279 lower than FY2014 because of the decrease in the fee from \$19.30 to \$8.95 bi-monthly.

Miscellaneous

Represents \$200 in sales of meter box/lid and \$588 for line setter and repairs (cost of 2 men & 2 trucks).

Connection Fees

As with sewer, the Town has collected on 14 accounts at \$660.

Expenses

Contractual

Includes \$5055 paid to HD Supply for annual software and hardware maintenance on the handhelds for meter reading.

Maintenance & Repairs

Includes \$9700 to Lewis Construction for meter vault abandonment at Waterford Oaks. Also includes \$3850 to Lewis Construction for brush cutting for utility easements (1/2 charged to water, 1/2 to sewer).

In November we paid \$1000 to Blair Brothers for repairs to John Carne's driveway on Wilderness Rd. and \$900 to Lewis Construction for labor/equipment to repair water leak at YMCA.

Insurance

Represents payment of 2 quarters to VML for property/casualty and workers' comp insurance.

Dues & Subscriptions

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

Bank service charges

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

Miscellaneous

Includes a lump sum payment to VDH-Waterworks Technical Assistance Fund (\$8,758.55). This is billed annually and is based on the number of water customers in the town's system. The rate for this billing is \$2.95 per connection.

Nonoperating Revenues (Expenses)

Pro-rata share fees

Collected on pro-rata share fees for 3 lots on Richmond Ave from HHJV LLC and 10 lots Montpelier Way (Smithfield Manor) from Dominion Building Corp.

Availability Fees

Like connection fees, we have received 14 at \$2720.

Additional Working Adjustments to CAFR

Additional debt service costs-principal expense

Made up of 2 debt service principal payments for the VML-VACO Loans 1 and 2. One of the loans only has 1 principal payment for the year. Also includes annual principal cost of VRA loan for the year.

HIGHWAY

Revenues

Revenue-Commonwealth of Virginia

We received the 1st qtrly payment from the state at the end of September. It is \$7091.40 higher than quarterly grant allocation for FY2014 which translates to \$28,365.60 in additional revenue to be used for highway maintenance.

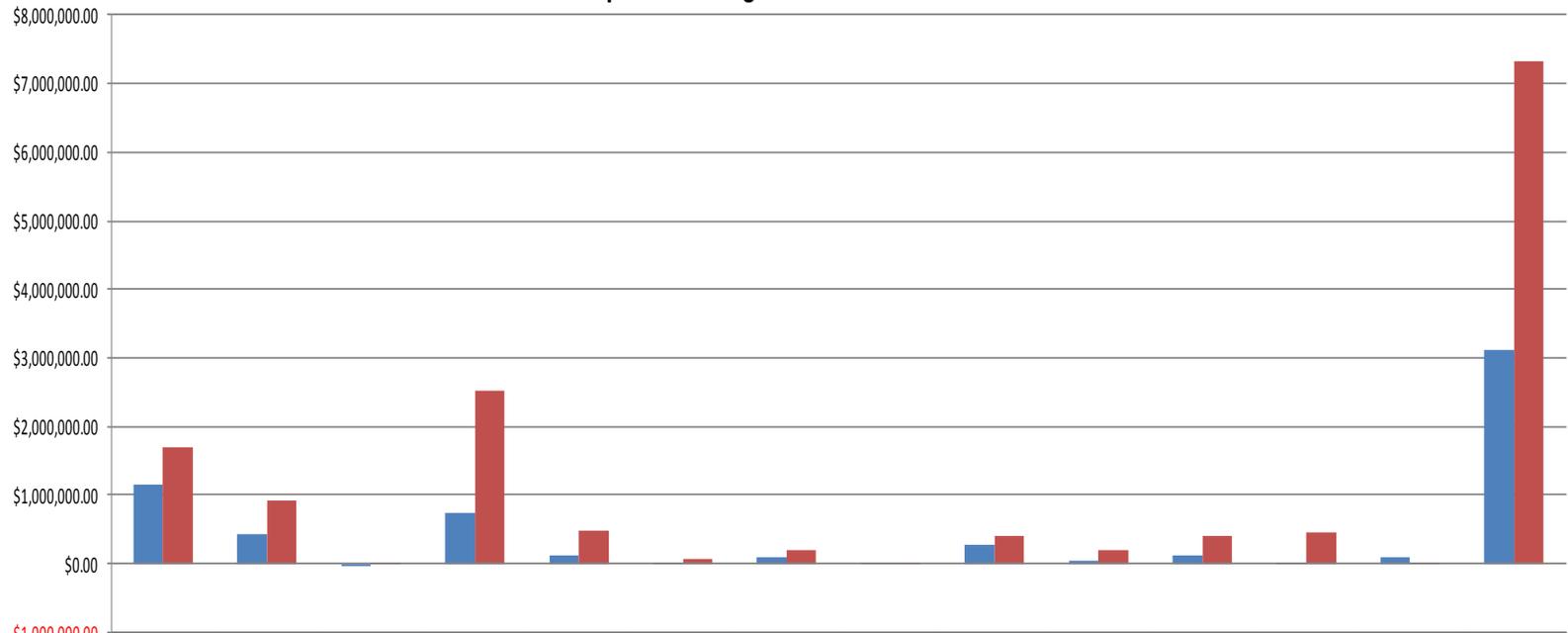
Expenses

Insurance

Represents 2 quarterly payments to VML for the year.

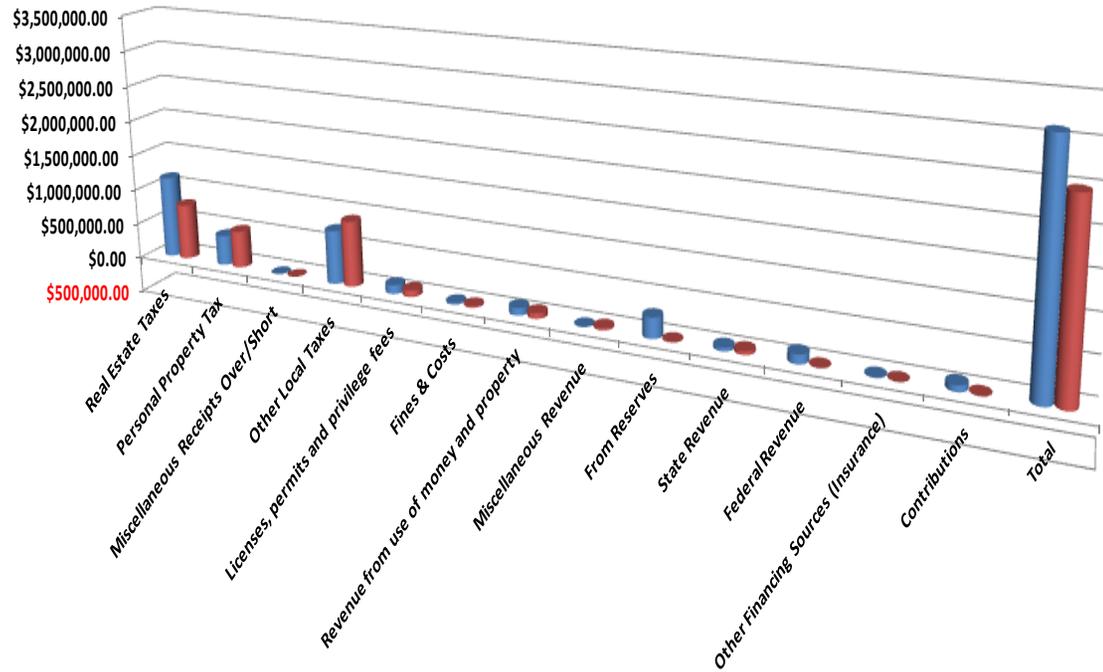
NOV 2014 FINANCIAL GRAPHS

Nov 2014 YTD General Fund Revenues Compared to Budget



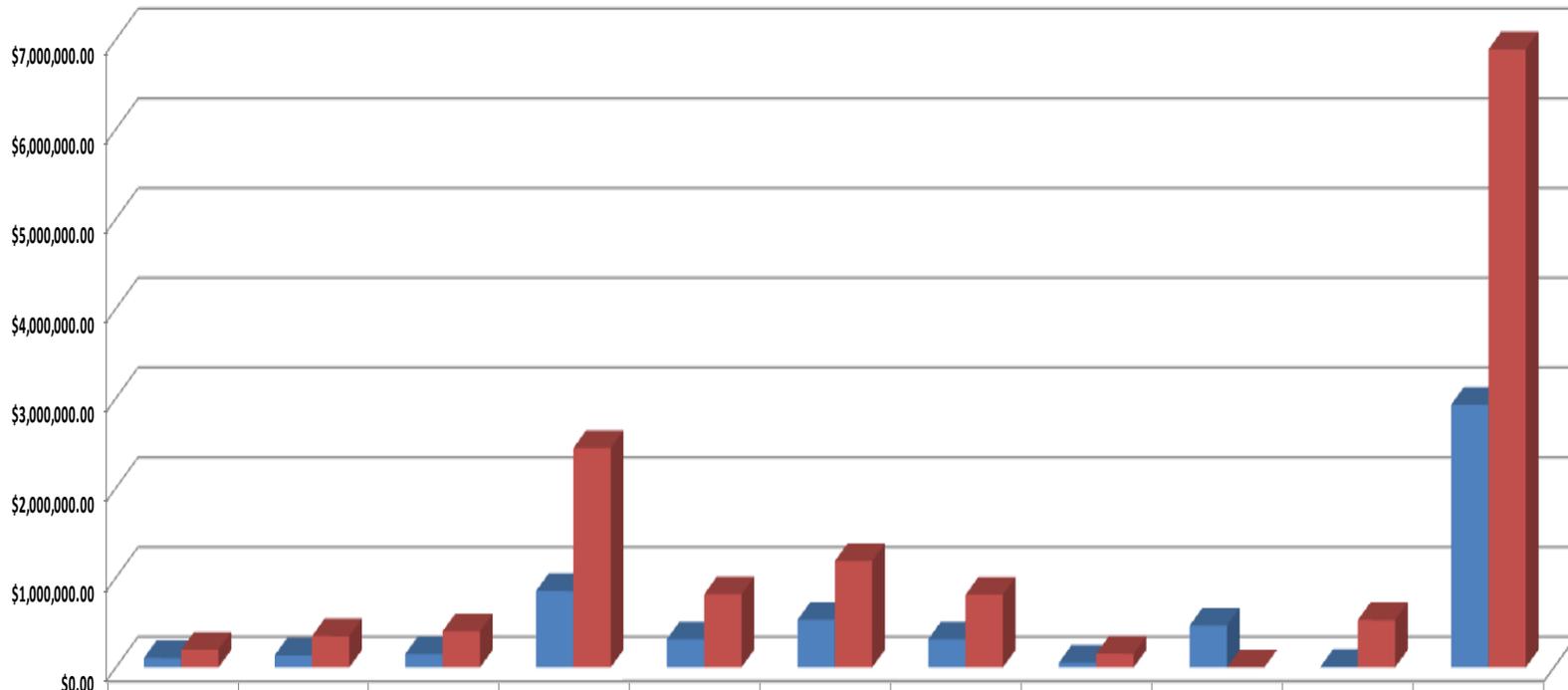
	Real Estate Taxes	Personal Property Tax	Misc. Receipts Over/Short	Other Local Taxes	Licenses, permits and privilege fees	Fines & Costs	Revenue from use of money and property	Misc. Revenue	From Reserves	State Revenue	Federal Revenue	Other Financing Sources	Contributions	Total
Nov 2014 Actual	\$1,147,547	\$419,068	\$(6)	\$746,128	\$123,416	\$24,651	\$102,778	\$5,459	\$279,877	\$49,137	\$125,800	\$8,341	\$83,620	\$3,115,816
Budget	\$1,698,700	\$911,300	\$15	\$2,521,159	\$491,350	\$70,000	\$195,892	\$6,000	\$393,997	\$200,315	\$396,480	\$450,000	\$1,000	\$7,336,208

Nov 2014 YTD General Fund Revenue Compared to Nov 2013



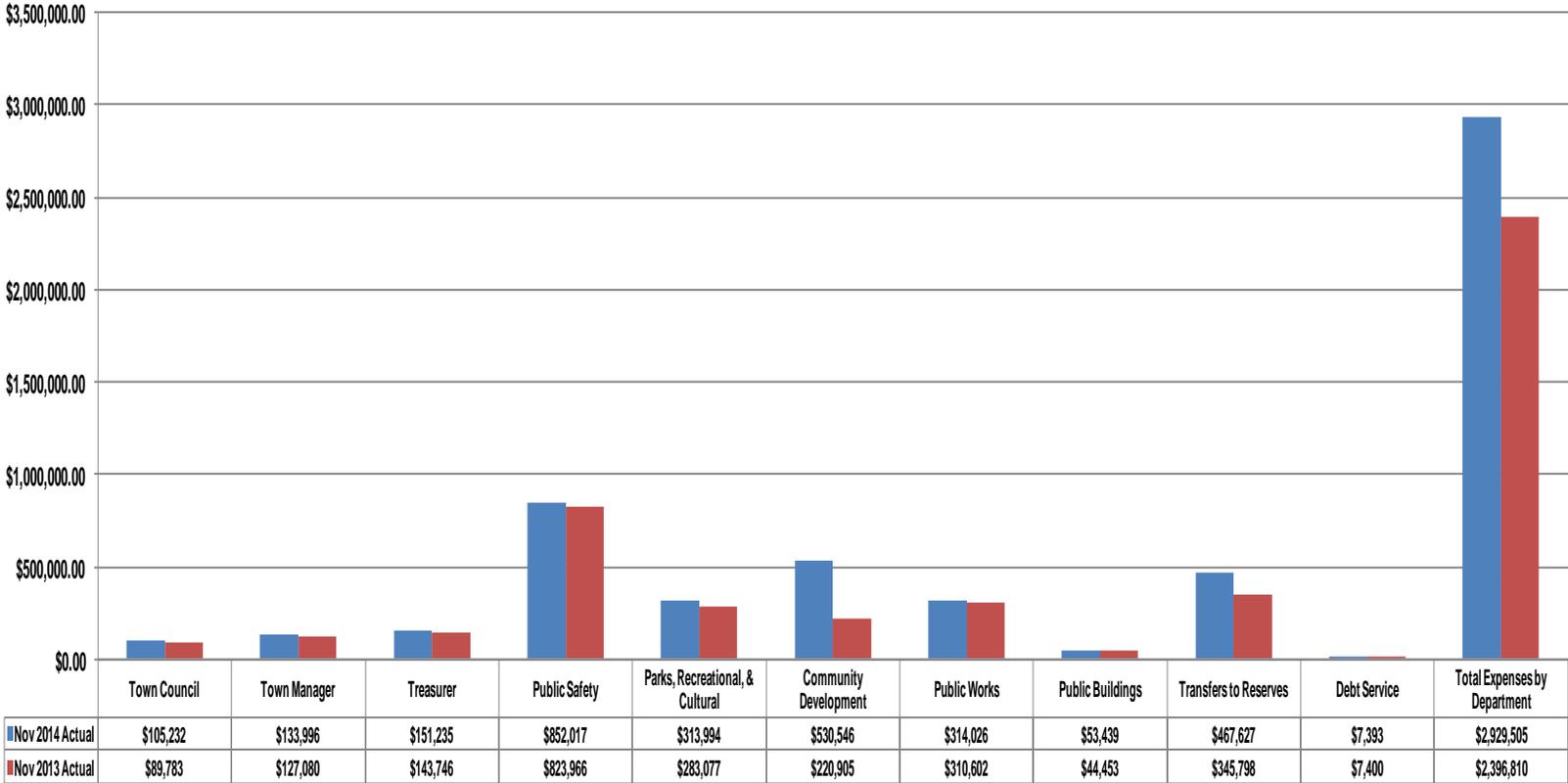
	Real Estate Taxes	Personal Property Tax	Miscellaneous Receipts Over/Short	Other Local Taxes	Licenses, permits and privilege fees	Fines & Costs	Revenue from use of money and property	Miscellaneous Revenue	From Reserves	State Revenue	Federal Revenue	Other Financing Sources (Insurance)	Contributions	Total
■ Nov 2014 Actual	\$1,147,547	\$419,068	\$(6)	\$746,128	\$123,416	\$24,651	\$102,778	\$5,459	\$279,877	\$49,137	\$125,800	\$8,341	\$83,620	\$3,115,816
■ Nov 2013 Actual	\$778,357	\$517,484	\$(3)	\$913,309	\$91,756	\$22,835	\$74,785	\$30,617	\$6,881	\$49,147	\$4,066	\$-	\$100	\$2,489,334

Nov 2014 YTD General Fund Operating Expenses Compared to Budget

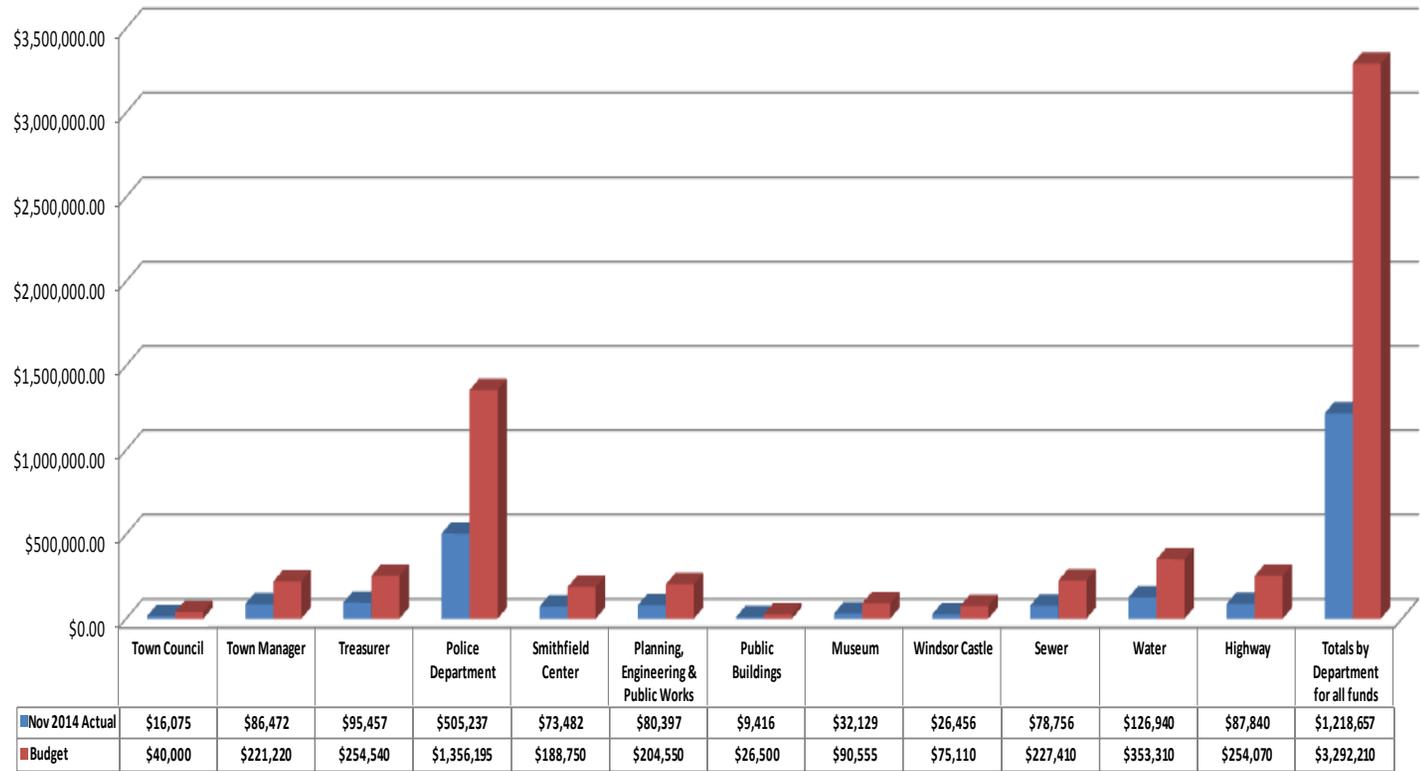


	Town Council	Town Manager	Treasurer	Public Safety	Parks, Recreational, & Cultural	Community Development	Public Works	Public Buildings	Transfers to Reserves	Debt Service	Total Expenses by Department
Nov 2014 Actual	\$105,232	\$133,996	\$151,235	\$852,017	\$313,994	\$530,546	\$314,026	\$53,439	\$467,627	\$7,393	\$2,929,505
Budget	\$198,824	\$348,813	\$404,669	\$2,445,729	\$815,155	\$1,185,840	\$810,521	\$153,145	\$-	\$528,619	\$6,891,315

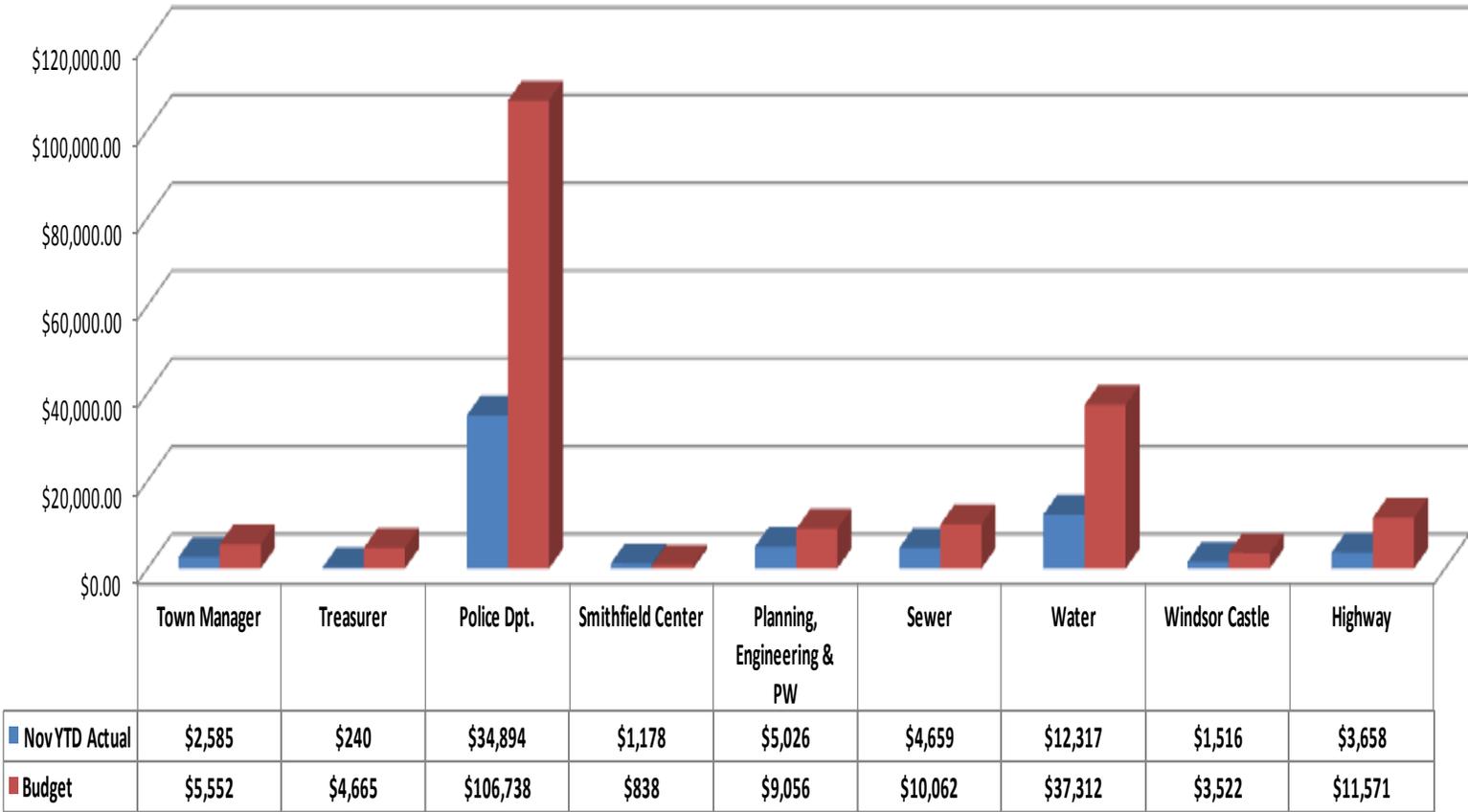
Nov 2014 YTD General Fund Operating Expenses Compared to Nov 2013



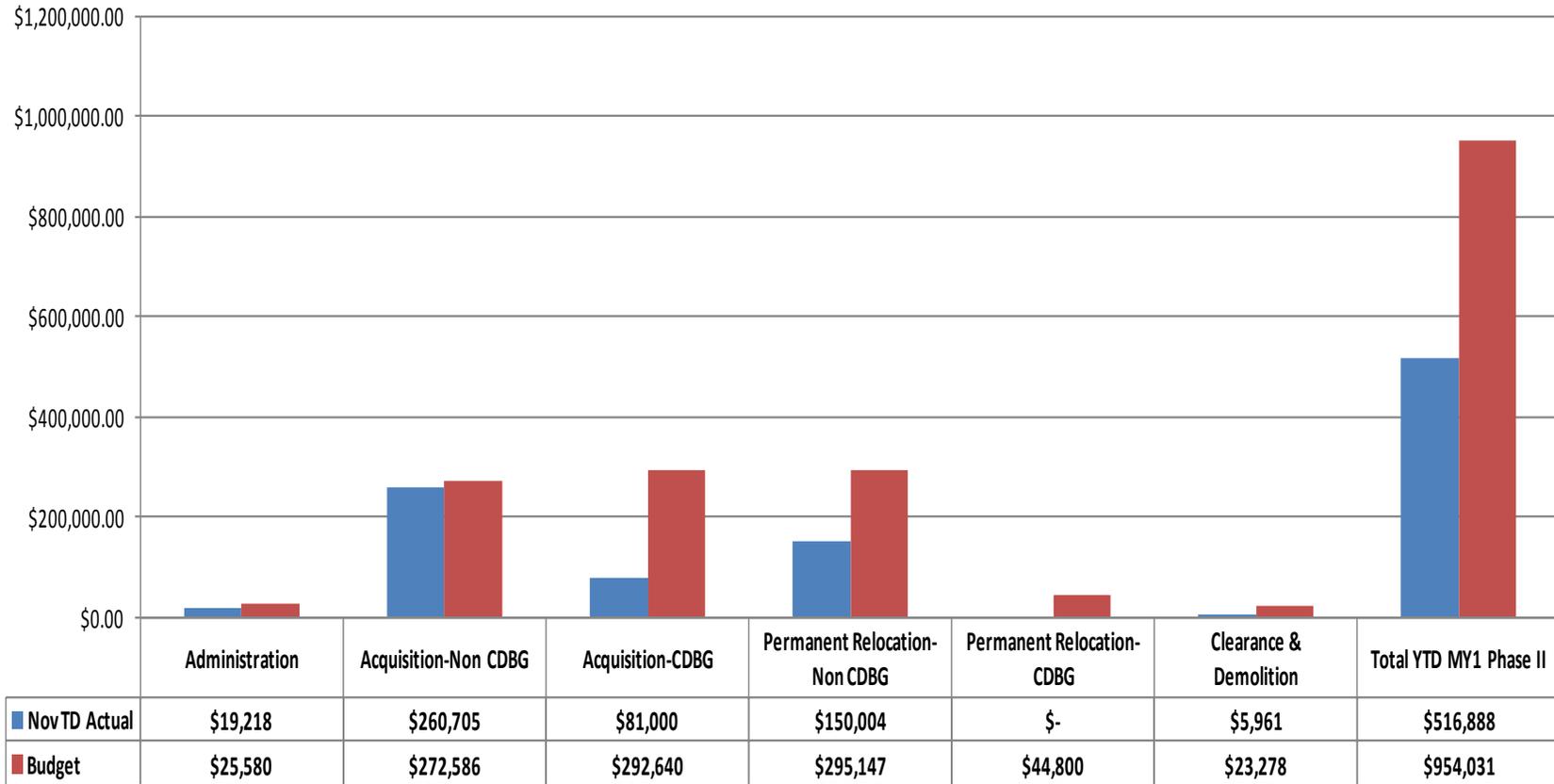
Nov 2014 YTD Salaries to Budget by Department



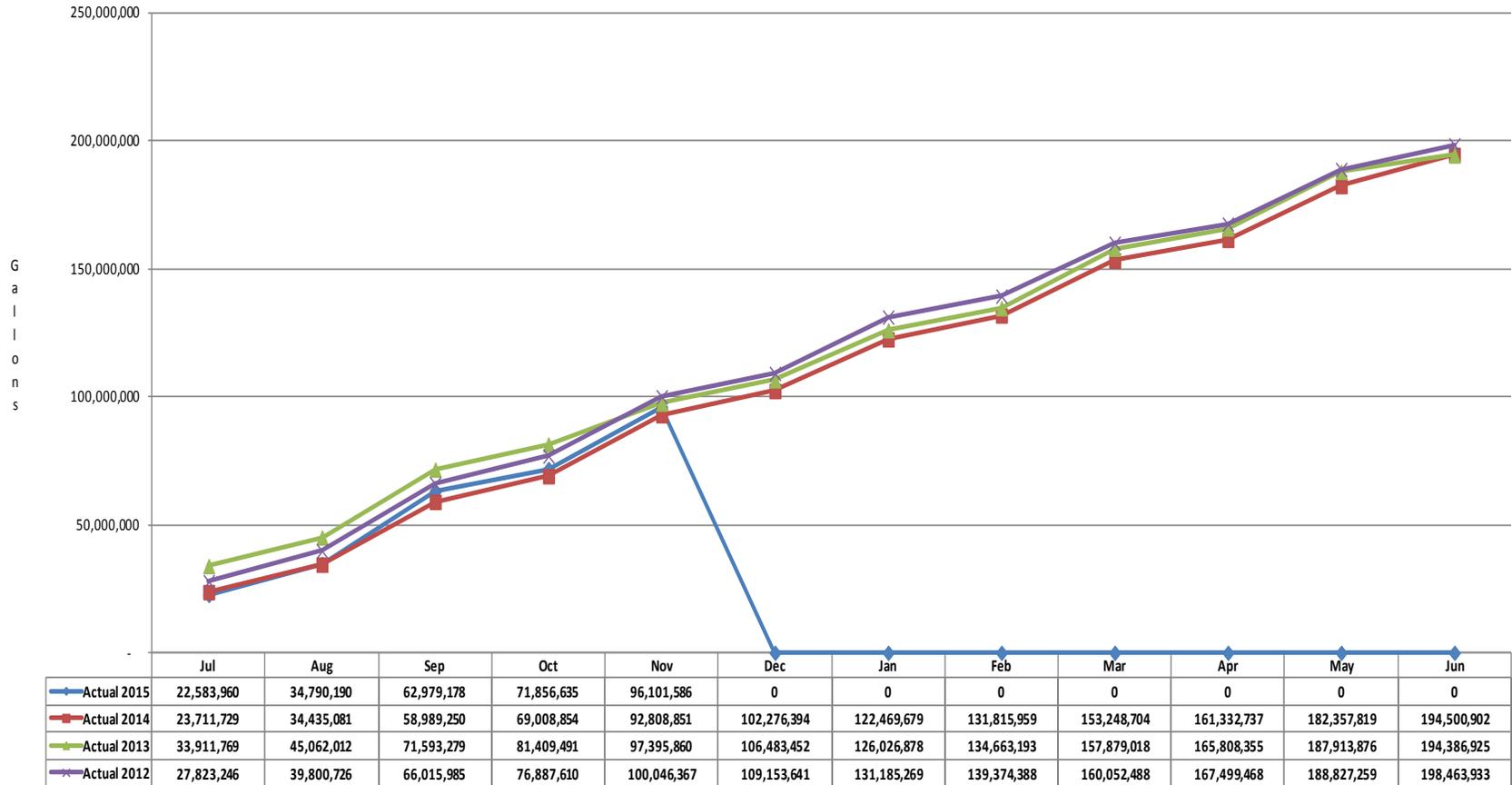
Nov YTD Overtime Compared to Budget



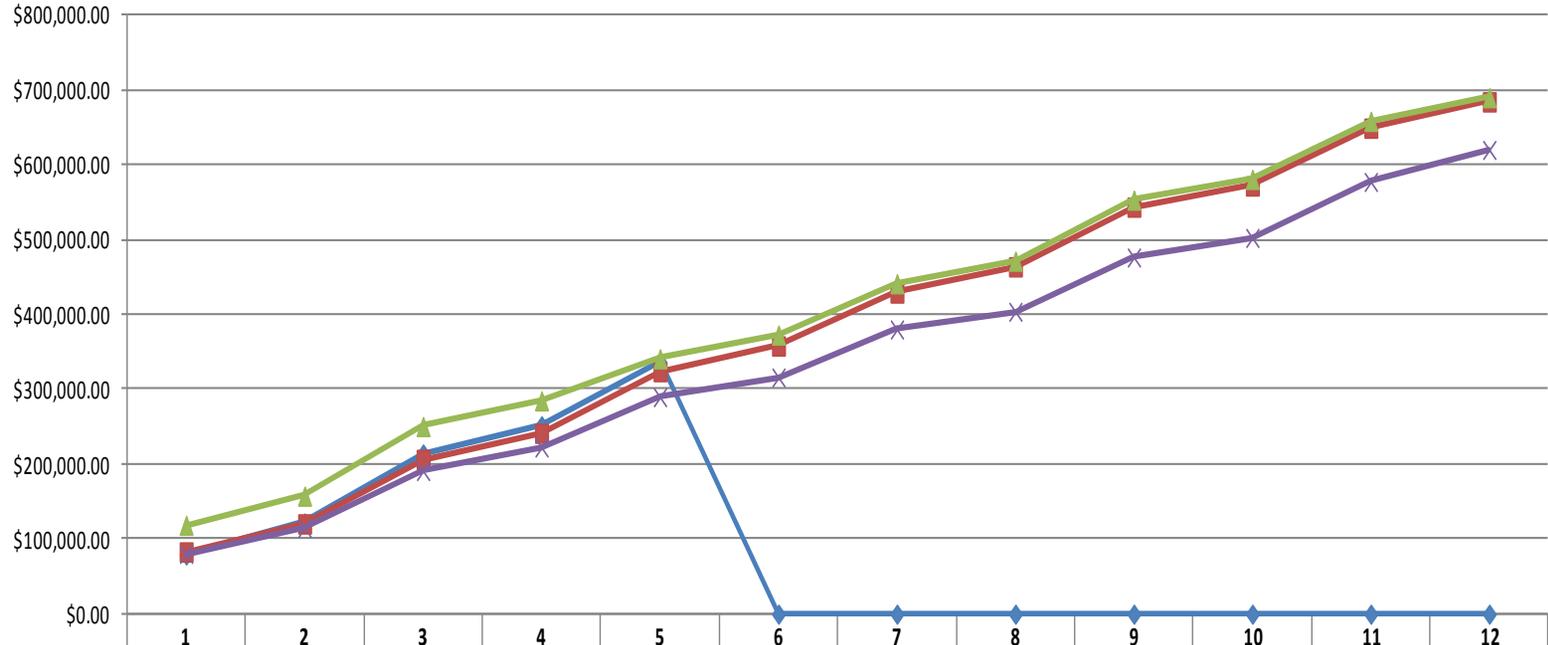
Nov YTD Pinewood Heights Expenses MY 1 Phase II



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

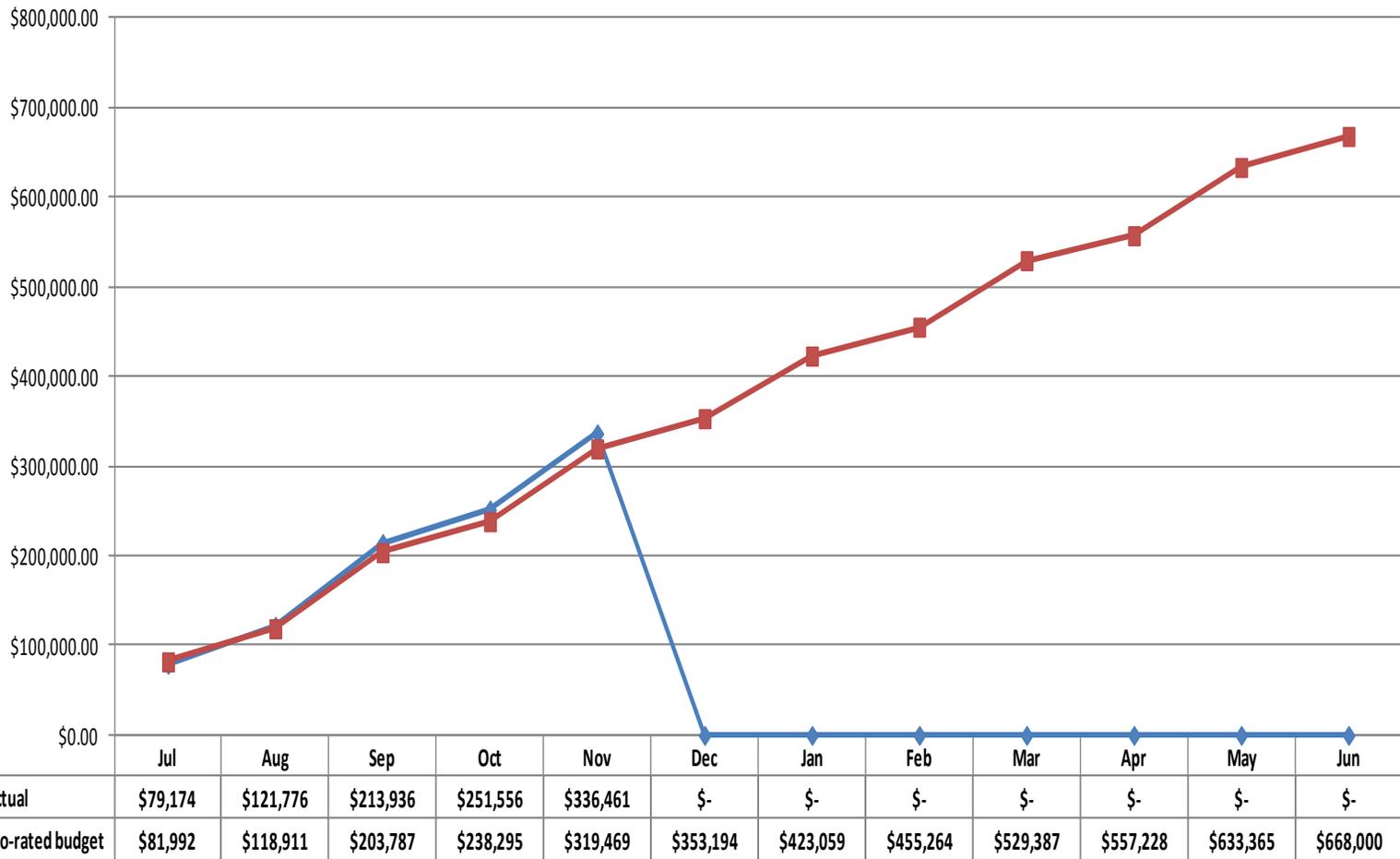


Nov 2014 YTD Sewer Charges Compared to FY 2012 through FY 2014-Cumulative

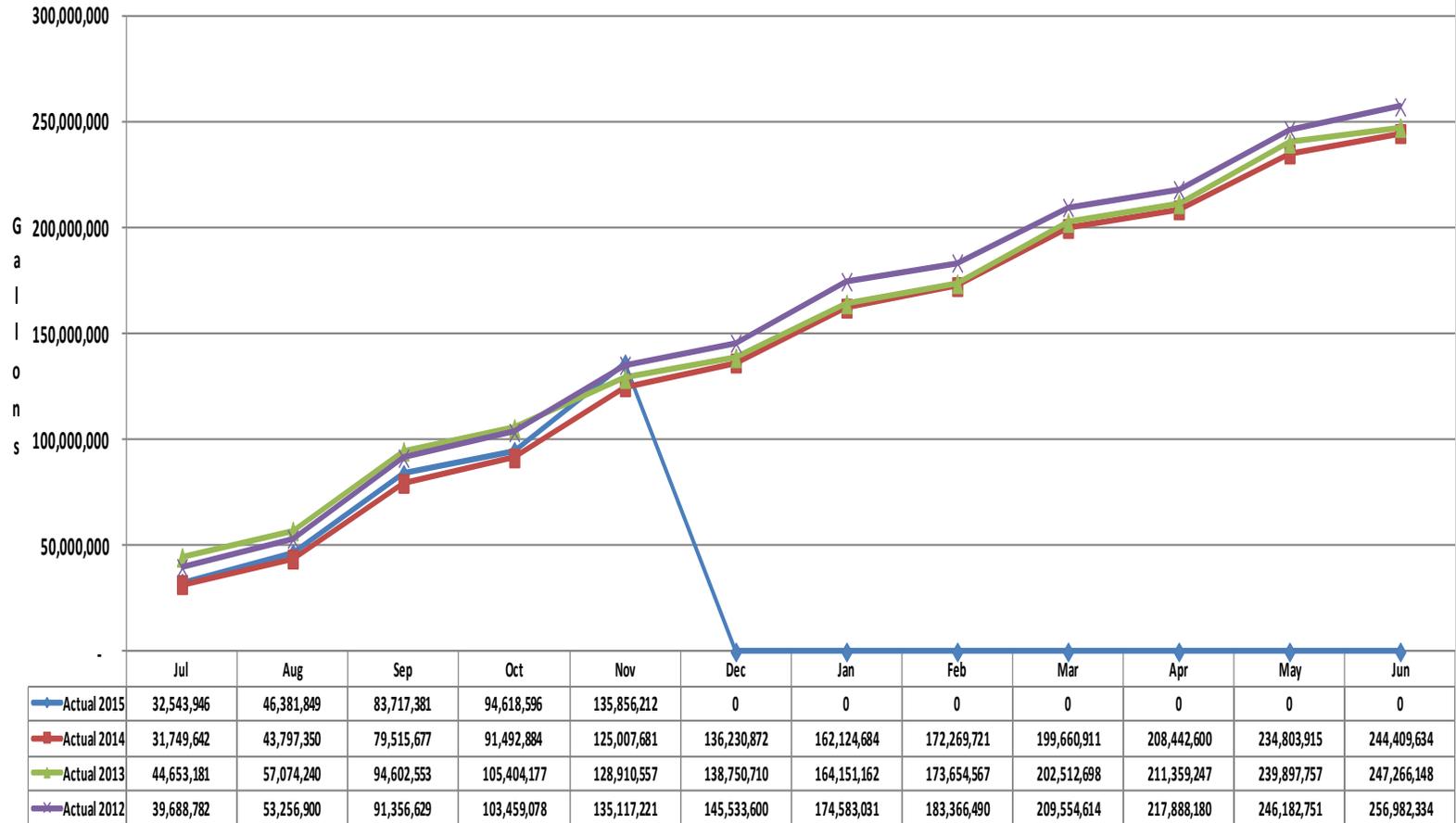


	1	2	3	4	5	6	7	8	9	10	11	12
◆ Actual 2015	79,173	121,776	213,936	251,556	336,461	0	0	0	0	0	0	0
■ Actual 2014	\$83,143	\$120,581	\$206,649	\$241,641	\$323,955	\$358,154	\$428,999	\$463,914	\$543,652	\$571,884	\$649,089	\$684,211
▲ Actual 2013	\$118,797	\$157,727	\$250,727	\$285,025	\$341,149	\$372,882	\$441,445	\$471,585	\$553,055	\$580,733	\$658,298	\$689,925
× Actual 2012	\$80,521	\$115,171	\$191,175	\$222,639	\$289,759	\$316,129	\$380,159	\$403,869	\$476,417	\$502,434	\$577,243	\$620,009

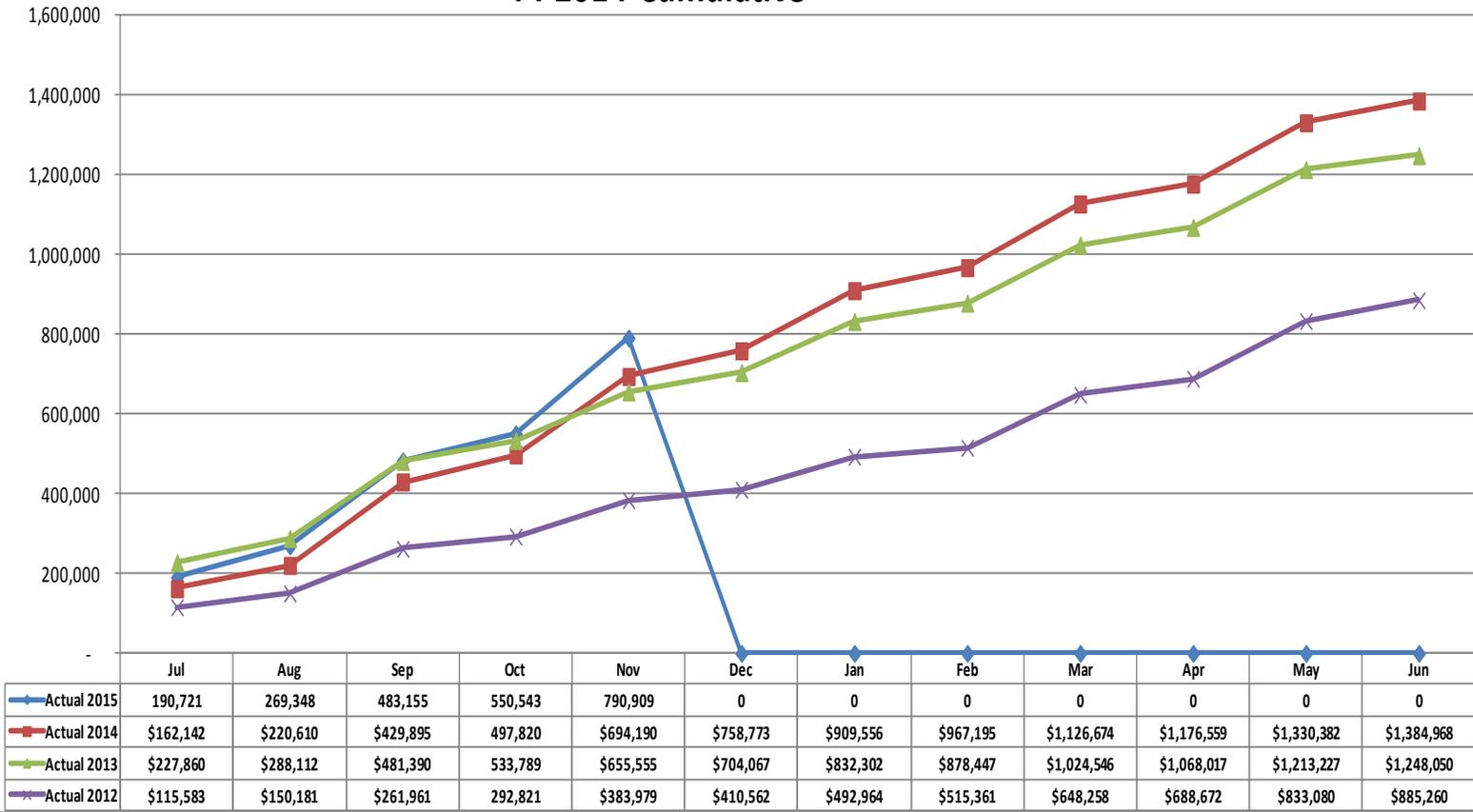
Nov 2014 Sewer Charges Compared to Pro-Rated Budget-Cumulative



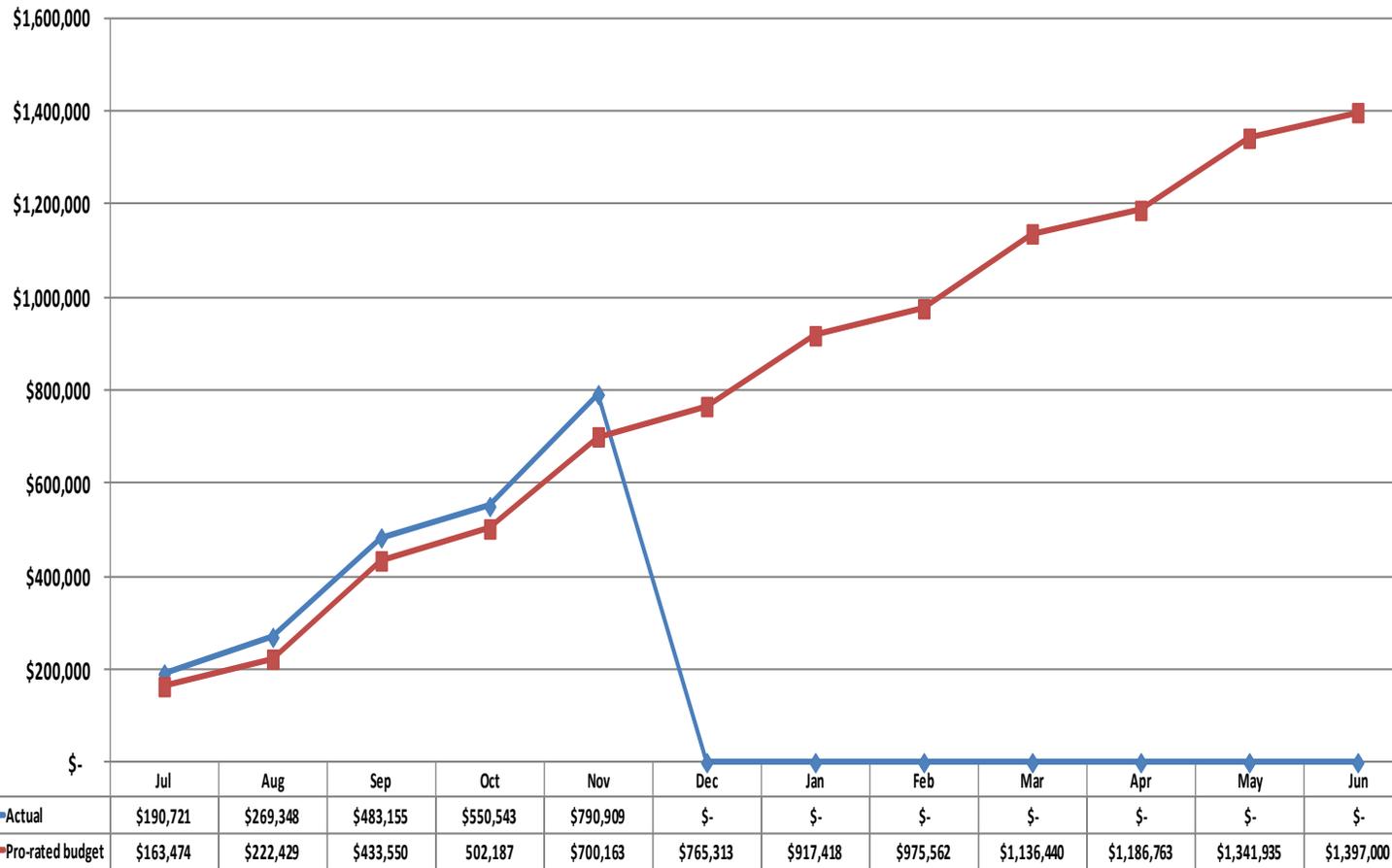
Nov 2014 YTD Water Consumption Compared to FY 2012 through FY 2014-Cumulative



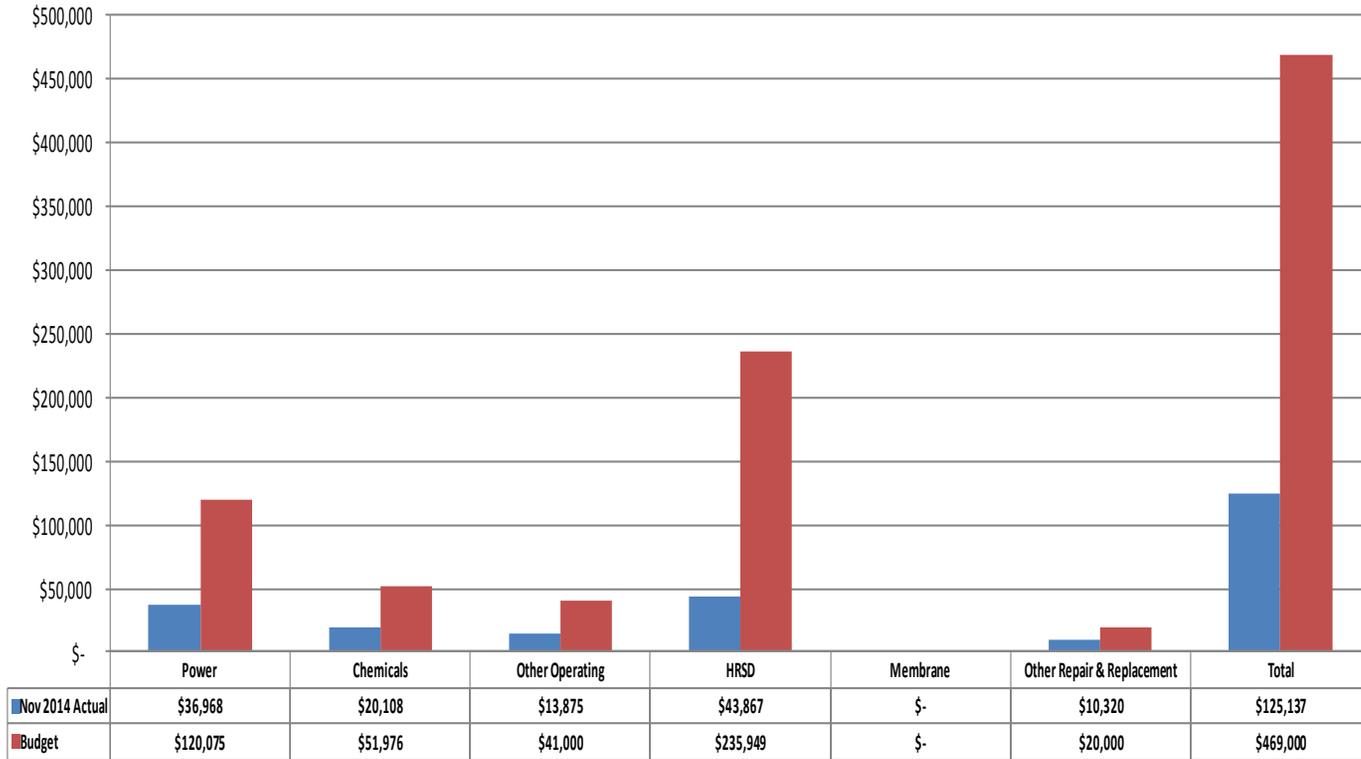
Nov 2014 YTD Water Charges Compared to FY 2012 through FY 2014-Cumulative

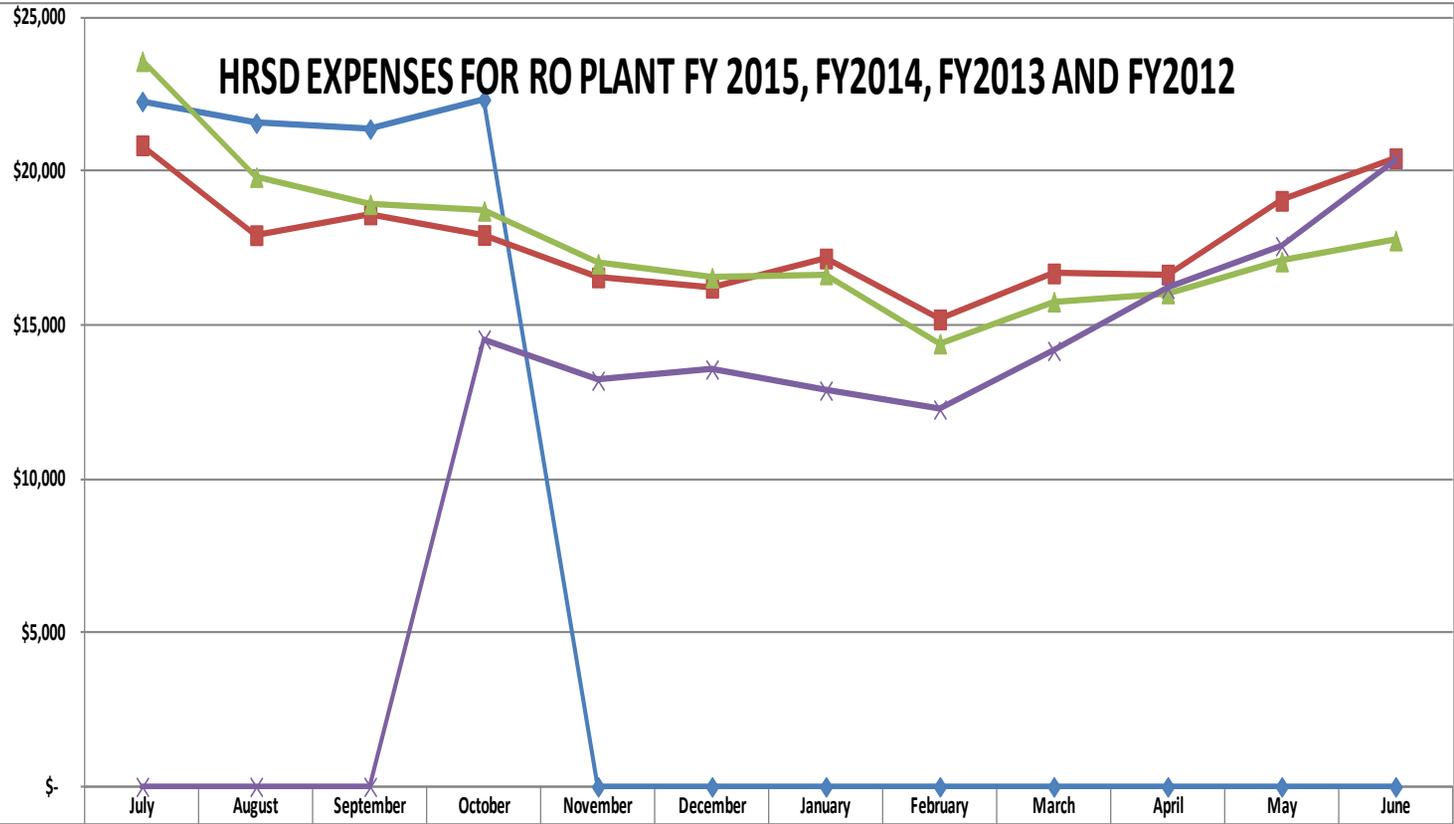


Nov 2014 YTD Water Charges Compared to Pro-Rated Budget-Cumulative



Nov 2014 YTD RO Expenses by Category





	July	August	September	October	November	December	January	February	March	April	May	June
2015 Actual	\$22,286	\$21,580	\$21,389	\$22,343	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
2014 Actual	\$20,859	\$17,938	\$18,614	\$17,945	\$16,566	\$16,230	\$17,181	\$15,200	\$16,695	\$16,659	\$19,056	\$20,439
2013 Actual	\$23,596	\$19,829	\$18,947	\$18,732	\$17,014	\$16,558	\$16,665	\$14,415	\$15,778	\$16,045	\$17,082	\$17,764
2012 Actual	\$-	\$-	\$-	\$14,550	\$13,207	\$13,571	\$12,883	\$12,268	\$14,173	\$16,196	\$17,580	\$20,399

CASH BALANCES AS OF NOVEMBER 2014					
ACCOUNT NAME	BANK NAME	ACCOUNT BALANCE	Current Month	Prior Year	ADJUSTED BALANCES
			Interco. Balances	Interco./Interdep Balances	
Water	Farmers Bank	1,290,531.75	(425,148.61)	(539,734.10)	325,649.04
Water-Debt Service	Farmers Bank	1,031,105.15	29,160.69	-	1,060,265.84
Water Capital Escrow (availability fees)	TowneBank	365,515.74	16,320.00	-	381,835.74
Water Treatment Plant Escrow	TowneBank	111,622.42			111,622.42
Water Deposit Account	TowneBank	88,721.33			88,721.33
Water Development Escrow	TowneBank	87,497.78	8,000.00		95,497.78
Subtotal Water		2,974,994.17	(371,667.92)	(539,734.10)	2,063,592.15
			-		
Sewer	Farmers Bank	233,709.30	40,505.52	(316,870.09)	(42,655.27)
Sewer Development Escrow	TowneBank	340,924.43	11,125.00	-	352,049.43
Sewer Capital Escrow (availability fees)	TowneBank	897,243.47	24,720.00	-	921,963.47
Sewer Compliance	Farmers Bank	757,665.61	76,238.63	-	833,904.24
Subtotal Sewer		2,229,542.81	152,589.15	(316,870.09)	2,065,261.87
Highway	Farmers Bank	39,733.09	78,628.98	-	118,362.07
General Fund	Farmers Bank	2,423,915.54	176,509.28	856,604.19	3,457,029.01
Payroll	Farmers Bank	89,141.34			89,141.34
Money Market-General Fund	TowneBank	2,185.30			2,185.30
Business Super Now-General Fund	Farmers Bank	33,098.71			33,098.71
Money Market-General Fund	Farmers Bank	289,486.99			289,486.99
General Fund Capital Escrow Account	TowneBank	214,568.45			214,568.45
Certificate of Deposit	Farmers Bank	526,038.10			526,038.10
Certificate of Deposit-Police Dept	Farmers Bank	36,702.78			36,702.78
Special Project Account (Pinewood)	Farmers Bank	19,960.66		-	19,960.66
Pinewood Heights Escrow	Farmers Bank	30,399.70		-	30,399.70
SNAP Account	Farmers Bank	2,837.75			2,837.75
Museum Account	Farmers Bank	93,721.55			93,721.55
S. Church Street Account	TowneBank	36,059.49	(36,059.49)	-	-
Subtotal General Fund		3,798,116.36	140,449.79	856,604.19	4,795,170.34
TOTAL ALL FUNDS		9,042,386.43	0.00	-	9,042,386.43

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

ADMINISTRATOR:	JOY HOLLOWAY 804-343-3112
INVESTMENT OFFICER	
RELATIONSHIP MANAGER	
ACCOUNT NUMBER	9246002035

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

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

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

ACCOUNT STATEMENT

Statement Period	11/01/2014 through 11/30/2014
Account Number	9246002035

[Table Of Contents](#)

Balance Sheet	1
Summary Of Fund	2
Asset Summary As Of 11/30/2014	3
Summary Of Earnings	5

ACCOUNT STATEMENT

Statement Period
Account Number

11/01/2014 through 11/30/2014
9246002035

Balance Sheet

	AS OF 11/01/2014		AS OF 11/30/2014	
	COST VALUE	MARKET VALUE	COST VALUE	MARKET VALUE
A S S E T S				
CASH	0.00	0.00	0.00	0.00
TOTAL CASH & RECEIVABLES	0.00	0.00	0.00	0.00
COMMON TRUST FUNDS - BALANCED				
COMMON TRUST FUNDS - BALANCED	499,856.22	501,477.31	499,856.22	502,184.66
TOTAL COMMON TRUST FUNDS - BALANCED	499,856.22	501,477.31	499,856.22	502,184.66
TOTAL HOLDINGS	499,856.22	501,477.31	499,856.22	502,184.66
TOTAL ASSETS	499,856.22	501,477.31	499,856.22	502,184.66
L I A B I L I T I E S				
TOTAL LIABILITIES	0.00	0.00	0.00	0.00
TOTAL NET ASSET VALUE	499,856.22	501,477.31	499,856.22	502,184.66
TOTAL LIABILITIES AND EQUITY	499,856.22	501,477.31	499,856.22	502,184.66

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

ACCOUNT STATEMENT

Page 2

Statement Period 11/01/2014 through 11/30/2014
Account Number 9246002035

Summary Of Fund

MARKET VALUE AS OF 11/01/2014		501,477.31
REALIZED GAIN OR LOSS	0.00	
UNREALIZED GAIN OR LOSS	707.35	
TOTAL MARKET VALUE AS OF 11/30/2014		502,184.66

ACCOUNT STATEMENT

Statement Period
Account Number

11/01/2014 through 11/30/2014
9246002035

Asset Summary As Of 11/30/2014

DESCRIPTION	MARKET VALUE	COST	% OF PORT
COMMON TRUST FUNDS - BALANCED	502,184.66	499,856.22	100
TOTAL INVESTMENTS	502,184.66	499,856.22	
CASH	0.00		
DUE FROM BROKER	0.00		
DUE TO BROKER	0.00		
TOTAL MARKET VALUE	502,184.66		

ACCOUNT STATEMENT

Statement Period
 Account Number

11/01/2014 through 11/30/2014
 9246002035

Asset Detail As Of 11/30/2014

UNITS/BOOK VALUE	DESCRIPTION	MARKET VALUE	COST	% OF PORT
COMMON TRUST FUNDS - BALANCED				
49,947.173	CUSIP # CF5400035 VIRGINIA INVESTMENT POOL	502,184.66	499,856.22	100
		502,184.66	499,856.22	100
	TOTAL INVESTMENTS	502,184.66		
	CASH	0.00		
	DUE FROM BROKER	0.00		
	DUE TO BROKER	0.00		
	NET ASSETS	502,184.66		
	TOTAL MARKET VALUE	502,184.66		

ACCOUNT STATEMENT

Statement Period 11/01/2014 through 11/30/2014
Account Number 9246002035

Summary Of Earnings

UNREALIZED GAIN IN THE PERIOD	707.35	
TOTAL INCREASES IN FUND VALUE		707.35
TOTAL DECREASES IN FUND VALUE		0.00
NET CHANGE IN NET ASSET VALUE		707.35

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

ACCOUNT STATEMENT

Statement Period
Account Number

11/01/2014 through 11/30/2014
9246002035

IMPORTANT INFORMATION FOR REGIONS CORPORATE TRUST CUSTOMERS:

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

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

IMPORTANT DISCLOSURE INFORMATION FOR ALL FLORIDA ACCOUNTS:

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

TOWN OF SMITHFIELD

#3506

REQUISITION

001

SUGGESTED VENDOR <u>Bank of America, NA</u>			OFFICE USE ONLY	
REQUESTED BY			DATE ORDERED	
DATE REQUESTED <u>12.4.14</u>		DATE WANTED	ORDER NO.	
QUANTITY	DESCRIPTION	BUDGET ACCT. NO.	EST. UNIT PRICE	EST. TOTAL PRICE
	<u>Refund bank franchise tax</u>			<u>20171.00</u>
	<u>3.100-12040-0001</u>			

REQUISITIONER
RETAIN YELLOW COPY

APPROVED

PLS
TOWN MANAGER

SIGNATURE - DEPARTMENT HEAD

[Signature]

Taxing Jurisdiction	COLUMN A ELECTS the <u>Interest Free Offer</u> and Will Pay the Apportioned Refund in Full by December 31, 2014	COLUMN B ELECTS the <u>Delayed Payment Offer</u> and Will Pay the Apportioned Refund Including Interest in Full by the Refund Due Date	COLUMN C ELECTS the <u>Refundable Credit Offer</u> and Will Apply or Pay the Apportioned Refund Including Interest Over the Refund Period	Date
Harrisonburg City				
Henrico County				
Hillsville Town				
Hopewell City				
Smithfield Town	<i>PAID</i>			<i>12/08/2014</i>
James City County				
Lawrenceville Town				
Leesburg Town				
Loudoun County				
Louisa Town				
Lynchburg City				
Manassas City				

Locality	Apportioned Refund				Apportioned Refund Including Interest			
	2012	2011	2010	Total	2012	2011	2010	Total
Smithfield Town	10,519	5,537	4,115	20,171	11,511	6,346	4,953	22,809
James City County	27,688	12,723	9,231	49,642	30,300	14,581	11,111	55,992
Lawrenceville Town	10,717	5,912	4,756	21,386	11,728	6,776	5,725	24,229
Leesburg Town	35,395	16,277	11,234	62,906	38,734	18,655	13,521	70,910
Loudoun County	92,705	43,359	25,958	162,022	101,450	49,691	31,244	182,385
Louisa Town	15,741	8,130	6,098	29,969	17,226	9,317	7,340	33,883
Lynchburg City	38,596	19,744	15,372	73,712	42,237	22,628	18,502	83,367
Manassas City	1,174			1,174	1,285	-	-	1,285
Martinsville City	6,978	3,575	2,538	13,090	7,636	4,097	3,054	14,787
Mathews County	12,800	7,457	5,618	25,874	14,007	8,546	6,762	29,314
Newport News City	59,127	28,634	35,831	123,592	64,705	32,816	43,127	140,648
Norfolk City	157,160	75,195	70,468	302,823	171,985	86,178	84,816	342,980
Norton City	12,410	6,700	5,188	24,298	13,581	7,678	6,245	27,503
Orange Town	15,123	7,598	5,567	28,288	16,550	8,708	6,701	31,958



ATLANTIC COMMUNICATIONS INC.

Service Invoice

4811 MARKET DRIVE
NEWPORT NEWS, VA 23607

Date	Invoice #
12/8/2014	103454

Bill To
SMITHFIELD POLICE DEPT. ACCOUNTS PAYABLE P.O. BOX 246 SMITHFIELD, VA 23431

Ship To
SMITHFIELD POLICE DEPT. ACCOUNTS PAYABLE P.O. BOX 246 SMITHFIELD, VA 23431

Terms	P.O. No.	Tech	Account #
Net 30		CMS	11940

Item	Quantity	Description	Rate	Serial Number	Unit Number	Amount
		2014 DODGE CHARGER BUILDS (MARKED X3)				0.00
C3100-CH	3	100WATT SPEAKER, 09 CHARGER	164.28			492.84
36PARCB	6	LED FOG LIGHTS	78.75			472.50
36-2035	3	DODGE CHARGER 11+ WESTIN BUMPER	200.00			600.00
36-6005C2	3	DUAL LIGHT CHANNEL FOR WESTIN PUSHBUMPER	25.00			75.00
TRX6-BB	12	LIGHTS FOR FRONT AND SIDES OF PUSHBUMPER	65.00			780.00
FOGBKT-CH11	3	FOG LIGHT BRACKETS (SET)	49.10			147.30
21TRPL47-TR9	3	21 SERIES LED LIGHTBAR, MOUNTING KIT INCLUDED	1,100.00			3,300.00
425-6636	3	CHARGER CONSOLE CUPHOLDER INCLUDED	273.00			819.00
425-6358	3	3 BLANK W/ARM REST	18.72			56.16
371328	3	CIGARETTE LIGHTER OUTLET	24.00			72.00
425-5542	3	CONSOLE COMPUTER MOUNT, CHARGER	212.80			638.40
425-5485	3	EXCHANGE GK PLATE ADAPTER	-45.00			-135.00
450-4101	3	KODIAK DOCKING STATION CF31	553.00			1,659.00
475-0802	3	SPACE CREATOR PARTITION, 11+ CHARGER	500.00			1,500.00
475-0412	3	2PIECE STEEL, LOWER EXTENSION PANEL, DODGE CHARGER 11+	48.75			146.25
475-0232	3	BIOSEAT AND FLOORPAN	351.25			1,053.75
475-0228	3	WINDOW ARMOR, CHARGER 11+	130.65			391.95
475-0191	3	SINGLE AR15 VERTICAL GUN MOUNT FOR RECESS PARTITION	222.30			666.90
3892L6S	3	SIREN, MASTERCOM	294.00			882.00
ENT2B3(B)	6	UNDER MIRROR LED LIGHTS	142.03			852.18
ESX2RD-BB	6	DUAL HEAD LED (SPLIT COLOR)	156.00			936.00
FM3667	3	TAILLIGHT FLASHER MODULE, SOLID STATE	60.00			180.00
HB6PAK-BB	6	REVERSE LED LIGHT INSERTS	62.50			375.00
97002	6	HOT AND IGNITION FUSE PANEL	24.00			144.00
10772	3	VHF ANTENNA	12.00			36.00

Phone #	Fax #	E-mail
757-380-8498	757-247-0428	accounting@atlanticcom.net

4811 MARKET DRIVE
NEWPORT NEWS, VA 23607

Service Invoice

Date	Invoice #
12/8/2014	103454

Bill To
SMITHFIELD POLICE DEPT. ACCOUNTS PAYABLE P.O. BOX 246 SMITHFIELD, VA 23431

Ship To
SMITHFIELD POLICE DEPT. ACCOUNTS PAYABLE P.O. BOX 246 SMITHFIELD, VA 23431

Terms	P.O. No.	Tech	Account #
Net 30		CMS	11940

Item	Quantity	Description	Rate	Serial Number	Unit Number	Amount
78815	3	ANTENNA CABLE	16.00			48.00
71969	3	ANTENNA CABLE CONNECTOR	5.00			15.00
INSTALL	3	INSTALLATION OF ALL ABOVE EQUIPMENT PLUS RADIO AND RADAR	705.00			2,115.00
		COMPLETE 12-5-2014				0.00
		Vendor # _____				
		Account # _____				
		Dept. Head <i>[Signature]</i> _____				
		Town Manager <i>[Signature]</i> _____				
Total						\$18,319.23

Phone #	Fax #	E-mail
757-380-8498	757-247-0428	accounting@atlanticcom.net

Payments/Credits	\$0.00
Balance Due	\$18,319.23

4811 MARKET DRIVE
NEWPORT NEWS, VA 23607

Capital

Service Invoice

Date	Invoice #
12/8/2014	103472

Bill To
SMITHFIELD POLICE DEPT. ACCOUNTS PAYABLE P.O. BOX 246 SMITHFIELD, VA 23431

Ship To
SMITHFIELD POLICE DEPT. ACCOUNTS PAYABLE P.O. BOX 246 SMITHFIELD, VA 23431

Terms	P.O. No.	Tech	Account #
Net 30		CMS	11940

Item	Quantity	Description	Rate	Serial Number	Unit Number	Amount
		2014 DODGE CHARGER (UNMARKED X1)				0.00
C3100-CH	1	100WATT SPEAKER, 09 CHARGER	164.28			164.28
36PARCB	2	LED FOG LIGHTS	78.75			157.50
5076	1	GORHINO - DODGE CHARGER 11+ PUSHBUMPER	225.00			225.00
TRX6-BB	4	LIGHTS FOR FRONT AND SIDES OF PUSHBUMPER	65.00			260.00
FOGBKT-CH11	1	FOG LIGHT BRACKETS (SET)	49.10			49.10
SV770-CH11	1	SUPERVISOR, FULL (TORUS)	598.00			598.00
WM888CH11...	1	WINGMAN (TORUS), CHARGER 11+ W/ARROWSTICK	600.00			600.00
425-6636	1	CHARGER CONSOLE CUPHOLDER INCLUDED	273.00			273.00
425-6358	1	3 BLANK W/ARM REST	18.72			18.72
371328	1	CIGARETTE LIGHTER OUTLET	24.00			24.00
425-5597	1	COMPUTER MOUNT FOR SIDE OF JOTTO CONSOLE	212.80			212.80
425-5485	1	EXCHANGE GK PLATE ADAPTER	-45.00			-45.00
450-4101	1	KODIAK DOCKING STATION CF31	553.00			553.00
G4908	1	MUZZLE DOWN GUN MOUNT	268.60			268.60
3892L6S	1	SIREN, MASTERCOM	294.00			294.00
XT6-BB	2	EXTERIOR BLUE LED LIGHT	62.35			124.70
XT6LBKT	2	XT6 LIGHT "L" BRACKET	5.23			10.46
ENT2B3(B)	2	UNDER MIRROR LED LIGHTS	142.03			284.06
FM3667	1	TAILLIGHT FLASHER MODULE, SOLID STATE	60.00			60.00
HB6PAK-BB	2	REVERSE LED LIGHT INSERTS	62.50			125.00
97002	2	HOT AND IGNITION FUSE PANEL	24.00			48.00
10772	1	VHF ANTENNA	12.00			12.00
78815	1	ANTENNA CABLE	16.00			16.00
71969	1	ANTENNA CABLE CONNECTOR	5.00			5.00
INSTALL	1	INSTALLATION OF ALL ABOVE EQUIPMENT PLUS RADIO AND RADAR	705.00			705.00

Phone #	Fax #	E-mail
757-380-8498	757-247-0428	accounting@atlanticcom.net



ATLANTIC COMMUNICATIONS INC.

4811 MARKET DRIVE
NEWPORT NEWS, VA 23607

Service Invoice

Date	Invoice #
12/8/2014	103472

Bill To
SMITHFIELD POLICE DEPT. ACCOUNTS PAYABLE P.O. BOX 246 SMITHFIELD, VA 23431

Ship To
SMITHFIELD POLICE DEPT. ACCOUNTS PAYABLE P.O. BOX 246 SMITHFIELD, VA 23431

Terms	P.O. No.	Tech	Account #
Net 30		CMS	11940

Item	Quantity	Description	Rate	Serial Number	Unit Number	Amount
		COMPLETE 12-5-2014				0.00
		Vendor # _____				
		Account # _____				
		Dept. Head <i>[Signature]</i>				
		Town Manager <i>[Signature]</i>				
Total						\$5,043.22

Phone #	Fax #	E-mail
757-380-8498	757-247-0428	accounting@atlanticcom.net

Payments/Credits	\$0.00
Balance Due	\$5,043.22

Peter Stephenson

From: Granny's Kitchen <grannyskitcheniow@gmail.com>
Sent: Thursday, December 04, 2014 10:19 AM
To: Peter Stephenson
Subject: Re: Smithfield Food Truck Fees & Regulations

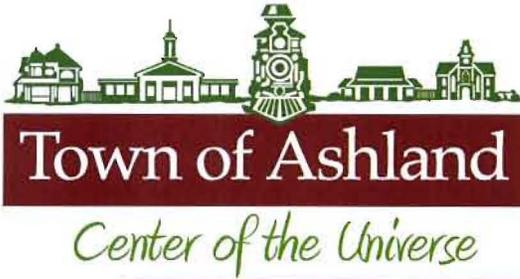
Peter,

I was looking over my notes this morning, and found something I can't believe didn't hit me sooner. Attached is the picture of tax fees for business set up in Isle of Wight County. You will notice that "itinerant merchants" pay \$500, but peddlers offering food or plant items are set at \$50. I think this idea was perhaps "tossed" around at the last finance meeting, but I thought this would be a great piece to showcase a solution to the issue at hand. It would allow the town to keep that \$500 tax for "Joe" selling recliners out of his truck, but it would also allow our business to operate exactly how it does in the county. Please share this with the other board members!!!

I look forward to seeing you all again soon, and please be sure to check out Granny's Kitchen at the night time farmers market Dec 12th.

Cheers,

Scott Horne
Chef/Owner
Granny's Kitchen IOW LLC



TREASURER'S OFFICE

101 THOMPSON STREET
P.O. BOX 1600
ASHLAND, VIRGINIA 23005-4600

TELEPHONE (804) 798-9219
FAX (804) 798-4892

Town of Ashland Temporary Guidance for Food Trucks

The Town of Ashland is in the process of developing an ordinance to regulate the activities of food trucks within the limits of the Town. In the meantime, the following rules and guidelines will govern the activities of food trucks within the Town limits.

FAYE O.
PRICHARD
MAYOR

GEORGE F.
SPAGNA, JR.
VICE MAYOR

JAMES R.
FOLEY
COUNCIL MEMBER

STEVEN P.
TRIVETT
COUNCIL MEMBER

EDWARD L.
HENSON, III
COUNCIL MEMBER

CHARLES W.
HARTGROVE
TOWN MANAGER

ANDREA E.
ERARD
TOWN ATTORNEY

LOIS A. SMITH
CLERK OF COUNCIL

- Food trucks must meet all applicable state and county health and food safety laws and regulations.
- Food sales from food trucks are eligible for the Town's five percent meals tax. All sales from food trucks within the Town limits will be subject to the meals tax. Meal tax payments are due by the twentieth of each month for the prior month's sales.
- Food trucks may set up on private property, with the property owner's permission, without additional restrictions from the Town of Ashland beyond those outlined in bullet points one and two above.
- Food trucks desiring to set up on public property must first receive written permission from the Town Manager.
- Food trucks may set up on public right of way (parking spaces on public streets), without prior consent of the Town, but must take all necessary care to avoid causing traffic safety concerns. Upon request of a Town of Ashland employee, any food truck must immediately move from a public right-of-way location.
- Failure to comply with any of the above listed conditions may result in prohibition from selling within the Town limits.

It is likely the ordinance developed regulating food trucks will contain a license provision. The provision will apply to all food trucks operating within the Town. There will not be a grandfathering clause to the ordinance.

COUNCIL & STAFF ENCOURAGING FOOD TRUCKS
PEDDLER/ITENERANT FEE OF \$250 / 6 MO'S.
NOT CHARGED IN ADDITION TO MEALS TAX

Peter Stephenson

From: Tedd Povar <tep3e@virginia.edu>
Sent: Tuesday, November 18, 2014 3:16 PM
To: Peter Stephenson
Subject: Re: Food Trucks
Attachments: Prof. Business Approval - 2012.pdf; ATT00001.htm; food vendors_0001.pdf; ATT00002.htm

Hey Peter! We did an inquiry on that last year, and got these responses. See if this is helpful!

Tedd

Tedd E. Povar
Associate Director
Virginia Institute of Government
Phone: 804/371-0202
Email: tep3e@virginia.edu

=====

SUBJECT: Food trucks and food carts - ordinances, policies, and licenses required

RESPONSES:

Town of Woodstock

We do not have anything to address this matter and wonder if it will begin to become a frequent question. Currently, we require mobile vendors to locate on a lot according to the setbacks in the zoning district.

Angela K. Clem, MSOL, PHR
Assistant Town Planner/Risk Manager
Town of Woodstock
135 North Main Street | Woodstock, VA 22664
Office: 540-459-3621 | Facsimile: 540-459-3085
www.townofwoodstockva.gov
angela.clem@townofwoodstockva.gov

=====

From the Town of Windsor

I have attached our recently adopted food vender's license. We used to consider them peddlers, but have recently revised our license structure to provide for a food vendor's license. As long as they have the license and the property owner's permission, they can set up virtually anywhere in Town.

Michael Stallings

Town Manager
Town of Windsor
(757) 242-4288
mstallings@windsor-va.gov

89-20. Amount of tax on coin-operated machines; applicability.

The license tax on each operator (person, firm or corporation selling, leasing, renting or otherwise furnishing such a device) shall be \$200. The tax shall apply to an operator when any such coin-operated machine or device operated on the coin-in-the-slot principal of such operator is located within the Town of Windsor.

A. Peddlers.

(1) Non Food Peddlers: The license tax on peddlers shall be \$50 per day.

(2) Food Venders: The license tax on food vendors shall be \$50 per year.

B. Farm vendors. The license tax on farm vendors shall be:

(1) Town market: \$30 per year.

(2) Others: \$5 per day or \$50 per year.

=====

Prince George County

The best person to contact is Stanley Isaac, Food Safety Specialist, Prince George Health Department at 733-2630.

He inspects all food trucks and temporary food vendors in the Petersburg Health District and has health code standards.

I have attached the most recent Temporary Food Vendor Application and the Health Department may have a new one?

We only allow temporary (BBQ) food vendors at Valero on Oaklawn Boulevard and at area commercial construction sites.

We require that they complete the Professional Business Zoning Approval Form and get the owner to approve the sales.

There is a \$25.00 Zoning Approval Fee and it is valid for that location ONLY and typically for sales Friday – Sunday on site.

Douglas Miles, CZA
Planning Manager and Zoning Administrator
Prince George Community Development
Post Office Box 68 / 6602 Courts Drive
Prince George, Virginia 23875-0068
Planning Division (804) 722-8678
dmiles@princegeorgecountyva.gov (new e-mail address)
www.princegeorgecountyva.gov

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[love & sex](#)

[family](#)

[women](#)

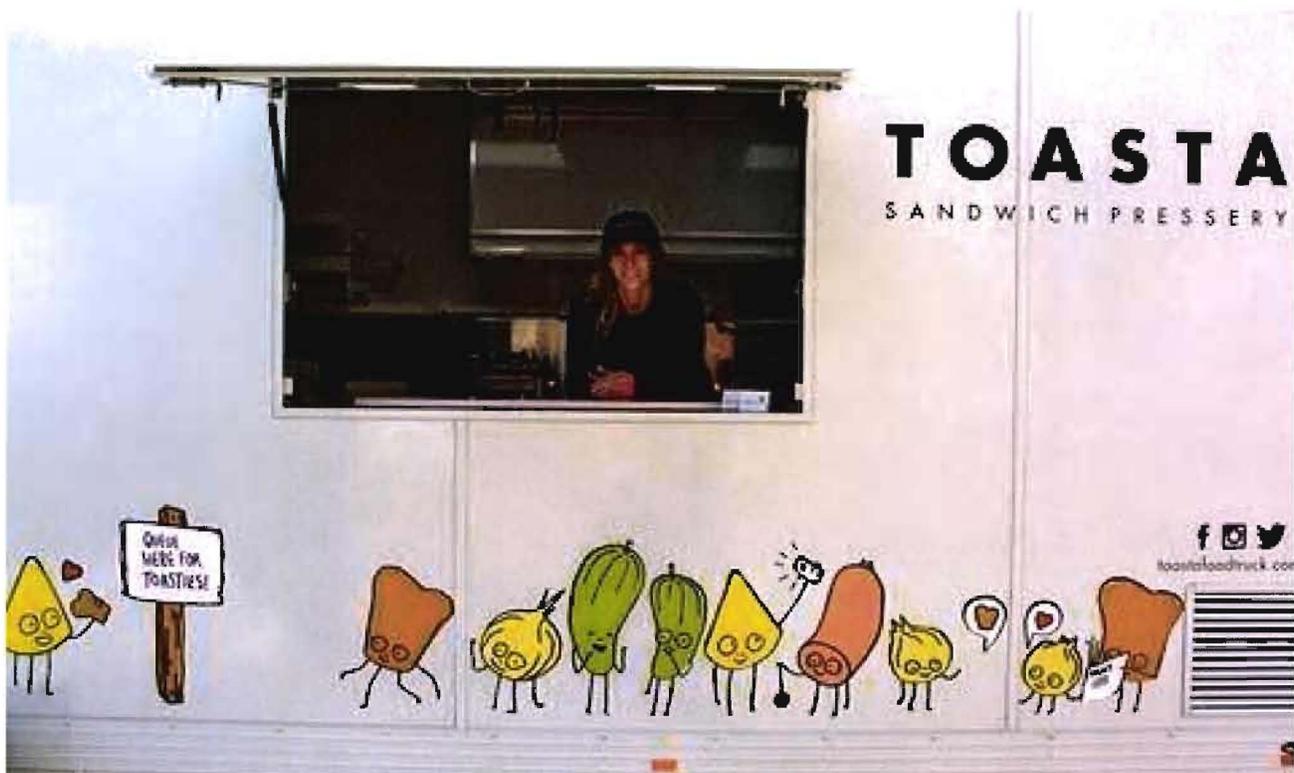
[hor](#)

[all sections](#)

Food & drink [Australia food blog](#)

Food trucks v councils: the battle of the street burger

At first they were welcomed on our streets, but lately the relationship between trucks and councils in Melbourne and Sydney is becoming strained



Melbourne's Toasta food truck Photograph: Supplied/Cara Waters

Cara Waters

Monday 17 November 2014 19.31 EST

Shares
206

Comments
49

Things started off nicely. When food trucks first rolled up in Australia they were welcomed by local councils. The City of [Sydney](#) even went so far as to launch a fleet of especially selected food trucks and produced its own food truck app to help locate them.

But lately the relationship between local government and food trucks has been more strained.



Toasted sandwich from Toasta in Melbourne Photograph: Supplied/Cara Waters

While some councils are still welcoming food trucks, others make it very difficult for them.

Food trucks are banned in Newcastle while the local council drafts a policy, and in Perth a food truck trial is being undertaken which will keep trucks out of the central business district “where established food premises operate”.

Councils are under pressure from more existing food businesses to

circumscribe food trucks' operation.

For Bec Feingold it has been a case of navigating a red tape maze between different councils.

Feingold got into the food truck business six weeks ago with the launch of her toasted sandwich food truck, Toasta, in Melbourne. She was inspired to start up the truck after spotting a gap in the market for “a food that everyone loves around the clock”.

But she has already run into trouble with the Port Phillip council in Melbourne. Council workers shut her truck down after it operated without a permit.

“We were on private property and the people who own the property asked us to be there,” Feingold said. “[The council] says it is unfair to the local businesses, but they are OK if you pay a hefty fee.”



A classic food truck in Austin, Texas. Photograph: Sandy Carson/Guardian

Feingold has paid about \$2,000 to both Maribyrnong and Moreland councils to operate Toasta there. She said both councils have been encouraging but the Maribyrnong council has moved to crack down on the popular Yarraville “food truck jam” at weekends.

Thank you for printing this page from the City of Raleigh's Official Website (www.raleighnc.gov).

Food Trucks

Licensed, motorized vehicles or mobile food units



Mobile food trucks are permitted on private property in the City of Raleigh provided certain standards are met. Proper zoning must be in place, certain development standards must be met, and appropriate permits must be issued.

A food truck is defined as a "licensed, motorized vehicle or mobile food unit which is temporarily stored on a privately-owned lot where food items are sold to the general public". These food trucks are permitted in several zoning districts: Shopping Center, Neighborhood Business, Business, Thoroughfare District, Industrial-1 and Industrial-2. To locate on a property in one of these zoning districts, the property must have a primary use. An example of a primary use would be a building with an active use, or an improved stand-alone parking lot. An unimproved grass or dirt lot is not a primary use.

Text Changes

On December 4, 2012 the Raleigh City Council approved a text change for food truck regulations.

The text change increases the number of trucks allowed on a lot. The change also allows food trucks within the entirety of the Downtown Overlay District. The changes were proposed after a six-month review of existing food truck regulations where no



Type Description

Retail Sales-Food Truck Vendor Permit:

[City of Raleigh Business License \(/business/content/Finance/Articles/BusinessLicenses.html\)](http://www.raleighnc.gov/business/content/Finance/Articles/BusinessLicenses.html)

[Home Occupation Permit \(/business/content/PlanDev/Articles/Zoning/HomeOccupationGuidelines.html\)](http://www.raleighnc.gov/business/content/PlanDev/Articles/Zoning/HomeOccupationGuidelines.html) (No outside employees allowed)

Proof of Food Truck storage location, if using home occupation

Proof of Commercial Business Location

[Wake County Application for Mobile Food Unit \(http://www.wakegov.com/food/healthinspections/facilities/Pages/mobile.aspx\)](http://www.wakegov.com/food/healthinspections/facilities/Pages/mobile.aspx)

Required for Submittal

[N.C. Department of Agriculture Permit \(http://www.ncagr.gov/fooddrug/food/\)](http://www.ncagr.gov/fooddrug/food/), if applicable

[N.C. Sales and Use Certificate \(http://www.dorn.com/downloads/sales.html\)](http://www.dorn.com/downloads/sales.html)

[Copy of vehicle or trailer registration \(http://www.ncdot.gov/dmv/vehicle/title/\)](http://www.ncdot.gov/dmv/vehicle/title/)

Location of approved grease disposal facility

Food Truck Permit for Property Owner (doc (/content/PlanDev/Documents/Zoning/Enforcement/FoodTruckPermitOwner.doc) (pdf (/content/PlanDev/Documents/Zoning/Enforcement/FoodTruckPermitOwner.pdf))

[City of Raleigh Business License \(/business/content/Finance/Articles/BusinessLicenses.html\)](http://www.raleighnc.gov/business/content/Finance/Articles/BusinessLicenses.html)

Plot Plan

Additional requirements for Food Truck Operators

What is prohibited and may result in a violation?

Where do I submit my application?

What are the keys to success?

What fees are involved and when do I pay them?

How long will the process take?

Parks and Recreation Committee Report

December 2014

Event Listing (since last committee meetings)

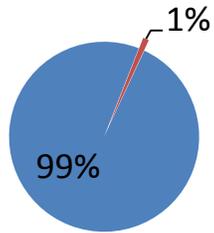
OTP	Day	Date	Event Type	Location
	Mon	Nov 17	Committee Meetings	Smithfield Center
	Tue	Nov 18	Schoolhouse Meeting	Smithfield Center
			Crimeline	Smithfield Center
			Trail Doctors Training Session	Smithfield Center
			Committee Meetings	Smithfield Center
			BHAR	Smithfield Center
	Wed	Nov 19	Diabetes Symposium	Smithfield Center
			Wedding Ceremony	Windsor Castle
	Thu	Nov 20	Women's Club	Smithfield Center
			WFCB-5 th Anniversary Meeting	Smithfield Center
OTP	Sat	Nov 22	Festival of Trees	Smithfield Center
	Sun	Nov 23	Wedding & Reception	Smithfield Center
OTP	Sat	Nov 29	Smithfield Center Open House	Smithfield Center
	Tue	Dec 2	Meeting	Smithfield Center
			WCFB Meeting	Smithfield Center
			Town Council	Smithfield Center
	Wed	Dec 3	Meeting	Smithfield Center
	Fri	Dec 5	Christmas Party	Smithfield Center
	Sat	Dec 6	Christmas Party	Smithfield Center
OTP	Sun	Dec 7	Smithfield Library Puppet Show	Smithfield Center
	Tue	Dec 9	Kiwanis Toy Store	Smithfield Center
			Planning Commission	Smithfield Center
	Wed	Dec 10	Meeting	Smithfield Center
OTP			Land Auction	Smithfield Center
OTP	Thu	Dec 11	Military Band Concert	Smithfield Center
OTP	Fri	Dec 12	Women's Club Tree Lighting	Smithfield Center
OTP			Christmas Evening Market	Main Street
OTP	Sat	Dec 13	Kiwanis Santa Breakfast	Smithfield Center
OTP			Christmas Parade	Town Streets
	Tue	Dec 16	Meeting	Smithfield Center
			Christmas Party	Smithfield Center
			BHAR	Smithfield Center
OTP	Wed	Dec 17	Senior Christmas Party	Smithfield Center
			Smithfield Foods Toy Program	Smithfield Center
	Sat	Dec 20	Wedding Reception	Smithfield Center

Upcoming Events to Note				
OTP	Day	Date	Event Type	Location
OTP	Sat	Jan 17	BOB Fest	Windsor Castle
OTP	Sun	Jan 18	MLK Banquet	Smithfield Center
OTP	Sat	Jan 24	CASA Gala	Smithfield Center

Parks and Recreation Committee Report

December 2014

Councilman Cook's Graph Requests

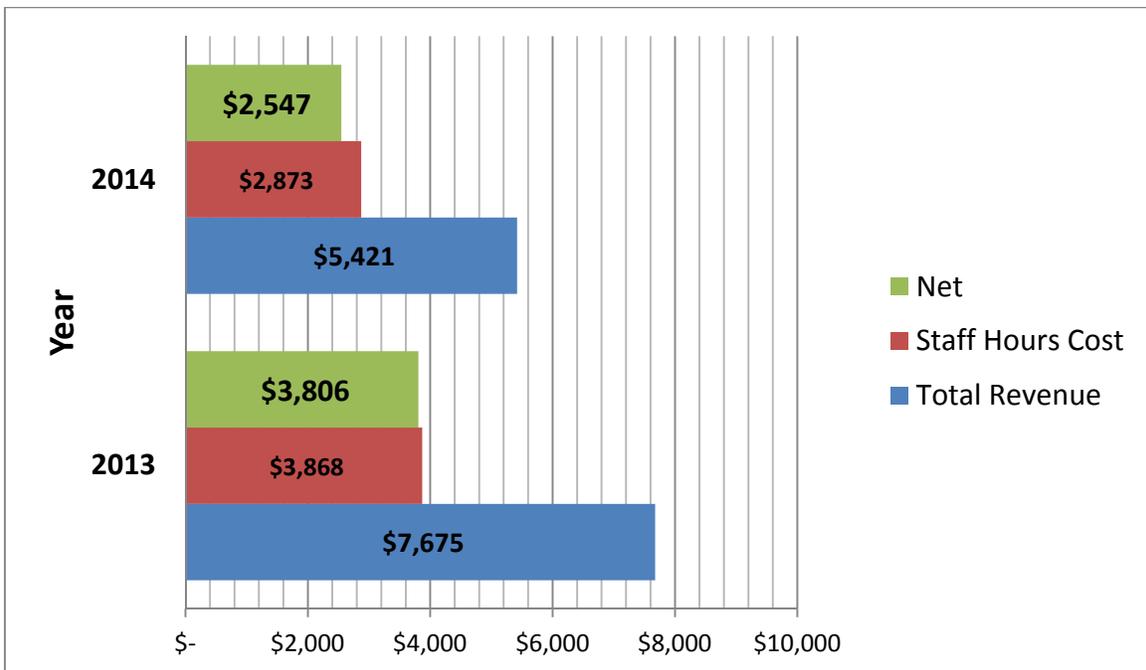


■ Chances Councilman Cook will ask for a colorful graph

■ Chances that he will not

Programming

Kayak Rentals at Windsor Castle Park



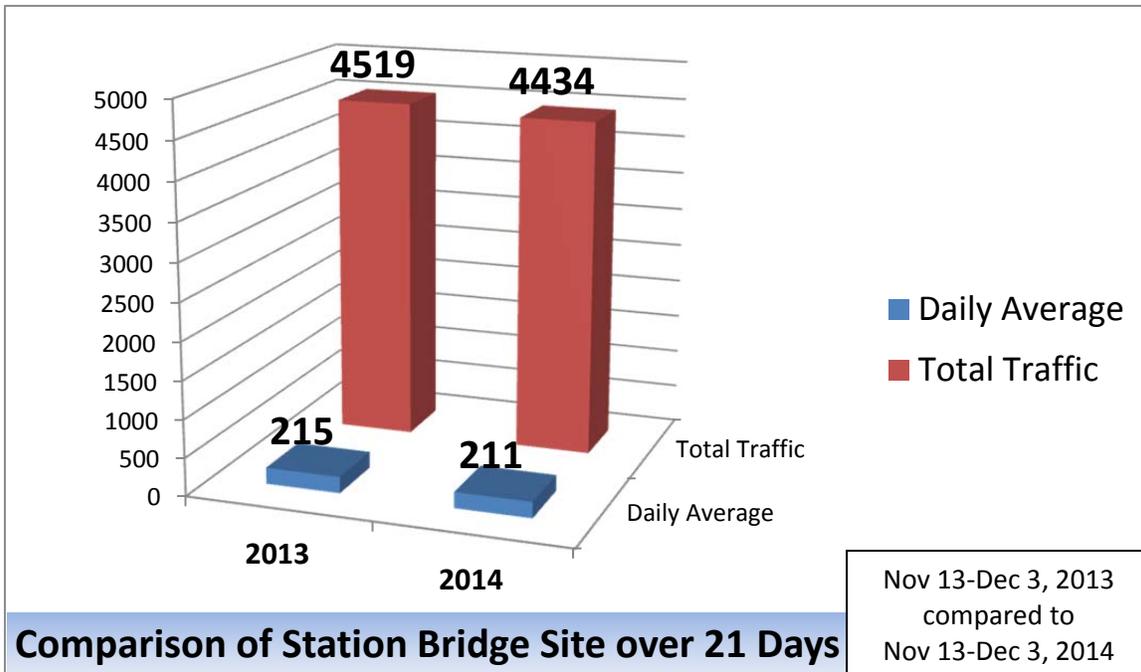
Parks and Recreation Committee Report

December 2014

Eco Counter Data for Windsor Castle Park

Date	Eco Counter Home
Sep 2013-Dec 2013	Station Bridge
Dec 2013-Feb 2014	South Mason
Feb 2014-Jun 2014	Main Parking
Jun 2014-Nov 2014	South Mason
Nov 2014-to date	Station Bridge

Total Traffic for January through December 2014	84,695	
Daily Average	231 visits	
Busiest Day of the Week	Saturday	
Busiest Days for 2014	Saturday, May 24, 2014	78 degrees
	Saturday, February 22, 2014	63 degrees
	Saturday, March 15, 2014	75 degrees





Reservations- Smithfield Center Venues
 Town of Smithfield
 220 North Church Street
 Smithfield VA 23430
 United States
 757-356-9939 / Fax 757-365-4819

Confirmation

Group	Reservation:	2785		
Aisha Wise	Event Name:	Little Zion Pastors Conference		
Little Zion Church	Status:	Confirmed		
9496 Olde Stage Highway	Phone:	757-357-4830		
Smithfield, VA 23430	Fax:	757-365-9305		
	Event Type:	Conference		
Bookings / Details		Quantity	Price	Amount
Monday, March 16, 2015				
2:00 PM - 10:00 PM Little Zion Pastors Conference (Confirmed) MHSu				
Lecture for 300				
Room Charge:		1	600.00	600.00
Less 20% Discount				-120.00
Tuesday, March 17, 2015				
9:00 AM - 3:00 PM Little Zion Pastors Conference (Confirmed) C&D				
Committee for 100				
Room Charge:		1	100.00	100.00
Less 20% Discount				-20.00
9:00 AM - 3:00 PM Little Zion Pastors Conference (Confirmed) MH				
Committee for 100				
Room Charge:		1	400.00	400.00
Less 20% Discount				-80.00
5:00 PM - 11:00 PM Little Zion Pastors Conference (Confirmed) MH				
Lecture for 300				
Room Charge:		1	400.00	400.00
Less 20% Discount				-80.00
				Subtotal
				1,200.00
				Grand Total
				1,200.00

Proposed Policy referencing moving Town Meetings for regular bookings

Committee Date: December 23, 2014

Added to the Smithfield Center Policies and Procedures

section titled Rental Time, Policy Number 6

Town meetings shall not be moved or canceled to accommodate open to the public or private events. Events shall be scheduled in the following order: 1.) town meetings 2.) annual events 3.) new bookings.

*Proposed Civic Group Discount Prices for
Events held at the Smithfield Center Venues*

In order to fulfill the Smithfield Center’s mission of serving the people of Isle of Wight, this proposal provides a way for local civic groups to host fundraising events at the Smithfield Center for a low cost in order to maximize the benefit they provide to our citizens. This proposal is for Town of Smithfield based civic groups that serve the citizens of our county. This does not include non-profit groups.

Day of Week	Resident Rate	Civic Group OTP Annual Event	
Weekend- Fri, Sat, Sun	\$ 1400	75% Off	\$ 350
Weekday- Mon, Tue, Wed, Thu	\$ 600	75% Off	\$ 150

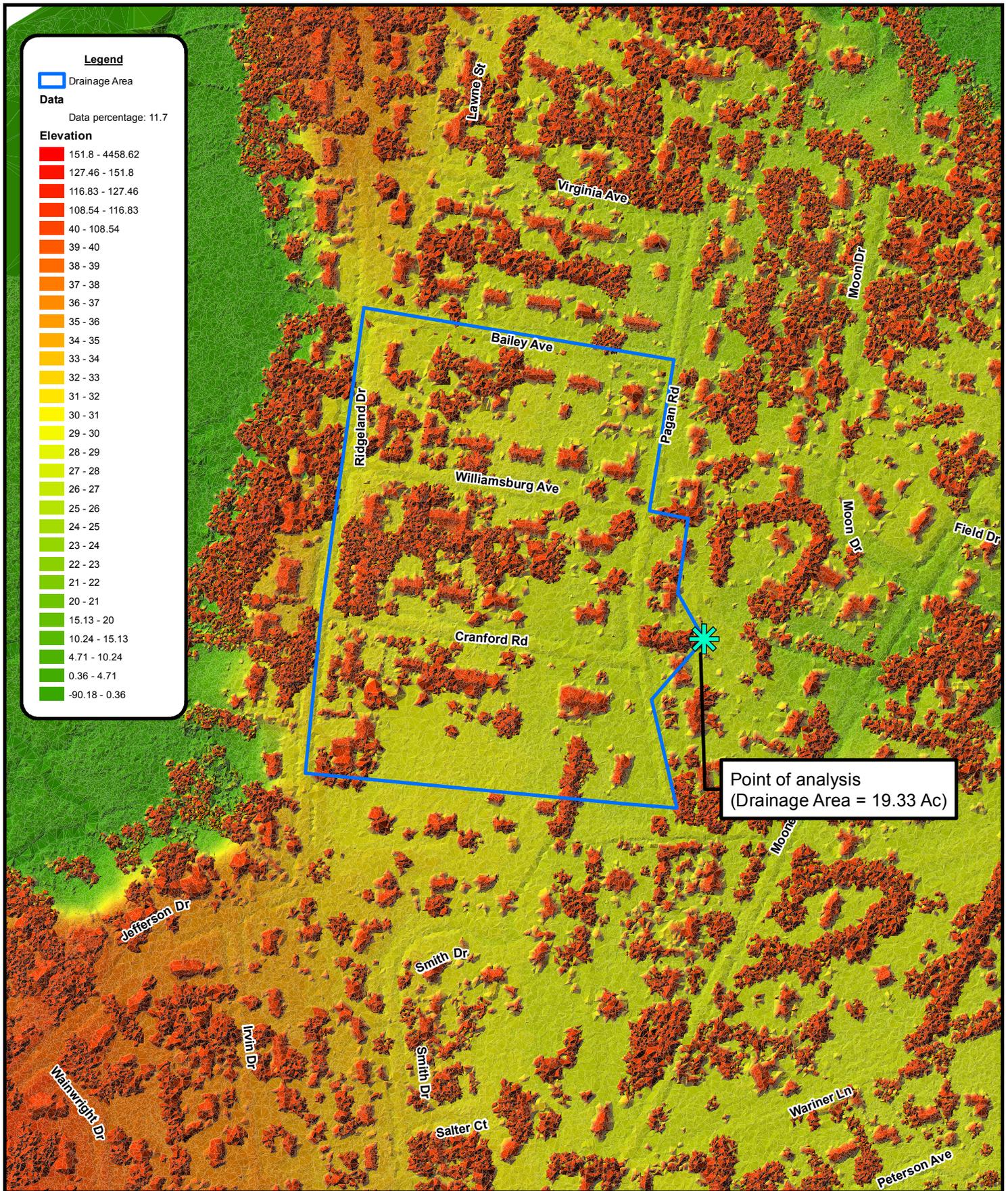
1. This discount can only be applied to one *open to the public* event per year.
2. The rental price would include 12 hours of time (regular rental includes 8 hours). The hours may be used on the day of the event or the day before. Any additional hours will be billed at \$25 per hour (regular added hour is \$50 per hour).
3. The group would have use of the full kitchen and not be subject to the tiered kitchen program. This means the group may select a caterer of their choice or caterer themselves without paying per person fees.



Pagan Pine Drainage Study

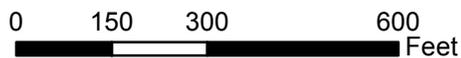
Smithfield, Virginia





Pagan Pine Drainage Study

Smithfield, Virginia





Source: Esri, DigitalGlobe, GeoEye, i-cubed, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS-User Community

Culvert Report

Hydraflow Express Extension for AutoCAD® Civil 3D® 2013 by Autodesk, Inc.

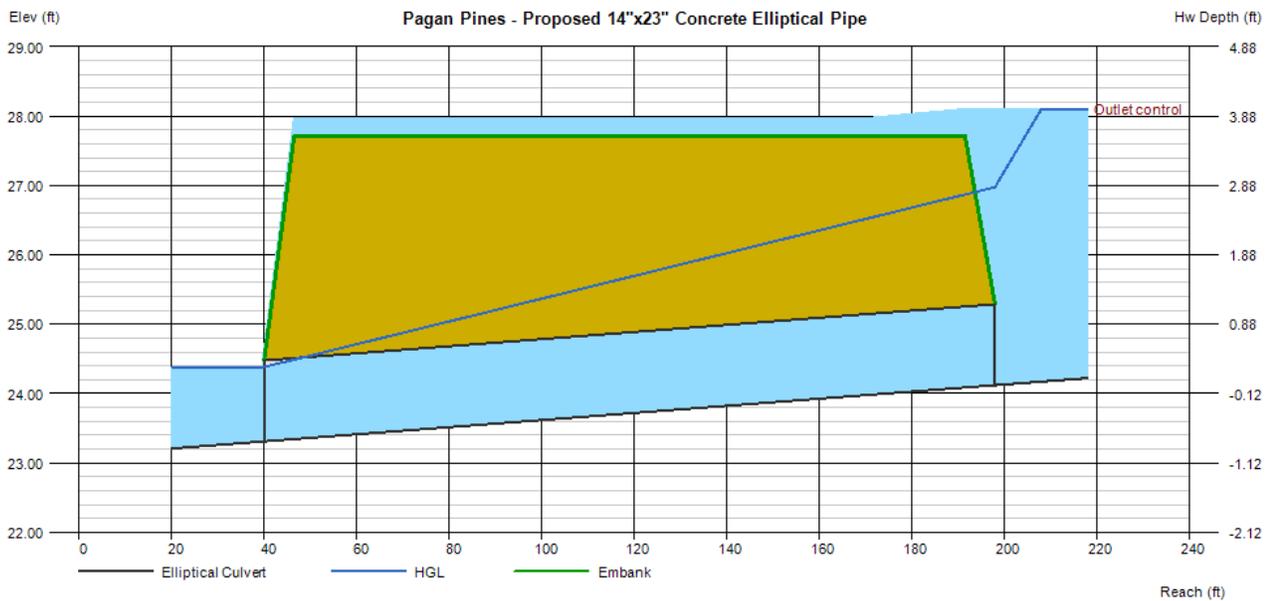
Pagan Pines - Proposed 14"x23" Concrete Elliptical Pipe

Invert Elev Dn (ft)	= 23.31
Pipe Length (ft)	= 158.00
Slope (%)	= 0.51
Invert Elev Up (ft)	= 24.12
Rise (in)	= 14.0
Shape	= Elliptical
Span (in)	= 23.0
No. Barrels	= 1
n-Value	= 0.013
Culvert Type	= Horizontal Ellipse Concrete
Culvert Entrance	= Groove end w/headwll (H)
Coeff. K,M,c,Y,k	= 0.0018, 2.5, 0.0292, 0.74, 0.2

Embankment	
Top Elevation (ft)	= 27.72
Top Width (ft)	= 145.00
Crest Width (ft)	= 15.00

Calculations	
Qmin (cfs)	= 24.40
Qmax (cfs)	= 24.40
Tailwater Elev (ft)	= (dc+D)/2

Highlighted	
Qtotal (cfs)	= 24.40
Qpipe (cfs)	= 13.62
Qovertop (cfs)	= 10.78
Veloc Dn (ft/s)	= 7.87
Veloc Up (ft/s)	= 7.76
HGL Dn (ft)	= 24.38
HGL Up (ft)	= 26.98
Hw Elev (ft)	= 28.10
Hw/D (ft)	= 3.41
Flow Regime	= Outlet Control



This document, together with the concepts and designs presented herein, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.



MATCHLINE (SEE SHEET C-100)

No.	REVISIONS	BY	DATE

Kimley»Horn
 11815 FOUNTAIN WAY, SUITE 300, NEWPORT NEWS, VA
 PHONE: 757-213-8600
 WWW.KIMLEY-HORN.COM

KHA PROJECT	DATE
SCALE AS SHOWN	DESIGNED BY CMW
DRAWN BY CMW	CHECKED BY CED

SHEET NUMBER

Pagan Pines Drainage Study - Peak Flow Calculations

Recurrence Interval = 10 Year Storm

Location = Smithfield, Virginia

$$Q_{\text{peak}} = C * i * A$$

Intensity Calculations (i)

Time of Concentration

Overland Flow Tc		
L =	200	ft (200' max)
S =	0.005	ft/ft
C =	0.25	
Tc =	22.8	mins
V =	0.15	ft/s

Shallow Concentrated		
L =	1250	ft
S =	0.005	ft/ft
V =	3.6	ft/s - From Chart
Tc =	5.8	mins

$\Sigma Tc =$	28.6	mins
---------------	------	------

Intensity (in/hr) from IDF atlas-14

Intensity @ Tc 28.6 mins =	3.78 in/hr
----------------------------	------------

Drainage Area Calculations (A)

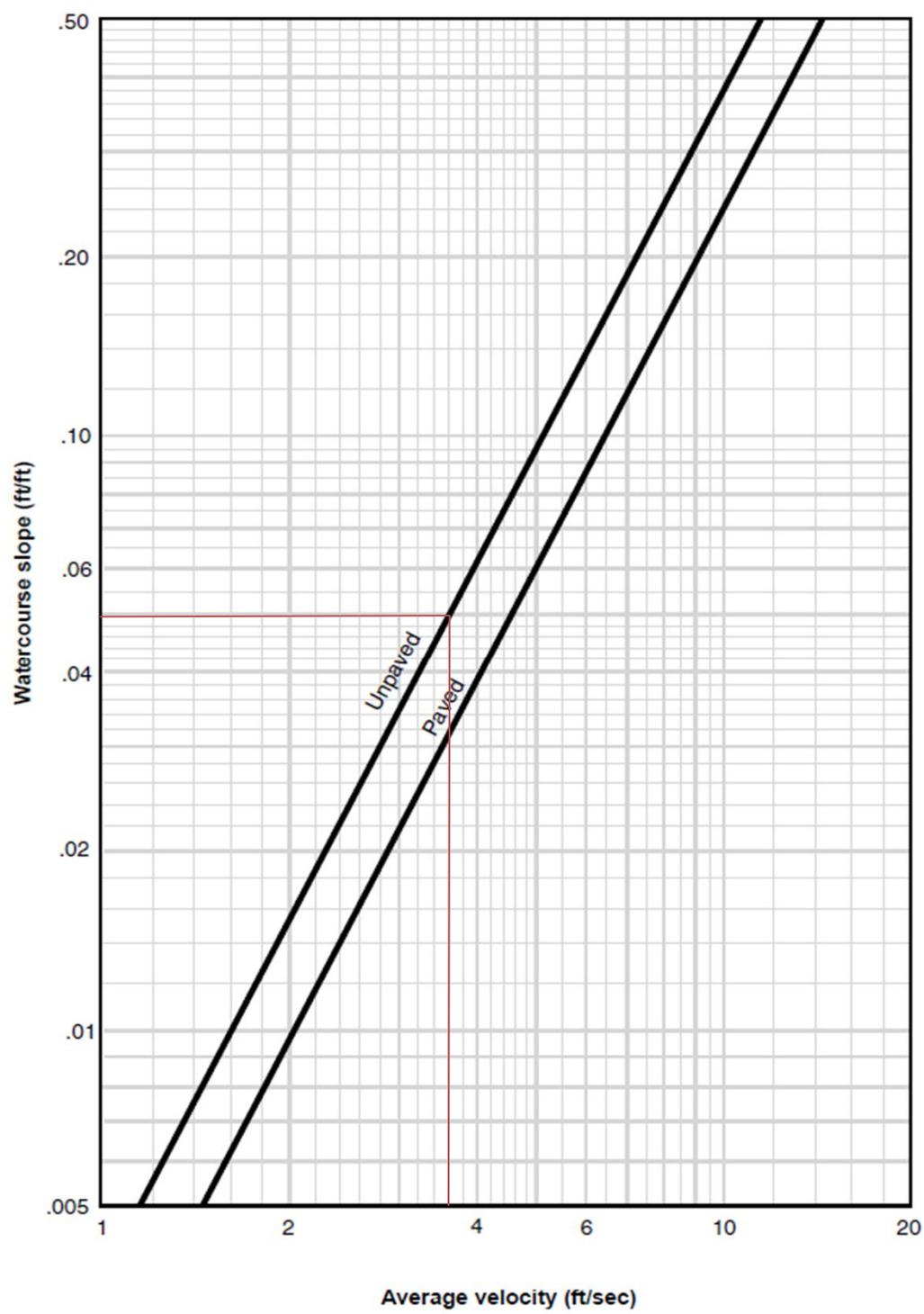
Area =	19.33 Acres
--------	-------------

Weighted C value Calculations

Surface Type	Area	C	Weighted C
House	2.2	0.95	0.11
Road	1.87	0.85	0.08
Driveway	0.75	0.8	0.03
Grass/Open	14.51	0.15	0.11
C_{weighted}			0.33

Inserting calculated variables into $Q_{\text{peak}} = C * i * A$

$Q_{\text{peak}} =$	24.4	ft ³ /s
---------------------	------	--------------------



Culvert Report

Hydraflow Express Extension for AutoCAD® Civil 3D® 2013 by Autodesk, Inc.

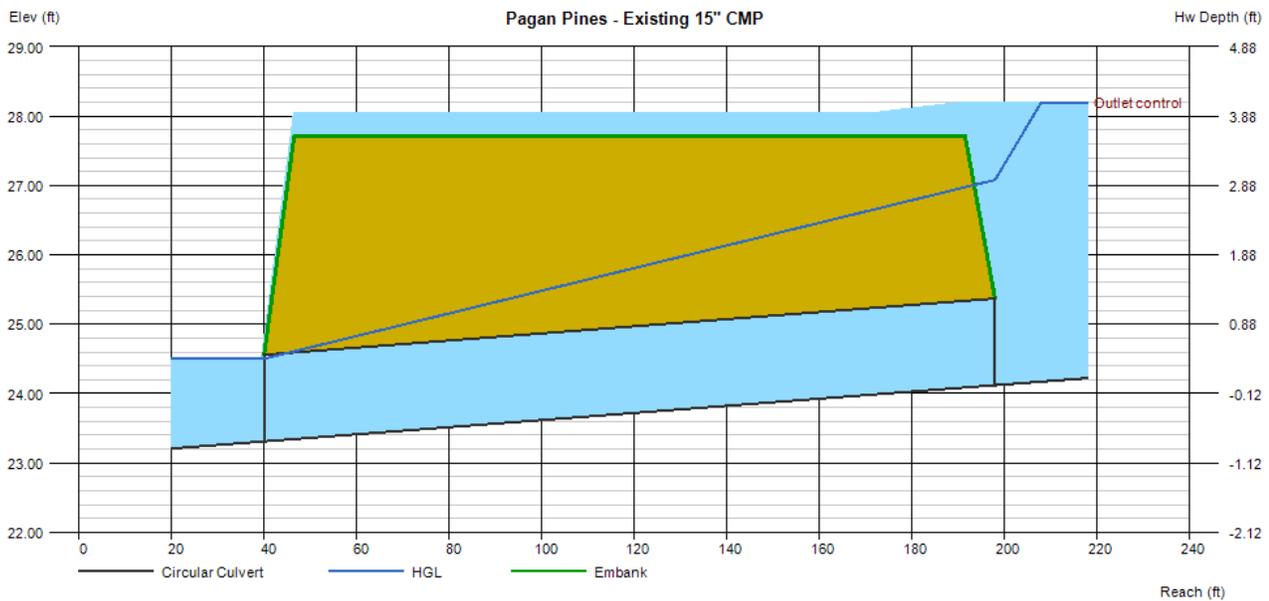
Pagan Pines - Existing 15" CMP

Invert Elev Dn (ft) = 23.31
Pipe Length (ft) = 158.00
Slope (%) = 0.51
Invert Elev Up (ft) = 24.12
Rise (in) = 15.0
Shape = Circular
Span (in) = 15.0
No. Barrels = 1
n-Value = 0.013
Culvert Type = Circular Corrugate Metal Pipe
Culvert Entrance = Headwall
Coeff. K,M,c,Y,k = 0.0078, 2, 0.0379, 0.69, 0.5

Embankment
Top Elevation (ft) = 27.72
Top Width (ft) = 145.00
Crest Width (ft) = 15.00

Calculations
Qmin (cfs) = 24.40
Qmax (cfs) = 24.40
Tailwater Elev (ft) = (dc+D)/2

Highlighted
Qtotal (cfs) = 24.40
Qpipe (cfs) = 8.49
Qovertop (cfs) = 15.91
Veloc Dn (ft/s) = 7.03
Veloc Up (ft/s) = 6.92
HGL Dn (ft) = 24.50
HGL Up (ft) = 27.08
Hw Elev (ft) = 28.20
Hw/D (ft) = 3.26
Flow Regime = Outlet Control



Culvert Report

Hydraflow Express Extension for AutoCAD® Civil 3D® 2013 by Autodesk, Inc.

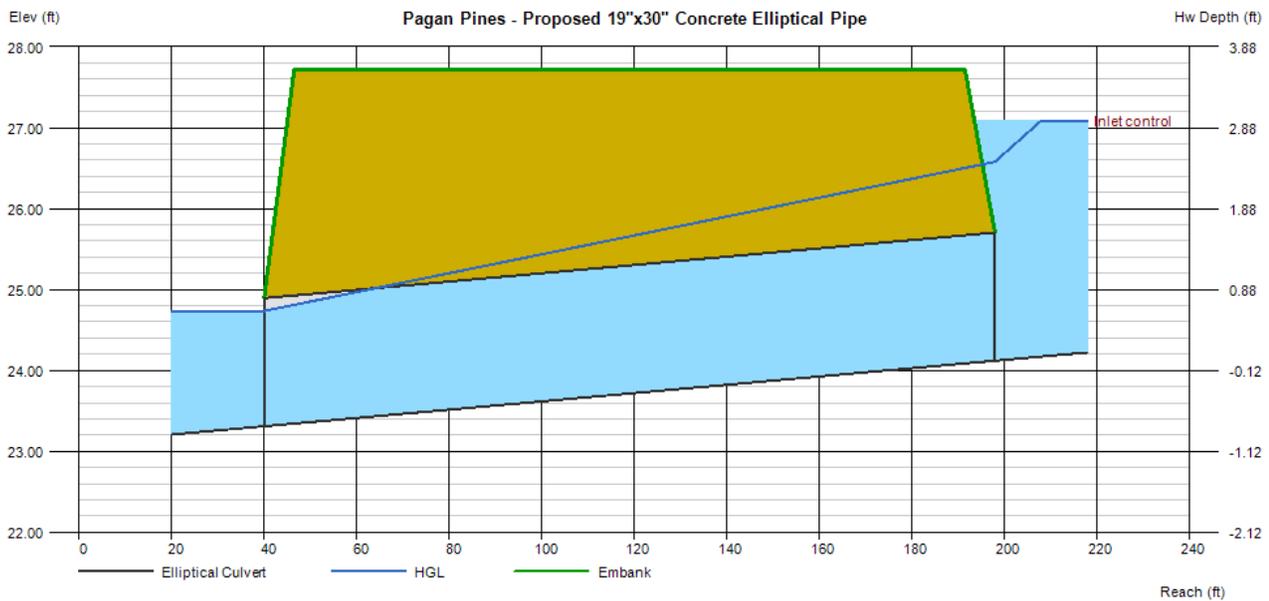
Pagan Pines - Proposed 19"x30" Concrete Elliptical Pipe

Invert Elev Dn (ft)	= 23.31
Pipe Length (ft)	= 158.00
Slope (%)	= 0.51
Invert Elev Up (ft)	= 24.12
Rise (in)	= 19.0
Shape	= Elliptical
Span (in)	= 30.0
No. Barrels	= 1
n-Value	= 0.013
Culvert Type	= Horizontal Ellipse Concrete
Culvert Entrance	= Groove end w/headwll (H)
Coeff. K,M,c,Y,k	= 0.0018, 2.5, 0.0292, 0.74, 0.2

Embankment	
Top Elevation (ft)	= 27.72
Top Width (ft)	= 145.00
Crest Width (ft)	= 15.00

Calculations	
Qmin (cfs)	= 24.40
Qmax (cfs)	= 24.40
Tailwater Elev (ft)	= (dc+D)/2

Highlighted	
Qtotal (cfs)	= 24.40
Qpipe (cfs)	= 24.40
Qovertop (cfs)	= 0.00
Veloc Dn (ft/s)	= 8.18
Veloc Up (ft/s)	= 7.85
HGL Dn (ft)	= 24.74
HGL Up (ft)	= 26.58
Hw Elev (ft)	= 27.09
Hw/D (ft)	= 1.87
Flow Regime	= Inlet Control



Cost Estimate				
CMP	Quantity	Unit	Unit Price	Total
Pipe	155	LF	\$ 39.50	\$ 6,123
Headwall	2	EA	\$ 2,575.00	\$ 5,150
			Total	\$ 11,273
Concrete				
Pipe	155	LF	\$ 57.50	\$ 8,913
Headwall	2	EA	\$ 2,575.00	\$ 5,150
			Total	\$ 14,063
HDPE (24" Dia)				
Pipe	155	LF	\$ 22.50	\$ 3,488
Headwall	2	EA	\$ 2,575.00	\$ 5,150
			Total	\$ 8,638

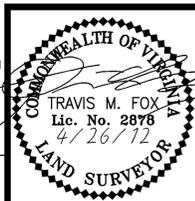
Town of Smithfield – RO WTP Update

1. The tests for toxicity levels in the WTP concentrate discharge have been conducted and we have received a "currently acceptable" number to move to the next step. The toxicity levels are able to be treated with a mixing zone at the discharge point in the stream.
2. The next step to move forward is to find an effective way to reduce the phosphate levels in the concentrate stream going to the outfall in order to meet the Chesapeake Bay restrictions on phosphorous loading. This may require that phosphate in the concentrate be reduced to 0.1 ppm. Two treatment processes must be confirmed, the first being reduction of the phosphate in the scale inhibitor to a form which will combine with aluminum and precipitate the second being confirming that alum addition, mixing, and gravity settling will remove the phosphate to the level required.
3. This would include some level of detail regarding methods and length for testing/verification. We have requested an estimate of the share of work/cost that Avista can commit to providing since part of the phosphorus is coming from the scale inhibitor they provide.
4. Upon approval to continue moving forward by the Town, Kimley-Horn will provide a proposal to perform bench testing at the WTP for the removal of phosphorus to acceptable discharge levels. The bench scale testing will provide us information on the effectiveness of the phosphorus removal using alternative treatment techniques and will serve as the basis of design for modifications of the plant.

MATCHLINE SHEET SP2-00



Landscape Architecture
Land Surveying
Civil Engineering
wplsla.com 757.431.1041
242 HUNTING TRAIL, STE. 8, VIRGINIA BEACH, VA 23462



Project: **SITE PLAN**
SMITHFIELD FOODS PARKING
SMITHFIELD, VIRGINIA
Drawing Title: **SURVEY**

mark	date	description

date: 12-06-13
file: SP2-00 SURVEY.DWG
team: JLK, MBR
proj.man.: MPF
principal: WDA
f.b./pg.: SEE SP2-00

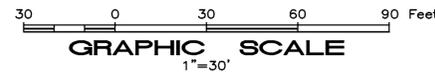
proj. no. 212-0452

sheet 04 of 20

drawing no.
SP2-01

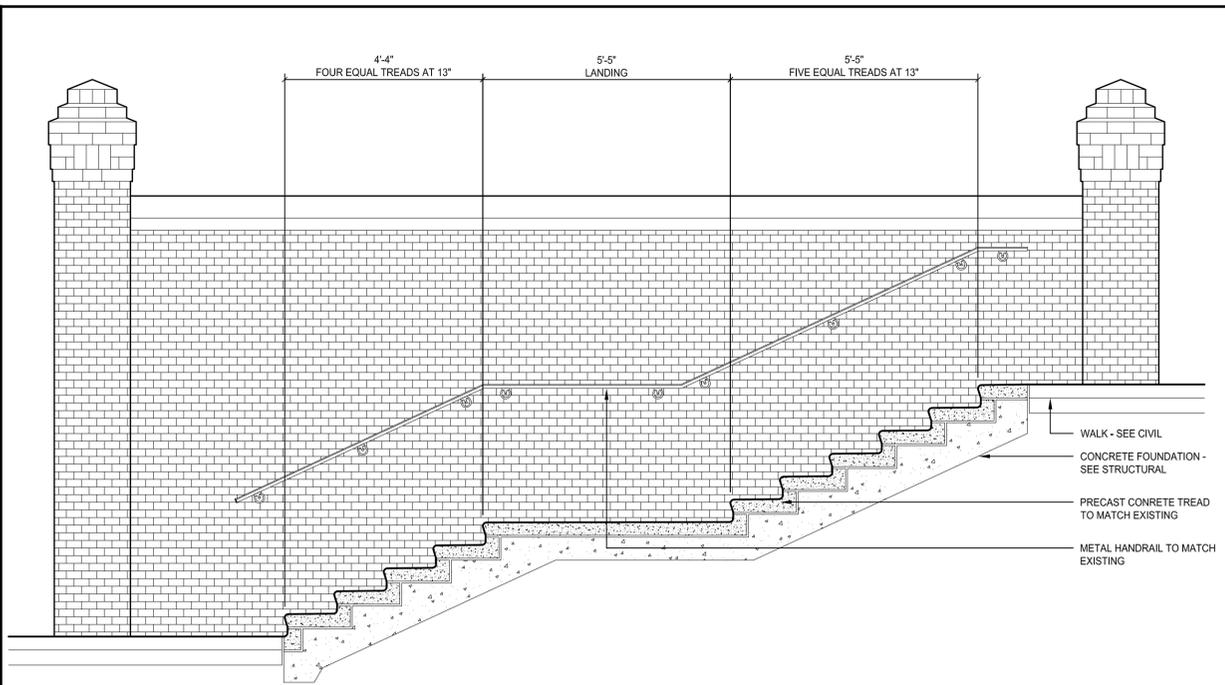
JOB# 212-0452
PROJECT: SMITHFIELD FOODS
DATE(S) OF FIELD SURVEY: NOVEMBER 19, 2012, MARCH 7, 2013
FIELD BOOK/PAGE(S): 1001/73, 1005/51, 1011/18-20, 25

- ELEVATIONS SHOWN HEREON ARE EXPRESSED IN FEET AND BASED UPON NAVD 88, TOWN OF SMITHFIELD VERTICAL CONTROL NETWORK UTILIZING STATION "MONUMENT E" (ELEVATION=34.6)(GPS DERIVED)
- THE MERIDIAN SOURCE OF THIS PLAN IS BASED ON THE VIRGINIA STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, NAD 1983.
- CONTOUR INTERVAL EQUALS 1.0-FT.
- THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY NOT SHOW ANY/ALL EASEMENTS OR RESTRICTIONS THAT MAY AFFECT SAID PROPERTY AS SHOWN. THIS SURVEY IS NOT INTENDED TO REPRESENT A SUBDIVISION OF LAND.
- THIS SURVEY IS NOT INTENDED TO DEPICT ANY UNDERGROUND UTILITIES, WETLANDS, HAZARDOUS WASTE, AND ENVIRONMENTAL FEATURES THAT MAY AFFECT THE SUBJECT PROPERTY EXCEPT AS SHOWN.
- THE UNDERGROUND UTILITIES SHOWN, IF ANY, HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND EXISTING DRAWINGS. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED, ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM THE INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.
- THIS TOPOGRAPHIC SURVEY WAS COMPLETED UNDER THE DIRECT AND RESPONSIBLE CHARGE OF TRAVIS M. FOX FROM A GROUND SURVEY MADE UNDER MY SUPERVISION; THE ORIGINAL DATA WAS OBTAINED ON NOVEMBER 19, 2012 AND MARCH 7, 2013 AND THIS PLAT, MAP, OR DIGITAL GEOSPATIAL DATA INCLUDING METADATA MEETS MINIMUM ACCURACY STANDARDS UNLESS OTHERWISE NOTED.
- THE PROPERTY SHOWN HEREON APPEARS TO FALL WITHIN FLOOD ZONE(S) X (UNSHADED) (AREAS DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN), X (SHADED) (AREAS OF 0.2% ANNUAL CHANCE FLOOD; AREAS OF 1% ANNUAL CHANCE FLOOD WITH AVERAGE DEPTHS LESS THAN 1 FOOT OR WITH DRAINAGE AREAS LESS THAN 1 SQUARE MILE; AND AREAS PROTECTED BY LEVEES FROM 1% ANNUAL CHANCE FLOOD) AND AE (EL8.5) (BASE FLOOD ELEVATIONS DETERMINED) AS SHOWN ON F.E.M.A.'S FLOOD INSURANCE RATE MAP (F.I.R.M.) FOR ISLE OF WIGHT COUNTY (AND INCORPORATED AREAS), VIRGINIA, COMMUNITY PANEL No. 510303 & 510081 0135 D, DATED SEPTEMBER 4, 2002.

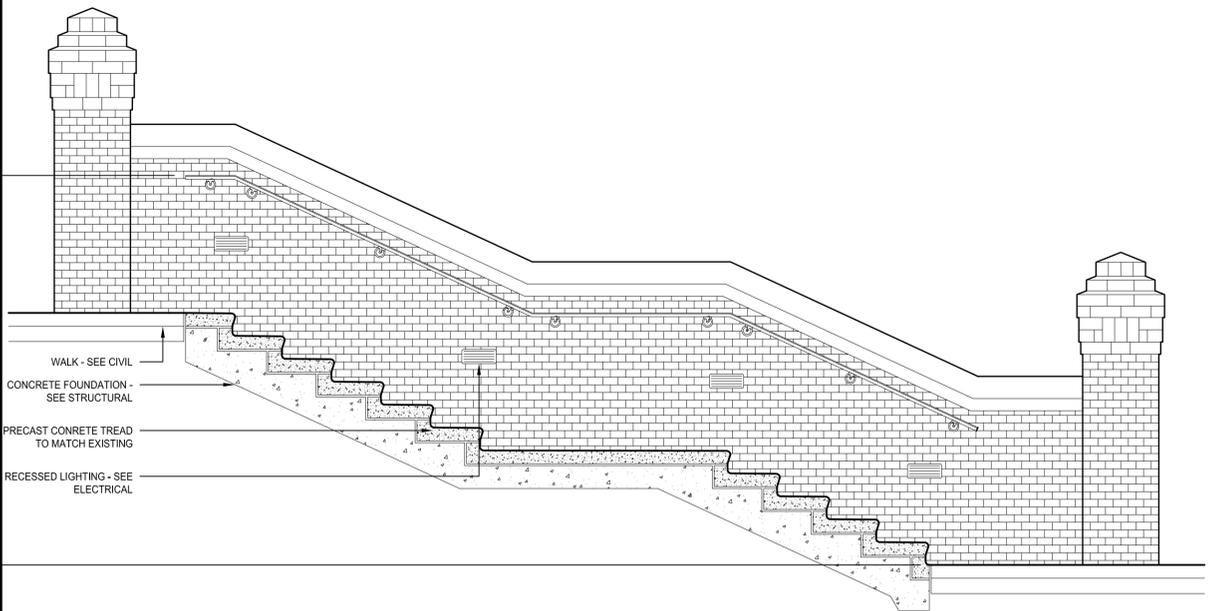


SURVEYOR'S CERTIFICATION

THIS TOPOGRAPHIC SURVEY WAS COMPLETED UNDER THE DIRECT AND RESPONSIBLE CHARGE OF TRAVIS M. FOX FROM A GROUND SURVEY MADE UNDER MY SUPERVISION; THE ORIGINAL DATA WAS OBTAINED ON APRIL 13-17 2012; AND THIS PLAT, MAP, OR DIGITAL GEOSPATIAL DATA INCLUDING METADATA MEETS MINIMUM ACCURACY STANDARDS UNLESS OTHERWISE NOTED.



1 STAIR SECTION
A101 1/2" = 1'-0" - SEE STAIR SECTION BELOW FOR OPPOSITE VIEW



2 STAIR SECTION
A101 1/2" = 1'-0"



3 SOUTH ARCHITECTURE SITE PLAN
A102 1" = 20'-0"

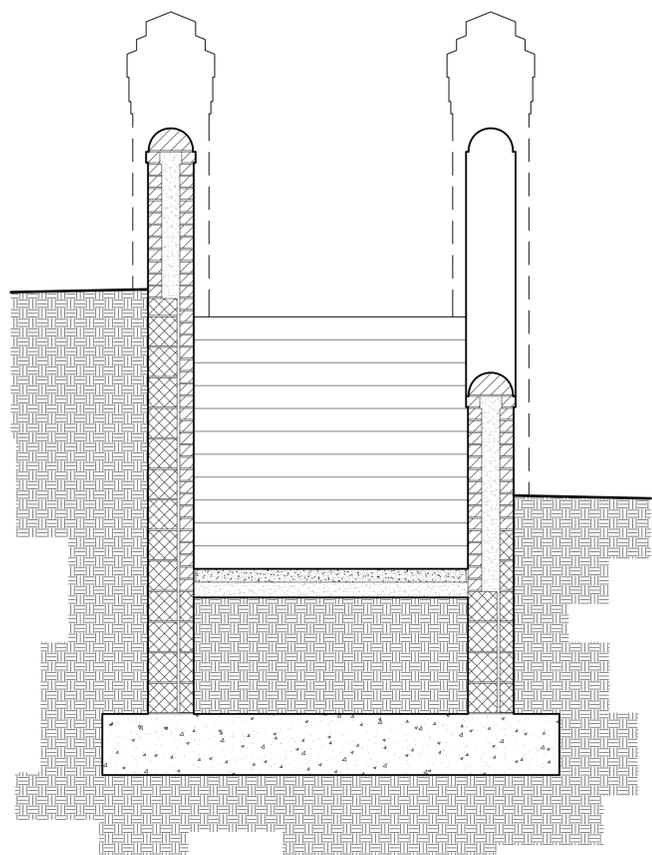
WPA
 WORK PROGRAM ARCHITECTS
 208 East Plume Street
 Monticello Arcade, Suite 2
 Norfolk, Virginia 23510
 wparch.com 757.227.5310

REVIEW SET
 NOT FOR CONSTRUCTION

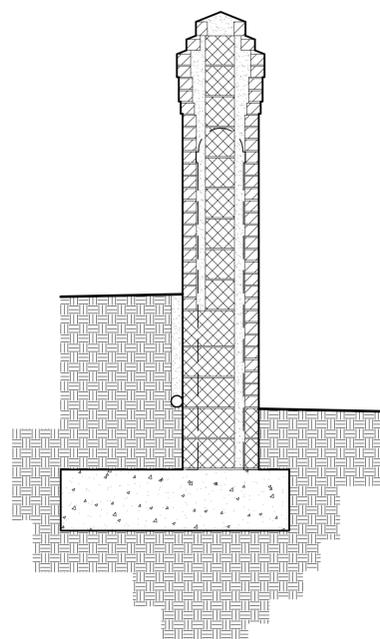
SMITHFIELD PARKING
 111 NORTH CHURCH STREET
 SMITHFIELD VA 23430

Project # 1227
 Date 06 DECEMBER, 2013

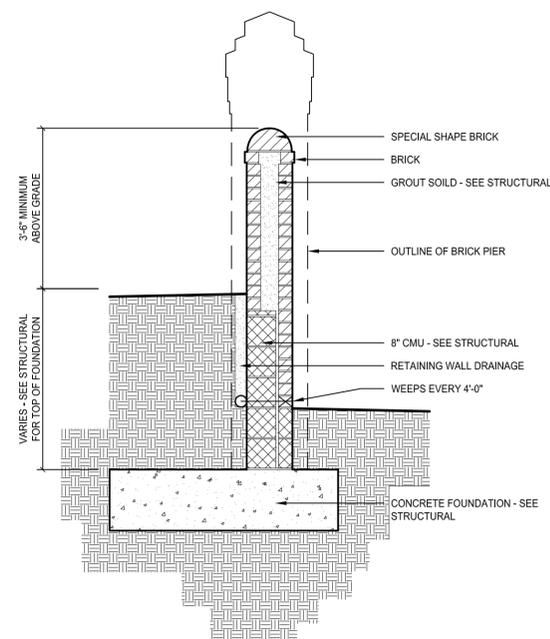
ARCHITECTURE
 SITE PLAN
A102



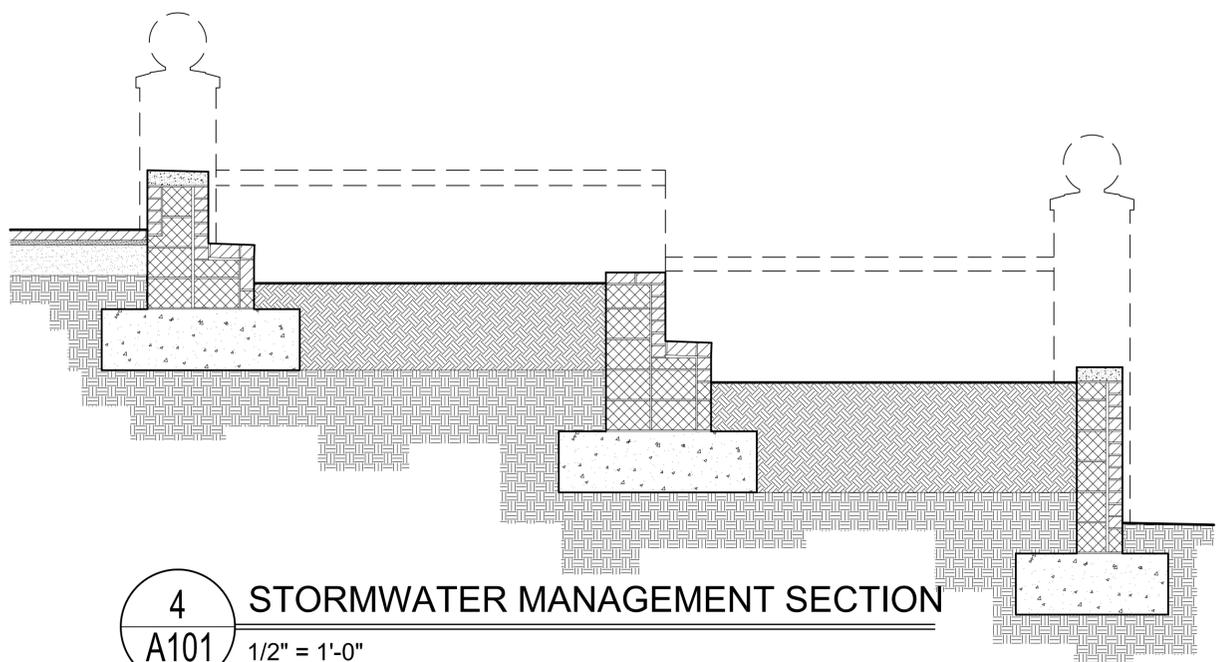
1 STAIR SECTION
A101 1/2" = 1'-0"



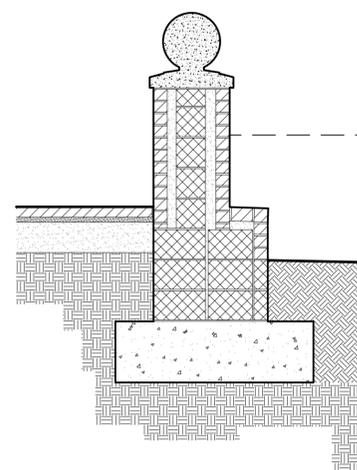
2 TYPICAL RETAINING WALL PIER SECTION
A102 1/2" = 1'-0"



3 TYPICAL RETAINING WALL SECTION
A102 1/2" = 1'-0"



4 STORMWATER MANAGEMENT SECTION
A101 1/2" = 1'-0"



5 BRICK PIER SECTION
A101 1/2" = 1'-0"

LEGEND AND ABBREVIATIONS

SITE LIGHTING FIXTURES

BRANCH CIRCUIT OR FEEDER WIRING IN CONDUIT. NO TICK MARKS INDICATE 2 #12 CONDUCTORS & 1 #12 GND. IN 1/2" CONDUIT UON. TICK MARKS, WHEN SHOWN, INDICATE NUMBER OF #12 CONDUCTORS IF OTHER THAN THREE; (-) INDICATES GROUND. CONDUIT LARGER THAN 1/2" & WIRE LARGER THAN #12 SHALL BE AS INDICATED.

HOMERUNS TO PANEL. PANEL & CIRCUIT DESIGNATIONS AS INDICATED.

INDICATES A CONDUIT RUN CONCEALED.

DEMOLITION KEYNOTE DESIGNATION

NEW WORK KEYNOTE DESIGNATION

LIGHT FIXTURE DESIGNATION

LIGHTING STATISTIC DESIGNATION

REFER TO OTHER DISCIPLINES FOR ADDITIONAL ABBREVIATIONS.

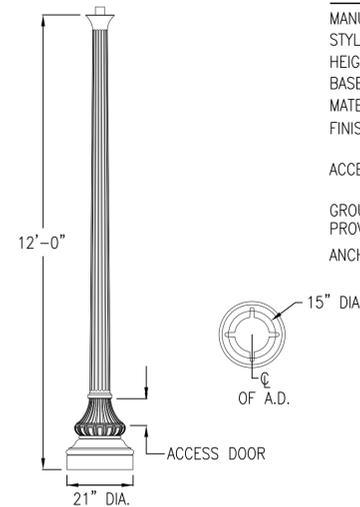
A	AMPERE	KCMIL	THOUSAND CIRCULAR MILS
ABV	ABOVE	KVA	KILOVOLT AMPERE
AF	AMPERE FRAME	LTG	LIGHTING
AFF	ABOVE FINISHED FLOOR	MT	MOUNT
AT	AMPERE TRIP	MTD	MOUNTED
AWG	AMERICAN WIRE GAUGE	MTG HT	MOUNTING HEIGHT
BLDG	BUILDING	NEU	NEUTRAL
BKR	BREAKER	P	POLE
C	CONDUIT	PH, Ø	PHASE
CB	CIRCUIT BREAKER	REQ'D	REQUIRED
CKT	CIRCUIT	UON	UNLESS OTHERWISE NOTED
DWG	DRAWING	V	VOLTS
EC	EMPTY CONDUIT	VAC	VOLTS ALTERNATING CURRENT
EMT	ELECTRICAL METALLIC TUBING	W	WIRE
EQUIP	EQUIPMENT	WP	INDICATES WEATHERPROOF EQUIPMENT
EXIST	EXISTING	XFMR	TRANSFORMER
FLA	FULL LOAD AMPS		
FLUOR	FLUORESCENT		
GND	GROUND		
HID	HIGH INTENSITY DISCHARGE		
HP	HORSEPOWER		
KAIC	THOUSAND AMP INTERRUPTING CAPACITY, RMS SYMMETRICAL		

△ LIGHT FIXTURE SCHEDULE

TYPE	SYMBOL	MANUFACTURER	CATALOG NUMBER	LAMPS	VOLTS	MOUNTING	NOTES
A		SPRING CITY	ILMWSH-HP150-QV8-PS11	(1) 150W HPS	208	12'-0" POLE	1,2,4
B		SPRING CITY	ILMWSH-MH150-QV8-PS11	(1) 150W MH	208	12'-0" POLE	2,3,4
C		HADCO	DB30-A-A0-12L-E	(1) 12.5W LED	208	31-3/4" POLE	
D		GARDCO	940-U-13TRF-LV-120-BLP	(1) 13W CF	208	RECESSED	

NOTES:

1. PROVIDE WITH REFRACTIVE POLYCARBONATE GLOBE TO EXACTLY MATCH EXISTING LIGHT FIXTURES ON SITE. SEE DETAIL THIS SHEET.
2. SEE LIGHTING POST DETAIL THIS SHEET.
3. PROVIDE WITH 118 GLOBE WITH FINIAL, TARBORO STUNTS AND RING. SEE DETAIL THIS SHEET.
4. PROVIDE FIXTURE WITH FINISH TO EXACTLY MATCH EXISTING LIGHT FIXTURES ON SITE.

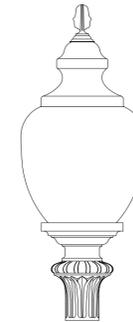


LIGHTING POST DETAIL

NOT TO SCALE

LIGHTING POST SPECIFICATIONS

MANUFACTURER: SPRING CITY
 STYLE: WASHINGTON WITH VILLA TOP
 HEIGHT: 12'-0"
 BASE: 21" DIAMETER
 MATERIAL: (1) 1 PIECE, CASE IRON PER A.S.T.M. A48-83 CLASS 30
 FINISH: PRIME PAINT THEN FINISH SHERWIN WILLIAMS ACROLON - PLEASE ADVISE COLOR
 ACCESS DOOR: LOCATED IN BASE SECURED WITH TAMPER PROOF HEX SOCKET SECURITY MACHINE SCREWS
 GROUND STUD PROVISIONS: DRILL AND TAP INSIDE WALL OF BASE OPPOSITE ACCESS DOOR TO ACCOMMODATE A 1/4"-20 GROUND STUD (STUD SUPPLIED BY OTHERS)
 ANCHOR BOLTS: (4) 3/4" DIA. X 24" LONG + 3" HOOK (FULLY GALVANIZED WITH 1 GALVANIZED NUT AND 1 GALVANIZED WASHER PER BOLT)

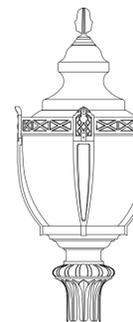


TYPE A LIGHTING FIXTURE DETAIL

NOT TO SCALE

LUMINAIRE SPECIFICATIONS

STYLE: WASHINGTON CASING - 118 GLOBE WITH FINIAL
 HEIGHT: 42-3/8"
 WIDTH: 16-1/2"
 MATERIAL: CAST IRON PER A.S.T.M. A48-83 CLASS 30
 GLOBE: STIPPED POLYCARBONATE
 FINISH: DARK BRONZE TO MATCH EXISTING
 LAMP: 150WATT HIGH PRESSURE SODIUM
 VOLTAGE: 208V



TYPE B LIGHTING FIXTURE DETAIL

NOT TO SCALE

LUMINAIRE SPECIFICATIONS

STYLE: WASHINGTON CASING - 118 GLOBE WITH FINIAL TARBORO STRUTS AND RING
 HEIGHT: 42-3/8"
 WIDTH: 18-3/8"
 MATERIAL: CAST IRON PER A.S.T.M. A48-83 CLASS 30
 GLOBE: STIPPED POLYCARBONATE
 FINISH: DARK BRONZE TO MATCH EXISTING
 LAMP: 150WATT METAL HALIDE
 VOLTAGE: 208V

208 East Plume Street
 Monticello Arcade, Suite 2
 Norfolk, Virginia 23510
WPA
 WORK PROGRAM ARCHITECTS
 wparch.com 757.227.5310

PROGRESS
 SUBMITTAL
 12/09/2013

SMITHFIELD PARKING
 111 NORTH CHURCH STREET
 SMITHFIELD VA 23430

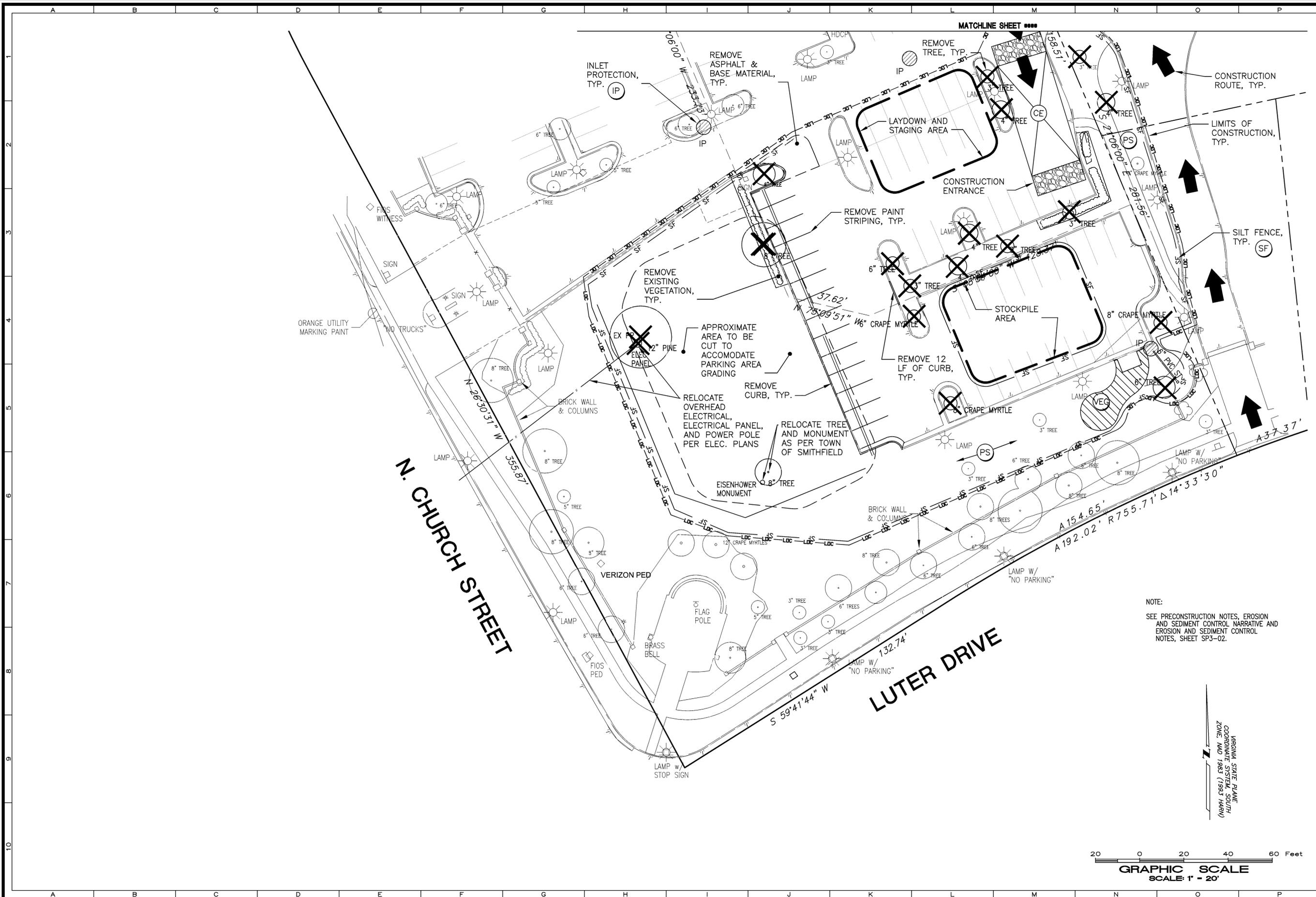
Project # 13-015

Date 09 DECEMBER, 2013

JPH HARVEY
 ENGINEERING SOLUTIONS
 29 N. Kings Way
 Hampton, Virginia 23669-3503
 Phone: (757) 722-7074
 Fax: (757) 722-9092

LEGEND AND
 ABBREVIATIONS

ES1-00



NOT FOR CONSTRUCTION

NOT FOR CONSTRUCTION

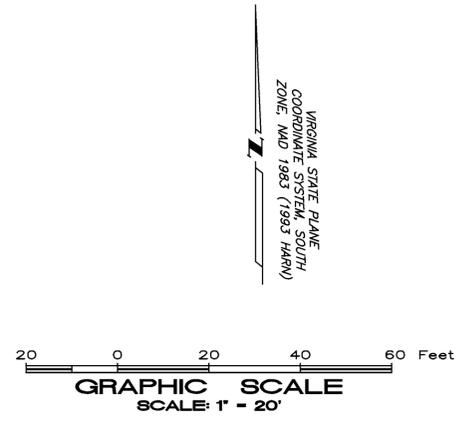
Project: **SITE PLAN SMITHFIELD FOODS PARKING**
 Location: **SMITHFIELD, VIRGINIA**
 Drawing Title: **PRECONSTRUCTION PLAN**

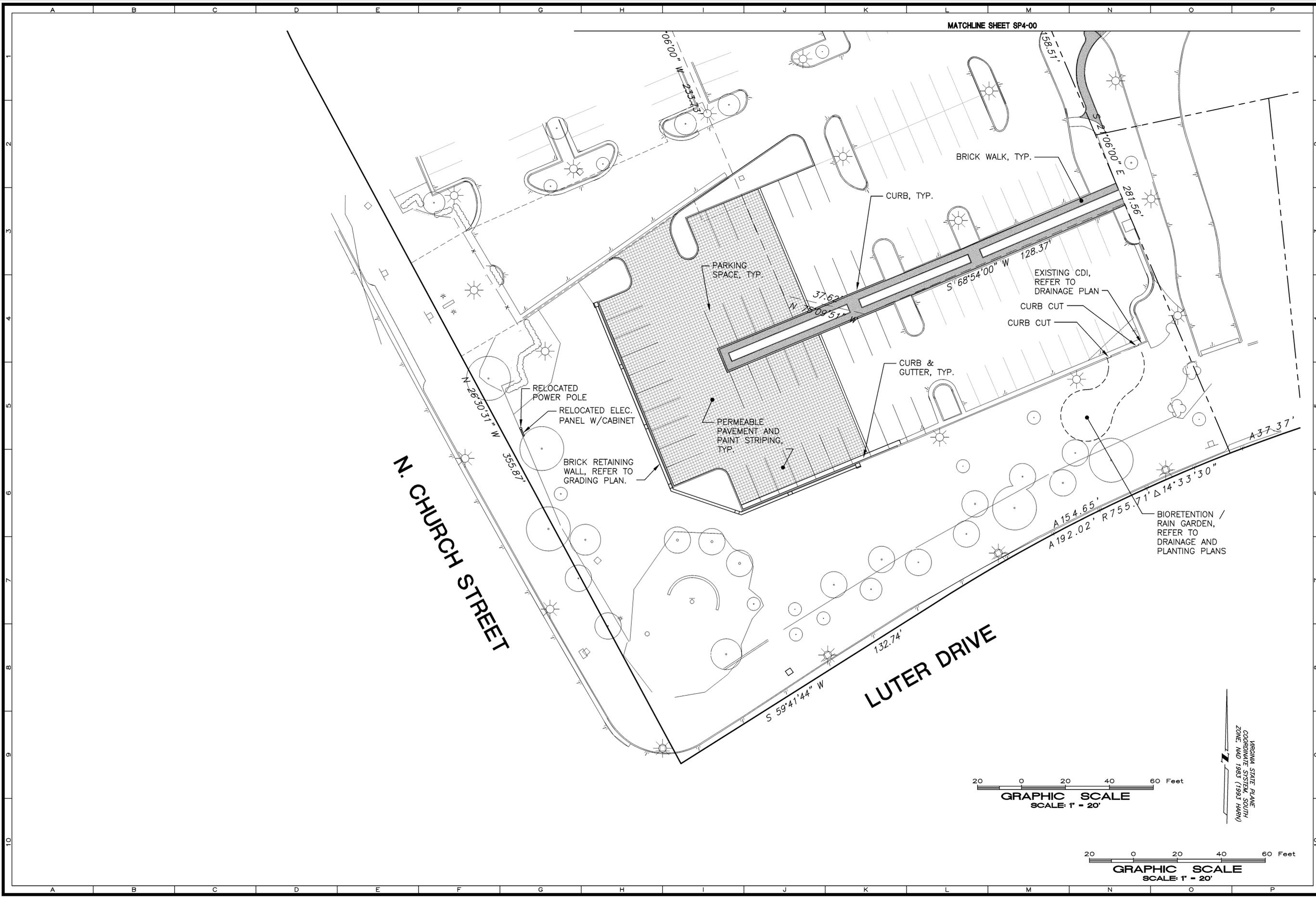
mark	date	by	description

date: 12-06-13
 file: SP3-00 PRECONSTRUCTION PLANING
 team: JLK, MBR
 proj.man.: MPF
 principal: WDA
 f.b./pg. SEE SP2-00

proj. no. **212-0452**
 sheet **06** of **20**
 drawing no. **SP3-01**

NOTE:
 SEE PRECONSTRUCTION NOTES, EROSION AND SEDIMENT CONTROL NARRATIVE AND EROSION AND SEDIMENT CONTROL NOTES, SHEET SP3-02.





NOT FOR CONSTRUCTION

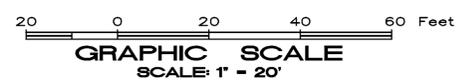
NOT FOR CONSTRUCTION

Project: **SITE PLAN**
SMITHFIELD FOODS PARKING
 SMITHFIELD, VIRGINIA
 Drawing Title: **IMPROVEMENT PLAN**

mark	date	by	description

date: 12-06-13
 file: SP4-00 IMPROVEMENT PLAN.DWG
 team: JLK, MBR
 proj.man.: MPF
 principal: WDA
 f.b./pg. SEE SP2-00

proj. no. **212-0452**
 sheet 09 of 20
 drawing no. **SP4-01**



VIRGINIA STATE PLANE
 COORDINATE SYSTEM, SOUTH
 ZONE, NAD 1983 (1993 HARN)

NOT FOR CONSTRUCTION

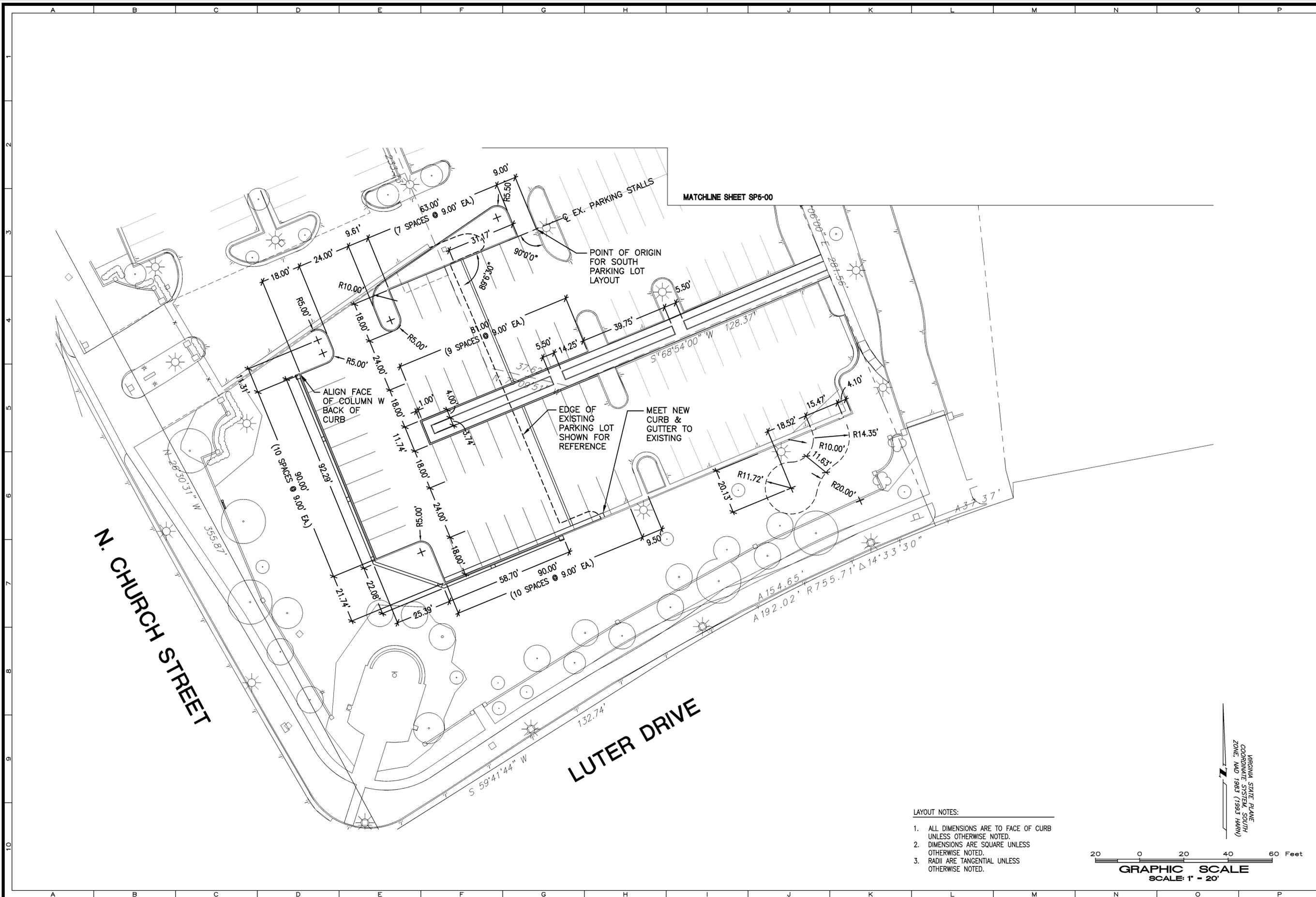
NOT FOR CONSTRUCTION

Project: **SITE PLAN**
SMITHFIELD FOODS PARKING
 SMITHFIELD, VIRGINIA
 Drawing Title: **LAYOUT PLAN**

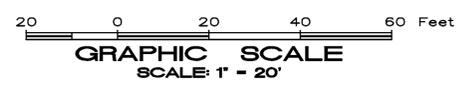
mark	date	by	description

date: 12-06-13
 file: SP5-00 LAYOUT PLAN.DWG
 team: JLK, MBR
 proj.man.: MPF
 principal: WDA
 f.b./pg. SEE SP2-00

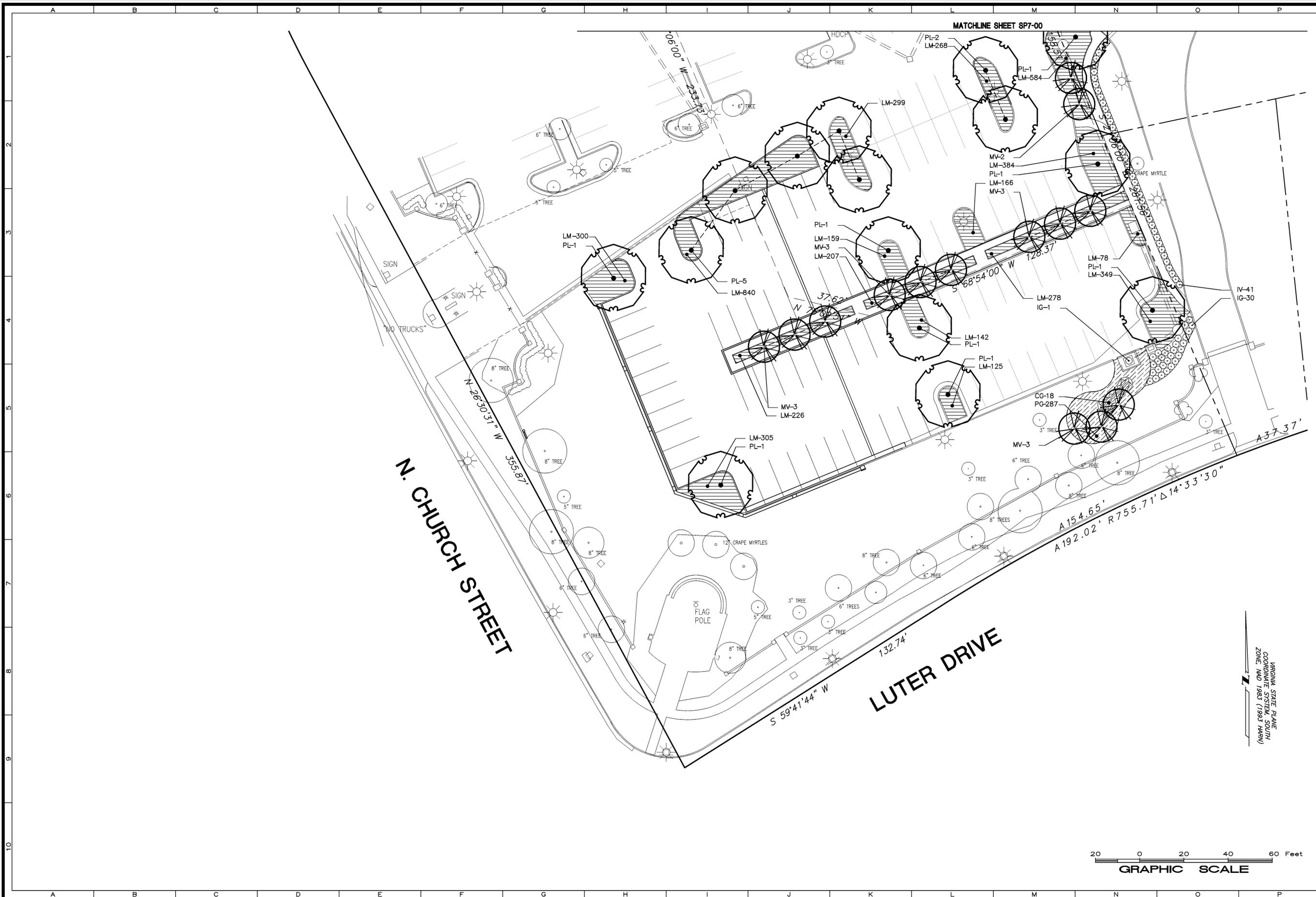
proj. no. **212-0452**
 sheet 11 of 20
 drawing no. **SP5-01**



- LAYOUT NOTES:
1. ALL DIMENSIONS ARE TO FACE OF CURB UNLESS OTHERWISE NOTED.
 2. DIMENSIONS ARE SQUARE UNLESS OTHERWISE NOTED.
 3. RADII ARE TANGENTIAL UNLESS OTHERWISE NOTED.



VIRGINIA STATE PLANE
 COORDINATE SYSTEM, SOUTH
 ZONE, NAD 1983 (1983 HARN)



NOT FOR CONSTRUCTION

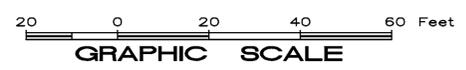
NOT FOR CONSTRUCTION

Project: **SITE PLAN**
SMITHFIELD FOODS PARKING
 SMITHFIELD, VIRGINIA
 Drawing Title: **PLANTING PLAN**

mark	date	by	description

date: 12-06-13
 file: SP7-00 PLANTING PLAN
 team: JLK, MBR
 proj.man.: MPF
 principal: WDA
 f.b./pg. SEE SP2-00

proj. no. 212-0452
 sheet 15 of 20
 drawing no. **SP7-01**



VIRGINIA STATE PLANE
 COORDINATE SYSTEM, SOUTH
 ZONE, NAD 1983 (1993 HARN)

PROJECT STATUS MAP

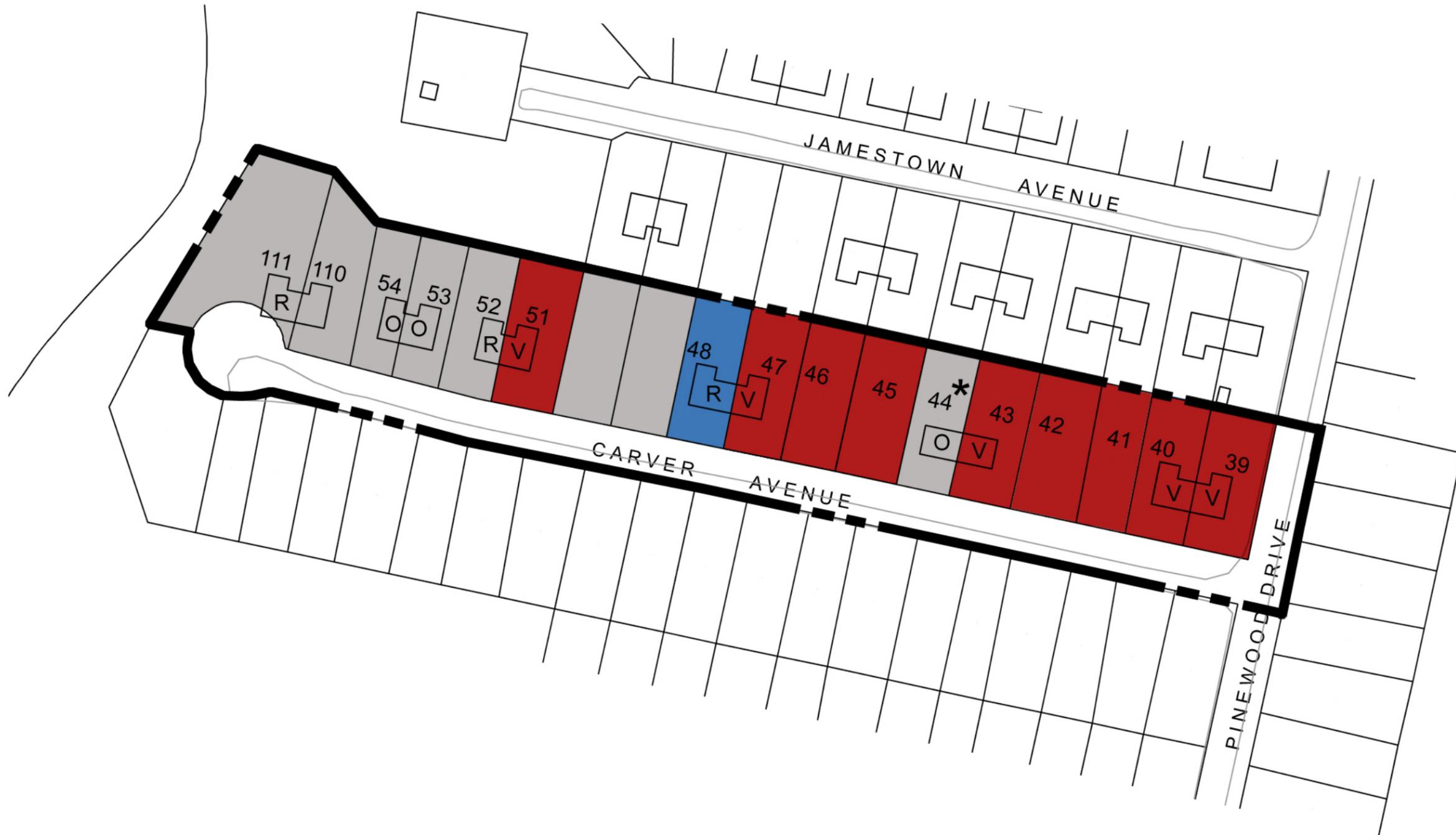
Pinewood Heights Phase II Redevelopment Project
Multi-Year 1
Town of Smithfield, Virginia

LEGEND

--- PHASE II BOUNDARY

STATUS:

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



December, 2014

COMMUNITY PLANNING PARTNERS, INC.

PROJECT STATUS MAP

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

LEGEND

--- PHASE II BOUNDARY

STATUS:

- PRELIM ACQ LETTER RECEIVED BY OWNER
- APPRAISAL COMPLETE
- OFFER TO PURCHASE ACCEPTED
- OFFER TO PURCHASE DECLINED
- RELOCATION COMPLETE/IN PROCESS
- DEMOLITION COMPLETE
- PROPERTIES ACQUIRED IN MY1
- O OWNER OCCUPIED
- R RENTER OCCUPIED
- 8 SECTION 8 TENANT



December, 2014

COMMUNITY PLANNING PARTNERS, INC.

MONTHLY PROGRESS REPORT FOR DECEMBER 2014

Locality: Town of Smithfield

Contract #: 13-01 MY2

Prepared by: Michael Paul Dodson, CFM

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

Date: 12/15/2014

FINANCIALS

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

CUMLATIVE CONSTRUCTION PROGRESS
{INSERT PROJECT SPECIFIC PRODUCTS HERE}

ADMINISTRATIVE ACTIVITY

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

When was the last Management Team meeting? 11/12/2014

Next meeting? 01/12/2015

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: Purchase offers were mailed in November to all owners. The owners and renters have all begun the process of looking for relocation units and were provided their official "Eligibility for Relocation Assistance" notices in early November. Income verifications are all complete except for 111 Carver; relocation signatures will be needed at closings.

The tenant at 52 Carver has been relocated and now is an owner in Isle of Wight County. The owners of 53 and 54 Carver (heir at 54 Carver) have accepted their offers to sale and we are working on relocation actions now. Both will be buying homes in Town.

Are problems anticipated? None

Other comments: None.

Project Specific Products:

Owner-Occupied Acquisition (Goal=3)

Owner Occupied Homes
1) 44 Carver 2) 53 Carver 3) 54 Carver
Preliminary Acquisition Letters Sent 4
1) 44 Carver 2) Carver 3) 54 Carver
Appraisals Completed 4
1) 44 Carver 2) 53 Carver 3) 54 Carver
Review Appraisals Completed 4
1) 44 Carver 2) 53 Carver 3) 54 Carver
Offer to Purchase Letters Sent 4
1) 44 Carver 2) 53 Carver 3) 54 Carver
Offers Accepted 0
1) 44 Carver 2) 53 Carver 3) 54 Carver
Properties Closed On 0

Tenant-Occupied Acquisition (Goal=3)

Tenant Occupied Homes
1) 52 Carver 2) 110 Carver 3) 111 Carver
Preliminary Acquisition Letters Sent 3
2) 52 Carver 2) 110 Carver 3) 111 Carver
Appraisals Completed 3
1) 52 Carver 2) 110 Carver 3) 111 Carver
Review Appraisals Completed 3
1) 52 Carver 2) 110 Carver 3) 111 Carver
Offer to Purchase Letters Sent 3
1) 52 Carver 2) 110 Carver 3) 111 Carver
Offers Accepted 1
1) 52 Carver
Properties Closed On 1
1) 52 Carver

Owner-Occupied Relocation (Goal=3)

Owner Occupied Homes
1) 44 Carver 2) 53 Carver 3) 54 Carver
Household Surveys Completed 4
1) 44 Carver 2) 53 Carver 3) 54 Carver

Income Verifications Completed 4
1) 44 Carver 2) 53 Carver 3) 54 Carver
Eligibility of Relocation Letters Sent 1
1) 44 Carver 3) 53 Carver 4) 54 Carver
Comparable Units Found and Inspected 2
1) 44 Carver 3) 53 Carver
Households Relocated 0

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

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

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

Section 8 Occupied Homes
1) 110 Carver
Household Surveys Completed 1
1) 110 Carver
Income Verifications Completed 1
1) 110 Carver
Eligibility of Relocation Letters Sent 0
1) 110 Carver
Comparable Units Found and Inspected 0

Households Relocated 0

Demolition (Goal=6)

Units to be Demolished
1) 44 Carver 2) 52 Carver 3) 53 Carver 4) 54 Carver 5) 110 Carver 6) 111 Carver
Units that have been Demolished 0

Pinewood Heights Master Plan

Overview

The Pinewood Heights master plan was prepared to blueprint the future land uses of the existing Pinewood Heights subdivision. In an effort to revitalize this area, the Town of Smithfield has identified the Pinewood Heights area for potential rezoning to invigorate the area with light industrial and commercial land uses.

Existing Site Conditions

Pinewood Heights can be described as relatively flat and open area, mainly due to prior development of the site. The existing site conditions are displayed on Figure 1 in Appendix A. In general, the site drains away from a north to south ridge line in the center of the site, with the western side draining to a tributary of the Pagan River, and the eastern side also draining to a tributary of the Pagan River. The average elevation is approximately 32 feet.

Net Developable Area

The net developable area was calculated based on the future parcel areas (See Figure 1, Appendix A) and the net developable area standards set forth in the Town of Smithfield Zoning Ordinance Article 3.K:2 (Appendix C). The areas for the criteria based on Table-1 below were established and the net developable area was calculated.

Table 1- Net Developable Area

Physical Land Unit	Percent Credited Toward Net Acreage	Area (Acres)	Net Developable Area (Acres)
Slopes less than 10%:	100%	13.98	13.98
Slopes from 10% but less than 20%:	75%	0	0.00
Slopes from 20% but less than 30%:	50%	0	0.00
Slopes 30% or more:	10%	0	0.00
Soils with high shrink/swell characteristics, as defined:	75%	0	0.00
Wetlands, existing water features and streams:	0%	0	0.00
Stormwater management basins and structures:	0%	0	0.00
Above-ground 69 KV or greater transmission lines:	0%	0	0.00
Public right-of-way	0%	0	0.00
Private streets, travelways and combined travelways and parking bays	0%	0	0
	Total	13.98	13.98
			609,000 Sq. Ft.

Based on the criteria set in the Town Ordinance, approximately 13.98 acres or 609,000 square feet can be developed.

Floor to Area Ratio

The maximum Floor to Area Ratio (FAR) for a Commercial & Industrial District is 0.50 based on the bulk regulations provided in Article 3.K:2. Based on the total net developable area, calculated in Table 1, the total floor space for commercial and industrial use is 304,500 square feet.

Future Land Use

Based on the proposed zoning of Pinewood Heights, some assumptions have been made for the potential land uses. These future land uses will be utilized to calculate water and sewer projections for the site. A combination of warehouse, light industrial, and office space have been assumed. The breakdown of the areas is shown below:

Table 2 - Future Land Uses

Breakdown of Proposed Land Uses		
Use	Percent Area	Total Area (Sq. Ft.)
Warehouse	20%	60,900
Light Industrial	40%	121,800
Office	40%	121,800
Total	100%	304,500

Water and Sewer Projections

Water and sewer rates were projected utilizing the future land use projects shown in Table 2. Sewer generation rates were based on the Hampton Roads Planning District Commission Sewer Generation Rate Table. The sewer demand projection, based on the land use area calculated above is equal to a total daily flow of approximately **27,400 gallons per day** (See Appendix A for detailed flow projection calculations). It is assumed that the daily average water demand on the system will be equal to the sewer flow generation rate. It should be noted that these projections could vary based on the actual end-users of the proposed development. In general, the projections cover uses permitted under section B of Article 3.K:2, but consideration for increased flow rates should be taken if a Special Use Permit development is allowed, particularly establishments that include production, processing, assembly, manufacturing, and cleaning.

Stormwater Management

Stormwater management has been evaluated for the Pinewood development. The stormwater master plan is based on the new Virginia DEQ regulations enacted in July of 2014. Based on the new regulations, it can be assumed that 20% of the developed area shall be set aside for stormwater Best Management Practices (BMP). Based on this assumption, each phase of development should account 1 acre of land in each phase of development to meet the new requirements. This 1 acre of land is split in half for quantity (e.g. traditional stormwater ponds) and quality (e.g. bioretention, vegetated swales, and rain gardens) in each phase.

Phasing of Development

The layout of the Pinewood Heights development presented a unique opportunity to incorporate phasing into the master plan. Portions of the existing sanitary and water were able to be included into the future development of Pinewood Heights. The existing 8" water main which is currently in the Right-of-Way of Pagan Avenue and Pinewood Drive will be able to be reused, along with one sanitary manhole at the downstream section of the sanitary system. The existing sanitary and water service lines that exist within the proposed phasing development areas will need to be demolished and have been identified in each phasing plan.

Phase 1 begins at the southern portion of the site and incorporates approximately 4.80 acres of land for development, primarily between Pagan Avenue and Carver Ave. This phase will cost the least upfront because a majority of the existing utilities can be reused in this phase. A BMP will need to be constructed in order to meet DEQ regulations. The proposed BMP location is on the southeastern side of the site.

Phase 2 exists in the middle of the site and can be generally described as 4.27 acres of development within Carver Ave and Jamestown Ave. New water and sewer will need to be extended along both Carver and Jamestown Avenue to service the proposed parcels to the west of the site. The phase 2 BMP has been identified to the west of the site, utilizing the existing topography of the site.

Phase 3 is located at the northern side of the site and includes 4.46 acres of development. Water and sewer will need to be constructed to reach the proposed development to the most northern portion of the site. The phase 3 BMP has been proposed to be constructed at the northwestern corner of the site.

Appendix A

Master Plan Figures



Legend

- Sanitary Sewer Manhole
- Sanitary Sewer Main
- Ex. Sanitary Force Main
- Existing Fire Hydrant
- Existing Water Main
- Pinewood Heights Boundary
- Proposed Commercial Parcels
- 100 Year Flood Zone (8.5')
- National Wetland Inventory
- Major Contour (10')
- Minor Contour (2')

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0 75 150 300 Feet

Pinewood Heights Master Plan - Existing Conditions

Figure 1

Smithfield, Virginia



Kimley»Horn

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Legend

Existing Infrastructure		Proposed Development	
	Ex. Sanitary Manhole		Phase One (4.80 Acres)
	Ex. Sanitary Manhole - To Be Abandoned		Pinewood Heights Boundary
	Ex. Sanitary Sewer Main		Proposed Private Development
	Ex. Sanitary Sewer - To Be Abandoned		Proposed Sanitary Sewer Manhole
	Ex. Sanitary Force Main		Proposed Sanitary Sewer Main
	Ex. Sanitary Pump Station		Proposed Stormwater BMP
	Ex. Fire Hydrant		
	Ex. Water Main		
	Ex. Water Main - To Be Abandoned		



0 75 150 300 Feet

Pinewood Heights Master Plan - Phase 1

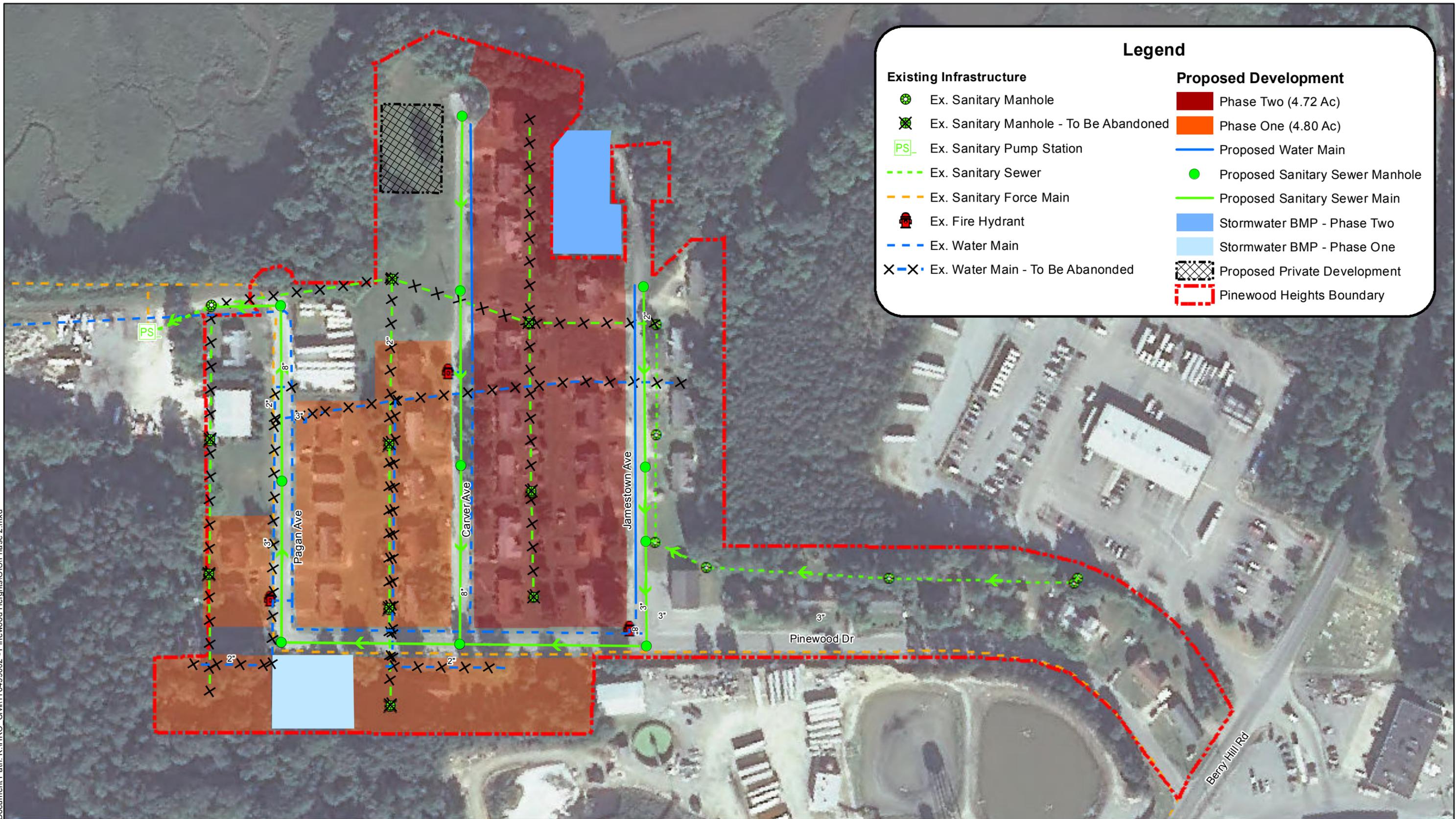
Figure 2

Smithfield, Virginia



Kimley»Horn

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Pinewood Heights Master Plan - Phase 2

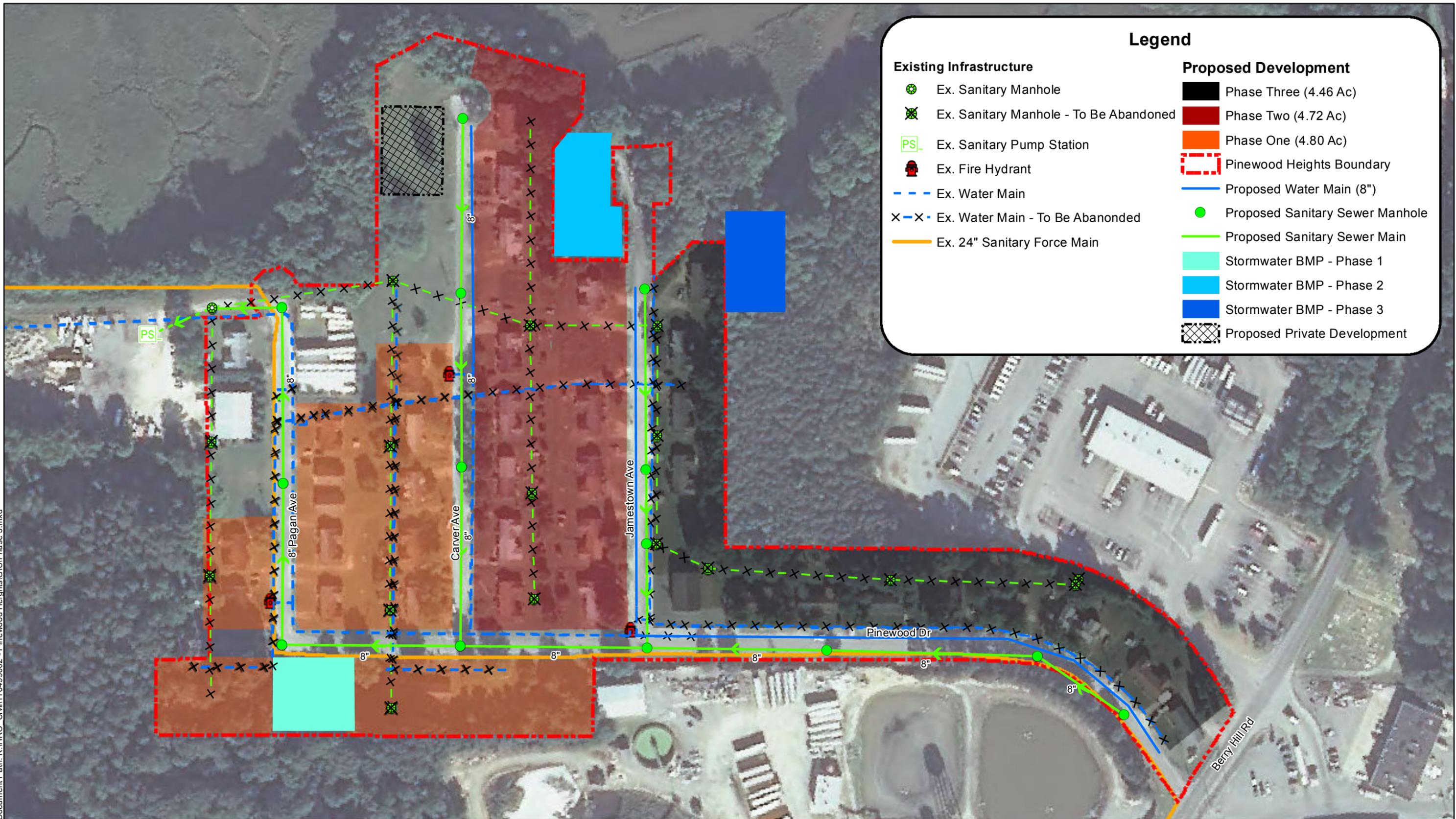
Figure 3

Smithfield, Virginia



Kimley»Horn

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Pinewood Heights Master Plan - Phase 3

Figure 4

Smithfield, Virginia



Kimley»Horn



0 75 150 300 Feet

Appendix B

Sewer Calculations

PROJECT SERVICE AREA WASTEWATER FLOW PROJECTION
September 9th, 2014

Pinewood Heights Master Plan - Future Conditions

Flow projection calculations are based upon Hampton Roads Regional Sewage Flow Projection Data, V2.0 April 21, 2008

Discharge Facility Type	Discharge Facility Characterization	Contributing Design Units	Flow gpd/Unit	Flow Duration hours	Peak Factor	Existing or Proposed	Contributing Design Quantity	Total Daily Flow (gpd)	Average Daily Flow (gpm)	Peak Flow (gpm)
Warehouse	Commerical / Industrial	Per Gross SF	0.05	24	3	Proposed	60900	3045	2.1	6.3
Office Building	Commerical / Industrial	Per Gross SF	0.1	12	3	Proposed	121800	12180	8.5	50.8
Light Industrial	Commerical / Industrial	Per Gross SF	0.1	16	3	Proposed	121800	12180	8.5	38.1

Total Daily Flow (gpd)	Total Average Daily Flow (gpm)	Total Peak Flow (gpm)
27,405	19	95



**Pinewood Heights Master Plan
Sanitary Sewer Gravity Main Sizing**

Peak Dry Weather Flow: GPM

Required Main Size

Size (in)	Min Slope	Area (ft ²)	Hyd Rad (A/P)	R ^{2/3}	S ^{1/2}	Q - full pipe (cfs)	Max Pipe (%)	Q (Max) (GPM)
8	0.4	0.3491	0.1667	0.3029	0.0632	0.77	90	310
10	0.3	0.5454	0.2083	0.3514	0.0548	1.20	90	486
12	0.24	0.7854	0.2500	0.3969	0.0490	1.75	90	707
15	0.17	1.2272	0.3125	0.4605	0.0412	2.67	90	1079
18	0.14	1.7671	0.3750	0.5200	0.0374	3.94	95	1680

Results: 8" pipe at minimum slope provides adequate capacity

$$Q \text{ (cfs)} = (1.49 A R^{2/3} S^{1/2}) / n \quad (n=0.013)$$

Q-90/95% = 90% pipe capacity for <18", 95% capacity for pipes > or = 18".

V=2.0 ft/sec

Note

1. Calculation is based on velocity of 2.0 ft/sec.

Appendix C

Zoning Ordinance

Article 3.K:2

C-I, Commercial / Industrial District

Article 3.K:2
C-I District
(Commercial / Industrial District)

A. Purpose and Intent:

The C-I, Commercial / Industrial District is established to provide locations within the Town of Smithfield for businesses and industries related to research technology, development and training, corporate employment offices, service and supply businesses and light manufacturing and warehousing operating under high environmental performance standards. The district is further established to encourage innovative design of office and employment related development.

From a design standpoint, this district is intended promote the development of light intensity land uses in planned business park settings, with an emphasis on medium density, landscaped and screened development which would be compatible with all types of adjoining urban land uses, including residential, and afford maximum protection to surrounding properties. No use should be permitted which might be harmful to the adjoining land uses and the residential ambience of the adjacent neighborhoods. Outdoor storage and outdoor industrial uses are to be discouraged but may be permitted (by special permit and environmental performance review) under unique circumstances.

B. Permitted Uses:

1. Establishments for scientific research (except biological and chemical), development and training.
2. Corporate offices and other offices which support permitted and special permit uses.
3. Light manufacturing, fabrication, testing or repair establishments which are incidental to the primary use of research, development and training or corporate offices (with no outdoor storage, loading, or displays).
4. Light warehousing establishments (without outdoor storage).
5. Light wholesale trade establishments (without outdoor storage).
6. Delivery service establishments.
7. Veterinary hospitals (with no outdoor kennel facilities).
8. Public utilities and facilities (to be constructed by developer for public acceptance).
9. Contractor's offices and shops (without outdoor storage).
10. Mini-storage warehouses (without outdoor storage).

11. Business services and supply establishments.
12. Offices, general and professional.
13. Repair service establishments (exclusive of automobile and light vehicle service and repair) (without outdoor storage).
14. Public uses.
15. Taxicab Service.

C. Uses Permitted by Special Use Permit:

1. Establishments for production, processing, assembly, manufacturing, compounding, cleaning, servicing, storage, testing and repair of materials, goods or products which conform to federal, state and local environmental performance standards as related to (a) air pollution, (b) fire and explosion hazards, (c) radiation hazards, (d) electromagnetic radiation and interference hazards, (e) liquid and solid wastes hazards, (f) noise standards and (g) vibration standards.
2. Light manufacturing, fabrication, testing or repair establishments (with screened outdoor storage limited to 50% of the area of building coverage).
3. Light warehousing establishments.
4. Light wholesale trade and sales establishments (with screened outdoor storage limited to 50% of the area of building coverage).
5. Auto and light vehicle service establishments (with screening for servicing and storage areas).
6. Heavy equipment sales and servicing (with screening for servicing and storage areas).
7. Retail sales in a warehouse or wholesale establishment, wherein at least 60% of the gross floor area is devoted to warehouse use.
8. Establishments for biological and chemical scientific research, development and training.
9. Contractor's offices and shops (with screened outdoor storage).
10. Any use requiring outdoor storage, loading, or display.
11. Churches and houses of worship.
12. Communication towers.
13. Kennels, commercial.
14. Repair service establishments (with screened outdoor storage).
15. Retail sales establishments.
16. Public utilities.
17. Auction establishments.
18. Frozen food lockers.
19. Waterfront retail business activities associated with the uses in this article, including boat docks and piers, yacht clubs, marinas and boat service facilities, storage and shipment of

waterborne commerce, fish and shellfish receiving, seafood packing and shipping and recreational activities.

20. Taxidermists.
21. Research and development activities which do not cause any more smoke, dust, odor, noise, vibration or danger of explosion than other uses permitted in this district and which involve no more than 15% of the gross floor area in the assembling or processing of products. All assembling or processing shall only involve products developed on the premises. All services and storage shall be conducted within the principal structure which is to be completely enclosed.
22. Mini-storage warehouses (with screened exterior storage).
23. Waiver of yard requirements (subject to the prohibition of parking in front yards).
24. Waiver for increase in building height over 35 feet (not to exceed 50 feet).
25. Waiver of Parking and Loading Requirements.
26. Waiver of district size when in conformance with the Comprehensive Plan.
27. Waiver of floor area ratio and building coverage.

D. Prohibited Uses:

The specific uses which follow shall not be permitted in the C-I District.

1. Animal slaughterhouse.
2. Ammonia and chlorine manufacturing.
3. Asphalt mixing plant.
4. Blast furnace.
5. Boiler works.
6. Bulk storage of flammable materials.
7. Concrete mixing and batching products.
8. Coal, wood or wood distillation.
9. Extraction and mining of rocks and minerals.
10. Fertilizer, lime or cement manufacturing.
11. Fireworks or explosives manufacturing.
12. Private garbage incineration.
13. Rendering plants.
14. Automated salvage and other salvage yards.
15. Metal foundries, smelting, processing, fabrication and storage.
16. Soap manufacture.
17. Stockyards.
18. Acid manufacture.
19. Tanning and curing of skins.

20. Petroleum, asphalt or related product refining.
21. Private landfills.
22. Pesticide manufacturing.
23. Herbicide manufacturing.
24. Insecticide manufacturing.
25. Any other similar use which in the opinion of the Town Council might be injurious or noxious by reason of odor, fumes, dust, smoke, vibration, noise or other cause.
26. All residential uses.
27. All nonconforming uses shall not be allowed to expand facilities.

E. Maximum Density:

Regulated by floor area ratio.

F. Lot Size Requirements:

1. Minimum district size: 5 acres
2. Minimum lot area: 20,000 square feet
3. Minimum lot width: 100 feet

G. Bulk Regulations:

1. Maximum building height: 35 feet,
2. Minimum yard requirements:
 - A. Front yard: 25 feet,
 - B. Side yard: 15 feet,
except where side yard abuts a public right of way, the side yard shall be 25 feet.
 - C. Rear yard: 25 feet

3. Maximum floor area ratio: 0.50

H. Open Space:

1. An open space plan and landscape design program shall be submitted with applications for any land use governed by this district.
2. Ten (10) percent of the site shall be landscaped open space, provided that no more than fifty (50) percent of the dedicated open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, slopes greater than thirty (30) percent and/or drainage easements.

I. Net Developable Area Calculation for C-I District:

1. Notwithstanding governing lot size and yard regulations, the density and building coverage for C-I uses on any lot shall be calculated based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.
2. The final plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in the appendix of the Zoning Ordinance.)*

Physical Land Unit	Percent Credited Toward Net Acreage
<i>Slopes less than 10%:</i>	100%
<i>Slopes from 10% but less than 20%:</i>	75%
<i>Slopes from 20% but less than 30%:</i>	50%
<i>Slopes 30% or more:</i>	10%
<i>Soils with high shrink/swell characteristics, as defined:</i>	75%
<i>Wetlands, existing water features and streams:</i>	0%
<i>Stormwater management basins and structures:</i>	0%
<i>Above-ground 69 KV or greater transmission lines:</i>	0%
<i>Public right-of-way</i>	0%
<i>Private streets, travelways and combined travelways and parking bays</i>	0%

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways, parking spaces and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.
4. No C-I District lot shall be configured such that more than 10% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains and (d) water features.

J. Additional Regulations:

1. An environmental impact statement may be required by the Planning Commission or Town Council for any permitted or special permit use.
2. Refer to Sign Regulations, Article 10 for signage provisions.
3. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.
4. All refuse shall be screened from public view by means of fences, walls or landscaping.
5. On a corner lot, no curb cut shall be located closer than 50 feet to the curb line extended from the intersecting public street.
6. No curb cut shall be located closer than 10 feet to a side or rear lot line, unless a common curb cut serves adjacent uses, and in no instance shall the distance between separate curb cuts serving adjacent uses be less than 30 feet.
7. A freestanding use shall have no more than two curb cuts on any single right-of-way, and such curb cuts shall have a minimum distance of 50 feet between them.
8. The outdoor area devoted to storage, loading and display of goods shall not exceed 25% of the total lot coverage, provided that the combined building and outdoor storage, loading and display areas shall not exceed 50% of the total lot coverage. Such outdoor areas shall not be counted in the calculation of required open space. The location and

use of outdoor storage, loading and display areas shall be limited to the designated area(s) on the approved site plan.

9. Where a lot is contiguous to property located in a residential district, all buildings shall have a minimum setback of 50 feet from common property lines. A landscaped buffer yard shall be provided, with landscape materials and placement subject to final plan approval. Fencing may be required in such cases with fence material and heights subject to final plan approval.
10. All uses in the C-I District shall be subject to site plan approval.
11. There shall be a minimum landscaped buffer strip of 10 feet in depth along all C-I District property frontage. No parking is permitted within the buffer strip. The landscape green strip shall be exclusive of the area required for utility easements, sidewalks and other infrastructure which would interrupt the nature and intent of the buffer area.
12. Refer to the Floodplain Zoning Overlay District, where applicable.
13. Refer to the Chesapeake Bay Preservation Area Overlay District.
14. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*
15. Subject to special use permit approval, the outdoor areas of a C-I use devoted to storage, loading, and display of goods shall be limited to a maximum 50% of the lot area and as otherwise designated on an approved site plan. Outdoor storage, loading and display areas in excess of 50% of the area of building coverage may be approved under special circumstances when the applicant can provide expanded and enhanced screening, buffers and landscaping.

(Ord. of 6-1-2010)

Appendix D

Cost Estimate

OPINION OF PROBABLE CONSTRUCTION COST

PROJECT: Pinewood Heights Master Plan - Phase One

Date: 10/6/2014

PLAN PERCENT: PLANNING LEVEL

ESTIMATOR: LWT

ENGINEER: Kimley-Horn and Associates

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Bid Item #	Description	Quantity	Unit	Unit Price	Total Price
1	Mobilization	1	LS	\$ 8,000	\$ 8,000
2	8" SDR 35 Sanitary Sewer Main	1,280	LF	\$ 70	\$ 89,600
3	Sanitary Sewer Manholes	5	EA	\$ 4,500	\$ 22,500
4	Demolition of existing domestic water lines	2,100	LF	\$ 3	\$ 6,300
5	Demolition of existing sanitary sewer lines	1,690	LF	\$ 5	\$ 8,450
6	Construct stormwater BMP (Includes excavation, riser structure, culverts, piping, and inlet structures)	1	LS	\$ 100,000	\$ 100,000
Total					\$ 235,000

OPINION OF PROBABLE CONSTRUCTION COST

PROJECT: Pinewood Heights Master Plan - Phase Two

Date: 10/6/2014

PLAN PERCENT: PLANNING LEVEL

ESTIMATOR: LWT

ENGINEER: Kimley-Horn and Associates

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Bid Item #	Description	Quantity	Unit	Unit Price	Total Price
1	Mobilization	1	LS	\$ 8,000	\$ 8,000
2	8" C-900 Water Main	950	LF	\$ 50	\$ 47,500
3	8" SDR 35 Sanitary Sewer Main	1,505	LF	\$ 70	\$ 105,350
4	Sanitary Sewer Manholes	6	EA	\$ 5,000	\$ 30,000
5	Demolition of existing domestic water lines	355	LF	\$ 3	\$ 1,065
6	Demolition of existing sanitary sewer lines	1,570	LF	\$ 5	\$ 7,850
7	Construct stormwater BMP (Includes excavation, riser structure, culverts, piping, and inlet structures)	1	LS	\$ 100,000	\$ 100,000
				Total	\$299,800

OPINION OF PROBABLE CONSTRUCTION COST

PROJECT: Pinewood Heights Master Plan - Phase Three

Date: 10/6/2014

PLAN PERCENT: PLANNING LEVEL

ESTIMATOR: LWT

ENGINEER: Kimley-Horn and Associates

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

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Bid Item #	Description	Quantity	Unit	Unit Price	Total Price
1	Mobilization	1	LS	\$ 8,000	\$ 8,000
2	8" C-900 Water Main	975	LF	\$ 50	\$ 48,750
3	8" SDR 35 Sanitary Sewer Main	1,050	LF	\$ 70	\$ 73,500
4	Sanitary Sewer Manholes	3	EA	\$ 5,000	\$ 15,000
5	Demolition of existing domestic water lines	1,200	LF	\$ 3	\$ 3,600
6	Demolition of existing sanitary sewer lines	1,350	LF	\$ 5	\$ 6,750
7	Construct stormwater BMP (Includes excavation, riser structure, culverts, piping, and inlet structures)	1	LS	\$ 100,000	\$ 100,000
				Total	\$255,600

**STAFF REPORT
TO THE TOWN COUNCIL**

SPECIAL USE PERMIT

*****PUBLIC HEARING*****

January 6, 2015

Special Use Permit For:	Daycare for 6-11 children as a Home Occupation (Article 3.C, C-27)
Applicant Name & Address	Mrs. Sheran M. Oliver 313 Grandville Arch Smithfield, VA 23430
Property Owner Name & Address	Mrs. Sheran M. Oliver 313 Grandville Arch Smithfield, VA 23430
Property Location & Description	+/- 12,263 sq. ft. west of Grandville Arch and approx. 300 ft. south of the intersection of Grandville Arch and Bristol Street Parcel ID # 22R-01-117
Statistical Data (See Plat)	
Current Zoning	S-R, Suburban Residential
Parking Requirements:	2 off-street spaces
Existing Use	Residential w/ Daycare as a Home Occupation for 5 or fewer children
Proposed Use	Residential w/ Daycare as a Home Occupation for 6-11 children
Surrounding Land Uses/Zoning	S-R, Suburban Residential
Conformity with Comprehensive Plan	Future Land Use is medium-density, Suburban Residential

Staff Comments

The applicant is seeking Special Use Permit approval to expand her Home Occupation Child Daycare business from 5 or fewer children to a maximum of 6-11 children, as per the recently adopted ordinance amendments.

At their December 9, 2014 meeting, the Planning Commission recommended approval with the following conditions:

1. That the business owner maintains her state certification for conducting a daycare business.
2. That the state inspection reports be forwarded to the town within 30 days of an inspection.

Strengths:

1. Additional opportunities for child daycare within town limits by a licensed individual.

Weaknesses:

1. None identified at this time.

If you have questions about this item, please contact William Saunders at 365-4266.



TOWN OF SMITHFIELD

310 Institute Street, P. O. Box 246 Smithfield, VA 23431
(757) 365-4200 Fax (757) 357-9933

APPLICATION FOR:

- Special Use Permit Variance Special Yard Exception
 Special Sign Exception Other

Applicant(s) Name: Sheran M. Oliver
Address: 313 Grandville Arch
City, State, Zip: Smithfield VA, 23430
Phone Number(s): 757-729-0501 / 757-356-9229 (home)

Property Owner(s) Name: James and Sheran Oliver
Address: 313 Grandville Arch
City, State, Zip: Smithfield, VA 23430
Phone Number(s): 757-356-9229

Property Address: 313 GRANDVILLE Arch
Tax Map Number(s): 22R-01-117
Property Description: LOT 117 WELINGTON ESTATES - 7'-96" W X 7'-125" D

Zoning: S-R Acreage: 12,263 sq. ft. Application Fee: \$400.00
Legal Reference: _____ Deed Book#: _____ Page#: _____

Proposed Use/Exception: DAYCARE AS A HOME OCCUPATION FOR 6-11 CHILDREN
to provide child care in my home for 6-11 children

Sheran M. Oliver
Applicant(s) Signature

11/17/14
Date

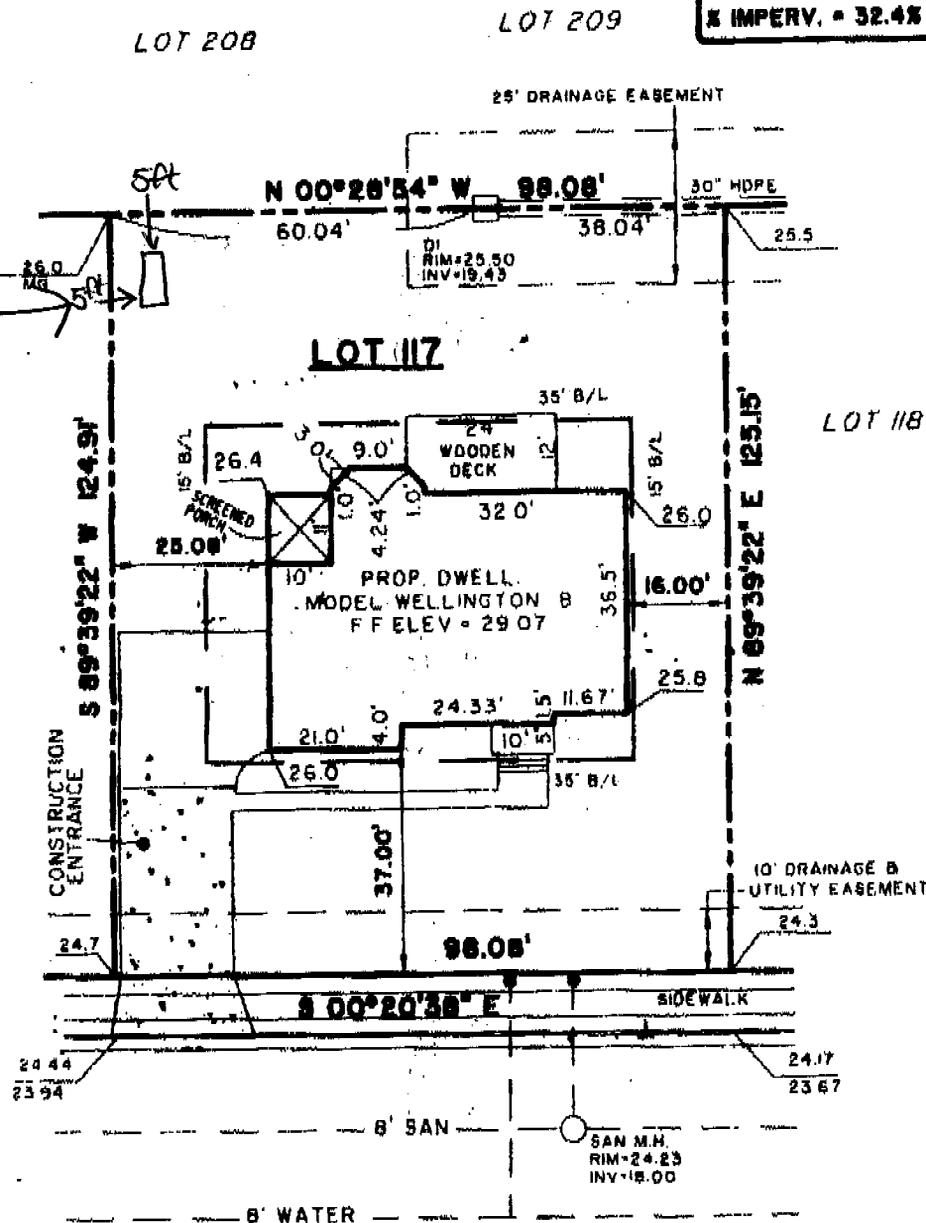
Applicant(s) Signature

Date

Michael W. Murphy
 MICHAEL W. MURPHY
 No. 002517
 7-27-04
 LAND SURVEYOR

IMPERVIOUS AREA
 LOT AREA = 12,263 SQ. FT.
 HOUSE = 2564 SQ. FT.
 DRIVE/WALK = 1408 SQ. FT.
 TOTAL IMPERV. = 3972 SQ. FT.
 % IMPERV. = 32.4%

12x16
 Storage Bldg



GRANDVILLE ARCH
 50' R/W

James Oliver

PLOT PLAN
 OF
LOT 117
PHASE TWO
WELLINGTON PARK
 TOWN OF SMITHFIELD
 ISLE OF WIGHT COUNTY, VIRGINIA
 SCALE: 1" = 30'
 DATE: 7-27-04
 WORK ORDER NO. 4557.5
 DWG NAME: WP_117.DWG



HASSELL & FOLKES, P.C.
 ENGINEERS-SURVEYORS-PLANNERS
 325 VOLVO PARKWAY
 CHESAPEAKE, VIRGINIA 23320
 PHONE: (757) 547-9631 FAX: (757) 547-9400
 www.hfpc-online.com

THIS PROPERTY APPEARS TO BE IN ZONE X, AREA
 OUTSIDE 500 YR. FLOOD HAZARDS AS SCALD FROM
 COMMUNITY PANEL # 51030300558. THIS IS
 TO CERTIFY THAT THIS PLAN REFERS TO THE
 SAME LOT AS SET FORTH BY PLAT DATED
 6-19-03 AND RECORDED IN THE CLERK'S
 OFFICE OF THE CIRCUIT COURT OF
 TOWN OF SMITHFIELD, VA. PG. 2 & 114 PAGES 5-11.

P:\DWG\WELLINGTON PARK\WP 117.DWG

**STAFF REPORT TO THE
TOWN COUNCIL**

ZONING ORDINANCE AMENDMENT REVIEW

Article 3.K:2, C-I, Commercial – Industrial Zoning District

*****PUBLIC HEARING*****

January 6, 2014

In 2010, the Town Council adopted a new zoning district designation, Article 3.K:2, C-I, Commercial–Industrial, in order to facilitate a heavy commercial / light industrial environment in the Pinewood Heights redevelopment area. While the main proposed use for this new district designation was Pinewood Heights, it was also intended to provide more flexibility for this type of use in other appropriate areas of town.

In the proposed revisions of the 2015 Comprehensive Plan, this C-I, Commercial–Industrial district is listed as appropriate for the Retail Commercial or Industrial Future Land Use categories; therefore, it would be consistent to allow for this zoning district to share district area with those zoning designations that are also congruent with the Retail Commercial or Industrial Future Land Use categories.

Currently, the minimum district size for the C-I zoning district is 5 acres, similar to that of our Light Industrial zoning ordinance. At this time, a change in the minimum district size section of the C-I ordinance is not being requested; however, the opportunity to apply adjacent commercial or industrial zoning districts toward the total district size is. A revision has been made to the C-I ordinance reflecting the ability to count commercial or industrial zoning districts toward the minimum for rezoning to C-I for your consideration.

At their November 12, 2014 meeting, the Town of Smithfield Planning Commission reviewed the aforementioned recommendation and requested that a public hearing be held at their next meeting regarding this amendment to Article 3.K:2, F-1.

At their December 9, 2014 meeting, the Planning Commission recommended approval.

If you have any questions about this item, please contact William Saunders at 365-4266.

Article 3.K:2

C-I, Commercial / Industrial District

Article 3.K:2
C-I District
(Commercial / Industrial District)

A. Purpose and Intent:

The C-I, Commercial / Industrial District is established to provide locations within the Town of Smithfield for businesses and industries related to research technology, development and training, corporate employment offices, service and supply businesses and light manufacturing and warehousing operating under high environmental performance standards. The district is further established to encourage innovative design of office and employment related development.

From a design standpoint, this district is intended promote the development of light intensity land uses in planned business park settings, with an emphasis on medium density, landscaped and screened development which would be compatible with all types of adjoining urban land uses, including residential, and afford maximum protection to surrounding properties. No use should be permitted which might be harmful to the adjoining land uses and the residential ambience of the adjacent neighborhoods. Outdoor storage and outdoor industrial uses are to be discouraged but may be permitted (by special permit and environmental performance review) under unique circumstances.

B. Permitted Uses:

1. Establishments for scientific research (except biological and chemical), development and training.
2. Corporate offices and other offices which support permitted and special permit uses.
3. Light manufacturing, fabrication, testing or repair establishments which are incidental to the primary use of research, development and training or corporate offices (with no outdoor storage, loading, or displays).
4. Light warehousing establishments (without outdoor storage).
5. Light wholesale trade establishments (without outdoor storage).
6. Delivery service establishments.
7. Veterinary hospitals (with no outdoor kennel facilities).
8. Public utilities and facilities (to be constructed by developer for public acceptance).
9. Contractor's offices and shops (without outdoor storage).
10. Mini-storage warehouses (without outdoor storage).

11. Business services and supply establishments.
12. Offices, general and professional.
13. Repair service establishments (exclusive of automobile and light vehicle service and repair) (without outdoor storage).
14. Public uses.
15. Taxicab Service.

C. Uses Permitted by Special Use Permit:

1. Establishments for production, processing, assembly, manufacturing, compounding, cleaning, servicing, storage, testing and repair of materials, goods or products which conform to federal, state and local environmental performance standards as related to (a) air pollution, (b) fire and explosion hazards, (c) radiation hazards, (d) electromagnetic radiation and interference hazards, (e) liquid and solid wastes hazards, (f) noise standards and (g) vibration standards.
2. Light manufacturing, fabrication, testing or repair establishments (with screened outdoor storage limited to 50% of the area of building coverage).
3. Light warehousing establishments.
4. Light wholesale trade and sales establishments (with screened outdoor storage limited to 50% of the area of building coverage).
5. Auto and light vehicle service establishments (with screening for servicing and storage areas).
6. Heavy equipment sales and servicing (with screening for servicing and storage areas).
7. Retail sales in a warehouse or wholesale establishment, wherein at least 60% of the gross floor area is devoted to warehouse use.
8. Establishments for biological and chemical scientific research, development and training.
9. Contractor's offices and shops (with screened outdoor storage).
10. Any use requiring outdoor storage, loading, or display.
11. Churches and houses of worship.
12. Communication towers.
13. Kennels, commercial.
14. Repair service establishments (with screened outdoor storage).
15. Retail sales establishments.
16. Public utilities.
17. Auction establishments.
18. Frozen food lockers.
19. Waterfront retail business activities associated with the uses in this article, including boat docks and piers, yacht clubs, marinas and boat service facilities, storage and shipment of

- waterborne commerce, fish and shellfish receiving, seafood packing and shipping and recreational activities.
20. Taxidermists.
 21. Research and development activities which do not cause any more smoke, dust, odor, noise, vibration or danger of explosion than other uses permitted in this district and which involve no more than 15% of the gross floor area in the assembling or processing of products. All assembling or processing shall only involve products developed on the premises. All services and storage shall be conducted within the principal structure which is to be completely enclosed.
 22. Mini-storage warehouses (with screened exterior storage).
 23. Waiver of yard requirements (subject to the prohibition of parking in front yards).
 24. Waiver for increase in building height over 35 feet (not to exceed 50 feet).
 25. Waiver of Parking and Loading Requirements.
 26. Waiver of district size when in conformance with the Comprehensive Plan.
 27. Waiver of floor area ratio and building coverage.

D. Prohibited Uses:

The specific uses which follow shall not be permitted in the C-I District.

1. Animal slaughterhouse.
2. Ammonia and chlorine manufacturing.
3. Asphalt mixing plant.
4. Blast furnace.
5. Boiler works.
6. Bulk storage of flammable materials.
7. Concrete mixing and batching products.
8. Coal, wood or wood distillation.
9. Extraction and mining of rocks and minerals.
10. Fertilizer, lime or cement manufacturing.
11. Fireworks or explosives manufacturing.
12. Private garbage incineration.
13. Rendering plants.
14. Automated salvage and other salvage yards.
15. Metal foundries, smelting, processing, fabrication and storage.
16. Soap manufacture.
17. Stockyards.
18. Acid manufacture.
19. Tanning and curing of skins.

20. Petroleum, asphalt or related product refining.
21. Private landfills.
22. Pesticide manufacturing.
23. Herbicide manufacturing.
24. Insecticide manufacturing.
25. Any other similar use which in the opinion of the Town Council might be injurious or noxious by reason of odor, fumes, dust, smoke, vibration, noise or other cause.
26. All residential uses.
27. All nonconforming uses shall not be allowed to expand facilities.

E. Maximum Density:

Regulated by floor area ratio.

F. Lot Size Requirements:

1. Minimum district size: 5 acres
other adjacent commercial and/or industrial zoning districts can be counted toward the minimum district size for rezoning.
2. Minimum lot area: 20,000 square feet
3. Minimum lot width: 100 feet

G. Bulk Regulations:

1. Maximum building height: 35 feet,
2. Minimum yard requirements:
 - A. Front yard: 25 feet,
 - B. Side yard: 15 feet,
except where side yard abuts a public right of way, the side yard shall be 25 feet.
 - C. Rear yard: 25 feet

3. Maximum floor area ratio: 0.50

H. Open Space:

1. An open space plan and landscape design program shall be submitted with applications for any land use governed by this district.
2. Ten (10) percent of the site shall be landscaped open space, provided that no more than fifty (50) percent of the dedicated open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, slopes greater than thirty (30) percent and/or drainage easements.

I. Net Developable Area Calculation for C-I District:

1. Notwithstanding governing lot size and yard regulations, the density and building coverage for C-I uses on any lot shall be calculated based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.
2. The final plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in the appendix of the Zoning Ordinance.)*

Physical Land Unit	Percent Credited Toward Net Acreage
<i>Slopes less than 10%:</i>	100%
<i>Slopes from 10% but less than 20%:</i>	75%
<i>Slopes from 20% but less than 30%:</i>	50%
<i>Slopes 30% or more:</i>	10%
<i>Soils with high shrink/swell characteristics, as defined:</i>	75%
<i>Wetlands, existing water features and streams:</i>	0%
<i>Stormwater management basins and structures:</i>	0%
<i>Above-ground 69 KV or greater transmission lines:</i>	0%
<i>Public right-of-way</i>	0%
<i>Private streets, travelways and combined travelways and parking bays</i>	0%

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways, parking spaces and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.
4. No C-I District lot shall be configured such that more than 10% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains and (d) water features.

J. Additional Regulations:

1. An environmental impact statement may be required by the Planning Commission or Town Council for any permitted or special permit use.
2. Refer to Sign Regulations, Article 10 for signage provisions.
3. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.
4. All refuse shall be screened from public view by means of fences, walls or landscaping.
5. On a corner lot, no curb cut shall be located closer than 50 feet to the curb line extended from the intersecting public street.
6. No curb cut shall be located closer than 10 feet to a side or rear lot line, unless a common curb cut serves adjacent uses, and in no instance shall the distance between separate curb cuts serving adjacent uses be less than 30 feet.
7. A freestanding use shall have no more than two curb cuts on any single right-of-way, and such curb cuts shall have a minimum distance of 50 feet between them.
8. The outdoor area devoted to storage, loading and display of goods shall not exceed 25% of the total lot coverage, provided that the combined building and outdoor storage, loading and display areas shall not exceed 50% of the total lot coverage. Such outdoor areas shall not be counted in the calculation of required open space. The location and

use of outdoor storage, loading and display areas shall be limited to the designated area(s) on the approved site plan.

9. Where a lot is contiguous to property located in a residential district, all buildings shall have a minimum setback of 50 feet from common property lines. A landscaped buffer yard shall be provided, with landscape materials and placement subject to final plan approval. Fencing may be required in such cases with fence material and heights subject to final plan approval.
10. All uses in the C-I District shall be subject to site plan approval.
11. There shall be a minimum landscaped buffer strip of 10 feet in depth along all C-I District property frontage. No parking is permitted within the buffer strip. The landscape green strip shall be exclusive of the area required for utility easements, sidewalks and other infrastructure which would interrupt the nature and intent of the buffer area.
12. Refer to the Floodplain Zoning Overlay District, where applicable.
13. Refer to the Chesapeake Bay Preservation Area Overlay District.
14. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*
15. Subject to special use permit approval, the outdoor areas of a C-I use devoted to storage, loading, and display of goods shall be limited to a maximum 50% of the lot area and as otherwise designated on an approved site plan. Outdoor storage, loading and display areas in excess of 50% of the area of building coverage may be approved under special circumstances when the applicant can provide expanded and enhanced screening, buffers and landscaping.

(Ord. of 6-1-2010)