



May 17, 2013

**TO: SMITHFIELD TOWN COUNCIL**

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

**SUBJECT: MAY 2013 COMMITTEE MEETINGS WILL BE HELD AT THE SMITHFIELD CENTER  
LOCATED AT 220 NORTH CHURCH STREET, SMITHFIELD, VA**

**MONDAY, MAY 20<sup>th</sup>, 2013**

**4:00 P.M.      Police                      Members: Chapman (CH), Tynes, Gregory**

1. Public Comments
2. Operational Updates
3. Ordinance Amendment for Golf Cart Usage (forthcoming)
- TAB # 1** 4. Resolution to Appoint Member to the Smithfield Community Crime Prevention Team
- TAB # 2** 5. Olden Days Street Closure Request

**Immediately following the conclusion of the above meeting:**

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

1. Public Comment
- TAB # 3** 2. Proposals for Budgeted Pump Station Upgrades
- TAB # 4** 3. Water Rate Analysis and Debt Service Fee Structure

**Immediately following the conclusion of the above meeting:**

**Finance    Members: Pack (CH), Gregory, Cook**

1. Public Comments
- TAB # 5** 2. April Financial Statements and Graphs
- TAB # 6** 3. April Cash Balance
- TAB # 7** 4. Invoices Over \$10,000 Requiring Council Payment Authorization:
  - a. Draper Aden Associates                                      \$ 14,454.00
5. Pre-Public Hearing Discussion: Budget FY 2013\2014
- TAB # 8** 6. Summary of Obici Healthcare Foundation Grant/ Smithfield on the Move Expenditures to Date

**TUESDAY, MAY 21<sup>ST</sup>, 2013**

**4:00 p.m.**

**Fire and Rescue**

**Members: Tynes (CH), Pack, Chapman**

1. Public Comments
2. Operational Updates

**Immediately following the conclusion of the above meeting:**

**Public Works**

**Members: Smith (CH), Cook, Tynes**

- TAB # 9** 1. Public Comments
- TAB # 10** 2. Renewal of Landscaping Contract
- TAB # 11** 3. Regional Storm Water Management Program Renewal
4. Resolution Authorizing the Town Manager to Submit the 2013 Grant Funding Application – Water Works Lake Dam

**Immediately following the conclusion of the above meeting:**

**Public Buildings & Welfare**

**Members: Cook (CH), Chapman, Smith**

- TAB # 12** 1. Public Comments
- TAB # 13** 2. Pinewood Heights Relocation Project – Phase II Update
- TAB # 14** 3. Hot Air Balloon Launch Request
4. Smithfield Foods Request for Additional Paved Parking
5. Accept Landscaping Donation from Browder's Fresh Pickin's to the Town of Smithfield
6. Kayak Vendor at Windsor Castle Park Update
- TAB # 15** 7. Pre-Public Hearing Discussion: Special Use Permit – Cypress Run Drive
- TAB # 16** 8. Pre-Public Hearing Discussion: Special Use permit – Cypress Crossing
- TAB # 17** 9. Pre-Public Hearing Discussion: Boundary Line Adjustments

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**\*\*\* Additional Item Not Listed on Committee but will be on Council's June 4<sup>th</sup> Agenda\*\*\***

- Approval of May Town Council Minutes

**RESOLUTION TO APPOINT MEMBERS TO THE SMITHFIELD  
COMMUNITY CRIME PREVENTION TEAM**

WHEREAS, on November 6, 2012 the Town Council of the Town of Smithfield resolved to participate in the Virginia Department of Criminal Justice Services Certified Crime Prevention Community Program; and

WHEREAS, the Certified Crime Prevention Program requires the formation of a multi-disciplinary, interagency, community crime prevention team; and

WHEREAS, the governing body fully supports all reasonable efforts to meet the DCJS requirements to become designated as a Certified Crime Prevention Community,

NOW THEREFORE BE IT RESOLVED, that the Town Council hereby appoints the following persons to serve on the Smithfield Community Crime Prevention Team for one year terms, the first ending June 30, 2014, charged with supporting the Smithfield Police Department develop, implement, and evaluate crime prevention strategies that will enhance the quality of life and public safety in the Town of Smithfield.

Adopted this 6<sup>th</sup> day of June 2013.

Edmund Mortimer

Connie Chapman

Bob Cole

Julie Petty

Rick Bodson

Joseph Reish

Catherine Vines

Judy Winslow

Kurt Beach

TOWN OF SMITHFIELD,

\_\_\_\_\_  
T. Carter Williams, Mayor

\_\_\_\_\_  
Clerk

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

**Reservation Number 1656  
Event Date 06/29/13**

<b>Event Name</b>	Smithfield Olden Days Festival
<b>Event Organizer</b>	IOW Tourism
<b>Website</b>	VisitSmithfieldIsleofwight.com

**Event Contacts**

<b>Name</b> Terry Rhinier	<b>814-5170/3</b>	<b>Email</b> terry.rhinier@iwus.net
<b>Name</b> Judy Winslow	<b>434-4501</b>	<b>Email</b> jwinslow@isleofwightus.net

**1st Time Event**

**Annual Event** xx  If yes, how many times has the event taken place? Over 20 years

**Event Category**

Festival xx  Concert xx  Parade  Run/Walk  Bike Race/Tour  xx Car Show  Other raft race

**Average Tickets Price \$** NA

**Expected Attendance** 7,000 **Largest One-time Attendance** same

**Participants will be**  youth  adults  xx both

**Description/Purpose of Event**

Festival and support local non-profits

**List benefits of your event to the Community**

Click here to enter text.

Brings new people to town every year...fills "beds with heads".

**Recipient of Proceeds**

Xi-Delta, Toys for Tots, several Churches, Preservation Virginia and more

**Alcohol Service and/or Sales?**  Yes  No

**What are the date(s) and times of service/sales of alcohol?**

Click here to enter text.

**Having music live bands or dj?**  Yes  No

**What are the date(s) and times for music?** June 28<sup>th</sup>, starting at 5:30 p.m. -9:00 p.m.

**What is your plan in the event of bad weather?**

No rain date.

**Will you be able to provide a certificate of insurance for \$1,000,000?**  yes  no

**Policy Number** Click here to enter text.

**Name of Insurance Liability Carrier.** Click here to enter text.

**Insurance Company Address and Phone Number**

Click here to enter text.

**Tax Exemption Number:** Click here to enter text.

**Please check all that your event will include**

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

<input checked="" type="checkbox"/> Tents	TBA
<input checked="" type="checkbox"/> Staging	TBA

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

#### Road Closures (list roads and hours needed for closure):

June 28<sup>th</sup> - 4:45 p.m. - 9:00 p.m. Main Street from Church Street to Institute Street.  
 June 29<sup>th</sup> - 7:00 a.m. - 5:00 p.m. Main Street from Church Street to Underwood, Mason Street from Cedar Street to Grace Street. Underwood from Cedar Street to Main Street

#### Windsor Castle Park Trail Closures (list trail area and hours needed for closure):

NA

#### Security \$ 41 per officer per hour NA

(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. The officer(s) report a half hour before the event begins and must remain a half hour after the event closes.)

Light Tower \$ 150

Trash Cans \$ 0

Dumpster \$ 0

Cones \$ 0

*If any of these items are selected, a Public Works staff member will have to be on site. \$ 25 per staff person per hour.*

Do you need water hookup (for catering, bathroom trailers)?

*Electrical service will have to be supplied by generators and it is your (the event organizer) responsibility.*

#### Attach the following documents:

Certificate of Insurance

Flyers or any promotional materials about event or organization

Map/Layout of Event

# Memo

**TO:** Town Council Water and Sewer Committee  
**FROM:** William T. Hopkins, III, Director of Planning, Engineering and Public Works  
**DATE:** May 20, 2013  
**RE:** Pump Station Upgrades

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The adopted budget included \$100,000 for Sewer Capital Repairs as a requirement of the Sanitary Sewer Consent Order. Staff asked REW to provide a proposal for Cypress Creek and Watson Pump Station control panel upgrades due to fact that we can no longer purchase replacement parts for current panels.

In response to our request, REW provided the two attached proposals. The proposal for Watson Pump Station in the amount of \$24,338.00 includes replacing control panel box as well as upgrading controls. The proposal for Cypress Pump Station in the amount of \$19,244.00 is for replacement of control panel box only.

Staff feels these upgrades are necessary and therefore we are requesting approval of both proposals. If approved, both proposals will be paid for out of the Sewer Capital Repair line item.



3708 ADAMS STREET, SUITE E

PORTSMOUTH, VA 23703

PHONE: 757-686-0800

FAX: 757-686-0823

Date: 5/9/2013

Location: Cypress Pump Station upgrade

Smithfield Va.

ATTN: Jessie Snead

We are pleased to offer our proposal to replace the pump control panels at the Cypress Creek pump station as follows.

Cypress Pump station:

1-Bubbler type Nema 12 duplex control panel for control of 2 5HP three phase 230 VAC run dry submersible pumps complete with external lighting panel and installation. \$ 19,244.00

If you have any questions, please don't hesitate to call.

Thanks,

Virgil Riggins

Controls Specialist



3708 ADAMS STREET, SUITE E

PORTSMOUTH, VA 23703

PHONE: 757-686-0800

FAX: 757-686-0823

Date: 5/2/2013

Location: Watson Pump Station upgrades

Smithfield Va.

ATTN: Jessie Snead

We are pleased to offer our proposal to replace the pump control panel at the Watson pump stations as follows.

Watson Pump station:

1-Float type Nema 12 duplex control panel for control of 2 5hp three phase 230VAC submersible pumps mounted inside a Nema 4X SS two door enclosure. Remount existing RTU panel in new enclosure and remount existing meter base and disconnect on back of new enclosure. complete installation

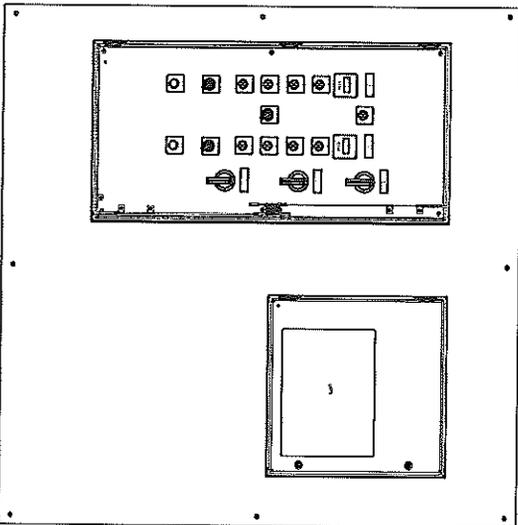
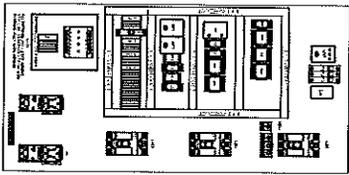
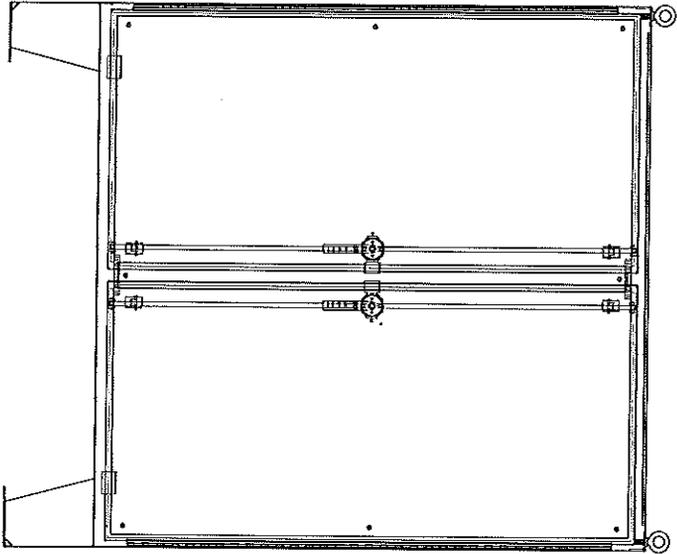
\$ 24,338.00

If you have any questions, please don't hesitate to call.

Thanks,

Virgil Riggins

Controls Specialist



DATE	REV	PURPOSE	BY	CHK
	1	XXXX	VMR	VMR



R.E.W. CORPORATION  
 209 ADAMS STREET  
 DARTMOUTH, N.S.  
 PHONE: 757-666-0800  
 FAX: 757-666-0823

DES	DATE
VMR	07/93
DRF	
VMR	
SCALE	
DRAWING 1 OF 4	

TOWN OF GARFIELD  
 WATSON PUMP STATION  
 PANEL LAYOUT

REVISION NO.	1
DRAWING NO.	361-

**VML/VACO Water Debt Balances**

**Maturity Date of loan #1 - 8/1/25**

**Maturity Date of loan #2 - 8/1/16**

	Principal	Interest (assuming full term)	Total	
6/30/13				
#1	2,605,000.00	763,506.25	3,368,506.25	There are some redemption restrictions
#2 (45% that is for RO)	249,058.71	16,016.40	265,075.11	remaining 55% paid out of operating funds
	2,854,058.71	779,522.65	3,633,581.36	

**Option 1: Debt service continues to FY2018 at current rate to pay off loan early.  
OR  
Continue debt service fee indefinitely for future RO debt-eliminate RO Escrow Fund**

Water Debt Service Escrow	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Beginning Balance-Debt Service Fees	1,143,099	1,248,663	1,316,962	1,388,109	1,457,778	1,531,463	1,647,316	1,800,637	1,958,774	2,117,027	2,280,696	2,442,765	2,603,915	2,769,734	2,935,541
Debt Service Fees billed	402,791	403,316	405,632	407,948	410,264	412,580	414,896	417,212	419,528	421,844	421,844	421,844	421,844	421,844	421,844
<b>Debt Service Fees Used: (includes interest)</b>															
Original VML-VACO financing	(259,275)	(259,113)	(258,581)	(262,375)	(260,675)	(258,775)	(261,575)	(259,075)	(261,275)	(258,175)	(259,775)	(260,694)	(256,025.00)	(256,037.50)	(255,468.75)
Additional VML-VACO financing	(37,952)	(75,904)	(75,904)	(75,904)	(75,904)	(37,952)	-	-	-	-	-	-	-	-	-
<b>Balance at End of Year</b>	<b>1,248,663</b>	<b>1,316,962</b>	<b>1,388,109</b>	<b>1,457,778</b>	<b>1,531,463</b>	<b>1,647,316</b>	<b>1,800,637</b>	<b>1,958,774</b>	<b>2,117,027</b>	<b>2,280,696</b>	<b>2,442,765</b>	<b>2,603,915</b>	<b>2,769,734</b>	<b>2,935,541</b>	<b>3,101,916</b>

Principal Balances June 30															
#1		2,605,000.00	2,450,000.00	2,285,000.00	2,115,000.00	1,940,000.00	1,755,000.00	1,565,000.00	1,365,000.00	1,160,000.00	945,000.00	720,000.00	490,000.00	250,000.00	-
#2		249,058.71	181,071.86	110,344.61	37,360.65	-	-	-	-	-	-	-	-	-	-
Total Balance		2,854,058.71	2,631,071.86	2,395,344.61	2,152,360.65	1,940,000.00	1,755,000.00	1,565,000.00	1,365,000.00	1,160,000.00	945,000.00	720,000.00	490,000.00	250,000.00	-

**Need to reimburse water fund for this payment made out of operating fund**

Actual balance	1,451,243.57
Less: 8/11 debt service payment	(203,406.25)
	<u>1,247,837.32</u>

**Option 2: Debt service reduction to pay off loan at maturity**

Balance of loans including interest 6/30/13	3,633,581.36
Less: Est. balance of debt svc fund 6/30/13	(1,316,962.00)
Balance left to fund through FY2026	2,316,619.36

current # of billable accounts	3479
number of billings per year per customer	6
number of years left to fund	12
billable accounts x number of billings x years	250,488

**Reduced rate** \$ 9.25 Note: Calculation simplified-does not account for growth

Balance to fund / (billable accounts x billings x years)=new rate

**Reduced rate- Assume 20 new customers a year** \$ 8.95

Water Debt Service Escrow	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Beginning Balance-Debt Service Fees	1,143,099	1,248,663	1,316,962	1,170,373	1,021,064	874,529	768,920	699,537	633,728	566,793	504,032	440,745	377,613	320,224	263,897
Debt Service Fees billed	402,791	403,316	187,896	188,970	190,044	191,118	192,192	193,266	194,340	195,414	196,488	197,562	198,636	199,710	-
<b>Debt Service Fees Used: (includes interest)</b>															
Original VML-VACO financing	(259,275)	(259,113)	(258,581)	(262,375)	(260,675)	(258,775)	(261,575)	(259,075)	(261,275)	(258,175)	(259,775)	(260,694)	(256,025.00)	(256,037.50)	(255,468.75)
Additional VML-VACO financing	(37,952)	(75,904)	(75,904)	(75,904)	(75,904)	(37,952)	-	-	-	-	-	-	-	-	-
<b>Balance at End of Year</b>	<b>1,248,663</b>	<b>1,316,962</b>	<b>1,170,373</b>	<b>1,021,064</b>	<b>874,529</b>	<b>768,920</b>	<b>699,537</b>	<b>633,728</b>	<b>566,793</b>	<b>504,032</b>	<b>440,745</b>	<b>377,613</b>	<b>320,224</b>	<b>263,897</b>	<b>8,428</b>

Principal Balances June 30															
#1		2,605,000.00	2,450,000.00	2,285,000.00	2,115,000.00	1,940,000.00	1,755,000.00	1,565,000.00	1,365,000.00	1,160,000.00	945,000.00	720,000.00	490,000.00	250,000.00	-
#2		249,058.71	181,071.86	110,344.61	37,360.65	-	-	-	-	-	-	-	-	-	-
Total Balance		2,854,058.71	2,631,071.86	2,395,344.61	2,152,360.65	1,940,000.00	1,755,000.00	1,565,000.00	1,365,000.00	1,160,000.00	945,000.00	720,000.00	490,000.00	250,000.00	-

Rate Increase to bring revenue to balance before capital at current consumption rate

Town \$5.68 \$ IOW 7.28

Projected Water Revenues and Expenses if increased to \$5.68 for FY2014

	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
<b>Operating Revenue:</b>									
Water Sales	1,008,295	1,180,106	1,186,854	1,193,602	1,200,349	1,207,097	1,213,845	1,220,593	1,227,341
Additional sales - 1/2 of first year									
Water Sales-IOW County	251,764	305,782	305,782	305,782	305,782	305,782	305,782	305,782	305,782
Water Connection Fees (assume 20 per year)-\$660 each	13,200	13,200	13,200	13,200	13,200	13,200	13,200	13,200	13,200
Application Fees	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Miscellaneous	500	500	500	500	500	500	500	500	500
<b>Total Operating Revenue</b>	<b>1,278,759</b>	<b>1,504,588</b>	<b>1,511,336</b>	<b>1,518,084</b>	<b>1,524,831</b>	<b>1,531,579</b>	<b>1,538,327</b>	<b>1,545,075</b>	<b>1,551,823</b>
<b>Expenses:</b>									
Salaries (increase 2% after 2014)	320,265	348,692	355,666	362,779	370,035	377,435	384,984	392,684	400,538
FICA/Unemployment Tax (8% of salaries)	25,621	27,895	28,453	29,022	29,603	30,195	30,799	31,415	32,043
VSRS (11% of salaries in 2014))	40,000	38,530	39,123	39,906	40,704	41,518	42,348	43,195	44,059
Health (14% of salaries)	52,230	49,735	49,793	50,789	51,805	52,841	53,898	54,976	56,075
Uniforms (max 5% increase)	3,100	3,255	3,418	3,589	3,768	3,956	4,154	4,362	4,580
Contractual	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Audit & Legal (7% for audit based on history)	25,000	20,000	21,400	22,898	24,501	26,216	28,051	30,015	32,116
Maintenance & Repairs (assume 2%)	21,000	21,000	20,400	21,828	23,356	24,991	26,740	28,612	30,615
Water Tank Maintenance	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Additional O&M-Fluoride Removal-used reduced budget	451,053	470,673	482,554	495,029	508,128	521,882	536,324	551,488	567,409
Well Maintenance-not in current budget	-	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Professional Services (2%)	5,000	1,000	1,020	1,040	1,061	1,082	1,104	1,126	1,149
Data Processing (2%)	14,000	14,000	14,280	14,566	14,857	15,154	15,457	15,766	16,082
Utilities (2%)	1,500	1,500	1,530	1,561	1,592	1,624	1,656	1,689	1,723
Communications (2%)	15,045	15,045	15,346	15,653	15,966	16,285	16,611	16,943	17,282
Insurance (5%)	25,200	25,200	26,460	27,783	29,172	30,631	32,162	33,770	35,459
Materials & Supplies (2%)	114,400	114,400	116,688	119,022	121,402	123,830	126,307	128,833	131,410
Gas & Tires (2%)	14,500	14,500	14,790	15,086	15,388	15,695	16,009	16,329	16,656
Dues & Subscriptions (2%)	1,000	1,000	1,020	1,040	1,061	1,082	1,104	1,126	1,149
Travel & Training (2%)	5,500	5,500	5,610	5,722	5,837	5,953	6,072	6,194	6,318
Miscellaneous (2%)	12,405	12,405	12,653	12,906	13,164	13,428	13,696	13,970	14,249
<b>Capital Projects Funded with Op. Rates/Revenue:</b>									
Vehicles & Equipment	26,000	34,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
<b>Debt Service Paid with Op. Rates/Revenue:</b>									
VRA Bond (Replaces GMAC)	115,911	114,240	116,284	116,444	70,300	24,056	23,950	23,782	23,569
<b>Operating Expenses</b>	<b>1,403,730</b>	<b>1,447,570</b>	<b>1,471,488</b>	<b>1,501,663</b>	<b>1,486,699</b>	<b>1,472,855</b>	<b>1,506,428</b>	<b>1,541,276</b>	<b>1,577,479</b>
<b>Operating Income (Loss)</b>	<b>(124,971)</b>	<b>57,018</b>	<b>39,847</b>	<b>16,421</b>	<b>38,132</b>	<b>58,724</b>	<b>31,899</b>	<b>3,799</b>	<b>(25,657)</b>
<b>Percent Increase in Revenue Needed</b>	<b>9.92%</b>	<b>-3.84%</b>	<b>-2.67%</b>	<b>-1.10%</b>	<b>-2.53%</b>	<b>-3.88%</b>	<b>-2.10%</b>	<b>-0.25%</b>	<b>1.67%</b>

Non-Operating Revenues (Expenses)

Debt Service Fee (Restricted)	403,316	187,896	188,970	190,044	191,118	192,192	193,266	194,340	195,414
Pro-Rata Fees (Restricted)	-	-	-	-	-	-	-	-	-
Availability Fees (Reserved)	54,400	54,400	54,400	54,400	54,400	54,400	54,400	54,400	54,400
Interest Revenue (Undesignated)	5,925	5,925	5,500	5,500	5,500	5,500	5,500	5,500	5,500
<b>Total Non-Operating Revenues (Expenses)</b>	<b>463,641</b>	<b>248,221</b>	<b>248,870</b>	<b>249,944</b>	<b>251,018</b>	<b>252,092</b>	<b>253,166</b>	<b>254,240</b>	<b>255,314</b>
<b>Net Income (Loss)</b>	<b>338,670</b>	<b>305,239</b>	<b>288,717</b>	<b>266,365</b>	<b>289,150</b>	<b>310,816</b>	<b>285,065</b>	<b>258,039</b>	<b>229,657</b>
<b>Percent Increase in Revenue Needed</b>	<b>-26.88%</b>	<b>-41.03%</b>	<b>-39.66%</b>	<b>-38.25%</b>	<b>-36.78%</b>	<b>-35.27%</b>	<b>-33.70%</b>	<b>-32.07%</b>	<b>-30.38%</b>

**Reserves:**

**Water Development Escrow**

Beginning Balance - Pro Rata Fees	76,678.28	76,678.28	76,678.28	76,678.28	76,678.28	76,678.28	76,678.28	76,678.28	76,678.28
Pro-Rata Share Fees	-	-	-	-	-	-	-	-	-
Pro Rata Share Fees Used	-	-	-	-	-	-	-	-	-
<b>Balance at End of Year</b>	<b>76,678.28</b>								

**Water Capital Escrow**

Beginning Balance- Availability Fees	207,969	253,515	207,915	162,315	116,715	71,115	25,515	(20,085)	(65,685)
Reimburse advance for Waterline replacement	-	-	-	-	-	-	-	-	-
Availability Fees	54,400	54,400	54,400	54,400	54,400	54,400	54,400	54,400	54,400
<u>Availability Fees Used for Capital Projects:</u>									
Completion of RO Plant	-	-	-	-	-	-	-	-	-
Water System Improvements	(8,854)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
<b>Balance at End of Year</b>	<b>253,515</b>	<b>207,915</b>	<b>162,315</b>	<b>116,715</b>	<b>71,115</b>	<b>25,515</b>	<b>(20,085)</b>	<b>(65,685)</b>	<b>(111,285)</b>

**Water Rates (Bi-Monthly)**

	Water (revised rate & revised debt service fee)	Water (revised rate & revised debt service fee)	Water (current rate structure)
In-Town Rates:			
Debt Service Fee	\$8.95	\$9.25	\$19.30
Cost per 1,000 gallons	\$5.68	\$5.68	\$4.85
Bi-Monthly Bill- 9,900 gallons (average)	\$65.18	\$65.48	\$67.32

only \$0.30 difference

**Comparison of Billing**

	<u>Water</u>		
	Revised rate w/ \$8.95 DS fee	Current Rate	Variance
3,000	25.99	33.85	(7.86)
5,000	37.35	43.55	(6.20)
7,500	51.55	55.68	(4.13)
10,000	65.75	67.80	(2.05)
12,000	77.11	77.50	(0.39)
<b>15,000</b>	<b>94.15</b>	<b>92.05</b>	<b>2.10</b>
20,000	122.55	116.30	6.25
50,000	292.95	261.80	31.15
100,000	576.95	504.30	72.65

**Comparison of Billing**

	<u>Water</u>		
	Revised rate w/ \$9.25 DS fee	Current Rate	Variance
3,000	26.29	33.85	(7.56)
5,000	37.65	43.55	(5.90)
7,500	51.85	55.68	(3.83)
10,000	66.05	67.80	(1.75)
12,000	77.41	77.50	(0.09)
<b>15,000</b>	<b>94.45</b>	<b>92.05</b>	<b>2.40</b>
20,000	122.85	116.30	6.55
50,000	293.25	261.80	31.45
100,000	577.25	504.30	72.95

**Comparison of 9,900 gallons to surrounding localities (using \$8.95 debt service)**

	<u>Water</u>	
Town of Smithfield	65.18	-
Isle of Wight	91.34	*
Chesapeake	67.23	**
City of Suffolk	99.17	***
City of Newport News	44.17	****

**Isle of Wight\***

Bi-monthly service rate up to & including 3/4" meter	\$ 25.50
\$6.65 per gallon up to 50,000 gallons	\$ 65.84
\$5.75 per gallon over 50,000 gallons	\$ -
	\$ 91.34

**Chesapeake\*\***

Minimum 6 consumptions (ccfs) bi monthly	\$	37.00	(6 ccfs = 4488)
Rate per consumption above minimum (\$4.178)	\$	<u>30.23</u>	
	\$	67.23	

**Suffolk \*\*\***

meter charge \$4.80			
minimum bill (5 ccfs + meter charge)	\$	40.45	(5 ccfs = 3740 gallons)
each additional ccf \$7.13	\$	<u>58.72</u>	
	\$	99.17	

**City of Newport News\*\*\*\***

Low usage lifeline (residential bi-monthly) \$3.08 for first 6 CCF	\$	18.48	
Normal use rate is \$3.55 per CCF for >6 to 50 CCF	\$	25.69	
Conservation rate is \$7.10 for >50 CCF	\$	<u>-</u>	
	\$	<u>44.17</u>	

Rate Increase to bring revenue to rate study level at current consumption rate

Town \$5.85 \$  
IOW 7.45

Projected Water Revenues and Expenses if increased to \$5.08 for FY2014

	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
<b>Operating Revenue:</b>									
Water Sales	1,008,295	1,215,426	1,222,376	1,229,326	1,236,276	1,243,226	1,250,175	1,257,125	1,264,075
Additional sales - 1/2 of first year									
Water Sales-IOW County	251,764	313,128	313,128	313,128	313,128	313,128	313,128	313,128	313,128
Water Connection Fees (assume 10 per year)-\$660 each	13,200	13,200	13,200	13,200	13,200	13,200	13,200	13,200	13,200
Application Fees	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Miscellaneous	500	500	500	500	500	500	500	500	500
<b>Total Operating Revenue</b>	<b>1,278,759</b>	<b>1,547,254</b>	<b>1,554,204</b>	<b>1,561,154</b>	<b>1,568,104</b>	<b>1,575,054</b>	<b>1,582,003</b>	<b>1,588,953</b>	<b>1,595,903</b>
<b>Expenses:</b>									
Salaries (increase 2% after 2014)	320,265	348,692	355,666	362,779	370,035	377,435	384,984	392,684	400,538
FICA/Unemployment Tax (8% of salaries)	25,621	27,895	28,453	29,022	29,603	30,195	30,799	31,415	32,043
VSRS (11% of salaries in 2014))	40,000	38,530	39,123	39,906	40,704	41,518	42,348	43,195	44,059
Health (14% of salaries)	52,230	49,735	49,793	50,789	51,805	52,841	53,898	54,976	56,075
Uniforms (max 5% increase)	3,100	3,255	3,418	3,589	3,768	3,956	4,154	4,362	4,580
Contractual	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Audit & Legal (7% for audit based on history)	25,000	20,000	21,400	22,898	24,501	26,216	28,051	30,015	32,116
Maintenance & Repairs (assume 2%)	21,000	21,000	20,400	21,828	23,356	24,991	26,740	28,612	30,615
Water Tank Maintenance	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Additional O&M-Fluoride Removal-used reduced budget	451,053	470,673	482,554	495,029	508,128	521,882	536,324	551,488	567,409
Well Maintenance-not in current budget	-	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Professional Services (2%)	5,000	1,000	1,020	1,040	1,061	1,082	1,104	1,126	1,149
Data Processing (2%)	14,000	14,000	14,280	14,566	14,857	15,154	15,457	15,766	16,082
Utilities (2%)	1,500	1,500	1,530	1,561	1,592	1,624	1,656	1,689	1,723
Communications (2%)	15,045	15,045	15,346	15,653	15,966	16,285	16,611	16,943	17,282
Insurance (5%)	25,200	25,200	26,460	27,783	29,172	30,631	32,162	33,770	35,459
Materials & Supplies (2%)	114,400	114,400	116,688	119,022	121,402	123,830	126,307	128,833	131,410
Gas & Tires (2%)	14,500	14,500	14,790	15,086	15,388	15,695	16,009	16,329	16,656
Dues & Subscriptions (2%)	1,000	1,000	1,020	1,040	1,061	1,082	1,104	1,126	1,149
Travel & Training (2%)	5,500	5,500	5,610	5,722	5,837	5,953	6,072	6,194	6,318
Miscellaneous (2%)	12,405	12,405	12,653	12,906	13,164	13,428	13,696	13,970	14,249
<b>Capital Projects Funded with Op. Rates/Revenue:</b>									
Vehicles & Equipment	26,000	34,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
<b>Debt Service Paid with Op. Rates/Revenue:</b>									
VRA Bond (Replaces GMAC)	115,911	114,240	116,284	116,444	70,300	24,056	23,950	23,782	23,569
<b>Operating Expenses</b>	<b>1,403,730</b>	<b>1,447,570</b>	<b>1,471,488</b>	<b>1,501,663</b>	<b>1,486,699</b>	<b>1,472,855</b>	<b>1,506,428</b>	<b>1,541,276</b>	<b>1,577,479</b>
<b>Operating Income (Loss)</b>	<b>(124,971)</b>	<b>99,684</b>	<b>82,716</b>	<b>59,491</b>	<b>81,405</b>	<b>102,198</b>	<b>75,576</b>	<b>47,677</b>	<b>18,424</b>
<b>Percent Increase in Revenue Needed</b>	<b>9.92%</b>	<b>-6.52%</b>	<b>-5.39%</b>	<b>-3.86%</b>	<b>-5.25%</b>	<b>-6.57%</b>	<b>-4.83%</b>	<b>-3.04%</b>	<b>-1.17%</b>

Non-Operating Revenues (Expenses)

Debt Service Fee (Restricted)	403,316	187,896	188,970	190,044	191,118	192,192	193,266	194,340	195,414
Pro-Rata Fees (Restricted)	-	-	-	-	-	-	-	-	-
Availability Fees (Reserved)	54,400	54,400	54,400	54,400	54,400	54,400	54,400	54,400	54,400
Interest Revenue (Undesignated)	5,925	5,925	5,500	5,500	5,500	5,500	5,500	5,500	5,500
<b>Total Non-Operating Revenues (Expenses)</b>	<b>463,641</b>	<b>248,221</b>	<b>248,870</b>	<b>249,944</b>	<b>251,018</b>	<b>252,092</b>	<b>253,166</b>	<b>254,240</b>	<b>255,314</b>
<b>Net Income (Loss)</b>	<b>338,670</b>	<b>347,905</b>	<b>331,586</b>	<b>309,435</b>	<b>332,423</b>	<b>354,290</b>	<b>328,742</b>	<b>301,917</b>	<b>273,738</b>
<b>Percent Increase in Revenue Needed</b>	<b>-26.88%</b>	<b>-41.03%</b>	<b>-39.66%</b>	<b>-38.25%</b>	<b>-36.78%</b>	<b>-35.27%</b>	<b>-33.70%</b>	<b>-32.07%</b>	<b>-30.38%</b>

**Reserves:**

**Water Development Escrow**

Beginning Balance - Pro Rata Fees	76,678.28	76,678.28	76,678.28	76,678.28	76,678.28	76,678.28	76,678.28	76,678.28	76,678.28
Pro-Rata Share Fees	-	-	-	-	-	-	-	-	-
Pro Rata Share Fees Used	-	-	-	-	-	-	-	-	-
<b>Balance at End of Year</b>	<b>76,678.28</b>								

**Water Capital Escrow**

Beginning Balance- Availability Fees	207,969	253,515	207,915	162,315	116,715	71,115	25,515	(20,085)	(65,685)
Reimburse advance for Waterline replacement	-	-	-	-	-	-	-	-	-
Availability Fees	54,400	54,400	54,400	54,400	54,400	54,400	54,400	54,400	54,400
<u>Availability Fees Used for Capital Projects:</u>									
Completion of RO Plant	-	-	-	-	-	-	-	-	-
Water System Improvements	(8,854)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
<b>Balance at End of Year</b>	<b>253,515</b>	<b>207,915</b>	<b>162,315</b>	<b>116,715</b>	<b>71,115</b>	<b>25,515</b>	<b>(20,085)</b>	<b>(65,685)</b>	<b>(111,285)</b>

**Water Rates (Bi-Monthly)**

	<b>Water (revised rate &amp; revised debt service fee)</b>	<b>Water (revised rate &amp; revised debt service fee)</b>	<b>Water (current rate structure)</b>
In-Town Rates:			
Debt Service Fee	\$8.95	\$9.25	\$19.30
Cost per 1,000 gallons	\$5.85	\$5.85	\$4.85
<b>Bi-Monthly Bill- 9,900 gallons (average)</b>	<b>\$66.87</b>	<b>\$67.17</b>	<b>\$67.32</b>

**Comparison of Billing**

	<b><u>Water</u></b>		
	Revised rate w/ \$8.95 DS fee	Current Rate	Variance
3,000	26.50	33.85	(7.35)
5,000	38.20	43.55	(5.35)
7,500	52.83	55.68	(2.85)
10,000	67.45	67.80	(0.35)
<b>12,000</b>	<b>79.15</b>	<b>77.50</b>	<b>1.65</b>
15,000	96.70	92.05	4.65
20,000	125.95	116.30	9.65
50,000	301.45	261.80	39.65
100,000	593.95	504.30	89.65

**Comparison of Billing**

	<b><u>Water</u></b>		
	Revised rate w/ \$9.25 DS fee	Current Rate	Variance
3,000	26.80	33.85	(7.05)
5,000	38.50	43.55	(5.05)
7,500	53.13	55.68	(2.55)
10,000	67.75	67.80	(0.05)
<b>12,000</b>	<b>79.45</b>	<b>77.50</b>	<b>1.95</b>
15,000	97.00	92.05	4.95
20,000	126.25	116.30	9.95
50,000	301.75	261.80	39.95
100,000	594.25	504.30	89.95

**Comparison of 9,900 gallons to surrounding localities**

	<b><u>Water</u></b>
Town of Smithfield	66.87
Isle of Wight	91.34
Chesapeake	67.23
City of Suffolk	99.17
City of Newport News	44.17

**Town of Smithfield**  
**General Fund Operating Budget**

Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Actual as of 04/30/13	Remaining Budget	% of budget
<b>Revenue</b>						
<b>General Fund revenues</b>						
<b>General Fund revenues</b>						
<b>Real Estate Tax</b>						
Current RE Tax	1,660,000.00	1,659,225.00	1,648,955.00	1,659,709.85	(484.85)	100.03%
Delinquent RE Tax	20,000.00	25,000.00	25,000.00	17,569.43	7,430.57	70.28%
Current RE Penalty	6,500.00	6,500.00	8,000.00	6,607.64	(107.64)	101.66%
Delinquent RE Penalty	2,000.00	2,500.00	2,500.00	1,681.12	818.88	67.24%
Current RE Interest	1,000.00	965.00	1,900.00	783.85	181.15	81.23%
Delinquent RE Interest	3,400.00	3,600.00	2,800.00	3,304.68	295.32	91.80%
<b>Total Real Estate Taxes</b>	<b>1,692,900.00</b>	<b>1,697,790.00</b>	<b>1,689,155.00</b>	<b>1,689,656.57</b>	<b>8,133.43</b>	<b>99.52%</b>
<b>Personal Property Tax</b>						
Current PP Tax	838,000.00	838,000.00	812,000.00	836,235.59	1,764.41	99.79%
Delinquent PP Tax	35,000.00	35,000.00	10,000.00	35,171.79	(171.79)	100.49%
Current PP Penalty	13,500.00	13,500.00	10,725.00	13,963.00	(463.00)	103.43%
Delinquent PP Penalty	6,000.00	6,000.00	3,900.00	6,191.26	(191.26)	103.19%
Current PP Interest	650.00	650.00	650.00	854.59	(204.59)	131.48%
Delinquent PP Interest	4,320.00	4,320.00	1,800.00	4,475.92	(155.92)	103.61%
<b>Total Personal Property Tax</b>	<b>897,470.00</b>	<b>897,470.00</b>	<b>839,075.00</b>	<b>896,892.15</b>	<b>577.85</b>	<b>99.94%</b>
<b>Miscellaneous Receipts Over/Short</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>(74.67)</b>	<b>89.67</b>	<b>-497.80%</b>
<b>Total Over/Short</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>(74.67)</b>	<b>89.67</b>	<b>-497.80%</b>
<b>Other Taxes</b>						
Franchise Tax	139,855.00	139,855.00	139,245.00	-	139,855.00	0.00%
Cigarette Tax	130,000.00	130,000.00	130,000.00	118,683.45	11,316.55	91.29%
Transient Occupancy Tax	142,000.00	140,000.00	140,000.00	144,331.57	(4,331.57)	103.09%
Meals Tax-4%	794,270.00	801,070.00	776,000.00	700,219.71	100,850.29	87.41%
Meals Tax-2%-budgeted at 1%	397,135.00	369,165.00	194,000.00	320,538.72	48,626.28	86.83%
Communications Tax	245,000.00	245,000.00	238,000.00	163,000.20	81,999.80	66.53%
Rolling Stock	13.00	13.00	25.00	13.19	(0.19)	101.46%
Rental Tax	1,300.00	1,300.00	1,300.00	781.59	518.41	60.12%
Sales Tax	243,000.00	243,000.00	275,000.00	193,687.15	49,312.85	79.71%
Consumption Tax	47,500.00	47,000.00	46,000.00	35,175.94	11,824.06	74.84%
Utility Tax	194,500.00	194,000.00	189,500.00	137,478.15	56,521.85	70.87%
<b>Total Other Local Taxes</b>	<b>2,334,573.00</b>	<b>2,310,403.00</b>	<b>2,129,070.00</b>	<b>1,813,909.67</b>	<b>496,493.33</b>	<b>78.51%</b>
<b>Licenses, Permits &amp; Privilege Fees</b>						

Town of Smithfield						
General Fund Operating Budget						
Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Actual as of 04/30/13	Remaining Budget	% of budget
Business Licenses	330,000.00	342,000.00	311,000.00	340,821.67	1,178.33	99.66%
Business Licenses Penalty	6,420.00	6,400.00	2,000.00	2,171.45	4,228.55	33.93%
Business Licenses Interest	645.00	640.00	1,500.00	234.92	405.08	36.71%
Permits & Other Licenses	13,000.00	11,000.00	7,000.00	11,508.57	(508.57)	104.62%
WC Dog Park Registration	2,200.00	2,200.00	1,860.00	2,036.00	164.00	92.55%
Consultant Review Fees	5,000.00	5,000.00	5,000.00	1,350.00	3,650.00	27.00%
Vehicle License Tags	-	6.00	-	6.00	-	100.00%
Vehicle License	135,500.00	135,500.00	130,000.00	135,344.89	155.11	99.89%
<b>Total Licenses, permits and privilege fees</b>	<b>492,765.00</b>	<b>502,746.00</b>	<b>458,360.00</b>	<b>493,473.50</b>	<b>9,272.50</b>	<b>98.16%</b>
<b>Fines &amp; Costs</b>						
Public Defender Fee	-	-	-	-	-	#DIV/0!
Fines & Costs	57,000.00	57,000.00	57,000.00	50,529.39	6,470.61	88.65%
<b>Total Fines &amp; Forfeitures</b>	<b>57,000.00</b>	<b>57,000.00</b>	<b>57,000.00</b>	<b>50,529.39</b>	<b>6,470.61</b>	<b>88.65%</b>
<b>From Use of Money and Property</b>						
General Fund Interest	6,400.00	6,400.00	8,000.00	5,149.93	1,250.07	80.47%
Beautification Fund Interest	85.00	150.00	15.00	139.04	10.96	92.69%
Rentals	15,685.00	20,300.00	9,365.00	17,929.66	2,370.34	88.32%
Smithfield Center Rentals	143,000.00	143,000.00	135,000.00	127,817.13	15,182.87	89.38%
Smithfield Center Vendor Programs	4,500.00	4,500.00	3,725.00	4,600.00	(100.00)	102.22%
Windsor Castle Event Rentals	-	-	4,000.00	-	-	#DIV/0!
Special Events	1,000.00	3,200.00	-	3,024.00	176.00	94.50%
Fingerprinting Fees	1,000.00	1,000.00	-	890.00	110.00	89.00%
Sale of Equipment	1,000.00	1,891.00	1,000.00	1,891.00	-	100.00%
Sale of Land	-	414,172.00	-	414,171.32	0.68	100.00%
Lease of Land	525.00	525.00	500.00	525.00	-	100.00%
<b>Total revenue from use of money and property</b>	<b>173,195.00</b>	<b>595,138.00</b>	<b>161,605.00</b>	<b>576,137.08</b>	<b>19,000.92</b>	<b>96.81%</b>
<b>Miscellaneous Revenue</b>						
Other Revenue	2,200.00	2,200.00	1,500.00	2,226.39	(26.39)	101.20%
Cash Proffer Revenues	-	1,500.00	-	1,500.00	-	100.00%
Obici Foundation Wellness Grant	12,500.00	37,775.00	47,595.00	20,275.00	17,500.00	53.67%
Virginia Municipal Group Safety Grant	3,861.00	3,861.00	2,000.00	3,861.00	-	100.00%
<b>Total Miscellaneous Revenue</b>	<b>18,561.00</b>	<b>45,336.00</b>	<b>51,095.00</b>	<b>27,862.39</b>	<b>17,473.61</b>	<b>61.46%</b>
<b>From Reserves</b>						
Restricted Reserves-Beautification	-	-	-	-	-	#DIV/0!
Reserves-Pinewood Escrow	14,618.00	14,618.00	-	12,181.60	2,436.40	83.33%
From Operating Reserves	509,075.00	-	474,086.09	-	-	#DIV/0!

**Town of Smithfield**  
**General Fund Operating Budget**

Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Actual as of 04/30/13	Remaining Budget	% of budget
<b>Total From Reserves</b>	523,693.00	14,618.00	474,086.09	12,181.60	2,436.40	83.33%
<b>Intergovernmental Virginia</b>						
Law Enforcement (no change budgeted for 2014)	161,533.00	161,533.00	161,533.00	121,149.00	40,384.00	75.00%
Litter Control Grant	3,765.00	3,765.00	2,609.00	3,765.00	-	100.00%
Police Block Grants-State	1,000.00	795.00	-	792.97	2.03	99.74%
Urban Funds-State Match (18%)	-	155,450.00	-	-	155,450.00	0.00%
Fire Programs	19,461.00	22,517.00	18,568.00	22,517.00	-	100.00%
VCA Grant	5,000.00	5,000.00	5,000.00	5,000.00	-	100.00%
DCA Grant (Dam)	17,000.00	-	25,000.00	-	-	#DIV/0!
FEMA-VDEM (state portion)	-	15,705.00	-	3,275.23	12,429.77	20.85%
Fuel Refund (state)	865.00	6,700.00	7,000.00	6,555.40	144.60	97.84%
<b>Total State Revenue</b>	208,624.00	371,465.00	219,710.00	163,054.60	208,410.40	43.90%
<b>Intergovernmental Federal</b>						
Federal Grants	5,000.00	12,000.00	5,000.00	9,665.02	2,334.98	80.54%
Urban Fund Partial Use Allocation (80%)	-	690,900.00	-	-	690,900.00	0.00%
FEMA-federal portion	-	69,290.00	-	48,084.56	21,205.44	69.40%
Pinewood Heights CDBG Relocation Grant-Phase II	500,194.00	624,720.00	624,720.00	124,526.00	500,194.00	19.93%
Federal Fuel Income	1,000.00	4,000.00	8,300.00	3,527.81	472.19	88.20%
<b>Total Federal Revenue</b>	506,194.00	1,400,910.00	638,020.00	185,803.39	1,215,106.61	13.26%
<b>Other Financing Sources</b>						
<b>Operating Transfers In</b>						
Transfer In for Debt Service	-	-	-	-	-	#DIV/0!
<b>Total Operating Transfers In</b>	-	-	-	-	-	#DIV/0!
<b>Other Financing Sources</b>						
Note Proceeds-HVAC Financing (Smithfield Center)	-	80,175.00	-	80,175.00	-	100.00%
General Obligation Bond-Capital Asset financing (ball fields)	400,000.00	-	-	-	-	#DIV/0!
Insurance Recoveries	-	4,125.00	-	4,124.42	0.58	99.99%
<b>Total Other Financing Sources</b>	400,000.00	84,300.00	-	84,299.42	0.58	100.00%
<b>Contributions</b>						
CHIPS Contributions	2,500.00	2,880.00	5,300.00	2,880.00	-	100.00%
Bike Rack	-	800.00	-	-	800.00	0.00%
Public Restroom	-	250,000.00	-	-	250,000.00	0.00%
Porcine Statues	-	10,540.00	-	10,537.12	2.88	99.97%
Contribution-Smithfield Foods Donation to PD	-	20,900.00	-	20,900.00	-	100.00%
Contribution-Motorcycle Donation	-	5,000.00	-	5,000.00	-	100.00%

Town of Smithfield						
General Fund Operating Budget						
Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Actual as of 04/30/13	Remaining Budget	% of budget
Ruritan Club Contribution-Ivy Hill Bench	-	1,568.00	-	1,568.00	-	100.00%
Contributions-Employee Awards	-	500.00	-	500.00	-	100.00%
Contributions-IOW County (ball fields)	25,000.00	-	-	-	-	#DIV/0!
Contributions-IOW County Port Authority Grants	-	3,221.00	-	5,559.07	(2,338.07)	172.59%
Farmers Bank-Police Department	-	24,000.00	-	24,000.00	-	100.00%
Contributions South Church Street Improvement Project	-	400,000.00	-	400,000.00	-	100.00%
<b>Total Contributions</b>	<b>27,500.00</b>	<b>719,409.00</b>	<b>5,300.00</b>	<b>470,944.19</b>	<b>248,464.81</b>	<b>65.46%</b>
<b>Total General Fund Revenue</b>	<b>7,332,490.00</b>	<b>8,696,600.00</b>	<b>6,722,491.09</b>	<b>6,464,669.28</b>	<b>2,231,930.72</b>	<b>74.34%</b>
<b>Less Revenues, Loan Funds, Grants and Contributions related to capital projects</b>						
<b>General Obligation Bond-HVAC Financing</b>	-	(80,175.00)	-	(80,175.00)	-	
<b>General Obligation Bond-Land Acquisition</b>	(400,000.00)	-	-	-	-	
Cash Proffer Revenues	-	(1,500.00)	-	(1,500.00)	-	
Meals Tax (1%) allocated to Special Projects	(397,135.00)	(369,165.00)	(194,000.00)	(320,538.72)	(48,626.28)	
South Church Street Improvement Project-Grants	-	(846,350.00)	-	-	(846,350.00)	
South Church Street Improvement Project-Contributions	-	(400,000.00)	-	(400,000.00)	-	
Public Restrooms Contributions	-	(250,000.00)	-	-	(250,000.00)	
Pinewood Heights Reserves	(14,618.00)	(14,618.00)	-	(12,181.60)	(2,436.40)	
Contributions to Ball Fields (IOW)	(25,000.00)	-	-	-	-	
Pinewood Heights Relocation Project -Grant	(500,194.00)	(624,720.00)	(624,720.00)	124,526.00	(749,246.00)	
Total Non-operating Revenues	(1,336,947.00)	(2,506,353.00)	(818,720.00)	(609,694.32)	(1,896,658.68)	24.33%
<b>Total General Fund Operating Revenues</b>	<b>5,995,543.00</b>	<b>6,190,247.00</b>	<b>5,903,771.09</b>	<b>5,854,974.96</b>	<b>335,272.04</b>	<b>94.58%</b>
<b>General Fund Budget Expenses</b>						
Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Actual as of 04/30/13	Remaining Budget	% of budget
<b>GENERAL GOVERNMENT</b>						
<b>Town Council</b>						
Salaries	40,000.00	40,000.00	40,000.00	32,500.00	7,500.00	81.25%
FICA	3,500.00	3,500.00	3,468.00	2,898.48	601.52	82.81%
Employee Wellness/Assistance Plan	1,800.00	1,800.00	1,900.00	1,365.00	435.00	75.83%
Legal Fees	32,000.00	30,000.00	30,000.00	24,402.58	5,597.42	81.34%
Election Expense	3,000.00	-	3,000.00	-	-	-

**Town of Smithfield**  
**General Fund Operating Budget**

Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Actual as of 04/30/13	Remaining Budget	% of budget
Maintenance contracts	695.00	-	600.00	-	-	-
Advertising	30,000.00	30,000.00	30,000.00	15,361.13	14,638.87	51.20%
Professional Services	1,500.00	750.00	2,500.00	-	750.00	0.00%
Records Management maint & upgrades-scanner & software	8,484.00	3,984.00	3,900.00	995.00	2,989.00	24.97%
Site Plan Review	5,000.00	2,500.00	5,000.00	-	2,500.00	0.00%
Communications	3,500.00	3,500.00	5,100.00	1,922.39	1,577.61	54.93%
<b>Insurance</b>	<b>27,435.00</b>	<b>26,125.00</b>	<b>27,665.00</b>	<b>26,125.00</b>	<b>-</b>	<b>100.00%</b>
Supplies	20,000.00	20,000.00	20,000.00	14,718.65	5,281.35	73.59%
Travel & Training	6,000.00	6,000.00	7,000.00	4,523.22	1,476.78	75.39%
<b>Subscriptions/Memberships</b>	<b>9,100.00</b>	<b>9,000.00</b>	<b>9,000.00</b>	<b>8,333.00</b>	<b>667.00</b>	<b>92.59%</b>
Cable Television Maintenance & Upgrades				0.91	(0.91)	-
Council Approved Items	16,000.00	10,000.00	10,000.00	6,514.29	3,485.71	65.14%
Public Defender Fees	2,000.00	2,000.00	2,000.00	1,560.00	440.00	78.00%
Bank Charges	625.00	625.00	375.00	474.35	150.65	75.90%
SpecialProjects	2,500.00	2,500.00	1,000.00	1,342.43	1,157.57	53.70%
Smithfield CHIPS program	3,772.00	3,772.00	3,772.00	2,566.00	1,206.00	68.03%
Update Town Charter & Code	2,000.00	2,000.00	2,000.00	1,355.00	645.00	67.75%
Annual Christmas Parade	400.00	400.00	325.00	75.11	324.89	18.78%
Council Approved Hwy	-	-	(22,270.00)	-	-	-
<b>Total Town Council</b>	<b>219,311.00</b>	<b>198,456.00</b>	<b>186,335.00</b>	<b>147,032.54</b>	<b>51,423.46</b>	<b>78.91%</b>
<b><u>Town Manager</u></b>						
Salaries	216,840.00	201,022.01	201,022.01	158,869.20	42,152.81	79.03%
FICA	17,350.00	16,082.00	16,082.00	12,383.81	3,698.19	77.00%
VSRS	25,100.00	26,320.00	26,320.00	21,732.30	4,587.70	82.57%
Health	37,455.00	34,775.00	34,775.00	28,946.10	5,828.90	83.24%
Auto Expense	500.00	500.00	500.00	339.87	160.13	67.97%
Maintenance Contracts	1,700.00	1,536.00	1,400.00	1,280.00	256.00	83.33%
Communications	15,500.00	15,500.00	15,500.00	11,521.75	3,978.25	74.33%
<b>Insurance</b>	<b>2,910.00</b>	<b>2,773.00</b>	<b>2,725.00</b>	<b>2,772.24</b>	<b>0.76</b>	<b>99.97%</b>
Supplies	5,500.00	5,500.00	5,500.00	3,589.30	1,910.70	65.26%
<b>Dues &amp; Subscriptions</b>	<b>2,940.00</b>	<b>2,920.00</b>	<b>2,800.00</b>	<b>2,900.54</b>	<b>19.46</b>	<b>99.33%</b>
Computer & technology expenses	16,000.00	16,000.00	16,000.00	7,394.99	8,605.01	46.22%
Travel & Training	7,800.00	7,800.00	5,000.00	4,569.46	3,230.54	58.58%
Other	100.00	1,100.00	100.00	55.00	1,045.00	5.00%
TM Allocated to Hwy	-	-	(6,450.00)	-	-	#DIV/0!
<b>Total Town Manager</b>	<b>349,695.00</b>	<b>331,828.01</b>	<b>321,274.01</b>	<b>256,354.56</b>	<b>75,473.45</b>	<b>77.26%</b>

**Town of Smithfield**  
**General Fund Operating Budget**

Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Actual as of 04/30/13	Remaining Budget	% of budget
<b>Treasurer</b>						
Salaries	258,170.00	248,190.00	248,190.00	194,298.07	53,891.93	78.29%
FICA	20,655.00	19,860.00	19,860.00	15,170.91	4,689.09	76.39%
VSRS	29,230.00	30,885.00	30,885.00	25,458.36	5,426.64	82.43%
Health	32,840.00	27,725.00	30,650.00	22,637.95	5,087.05	81.65%
Audit	11,500.00	23,250.00	23,250.00	23,250.00	-	100.00%
Depreciation Software	2,700.00	2,700.00	2,700.00	2,700.00	-	100.00%
Communications	8,080.00	8,080.00	7,800.00	6,229.41	1,850.59	77.10%
Data Processing	18,000.00	18,000.00	18,000.00	14,741.54	3,258.46	81.90%
Service Contracts	18,500.00	22,035.00	17,100.00	17,128.24	4,906.76	77.73%
Insurance	2,510.00	2,390.00	2,350.00	2,389.36	0.64	99.97%
Supplies	15,000.00	15,000.00	15,000.00	9,597.82	5,402.18	63.99%
Dues & Subscriptions	2,300.00	2,300.00	2,300.00	2,015.91	284.09	87.65%
Credit Card Processing	1,000.00	1,000.00	1,000.00	652.01	347.99	65.20%
Cigarette Tax Stamps	2,565.00	2,311.00	2,575.00	2,311.20	(0.20)	100.01%
Travel & Training	2,000.00	1,500.00	1,500.00	104.64	1,395.36	6.98%
Other	100.00	100.00	100.00	62.11	37.89	62.11%
Treasurer Alloc to Hwy	-	-	(12,195.00)	-	-	#DIV/0!
<b>Total Treasurer</b>	<b>425,150.00</b>	<b>425,326.00</b>	<b>411,065.00</b>	<b>338,747.53</b>	<b>86,578.47</b>	<b>79.64%</b>
<b>PUBLIC SAFETY</b>						
<b>Police Department</b>						
Salaries	1,322,140.00	1,282,225.00	1,318,996.00	1,004,066.64	278,158.36	78.31%
FICA	105,775.00	102,580.00	102,800.00	77,584.07	24,995.93	75.63%
VSRS	139,100.00	145,000.00	151,165.00	119,726.39	25,273.61	82.57%
Health Insurance	185,950.00	165,675.00	189,610.00	136,922.82	28,752.18	82.65%
Pre-employ screening/Emp Medical	2,000.00	2,000.00	2,000.00	1,181.00	819.00	59.05%
Uniforms	24,000.00	24,000.00	34,000.00	11,478.09	12,521.91	47.83%
Service Contracts	37,000.00	34,500.00	37,000.00	29,731.37	4,768.63	86.18%
Communications	65,000.00	54,000.00	65,000.00	39,433.97	14,566.03	73.03%
Computer & Technology Expenses	10,000.00	10,000.00	10,000.00	6,636.28	3,363.72	66.36%
Insurance	51,935.00	49,465.00	49,000.00	49,461.60	3.40	99.99%
Ins. - LODA	10,440.00	8,535.00	10,431.08	8,534.52	0.48	99.99%
Materials & Supplies	30,500.00	30,500.00	30,500.00	15,857.19	14,642.81	51.99%
Dues & Subscriptions	6,500.00	5,500.00	4,000.00	5,262.83	237.17	95.69%
Equipment	15,000.00	15,000.00	15,000.00	8,468.09	6,531.91	56.45%
Radio & Equipment repairs	3,500.00	3,500.00	3,500.00	1,447.21	2,052.79	41.35%
Vehicle Maintenance	50,000.00	50,000.00	40,000.00	36,019.54	13,980.46	72.04%
Gas	85,000.00	85,000.00	85,000.00	61,544.25	23,455.75	72.41%
Tires	7,500.00	7,500.00	7,500.00	1,399.00	6,101.00	18.65%

**Town of Smithfield**  
**General Fund Operating Budget**

Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Actual as of 04/30/13	Remaining Budget	% of budget
Travel & Training	27,500.00	30,000.00	30,000.00	15,656.62	14,343.38	52.19%
Special Events	500.00	500.00	500.00	347.71	152.29	69.54%
Police Grants	25,000.00	25,000.00	25,000.00	4,203.52	20,796.48	16.81%
Investigation expenses	5,000.00	5,000.00	5,000.00	2,876.88	2,123.12	57.54%
Other	500.00	500.00	-	332.94	167.06	66.59%
<b>Total Police Department</b>	<b>2,209,840.00</b>	<b>2,135,980.00</b>	<b>2,216,002.08</b>	<b>1,638,172.53</b>	<b>497,807.47</b>	<b>76.69%</b>
<b>Fire Department</b>						
Fuel Fund & Travel	13,000.00	13,000.00	13,000.00	-	13,000.00	0.00%
State Pass Thru	19,461.00	22,517.00	18,568.00	3,056.00	19,461.00	13.57%
<b>Total Fire Department</b>	<b>32,461.00</b>	<b>35,517.00</b>	<b>31,568.00</b>	<b>3,056.00</b>	<b>32,461.00</b>	<b>8.60%</b>
<b>Contributions-Public Safety</b>						
Coast Guard Auxiliary	250.00	-	-	-	-	-
Rescue Squad-Salaries (to County) & shared maintenance	-	-	-	-	-	-
E911 Dispatch Center	118,950.00	127,525.00	116,075.00	86,395.04	41,129.96	67.75%
Fire Department Rescue Truck	10,000.00	10,000.00	10,000.00	10,000.00	-	100.00%
<b>Total Contributions-Public Safety</b>	<b>129,200.00</b>	<b>137,525.00</b>	<b>126,075.00</b>	<b>96,395.04</b>	<b>41,129.96</b>	<b>70.09%</b>
<b>PARKS, RECREATION &amp; CULTURAL</b>						
<b>Smithfield Center</b>						
Salaries	186,170.00	182,000.00	186,200.00	135,755.17	46,244.83	74.59%
FICA	14,895.00	14,560.00	14,896.00	10,897.45	3,662.55	74.85%
VSRS	16,365.00	17,170.00	17,170.00	14,175.78	2,994.22	82.56%
Health	20,780.00	24,205.00	24,205.00	20,142.16	4,062.84	83.21%
Uniforms	1,200.00	1,200.00	1,200.00	257.95	942.05	21.50%
Contracted Services	23,000.00	23,000.00	23,000.00	18,909.89	4,090.11	82.22%
Retail Sales & Use Tax	500.00	500.00	500.00	351.41	148.59	70.28%
Utilities	30,000.00	30,000.00	35,000.00	18,974.78	11,025.22	63.25%
Communications	21,500.00	21,500.00	21,500.00	14,250.64	7,249.36	66.28%
Computer & technology expenses	2,500.00	2,500.00	2,500.00	651.96	1,848.04	26.08%
Insurance	4,810.00	4,585.00	4,535.00	4,582.68	2.32	99.95%
Kitchen Supplies	4,000.00	4,000.00	4,000.00	1,728.48	2,271.52	43.21%
Office Supplies/Other Supplies	4,000.00	4,000.00	5,000.00	2,551.72	1,448.28	63.79%
Food Service & Beverage Supplies	8,000.00	6,000.00	6,000.00	5,604.95	395.05	93.42%
AV Supplies	1,000.00	1,000.00	1,000.00	348.23	651.77	34.82%
Repairs & Maintenance	40,000.00	40,000.00	40,000.00	28,358.56	11,641.44	70.90%
Systems Maintenance (HVAC, AV, Generator)	10,000.00	10,000.00	10,000.00	-	10,000.00	0.00%

**Town of Smithfield**  
**General Fund Operating Budget**

Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Actual as of 04/30/13	Remaining Budget	% of budget
Landscaping	12,000.00	12,000.00	10,000.00	8,844.51	3,155.49	73.70%
Travel & Training	2,000.00	2,000.00	2,000.00	1,716.27	283.73	85.81%
Programming Expenses	1,000.00	1,000.00	1,000.00	165.20	834.80	16.52%
Advertising	20,000.00	20,000.00	20,000.00	14,153.19	5,846.81	70.77%
Refund event deposits	3,500.00	3,500.00	3,500.00	4,112.50	(612.50)	117.50%
Credit card processing expense	4,500.00	4,500.00	3,650.00	4,160.00	340.00	92.44%
<b>Total Smithfield Center</b>	<b>431,720.00</b>	<b>429,220.00</b>	<b>436,856.00</b>	<b>310,693.48</b>	<b>118,526.52</b>	<b>72.39%</b>
<b>Contributions-Parks, Recreation and Cultural</b>						
Farmers Market	3,000.00	3,000.00	3,000.00	-	3,000.00	0.00%
Contributions-BSV Parking Lot		4,500.00	-	-	4,500.00	0.00%
Grass Cutting-TUMC Parking Lot	1,500.00	1,500.00	-	125.00	1,375.00	8.33%
Hampton Roads Partnership	1,960.00	1,960.00	1,960.00	-	1,960.00	0.00%
Isle of Wight Arts League	10,000.00	10,000.00	10,000.00	10,000.00	-	100.00%
Windsor Castle Playground	-	6,000.00	-	6,000.00	-	100.00%
Library	10,000.00	10,000.00	36,000.00	4,803.00	5,197.00	48.03%
<b>Total Contributions-Park, Recreation and Cultural</b>	<b>26,460.00</b>	<b>36,960.00</b>	<b>50,960.00</b>	<b>20,928.00</b>	<b>16,032.00</b>	<b>56.62%</b>
<b>Windsor Castle Park</b>						
Salaries	73,820.00	-	-	-	-	-
FICA	5,910.00	-	-	-	-	-
VSRS	8,505.00	-	-	-	-	-
Health	13,870.00	-	-	-	-	-
Contracted Services	5,000.00	5,000.00	-	3,459.54	1,540.46	69.19%
Grass Cutting	30,000.00	30,000.00	-	17,907.20	12,092.80	59.69%
Professional Services	1,000.00	753.00	-	752.40	0.60	99.92%
Utilities	5,000.00	5,000.00	-	2,372.10	2,627.90	47.44%
Supplies	2,500.00	2,500.00	-	317.03	2,182.97	12.68%
Computer & Technology	-	-	-	(120.00)	120.00	-
Repairs & Maintenance	40,000.00	35,747.00	-	14,137.23	21,609.77	39.55%
<b>Total Windsor Castle Park</b>	<b>185,605.00</b>	<b>79,000.00</b>	<b>85,000.00</b>	<b>38,825.50</b>	<b>40,174.50</b>	<b>49.15%</b>
<b>Other Parks &amp; Recreation</b>						
Fishing Pier-	-	-	600.00	-	-	-
Jersey Park Playground	1,000.00	500.00	500.00	405.10	94.90	81.02%
Pinewood Playground	500.00	500.00	500.00	-	500.00	0.00%
Clontz Park	1,000.00	1,000.00	1,000.00	1,150.69	(150.69)	115.07%
Community Wellness Initiative	35,000.00	23,727.00	23,727.00	12,142.45	11,584.55	51.18%
Waterworks Dam	34,000.00	3,100.00	35,000.00	3,087.31	12.69	-

**Town of Smithfield**  
**General Fund Operating Budget**

Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Actual as of 04/30/13	Remaining Budget	% of budget
Haydens Lane Maintenance	3,500.00	3,500.00	3,500.00	1,301.28	2,198.72	37.18%
Veterans War Memorial	1,000.00	1,000.00	1,000.00	234.12	765.88	23.41%
Fireworks	2,000.00	2,000.00	2,000.00	2,000.00	-	100.00%
Total Parks & Recreation	78,000.00	35,327.00	67,827.00	20,320.95	15,006.05	57.52%
<b>COMMUNITY DEVELOPMENT</b>						
<b>Pinewood Heights</b>						
<b>Non-CDBG Contributed Operating Expenses</b>						
<b>Administration</b>						
Precontract/ERR	-	6,000.00	6,000.00	540.00	5,460.00	9.00%
Management Assistance	12,000.00	24,000.00	24,000.00	8,662.28	15,337.72	36.09%
Monitoring/Closeout	2,500.00	3,000.00	3,000.00	210.00	2,790.00	7.00%
<b>Permanent Relocation</b>						
Owner Occupied Households	107,826.00	143,200.00	514,020.00	35,374.00	107,826.00	24.70%
Renter Occupied Households	134,155.00	145,117.92	49,400.00	12,181.60	132,936.32	8.39%
Moving Costs	13,900.00	18,500.00	49,400.00	4,600.00	13,900.00	24.86%
Relocation Specialist	10,633.00	15,000.00	15,000.00	4,367.29	10,632.71	29.12%
<b>Acquisition Specialist</b>						
	15,000.00	15,000.00	15,000.00	-	15,000.00	0.00%
<b>Clearance &amp; Demolition</b>						
	29,000.00	40,950.00	29,000.00	12,073.84	28,876.16	29.48%
<b>Subtotal Non CDBG</b>						
	325,014.00	410,767.92	704,820.00	78,009.01	332,758.91	18.99%
<b>CDBG Contributed Operating Expenses</b>						
<b>Permanent Relocation</b>						
Owner Occupied Households	230,394.00	271,920.00	-	41,526.00	230,394.00	15.27%
Renter Occupied Households		-		-	-	-
<b>Clearance &amp; Demolition</b>						
		-	-	-	-	-
<b>Subtotal CDBG</b>						
	230,394.00	271,920.00	-	41,526.00	230,394.00	15.27%
<b>Total Pinewood Heights Contributions</b>						
	555,408.00	682,687.92	704,820.00	119,535.01	563,152.91	17.51%

**Town of Smithfield**  
**General Fund Operating Budget**

Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Actual as of 04/30/13	Remaining Budget	% of budget
<b>Contributions-Community Development</b>						
APVA Courthouse Contribution	5,000.00	5,000.00	5,000.00	5,000.00	-	100.00%
Chamber of Commerce	6,000.00	6,000.00	6,000.00	6,000.00	-	100.00%
Christian Outreach	14,000.00	6,000.00	6,000.00	-	6,000.00	0.00%
Genieve Shelter	9,000.00	9,000.00	9,000.00	-	9,000.00	0.00%
TRIAD	1,650.00	1,650.00	1,650.00	-	1,650.00	0.00%
Tourism Bureau	209,976.00	209,976.00	209,976.00	157,485.59	52,490.41	75.00%
Western Tidewater Free Clinic	33,339.00	25,000.00	25,000.00	25,000.00	-	100.00%
YMCA Projects	50,000.00	50,000.00	50,000.00	50,000.00	-	100.00%
<b>Total Contributions-Community Development</b>	<b>328,965.00</b>	<b>312,626.00</b>	<b>312,626.00</b>	<b>243,485.59</b>	<b>69,140.41</b>	<b>77.88%</b>
<b>PUBLIC WORKS</b>						
<b>Planning, Engineering &amp; Public Works</b>						
Salaries	203,530.00	227,230.00	227,230.00	177,938.61	49,291.39	78.31%
FICA	16,285.00	18,180.00	18,180.00	13,961.58	4,218.42	76.80%
VSRS	24,750.00	33,160.00	33,160.00	24,927.11	8,232.89	75.17%
Health	33,600.00	35,300.00	35,300.00	29,788.62	5,511.38	84.39%
Uniforms	2,000.00	2,000.00	2,000.00	1,039.35	960.65	51.97%
Contractual	9,125.00	11,600.00	8,500.00	9,381.45	2,218.55	80.87%
GIS	1,200.00	400.00	-	400.00	-	100.00%
Recycling-new contract	212,725.00	53,000.00	62,000.00	39,621.00	13,379.00	74.76%
Trash Collection-new contract	227,555.00	392,000.00	397,000.00	323,721.34	68,278.66	82.58%
Street Lights	5,000.00	5,000.00	5,000.00	1,048.04	3,951.96	20.96%
Communications	15,000.00	15,000.00	20,000.00	10,637.77	4,362.23	70.92%
Safety Meetings	5,000.00	5,000.00	7,500.00	4,094.98	905.02	81.90%
Insurance	8,060.00	7,675.00	7,575.00	7,673.20	1.80	99.98%
Materials & Supplies	6,000.00	6,000.00	6,000.00	2,867.74	3,132.26	47.80%
Repairs & Maintenance	9,000.00	15,000.00	7,000.00	12,210.64	2,789.36	81.40%
Gas & Tires	10,500.00	10,500.00	10,500.00	7,199.40	3,300.60	68.57%
Travel & Training	6,000.00	6,000.00	6,000.00	3,435.92	2,564.08	57.27%
Litter Control Grant	3,765.00	3,765.00	3,078.00	-	3,765.00	0.00%
Dues & Subscriptions	2,000.00	2,000.00	2,000.00	1,691.00	309.00	84.55%
Other	1,000.00	1,000.00	1,000.00	447.39	552.61	44.74%
Public Works Alloc to Hwy	-	-	(6,500.00)	-	-	-
<b>Total Public Works</b>	<b>802,095.00</b>	<b>849,810.00</b>	<b>852,523.00</b>	<b>672,085.14</b>	<b>177,724.86</b>	<b>79.09%</b>
<b>PUBLIC BUILDINGS</b>						
<b>Public Buildings</b>						
Salaries	21,235.00	20,920.00	20,920.00	15,069.67	5,850.33	72.03%
FICA	1,700.00	1,675.00	1,675.00	1,323.25	351.75	79.00%

**Town of Smithfield**  
**General Fund Operating Budget**

Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Actual as of 04/30/13	Remaining Budget	% of budget
Contractual	7,000.00	8,904.00	5,500.00	7,934.46	969.54	89.11%
Communications	3,750.00	1,846.00	3,750.00	1,454.23	391.77	78.78%
Utilities	47,000.00	47,000.00	43,000.00	35,168.35	11,831.65	74.83%
Insurance	3,176.00	3,061.00	2,105.00	3,061.22	(0.22)	100.01%
Materials & Supplies	3,000.00	2,500.00	2,500.00	1,857.96	642.04	74.32%
Repairs & Maintenance	29,289.00	29,289.00	30,000.00	17,247.53	12,041.47	58.89%
Rent Expense-Office Space	4,800.00	4,800.00	4,800.00	4,000.00	800.00	83.33%
Other	1,000.00	1,000.00	1,000.00	839.82	160.18	83.98%
Alloc Costs to Hwy	-	-	(13,750.00)	-	-	-
Total Public Buildings	121,950.00	120,995.00	101,500.00	87,956.49	33,038.51	72.69%
<b>OTHER FINANCING USES</b>						
<b>Other Financing Uses</b>						
Transfers to Operating Reserves		793,899.07	-	1,807,348.37	(1,013,449.30)	227.65%
Transfers to Restricted Reserves-Special Projects (Pinewood)		-	-	87,382.31	(87,382.31)	-
Transfers to Restricted Reserves-S Church Street Project	-	-	-	-	-	-
<b>Total Transfers To Reserves</b>	-	793,899.07	-	1,894,730.68	(1,100,831.61)	238.66%
<b>DEBT SERVICE</b>						
<b>Debt Service</b>						
<b>Principal Retirement</b>						
Public Building Acquisition	19,914.00	19,914.00	19,914.00	-	19,914.00	0.00%
HVAC	15,300.00	12,290.00	-	8,574.42	3,715.58	69.77%
Ball Fields	73,750.00	-	-	-	-	-
<b>Line of Credit Retirement-interest</b>	5,000.00	6,866.00	5,000.00	6,865.64	0.36	99.99%
<b>Ball field financing?</b>						
<b>Interest and fiscal charges</b>		-	-	-		
Public Building Acquisition	33,195.00	33,991.00	33,991.00	16,995.35	16,995.65	50.00%
HVAC	2,370.00	2,660.00	-	1,775.29	884.71	66.74%
Ball Fields	14,650.00					
Total Debt Service	164,179.00	75,721.00	58,905.00	34,210.70	41,510.30	58.08%
<b>Total General Fund Expenses</b>	6,060,039.00	6,680,878.00	5,963,336.09	5,922,529.74	758,348.26	99.32%
<b>Less Expenses related to capital projects:</b>						
Legal Fees	-	-	-	-	-	
Professional Fees	-	-	-	-	-	
Pinewood Heights Relocation Project Expenses	(555,408.00)	(682,687.92)	(704,820.00)	(119,535.01)	(585,284.99)	
Pinewood Heights Line of Credit Expenses	(5,000.00)	(6,866.00)	(5,000.00)	(6,865.64)	1,865.64	

**Town of Smithfield**  
**General Fund Operating Budget**

Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Actual as of 04/30/13	Remaining Budget	% of budget
Total Non-operating Expenses	(560,408.00)	(689,553.92)	(709,820.00)	(126,400.65)	(583,419.35)	17.81%
<b>Total General Fund Operating Expenses</b>	5,499,631.00	5,991,324.08	5,253,516.09	5,796,129.09	174,928.91	110.33%
<b>Net Operating Reserve (+/-)</b>	495,912.00	198,922.92	650,255.00	58,845.87	160,343.13	9.05%
<b>Net Reserve (+/-)</b>	1,272,451.00	2,015,722.00	759,155.00	542,139.54	1,473,582.46	71.41%

	Projected Budget 2013/2014	Budget Amendments 2012/2013	Adopted Budget 2012/2013	Actual 4/30/2013	Remain Budget	% of Budget
<b>Net Operating Reserves (Deficit)</b>	<b>1,272,451.00</b>	<b>2,015,722.00</b>	<b>759,155.00</b>	542,139.54	217,015.46	71.41%
<b>Capital Outlay General Fund</b>						
<b>GENERAL GOVERNMENT</b>						
<b>COMMUNITY DEVELOPMENT</b>						
<b>Pinewood Heights Relocation-CIP</b>						
<b>Non CDBG Capital Acquisition</b>						
Owner Occupied Units	(1,237.00)	(1,830.00)	(1,830.00)	(593.00)	(1,237.00)	32.40%
Renter Occupied Units	(158,019.00)	(322,305.00)	(322,305.00)	(164,286.00)	(158,019.00)	50.97%
Vacant Lots	-	-	-	-	-	-
Appraisal/Legal	(7,170.00)	(9,620.00)	(9,620.00)	(2,450.00)	(7,170.00)	25.47%
Subtotal Non CDBG Capital Acquisition	(166,426.00)	(333,755.00)	(333,755.00)	(167,329.00)	(166,426.00)	50.14%
<b>CDBG Capital Acquisition-MY2</b>						
Owner Occupied Units	(269,800.00)	(352,800.00)	(352,800.00)	(83,000.00)	(269,800.00)	23.53%
Renter Occupied Units						
Vacant Lots						
Subtotal CDBG Capital Acquisition	(269,800.00)	(352,800.00)	(352,800.00)	(83,000.00)	(269,800.00)	23.53%
<b>Total Pinewood Heights Relocation CIP</b>	<b>(436,226.00)</b>	<b>(686,555.00)</b>	<b>(686,555.00)</b>	<b>(250,329.00)</b>	<b>(436,226.00)</b>	<b>36.46%</b>
<b>TOWN COUNCIL</b>						
Cable 6 upgrades	-	(5,727.00)	-	-	(5,727.00)	0.00%
DOCSTAR server	(7,650.00)					
<b>TREASURER</b>						
Computer Equipment System upgrades	-					
AS400 Server	(45,000.00)					
<b>PARKS, RECREATION AND CULTURAL</b>						
Porcine statues		(10,540.00)		(10,537.12)	(2.88)	99.97%
Smithfield Center-HVAC unit		(80,175.00)	(24,000.00)	(80,175.00)	-	100.00%
Smithfield Center upgrades	(28,000.00)					
Smithfield Center Asphalt Repairs	(6,000.00)					
Public Park Improvements (Clontz Park, Tot Lots, Waterworks Lake)	(25,000.00)					
Windsor Castle-Light Tower		(1,800.00)	-	(1,800.00)	-	100.00%
Windsor Castle-Station Bridge		(5,950.00)	-	(5,950.00)	-	100.00%
Windsor Castle Park-outbuildings	(100,000.00)		-	-	-	-
<b>PUBLIC SAFETY</b>						
<b>Police</b>						
Police Vehicles	(101,700.00)	(88,000.00)	(88,000.00)	(86,269.49)	(1,730.51)	98.03%

	Projected Budget 2013/2014	Budget Amendments 2012/2013	Adopted Budget 2012/2013	Actual 4/30/2013	Remain Budget	% of Budget
Ipads for vehicles		(5,392.00)		(5,392.00)	-	100.00%
Copier	(10,000.00)	-	(10,000.00)		-	-
Donated Opticom		(20,900.00)		(20,900.00)	-	100.00%
Donated motorcycle (\$5000)		(5,000.00)	-	(5,000.00)	-	100.00%
<b>PUBLIC WORKS</b>						
Vehicles and Equipment	(5,000.00)		-	-	-	-
Work Order System	(6,250.00)					
PW Security Gate	(2,625.00)					
GIS/Mapping	(12,000.00)					
James/Washington Street Improvements	(5,000.00)					
Pinewood Heights-Stormwater Management	(75,000.00)					
Public Ball Fields	(400,000.00)					
N/S Church St Streetscape Improvements		(855,683.00)	-	(75,786.93)	(779,896.07)	8.86%
<b>PUBLIC BUILDINGS</b>						
Office Space Improvements-Town Hall	(7,000.00)		-	-		
Public Restrooms		(250,000.00)	-	-	(250,000.00)	0.00%
<b>Net Capital Outlay</b>	<b>(1,272,451.00)</b>	<b>(2,015,722.00)</b>	<b>(808,555.00)</b>	<b>(542,139.54)</b>	<b>(1,473,582.46)</b>	<b>67.05%</b>
<b>Net Reserves (Deficit) after capital outlay</b>	<b>-</b>	<b>-</b>	<b>(49,400.00)</b>	<b>(0.00)</b>	<b>(1,256,567.00)</b>	<b>0.00%</b>

Town of Smithfield						
Sewer Fund Budget						
	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Balance as of 04/30/13	Remaining Budget	% of budget
<b>Revenue</b>						
<b>Operating Revenues</b>						
Sewer Charges	699,025.00	699,025.00	812,935.00	580,732.61	118,292.39	83.08%
Sewer Compliance Fee	489,559.00	489,559.00	490,425.00	408,038.42	81,520.58	83.35%
Miscellaneous Revenue	500.00	630.00	500.00	627.23	2.77	99.56%
Connection fees	31,600.00	31,600.00	23,700.00	33,180.00	(1,580.00)	105.00%
<b>Total Operating Revenue</b>	<b>1,220,684.00</b>	<b>1,220,814.00</b>	<b>1,327,560.00</b>	<b>1,022,578.26</b>	<b>198,235.74</b>	<b>83.76%</b>
<b>Town of Smithfield</b>						
<b>Sewer Fund Budget</b>						
Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Balance as of 04/30/13	Remaining Budget	% of budget
<b>Expenses</b>						
<b>Operating Expenses</b>						
Salaries	226,915.00	263,165.00	263,165.00	209,570.76	53,594.24	79.63%
FICA	18,155.00	21,055.00	21,055.00	16,298.25	4,756.75	77.41%
VSRS	26,245.00	34,605.00	34,605.00	26,960.23	7,644.77	77.91%
Health	38,750.00	43,200.00	42,920.00	35,918.87	7,281.13	83.15%
Uniforms	2,500.00	2,500.00	2,500.00	1,669.65	830.35	66.79%
Audit & Legal Fees	14,750.00	21,625.00	21,625.00	17,318.56	4,306.44	80.09%
HRPDC sewer programs	872.00	872.00	899.00	449.50	422.50	51.55%
Maintenance & Repairs	50,000.00	50,000.00	50,000.00	44,756.97	5,243.03	89.51%
VAC Truck Repairs & Maintenance	7,500.00	7,500.00	7,500.00	998.98	6,501.02	13.32%
Data Processing	14,000.00	14,000.00	14,000.00	9,913.00	4,087.00	70.81%
Dues & Subscriptions	150.00	150.00	150.00	29.00	121.00	19.33%
Utilities	43,500.00	43,500.00	40,000.00	30,947.86	12,552.14	71.14%
SCADA Expenses	6,000.00	6,000.00	3,500.00	4,886.80	1,113.20	81.45%
Telephone	12,000.00	12,000.00	16,500.00	7,755.03	4,244.97	64.63%
Insurance	16,140.00	15,370.00	14,700.00	15,366.64	3.36	99.98%
Materials & Supplies	46,000.00	46,000.00	46,000.00	26,904.98	19,095.02	58.49%
Truck Operations	14,000.00	14,000.00	14,000.00	8,404.32	5,595.68	60.03%
Travel & Training	4,000.00	4,000.00	4,000.00	540.00	3,460.00	13.50%
Contractual	3,250.00	3,250.00	3,250.00	2,840.22	409.78	87.39%
Miscellaneous	600.00	600.00	600.00	451.50	148.50	75.25%
Bad Debt Expense	5,000.00	5,000.00	2,400.00	-	5,000.00	0.00%
Bank service charges	325.00	325.00	325.00	-	325.00	0.00%

<b>Total Sewer Fund Operating Expenses before D&amp;A Exp.</b>	550,652.00	608,717.00	603,694.00	461,981.12	146,735.88	75.89%
<b>Operating Income before D&amp;A Expense</b>	670,032.00	612,097.00	723,866.00	560,597.14	51,499.86	91.59%
<b>Depreciation &amp; Amort. Exp.</b>	772,720.00	840,500.00	465,000.00	374,787.00	465,713.00	44.59%
<b>Operating Income (Loss)</b>	(102,688.00)	(228,403.00)	258,866.00	185,810.14	(414,213.14)	-81.35%
<b>Nonoperating Revenues (Expenses)</b>						
Pro-rata Share Fees	-	6,400.00	-	6,400.00	-	100.00%
Availability Fees	82,400.00	82,400.00	61,800.00	90,640.00	(8,240.00)	110.00%
Insurance Reimbursements	-	7,110.00	-	7,110.00	-	100.00%
Contributed Capital-Smithfield Foods Rev Ln	21,733.00	20,690.00	20,690.00	-	20,690.00	0.00%
Interest Revenue	3,250.00	5,000.00	3,250.00	5,258.72	(258.72)	105.17%
Interest Expense	(39,351.00)	(43,475.00)	(43,475.00)	(44,250.42)	775.42	101.78%
<b>Total Nonoperating Revenues (Expenses)</b>	68,032.00	78,125.00	42,265.00	65,158.30	12,966.70	83.40%
<b>Net Income (loss)</b>	(34,656.00)	(150,278.00)	301,131.00	250,968.44	(401,246.44)	-167.00%
<b>WORKING ADJUSTMENTS TO CAFR (FOR INTERNAL USE ONLY)</b>						
Restricted revenues:						
Pro-rata Share Fees	-	(6,400.00)	-	(6,400.00)	-	100.00%
Availability Fees	(82,400.00)	(82,400.00)	(61,800.00)	(90,640.00)	8,240.00	110.00%
Contributed Capital-Smithfield Foods Rev Ln	(21,733.00)	(20,690.00)	(20,690.00)	-	(20,690.00)	0.00%
Compliance Fee	(489,559.00)	(489,559.00)	(490,425.00)	(408,038.42)	(81,520.58)	83.35%
Bad Debt Expense	5,000.00	5,000.00	2,400.00	-	5,000.00	0.00%
Depreciation & Amort. Exp.	772,720.00	840,500.00	465,000.00	374,787.00	465,713.00	44.59%
Additional debt service costs-principal expense	(74,700.00)	(70,550.00)	(70,550.00)	(70,550.00)	-	100.00%
<b>Total adjustments to CAFR</b>	109,328.00	175,901.00	(176,065.00)	(200,841.42)	376,742.42	-114.18%
<b>Working adjusted income</b>	74,672.00	25,623.00	125,066.00	50,127.02	(24,504.02)	195.63%

	Proposed Budget 2013/2014	Amended Budget 2012/2013	Adopted Budget 2012/2013	Actual 4/30/2013	Remaining Budget	% of Budget
<b>Sewer Fund</b>						
<b>Working adjusted income</b>	<b>74,672.00</b>	<b>25,623.00</b>	<b>125,066.00</b>	<b>50,127.02</b>	(24,504.02)	195.63%
<b>Sewer SSO Consent Order</b>	(325,000.00)	(660,000.00)	(660,000.00)	(514,034.07)	(145,965.93)	77.88%
Construction Standards Update	(4,201.00)	(281.00)	(4,482.00)	(280.80)	(0.20)	99.93%
Work Order System	(6,250.00)		-		-	-
716 Smithfield Blvd -6" S.S. lateral complete		(9,186.00)		(9,185.26)	(0.74)	99.99%
Rubber tire backhoe			-	-	-	-
Canteberry Pump Station		(5,321.00)	-	(5,320.73)	(0.27)	99.99%
Light Tower (1/4)		(1,800.00)	-	(1,800.00)	-	100.00%
PW Security Gate	(2,625.00)				-	-
<b>Sewer Capital Repairs</b>	<b>(100,000.00)</b>	<b>(100,000.00)</b>	<b>(100,000.00)</b>	<b>(9,200.00)</b>	<b>(90,800.00)</b>	<b>9.20%</b>
Pump Station Upgrades	(100,000.00)				-	-
Impeller-Wellington Pump Station		(5,410.00)		(5,410.00)	-	100.00%
Truck/Equipment	(10,000.00)	(17,500.00)	(17,500.00)	-	(17,500.00)	0.00%
<b>Net Capital Outlay</b>	<b>(548,076.00)</b>	<b>(799,498.00)</b>	<b>(781,982.00)</b>	<b>(545,230.86)</b>	<b>(254,267.14)</b>	<b>68.20%</b>
<b>Net Reserves (Deficit) after capital outlay</b>	<b>(473,404.00)</b>	<b>(773,875.00)</b>	<b>(656,916.00)</b>	<b>(495,103.84)</b>	<b>(278,771.16)</b>	<b>63.98%</b>
<b>Funding from Development Escrow</b>				-	-	
<b>Reserves from Sewer Capital Escrow Account</b>	<b>200,000.00</b>	<b>100,000.00</b>	<b>100,000.00</b>	-	100,000.00	0.00%
<b>Funding from Sewer Compliance Fee</b>	<b>325,000.00</b>	<b>660,000.00</b>	<b>660,000.00</b>	505,898.57	154,101.43	76.65%
<b>Draw from operating reserves</b>			-	-	-	
<b>Funding from Bond Escrow (released from refinance)</b>				-	-	
<b>Net Cashflow</b>	<b>51,596.00</b>	<b>(13,875.00)</b>	<b>103,084.00</b>	10,794.73	(24,669.73)	-77.80%

Town of Smithfield						
Water Fund Budget						
Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Balance as of 04/30/13	Remaining Budget	% of budget
<b>Revenue</b>						
<b>Operating Revenue</b>						
Water Sales	1,260,059.00	1,260,059.00	1,552,204.00	1,068,016.97	192,042.03	84.76%
Debt Service Revenue	403,640.00	403,640.00	403,640.00	335,820.00	67,820.00	83.20%
Miscellaneous	500.00	1,050.00	500.00	1,047.12	2.88	99.73%
Connection fees	13,200.00	13,200.00	9,900.00	16,100.00	(2,900.00)	121.97%
Application Fees	5,000.00	5,000.00	5,000.00	4,767.00	233.00	95.34%
<b>Total Operating Revenue</b>	<b>1,682,399.00</b>	<b>1,682,949.00</b>	<b>1,971,244.00</b>	<b>1,425,751.09</b>	<b>257,197.91</b>	<b>84.72%</b>
<b>Town of Smithfield</b>						
<b>Water Fund Budget</b>						
Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Balance as of 03/31/13	Remaining Budget	% of budget
<b>Expenses</b>						
Salaries	348,720.00	320,265.00	320,265.00	259,224.36	61,040.64	80.94%
FICA	27,900.00	25,621.00	25,621.00	20,159.80	5,461.20	78.68%
VSRS	38,530.00	40,000.00	42,130.00	32,316.50	7,683.50	80.79%
Health	49,735.00	52,230.00	51,230.00	38,492.31	13,737.69	73.70%
Uniforms	3,255.00	3,100.00	3,000.00	2,282.58	817.42	73.63%
Contractual	15,000.00	15,000.00	18,475.00	12,434.78	2,565.22	82.90%
Legal & Audit	20,000.00	25,000.00	21,625.00	19,612.06	5,387.94	78.45%
Maintenance & Repairs	21,000.00	21,000.00	21,000.00	18,203.26	2,796.74	86.68%
Water Tank Maintenance	100,000.00	100,000.00	100,000.00	49,992.82	50,007.18	49.99%
Water Cost-purchased from IOW County	-	-	-	-	-	#DIV/0!
Well Maintenance	-	-	-	-	-	#DIV/0!
Professional Services	1,000.00	5,000.00	1,000.00	3,304.09	1,695.91	66.08%
Regional Water Supply Study	2,580.00	2,580.00	2,421.00	1,210.66	1,369.34	46.92%
Data Processing	14,000.00	14,000.00	14,000.00	9,913.00	4,087.00	70.81%
Utilities	1,500.00	1,500.00	10,000.00	1,022.07	477.93	68.14%
Communications	15,045.00	15,045.00	15,045.00	7,774.72	7,270.28	51.68%
Insurance	25,200.00	25,200.00	16,800.00	25,199.65	0.35	100.00%
Materials & Supplies	114,400.00	114,400.00	114,400.00	32,904.95	81,495.05	28.76%
Gas and Tires	14,500.00	14,500.00	12,000.00	10,395.56	4,104.44	71.69%
Dues & Subscriptions	1,000.00	1,000.00	800.00	698.00	302.00	69.80%
Bank service charges	325.00	325.00	325.00	-	325.00	0.00%
Travel and Training	5,500.00	5,500.00	5,500.00	1,335.07	4,164.93	24.27%
Miscellaneous	9,500.00	9,500.00	9,500.00	9,159.94	340.06	96.42%
RO Annual costs	470,673.00	451,053.00	501,217.00	271,072.55	179,980.45	60.10%
Bad debt expense	7,500.00	7,500.00	5,300.00	-	7,500.00	0.00%

Total Water Fund Operating Expenses before D&A Exp.	1,306,863.00	1,269,319.00	1,311,654.00	826,708.73	442,610.27	65.13%
Operating Income before D&A Expense	375,536.00	413,630.00	659,590.00	599,042.36	(185,412.36)	144.83%
Depreciation & Amortization Expense	365,000.00	348,000.00	348,000.00	282,682.50	65,317.50	81.23%
Operating Income (Loss)	10,536.00	65,630.00	311,590.00	316,359.86	(250,729.86)	482.04%
Nonoperating Revenues (Expenses)						
Pro-Rata Share Fees	-	6,400.00	-	6,400.00	-	100.00%
Availability Fees	54,400.00	54,400.00	40,800.00	59,840.00	(5,440.00)	110.00%
Interest Revenue	5,925.00	5,925.00	5,925.00	5,341.46	583.54	90.15%
Interest Expense	(123,720.00)	(134,915.00)	(134,915.00)	(83,402.30)	(51,512.70)	61.82%
Total Nonoperating Revenues (Expenses)	(63,395.00)	(68,190.00)	(88,190.00)	(11,820.84)	(56,369.16)	17.34%
Net Income (Loss)	(52,859.00)	(2,560.00)	223,400.00	304,539.02	(307,099.02)	-11896.06%
<b>WORKING ADJUSTMENTS TO CAFR</b>						
(FOR INTERNAL USE ONLY)						
Restricted revenues:						
Pro-rata Share Fees	-	(6,400.00)	-	(6,400.00)	-	100.00%
Availability Fees	(54,400.00)	(54,400.00)	(40,800.00)	(59,840.00)	5,440.00	110.00%
Bad Debt Expense	7,500.00	7,500.00	5,300.00	-	7,500.00	0.00%
Debt Service Revenue	(403,640.00)	(403,640.00)	(403,640.00)	(335,820.00)	(67,820.00)	83.20%
Depreciation & Amort. Exp.	365,000.00	348,000.00	348,000.00	282,682.50	65,317.50	81.23%
Additional debt service costs-principal expense	(322,275.00)	(311,725.00)	(311,725.00)	(311,724.93)	(0.07)	100.00%
Total adjustments to CAFR	(407,815.00)	(420,665.00)	(402,865.00)	(431,102.43)	10,437.43	102.48%
Working adjusted income	(460,674.00)	(423,225.00)	(179,465.00)	(126,563.41)	(296,661.59)	29.90%

	Proposed Budget 2013/2014	Amended Budget 2012/2013	Adopted Budget 2012/2013	Actual 4/30/2013	Remain Budget	% of Budget
<b>Water Fund</b>						
<b>Net Operating Reserves (Deficit)</b>	<b>(460,674.00)</b>	<b>(423,225.00)</b>	<b>(179,465.00)</b>	(126,563.41)	(296,661.59)	29.90%
Construction Standards Update	(4,201.00)	(281.00)	(4,482.00)	(280.80)	(0.20)	99.93%
Discharge Analysis	(25,000.00)					
Vehicle/Equipment	(10,000.00)	(17,500.00)	(17,500.00)		(17,500.00)	0.00%
Work Order System	(6,250.00)					
Public Works Security Gate	(2,625.00)					
RO Security Gate	(10,000.00)					
System Improvements	(50,000.00)					
RO Plant-installation of flow transmitters		(6,200.00)		(6,200.00)	-	100.00%
Light Tower		(1,800.00)	-	(1,800.00)	-	100.00%
Water line replacement (Cypress Creek Bridge)	(110,000.00)		-	-	-	-
<b>Net Capital Outlay</b>	<b>(218,076.00)</b>	<b>(25,781.00)</b>	<b>(21,982.00)</b>	<b>(8,280.80)</b>	<b>(17,500.20)</b>	<b>37.67%</b>
<b>Net Reserves (Deficit) after capital outlay</b>	<b>(678,750.00)</b>	<b>(449,006.00)</b>	<b>(201,447.00)</b>	<b>(134,844.21)</b>	<b>(314,161.79)</b>	<b>66.94%</b>
Operating Reserves			-	-	-	-
Water Development Escrow	25,000.00		-	-	-	-
Water Capital Escrow	160,000.00		-	-	-	-
Debt Service fees applied to debt	331,758.00	335,016.55	335,016.55	335,016.56	(0.01)	100.00%
<b>Net Cashflow</b>	<b>(161,992.00)</b>	<b>(113,989.45)</b>	<b>133,569.55</b>	<b>200,172.35</b>	<b>(314,161.80)</b>	<b>149.86%</b>

Town of Smithfield							5/17/2013
Highway Fund							
Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Balance as of 04/30/13	Remaining Budget	% of budget	
<b>Revenue</b>							
Interest Income	250.00	250.00	250.00	166.69	83.31	66.68%	
Revenue Sharing-VDOT	-	35,000.00	-	-	35,000.00	0.00%	
Insurance Reimbursement	-	24,002.00	-	24,002.15	(0.15)	100.00%	
Revenue - Commwlth of VA	1,003,519.92	1,003,519.92	986,456.92	752,639.94	250,879.98	75.00%	
<b>Total Highway Fund Revenue</b>	<b>1,003,769.92</b>	<b>1,062,771.92</b>	<b>986,706.92</b>	<b>776,808.78</b>	<b>285,963.14</b>	<b>73.09%</b>	
<b>Town of Smithfield</b>							
<b>Highway Fund</b>							
Description	Proposed Budget 2013/2014	Proposed Budget Revisions 2012/2013	Adopted Budget 2012/2013	Balance as of 04/30/13	Remaining Budget	% of budget	
<b>Expenses</b>							
Salaries	248,065.00	229,800.00	229,800.00	172,334.83	57,465.17	74.99%	
FICA	19,845.00	18,384.00	18,384.00	13,332.06	5,051.94	72.52%	
VSRS	29,090.00	28,380.00	28,380.00	23,614.17	4,765.83	83.21%	
Health	45,290.00	42,000.00	44,035.00	34,718.64	7,281.36	82.66%	
Uniforms	3,100.00	2,785.00	2,785.00	2,247.85	537.15	80.71%	
Engineering	-	-	5,000.00	-	-	-	
Grass	31,400.00	31,400.00	31,400.00	16,163.61	15,236.39	51.48%	
Maintenance	348,427.92	469,429.92	358,139.92	209,082.73	(209,082.73)	44.54%	
Asphalt/Paving				25,882.86	(25,882.86)		
Ditching				95,150.07	(95,150.07)		
Traffic Control devices				8,768.66	(8,768.66)		
Other (maintenance)				4,027.33	(4,027.33)		
Other (lawnmowers, landscaping, etc)				69,738.23	(69,738.23)		
Structures and Bridges				907.35	(907.35)		
Ice and Snow removal				1,736.12	(1,736.12)		
Administrative				2,872.11	(2,872.11)		
Street Lights	110,000.00	110,000.00	75,000.00	80,079.87	29,920.13	72.80%	
Insurance	19,440.00	18,514.00	18,350.00	18,513.41	0.59	100.00%	
VAC Truck Repairs	2,500.00	2,500.00	2,500.00	-	2,500.00	0.00%	
Gas and Tires	10,000.00	10,000.00	8,000.00	6,913.52	3,086.48	69.14%	
Stormwater Management Program (regional)	1,786.00	1,786.00	4,286.00	893.00	893.00	50.00%	
Joint Cost Allocation	-	-	6,500.00	-	-	-	
Overhead Allocation	-	-	54,665.00	-	-	-	
<b>Total Highway Fund Expense</b>	<b>868,943.92</b>	<b>964,978.92</b>	<b>887,224.92</b>	<b>577,893.69</b>	<b>387,085.23</b>	<b>59.89%</b>	
<b>Net Reserves (+/-)</b>	<b>134,826.00</b>	<b>97,793.00</b>	<b>99,482.00</b>	<b>198,915.09</b>	<b>(101,122.09)</b>	<b>203.40%</b>	

	Proposed Budget 2013/2014	Amended Budget 2012/2013	Adopted Budget 2012/2013	Actual 4/30/2013	Remain Budget	% of Budget
<b>HIGHWAY</b>						
<b>Net Operating Reserves (Deficit)</b>	<b>134,826.00</b>	<b>97,793.00</b>	<b>99,482.00</b>	198,915.09	(101,122.09)	203.40%
John Rolfe/Battery Park intersection Turn Lane		(75,000.00)	(95,000.00)	(73,094.58)	(1,905.42)	97.46%
Construction Standards Update	(4,201.00)	(281.00)	(4,482.00)	<b>(280.80)</b>	(0.20)	99.93%
New Truck	(8,750.00)					
PW Security Gate	(2,625.00)					
Entrance Corridor Beautification	(5,000.00)					
Work order system	(6,250.00)					
Pinewood Stormwater Drainage	(100,000.00)					
Lanwmower	(8,000.00)					
Storm Drain Rehab-Cypress Creek		(48,253.00)	-	<b>(48,252.15)</b>	(0.85)	100.00%
Hustler X-One 31KAW/60"		(7,459.00)	-	<b>(7,459.00)</b>	-	100.00%
Light Tower		(1,800.00)	-	<b>(1,800.00)</b>	-	100.00%
<b>Net Capital Outlay</b>	<b>(134,826.00)</b>	<b>(132,793.00)</b>	<b>(99,482.00)</b>	<b>(130,886.53)</b>	<b>(1,906.47)</b>	<b>131.57%</b>
<b>Net Reserves (Deficit) after capital outlay</b>	<b>0.00</b>	<b>(35,000.00)</b>	<b>0.00</b>	<b>68,028.56</b>	<b>(103,028.56)</b>	<b>-194.37%</b>
<b>Cash Proffer money on John Rolfe Drive</b>		<u><b>35,000.00</b></u>		<u>35,000.00</u>		
Adjusted 2013		<u>-</u>		<u>103,028.56</u>		

**Notes: April 2013**

**GENERAL FUND**

**Revenues:**

**Real Estate**

Real estate collections posted through May 14 total \$1,660,194 (100.65%) of budget. Total 2012 RE not collected is at 1.8% of total billing.

**Delinquent RE tax**

Delinquent personal property tax collections through May 14 total \$17,708 (70.83%). Includes 2 business accounts that if collected would almost meet budget for the year. Also have numerous delinquent properties by a single development company. Have given the Town Attorney a list of all delinquent accounts with at least 3 years outstanding for collection letters.

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Personal property taxes posted through May 14 total \$836,791 (99.85%). We did collect the one large business account that was delinquent, and we mailed out supplements totaling \$21,000 that were due by May 1. We have another batch of supplements that will be going out within the next week but I don't yet have a value to associate with the batch.

**Delinquent PP Tax**

Delinquent personal property posted through May 14 total \$35,986 which slightly exceeds the amended budget. Were able to collect on large business account that had delinquent balances back to 2010 totaling \$13171. Sent out supplements for years 2008 through 2011 totaling \$2724, and there will be another small batch of supplements processed within the next week.

**Franchise Tax**

As in previous years, franchise tax will not be collected until the last quarter of the fiscal year. Have received one payment as of May 14.

**Transient Occupancy**

Transient occupancy tax is \$5217 higher than the final balance last fiscal year. We still have one establishment that is delinquent for the final quarter.

**Meals Tax**

Meals tax is tracking very strong. The 4% portion is totaling \$21,165 higher than April of 2012. Current year budget has been amended to account for the increase, and we are still tracking a little higher than expected.

**Communications Tax**

There is a 2 month delay in receipt of communications tax from the state. The April statements reflect collection of communications tax through February 2013.

**Sales Tax Collections**

Sales tax collections are received from IOW County after they receive the local portion from the state. The April statements reflect sales tax collections for July through March which is still significantly lower than last fiscal year (-\$37,074). In FY2012, the November sales tax was \$45,439 compared to \$21,086 for FY2013 and December was down \$5682 as well. January collections were up \$1699 over prior year, but February was level with 2012 reflecting an increase of only \$274 while March reflected a decrease of \$1377.

**Consumption/Utility Tax**

These taxes are collected from DVP, CEC, and Columbia Gas. Revenues in the April statements

represent collections for July through March. Consumption/utility tax have been relatively flat over the past few years. To date, utility tax is \$3270 lower than the same time last year and consumption tax is \$854 higher. This is unusual as consumption and utility taxes usually track in the same direction.

**Business Licenses**

Business licenses were due on April 15th so the bulk have been received. As of May 15, \$340,822 has been posted, and the clerks are processing delinquent accounts. We received \$75,505 more through April 2013 than we did in 2012, but we had numerous delinquencies in the prior year.

**Permits and Other Licenses**

This line item has already exceeded budget for the year mainly because of a ROW permit (\$1708.85) and a land disturbance permit (\$1525.27) from VICO Construcion for Harvest Fellowship Baptist Mission Improvements. In February, we also had a ROW permit from Isle of Wight County for the new rescue squad building totaling \$752.64. The Town issued zoning permits totaling \$1585 in April.

**Review Fees**

Review fees are dependent upon development activity, and we have experienced very little in this fiscal year. Last year we received \$8709 through March but activity included the YMCA, Tractor Supply, Harvest Fellowship, Taste of Smithfield, and Dollar General. We did not lower the budget to allow for additional activity at year end, but we have had no receipts since December.

**Vehicle License Tax**

Collections through May15 total \$135,592 which exceeds 2012 total receipts of \$132,373. We still have a small batch of supplements to process before year end, so we should collect a little more revenue in this line item.

**Fines and Costs**

Fines and costs represent payments received from the IOW Clerk of Court for July through March and are now running higher than 2012 by \$9233. Up until this month, fines had been tracking very close to prior year.

**General Fund Interest**

Interest revenue is still below amended budget as of April but should reach budget level next month once quarterly CD interest is paid.

**Special Events**

Special events billing is a new category. An estimate of \$1000 was put in to start the process, but we have already exceeded budget with several events that paid an application fee (\$75), police reimbursement (\$2774) and PW reimbursement (\$175). Budget will be increased to reflect current usage.

**Sale of Equipment**

Until April, the Town had only collected \$5 on sale of equipment thus the reduced budget. In April, however, a zero turn lawnmower was sold for \$1886.

**Obici Foundation Wellness Grant**

This line item has been a little confusing since we are overlapping grants. I met with Gina Ippolito on May 15 to discuss the status of each one. We just received \$12500 for the newest grant (which will show on the May statements). Per Gina we will receive 40% of the remaining \$12500 (\$5000) for the current grant before year end. This item will need to be adjusted as well.

**Law Enforcement**

Final quarterly payment should be deposited from the state in June.

**Urban Funds-state and federal portion**

A large draw request has been prepared now that S Church Street has almost been completed. I was waiting to see the outcome of the Verizon billing before moving forward so that funding pools would be

used appropriately. These funds will be accrued for year end even if they are not yet received.

**FEMA-state and federal portion**

This is money received on the small project submissions for Hurricane Irene in August 2011. We have received approval for payment of the large debris clean up project, and we did receive a portion in March. I did not hear back from Nealia Dabney at VDEM in regards to the remaining payment that was supposedly approved in December, so I have followed up with a letter.

**Federal Grants**

The PD has received 4 grants this year from traffic safety (\$6163) and local law enforcement (\$3502). Last year's total was \$3369.75 for the year excluding the port security grant (command vehicle).

**Pinewood Heights CDBG Relocation Grant-Phase II**

The first draw down reimbursement for Phase II MY 1 has been received. There has been no additional reimbursement eligible activity.

**Bike Rack**

The racks have been purchased, and we will receive reimbursement upon submission of the invoices for reimbursement.

**Public Restrooms**

Added to the budget in anticipation of a completion date by June 30, 2013.

**Expenses:**

**ALL DEPARTMENTS**

Insurance

All 4 quarters for VML insurance have been paid for the fiscal year.

Dues & Subscriptions

Most expenses for this line item are recorded at the beginning of the fiscal year leading to a high percentage of budget being used early in the fiscal year. At year end there are usually only a few small membership fees that are recorded (such as quarterly Kiwanis dues).

**Treasurer**

Audit fees

Final billing from DHG reflects total contract cost for the year. There should be no additional charges for FY2013.

Depreciation Software

The fixed asset software is web based and we are charged annually for this service. Payment was made in April.

Cigarette Tax Stamps

Made one purchase of cigarette tax stamps for the year. There should be no additional expense for this line item in FY2013.

**Public Safety**

Insurance-LODA

This is an additional insurance premium as required by the Line of Duty Act. We actually came in significantly under budget this year because some of the vacant positions in the

PD had not been filled at the time that VRS requested a billing census. We alerted them to the fact that additional officers would be hired, but they informed us that they only bill based on actual number of officers at a certain point in time.

### **Fire Department**

#### Fuel Fund & Travel

This request was approved at the May Town Council meeting and has been paid. It will be reflected in the May statements.

#### State Pass Through

State pass through funds of \$19,461 were deposited in the Town's general fund on 3/19/13. The pass through was approved at the May Town Council meeting and payment has been made.

### **Contributions-Public Safety**

#### E911 Dispatch Center

The Town has paid approximately 50% of the annual budget for E911 dispatching services to IOW County. We did make an additional quarterly payment in March, so the true up at year end won't be so large.

### **Smithfield Center**

#### Food Service & Beverage Supplies

This line item has a relatively small budget and there have been no large items posted to date; mostly Tidewater Coffe and spring water. Charges through May 15 total \$5638 so there is only a small portion of the budget left.

#### Refund event deposits

Represents 13 deposit refunds through April.

#### Credit card processing charges

This line item is running above budget due to the activity on our account. Most of the fees are passed through to the customer, but some are absorbed by the town. The budget was increased this year to reflect actual from last year of \$3600. I bumped the budget up for this fiscal year to \$4500, but depending on the number of transactions in May and June, we could still slightly exceed budget.

### **Contributions-Parks, Rec, & Cultural**

#### Farmers Market

We have not yet received a request from the Farmers Market for this year's funding.

#### Contributions BSV Parking Lot

This budget item was added to reflect the Town's agreement with BSV to make repairs to the bank parking lot that is used for the Farmers Market. Expenses have not yet been reflected.

#### Grass Cutting-Trinity

This budget item was added to reflect the Town's agreement with Trinity United Methodist Church to pay for grass cutting on its hill. This parking lot is also used by the public during the week.

#### Hampton Roads Partnership

I have not had a chance to follow up on this yet. It appears we have not received a request for payment.

### **Windsor Castle Park**

Professional services

Lodging for playground designers.

**Other Parks & Rec**

Clontz Park

This line item is made up mostly of charges from Dominion VA Power and AVES. In the past we have been within budget, but the power bills are surprisingly high this year. For example, the March billing that was paid in April was for 581 KWH for a total charge of \$71.68. We have also paid AVES \$417 year-to-date.

Waterworks Dam

The grant revenue for this project was moved to next fiscal year as well as the offsetting expense. We have incurred some cost this year, however, from Draper Aden, so I will need to revise the budget for this line item.

**Community Development**

Pinewood Heights

The Town has a contract with Community Planning Partners for Phase II of the Pinewood Project. Monthly invoices will be charged to the budgeted line items as they occur. When market rate renters are relocated, the Town has to supplement their rent for 42 months. The total cost of this assistance for Phase I was moved to the Pinewood Escrow account and disbursements are made each month from that account. The full expense for this assistance was included in the cost of Phase I for reporting purposes, but the actual expense is booked each month as some renters do fall off the map. We had one renter relocate without a forwarding address, so we are currently holding that money in escrow until such time as she either resurfaces within the 42 months or the money reverts back to the Town. Through December we paid moving costs for 3 residents in Phase II for a total cost of \$4600 and relocation costs for 1 homeowner totaling \$76,900. A portion of that expense (\$41,526) has been reimbursed with CDBG funds. There has been no relocation activity since December.

\$11,950 was for demolition related to Phase I not Phase II, but the work was not completed by June 30 so it had to be expensed in FY2013. This expense was included in the total costs for Phase I previously presented to the council in the analysis of costs to date.

**Contributions Community Development**

Christian Outreach  
Genieve Shelter  
TRIAD

Annual budgeted contributions have not yet been made for Christian Outreach, the Genieve Shelter, or Isle of Wight Triad. TRIAD just had their conference at the Smithfield Center, so I expect to see a request for payment.

Tourism

We did pay another quarter towards tourism in April, so year end true up won't be as large for this cost sharing account as well.

**Public Works**

Repairs & Maintenance

Includes \$3637.92 to Dave's Service Center for repairs made to PW vehicle after it hit a deer. This money has been reimbursed by VML and is shown in revenue under insurance recoveries. Also, includes \$880.00 to Goodrich and Sons to take down trees off of Cedar

Street between parking lots. In November we paid \$850 to AVES for driveway repairs in the River Oaks neighborhood and \$310 to the Blair Brothers for 6 bumper blocks in the Trinity United Methodist Church parking lot. In December we paid \$2500 to New Horizons for work in the Trinity United Methodist Church Public Parking area. January expenses were small. A budget amendment was made to account for the vehicle repairs and parking lot work that do not normally hit this account.

## **Public Buildings**

### Contractual

Includes \$1205 to Windsor Fire Extinguisher service for yearly inspection of the town's public buildings including town hall, public works, and PD. This expense was charged to PB maintenance last year, but contractual is the more appropriate line item. Also includes \$1058 to SimplexGrinnell for intrusion monitoring at Town Hall and the Town Manager's office. Again, this was charged to repairs and maintenance but is now being more appropriately charged to contractual. Also moved \$1904 for Fonality (annual maintenance of the phone system) from the communication line item. Budget has been adjusted accordingly.

## **Other Financing Uses**

### Transfers to Operating Reserves

As of the end of April, the Town has collected \$1,807,348 more in revenues than expenses. This total is \$1,455,817 more than reserves as of April 2012 namely because large project expenditures have dropped off (S Church Street, building renovations) and we received a \$400,000 private donation.

### Transfers to Restricted Reserves-Pinewood

As of the end of April, the Town has collected \$87,382 more in meals tax revenues than has been spent on the project (Town's portion) during this fiscal year.

## **Debt Service**

### Public Building Acquisition-Principal & Interest

This represents payment to IOW County for the Town's portion of the GO bond used to finance the purchase of the PD and TM offices. A payment will be made at the end of June to account for the remaining budgeted funds in this fiscal year.

## **Capital:**

## **COMMUNITY DEVELOPMENT**

Purchased one owner occupied residence in December and two renter occupied units in January. The CDBG portion of the owner occupied purchase (\$83000) has been reimbursed. There has been no additional acquisition activity since January.

## **PUBLIC WORKS**

### Excel Paving

Payment on some of the final work of the projects (tie ins with homeowner properties). We are still waiting on final billing amounts for Verizon, Charter, and Excel.

## **PUBLIC BUILDINGS**

### Public Restrooms

The public restrooms are scheduled to be completed by fiscal year end. They will be a donated asset.

## **SEWER**

### **Revenues**

#### Sewer Charges

The budget has been adjusted to reflect how consumption is actually tracking for the year. Consumption is still down from slightly from last year with usage through April at 165,808,355 gallons compared to 167,499,468 for the same period last year. At the current rate of \$3.50 per 1000 gallons, this is equivalent to a \$5,919 decrease but because of the rate change, total revenues increased by \$78,298.

#### Connection fees

We increased the budget for connection fees for 2013 to account for 20 meters, but we have collected on 21 meters through April. Last year we had a total of 11 meter connect fees.

### **Expenses**

#### Maintenance and repairs

October included 2 impellers (Moore Creek pump station-\$2214 and Main St pump station-\$3207). These are expensed instead of capitalized since the individual cost is below the \$5000 capital threshold adopted by the Town. Also included \$2096 to REW for the Moonefield Level XMTR replacement and to troubleshoot the Main Street Bubbler. November included \$3456.04 to Excel Paving for adding structure beside old Firestation in alley. December included 2 1/4 HP motor compressors for pump stations from Grainger (\$1540) and asphalt patching at several locations that was divided between sewer, water, and highway. January included \$1189 to Dave's service center for sewer portion of stock items and multiple truck repairs. Total expenses for February totaled \$2234.73 with the largest expense of \$784.88 to Smithfield Auto Parts for oil, starter for James St. Bypass pump, antifreeze, etc. In March, paid Gately \$2470.62 to reprogram radios and \$3755.73 for a 6.25" impeller. The largest expense in April was \$905 to Blair Brothers for asphalt patch behind the old fire station.

#### Insurance

All 4 quarters have been paid to VML for property/casualty and workers' comp insurance for FY2013.

#### Contractual

Includes a portion of 12 month renewal of SEMS Technologies software (inventory system) for \$1250. This is a budgeted item and is now paid in full for the fiscal year. Remaining charges are monthly VUPS charges (MISS Utility tickets) which generally average less than \$150 per month.

### **Depreciation and Amortization**

I ran into a problem with depreciation in our current fixed asset system that will need to be discussed with our new auditors before adjustments can be made. Per the 2012 audit, DHG recommended changes in the depreciable lives of many of our assets. The remaining lives consisted of numerous decimals that are not compatible with our software. The new audit team will be here the week of June 3, and I will discuss with them how to proceed/overcome this problem. Amended budget is based on the depreciation changes recommended by our former auditors.

### **Nonoperating Revenues (Expenses)**

Availability fees

As with connect fees, we adjusted for 20 this fiscal year and have already collected availability fees for 21.

Contributed Capital-Smithfield Foods

This will be billed to Smithfield Foods after payment of the VRA (revolving loan) debt service in May. Foods reimburses us for this cost on an annual basis, and it is shown as a contribution.

Interest Expense

Includes the both semi-annual interest payments on the previously refinanced loan on the old sewer treatment plant (VRA loan). Once previous year end interest is reversed and 2013 year end is accrued, this line item will be on budget (not over budget as it is currently showing).

**WORKING ADJUSTMENTS TO CAFR**

Debt Service Principal

Principal on the VRA loan is paid only once a year, so principal has been paid in full for the year.

**Sewer Capital**

Sewer Consent Order

Billings from Draper Aden and contractors have picked up as we've progressed farther into the project. We have been significantly below budget in prior years and expected that eventually costs would catch up as we took action on findings. We are on budget for this fiscal year.

Sewer Capital repairs

Lewis Construction-find and fix-labor & equipment to include trench shoring to repair 8" clay sewer 10' depth, remove & replace existing 6" water main for shoring.

Impeller

Purchased for Wellington Pump Station. Will have to come off of capital repairs budget of \$100,000.

Truck

A truck was budgeted but there has been no expense for this line item.

**WATER**

**Revenues**

Water Charges

Like sewer, the water budget has been adjusted to reflect actual consumption. Usage is down from last year with consumption in April at 211,359,247 compared to 217,888,180 for the same period last year. At the current rate of \$4.85 per 1000, this is equivalent to a \$31.775 decrease. Gatling Pointe accounts for IOW County skew the accuracy of this calculation, although Gatling Pointe usage alone did drop 3,427,100 from the same period last year which equates to a drop of \$20,528 based on the current blended rate of \$5.99 per 1000 gallons. Because of the rate increase, total revenues actually increased \$379,345 even with the decrease in consumption.

Connection fees

As with sewer, we amended the budget for 20 connection fees for 2013 and we have collected on 21 meters through April. Last year was a total of 12 meter connect fees for water (1 more than sewer).

**Expenses**

Insurance Represents 4 quarterly payments to VML for property/casualty and workers' compensation insurance.

Miscellaneous Includes all 4 quarterly payments to VDH-Waterworks Technical Assistance Fund. This is billed annually and is based on the number of water customers in the town's system. The rate for this billing increased significantly from \$2.05 per connection last year to \$2.95 this year. The increase was budgeted.

**Depreciation and Amortization** This expense will be adjusted as per sewer explanation after discussion with auditors. Water is not as much of an issue as sewer because many of the items were fully depreciated last year.

**Nonoperating Revenues (Expenses)**

Availability fees As with connect fees, we adjusted for 20 this fiscal year and have already collected on 21 through April.

Interest Expense Represents both semi-annual payments of the two VML-VACO loans less accrued interest from year end 2012 and both payments of the VRA loan. This number appears low because so much interest is accrued for the first payments at prior year end. Adjustments will be made in June to accrue for next fiscal year's portion of the payment which will bring the expense in line with budget.

**WORKING ADJUSTMENTS TO CAFR**

Debt Service Principal Includes principal on the old VRA loan (water portion ) and principal on the two VML-VACO loans for the RO plant and waterline improvements. There will be no additional principal payments for the year.

**Water Capital**

Vehicle/Equipment A truck was budgeted but there has been no expense for this line item.

**HIGHWAY**

**Revenues**

Revenue Sharing-VDOT This revenue was received in May for VDOT's portion of the John Rolfe Drive project.

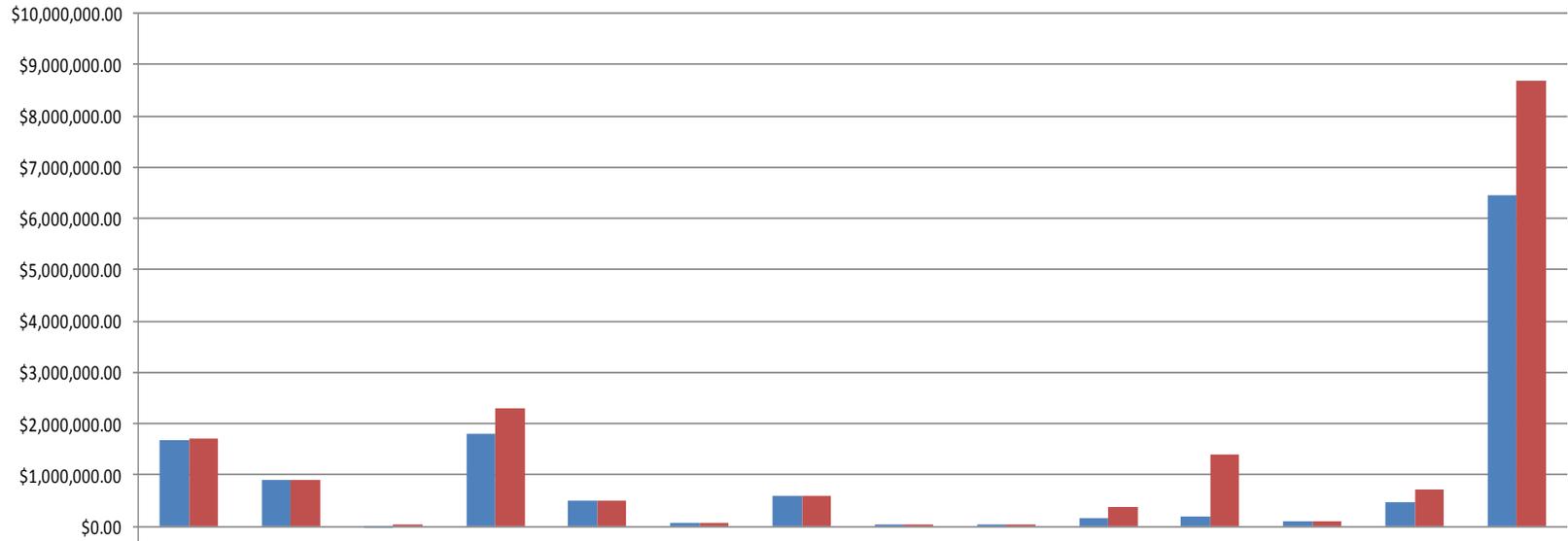
Revenue-Commonwealth of VA We have received 3 quarters of the annual state highway grant funds. We will receive the final quarter in June.

**Expenses**

Insurance All 4 quarters have been paid to VML Insurance for property/casualty and workers' comp coverage.

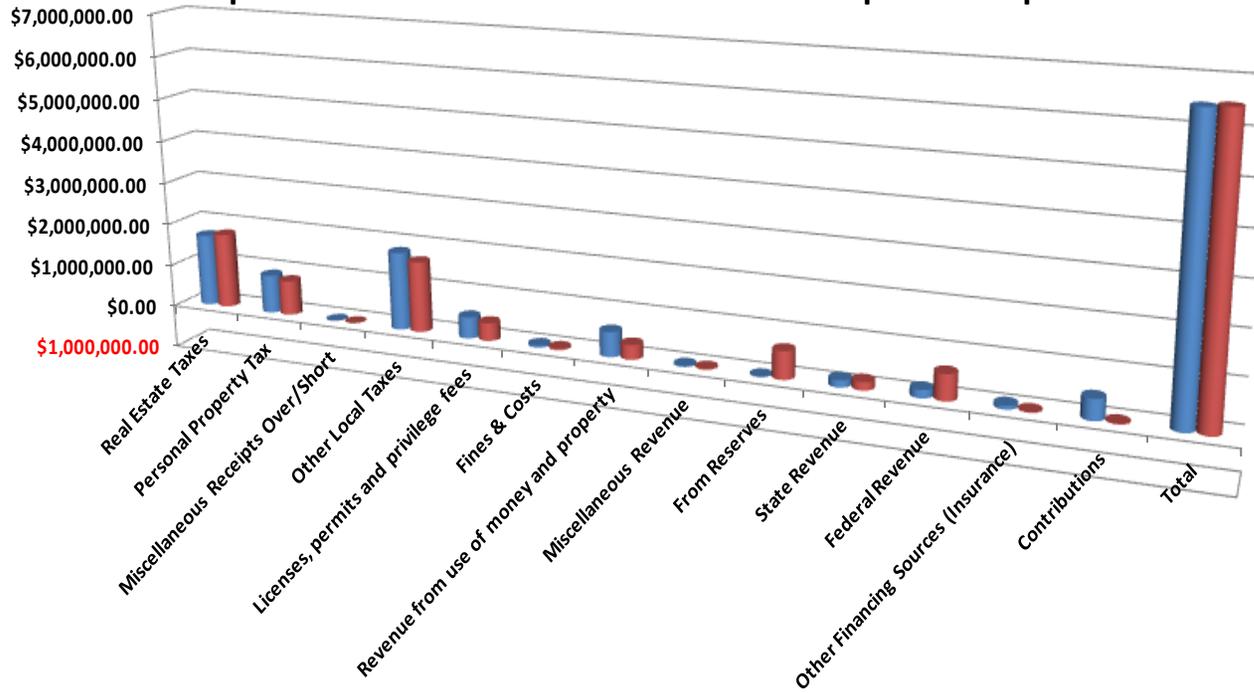
# APRIL 2013 FINANCIAL GRAPHS

### April 2013 YTD General Fund Revenues Compared to Budget



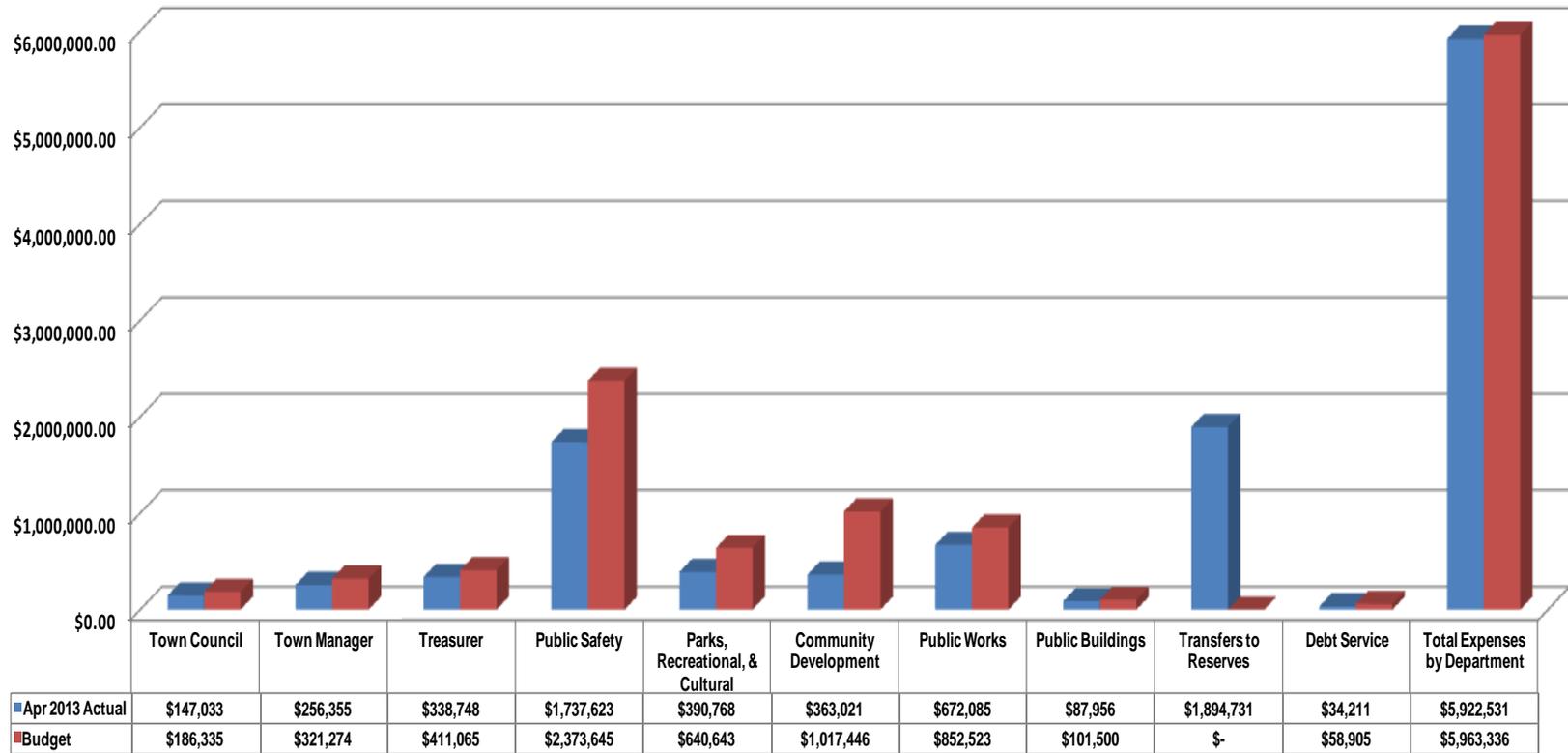
	Real Estate Taxes	Personal Property Tax	Misc. Receipts Over/Short	Other Local Taxes	Licenses, permits and privilege fees	Fines & Costs	Revenue from use of money and property	Misc. Revenue	From Reserves	State Revenue	Federal Revenue	Other Financing Sources (Insurance)	Contributions	Total
■ Apr 2013 Actual	\$1,689,657	\$896,892	\$(75)	\$1,813,910	\$493,474	\$50,529	\$576,137	\$27,862	\$12,182	\$163,055	\$185,803	\$84,299	\$470,944	\$6,464,669
■ Budget	\$1,697,790	\$897,470	\$15	\$2,310,403	\$502,746	\$57,000	\$595,138	\$45,336	\$14,618	\$371,465	\$1,400,910	\$84,300	\$719,409	\$8,696,600

### April 2013 YTD General Fund Revenue Compared to April 2012

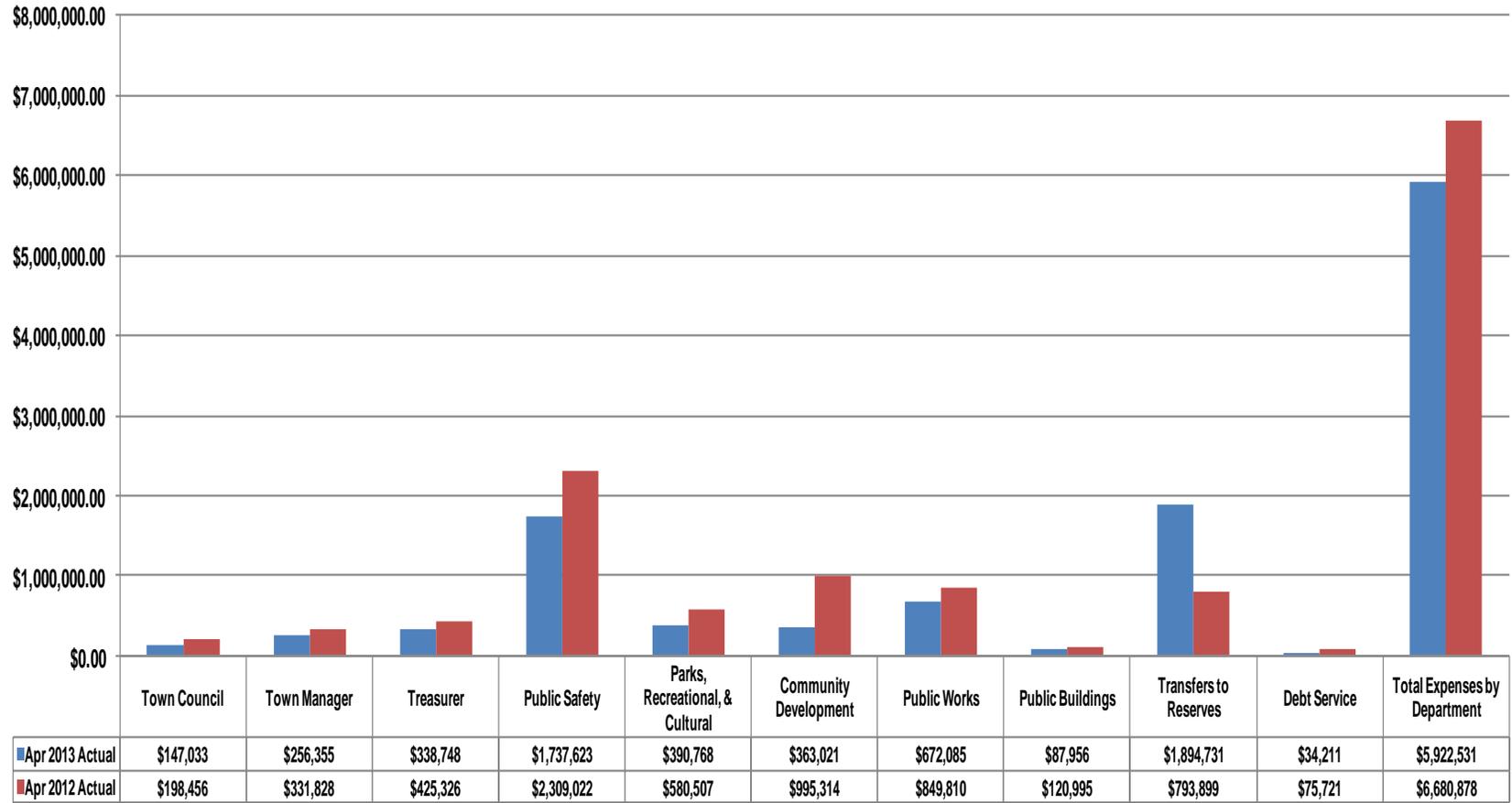


	Real Estate Taxes	Personal Property Tax	Miscellaneous Receipts Over/Short	Other Local Taxes	Licenses, permits and privilege fees	Fines & Costs	Revenue from use of money and property	Miscellaneous Revenue	From Reserves	State Revenue	Federal Revenue	Other Financing Sources (Insurance)	Contributions	Total
■ Apr 2013 Actual	\$1,689,657	\$896,892	\$(75)	\$1,813,910	\$493,474	\$50,529	\$576,137	\$27,862	\$12,182	\$163,055	\$185,803	\$84,299	\$470,944	\$6,464,669
■ Apr 2012 Actual	\$1,759,551	\$811,651	\$9	\$1,647,678	\$413,031	\$41,080	\$337,682	\$25,107	\$642,230	\$189,483	\$595,986	\$16,343	\$21,556	\$6,501,387

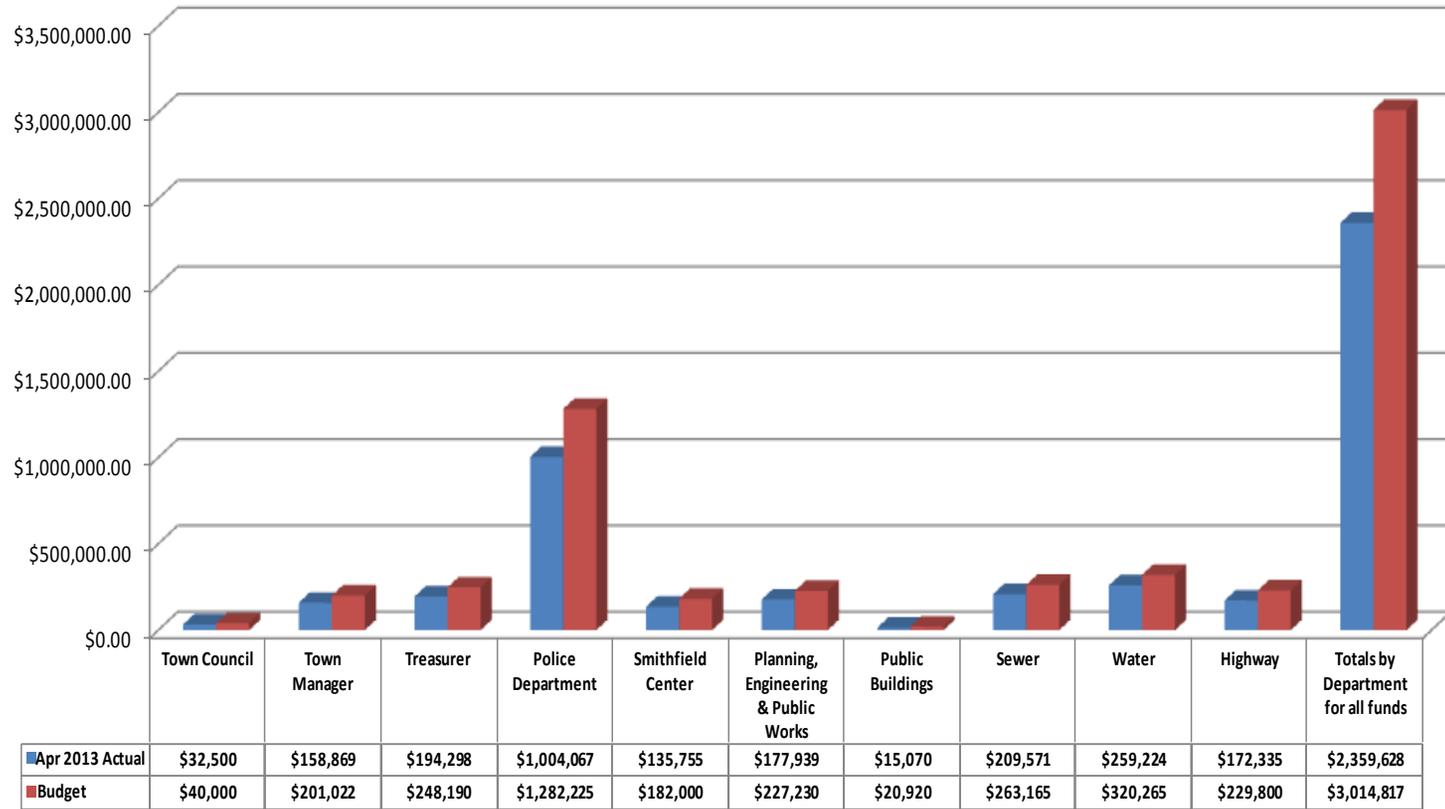
## April 2013 YTD General Fund Operating Expenses Compared to Budget



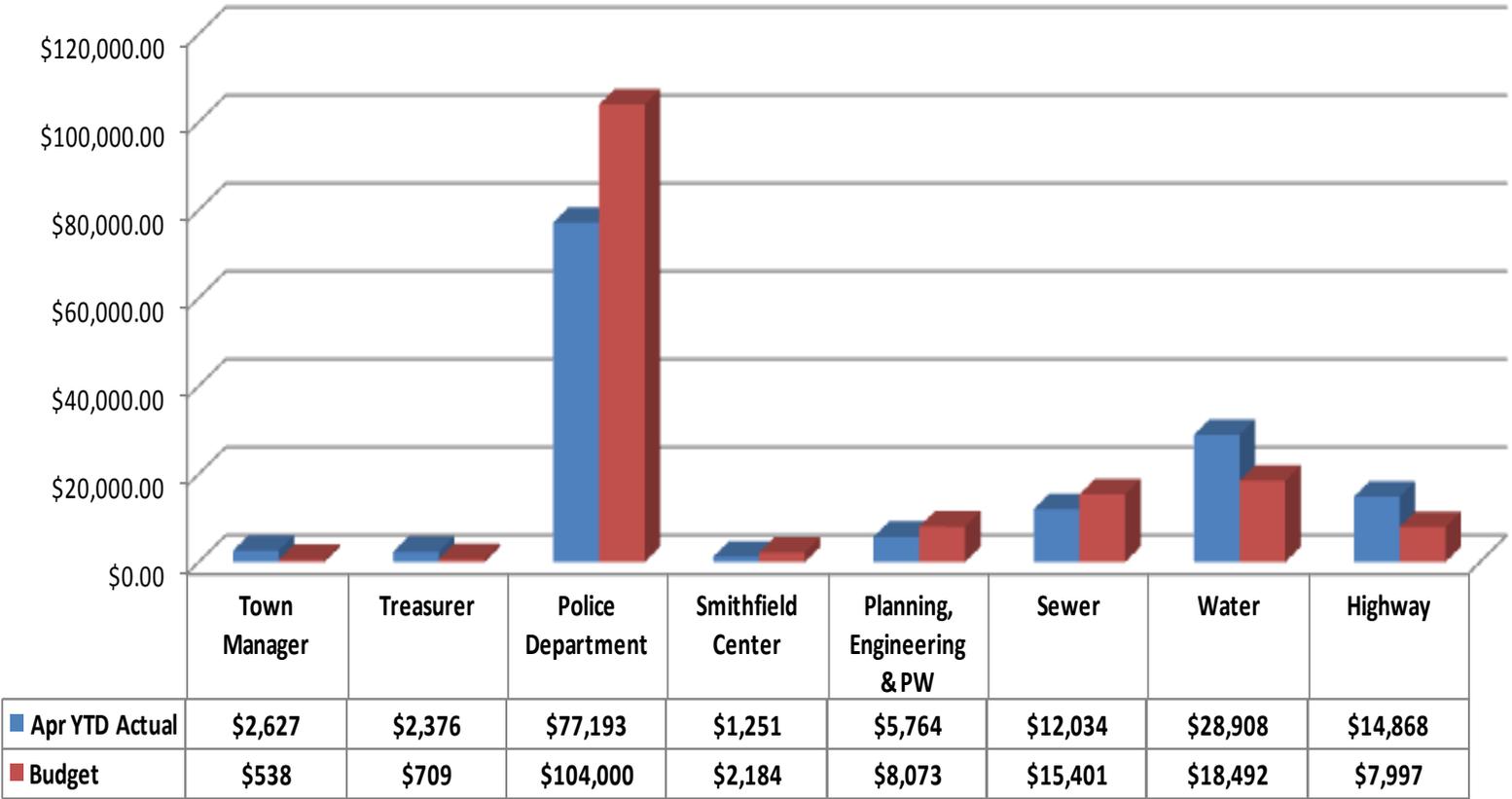
## April 2013 YTD General Fund Operating Expenses Compared to April 2012



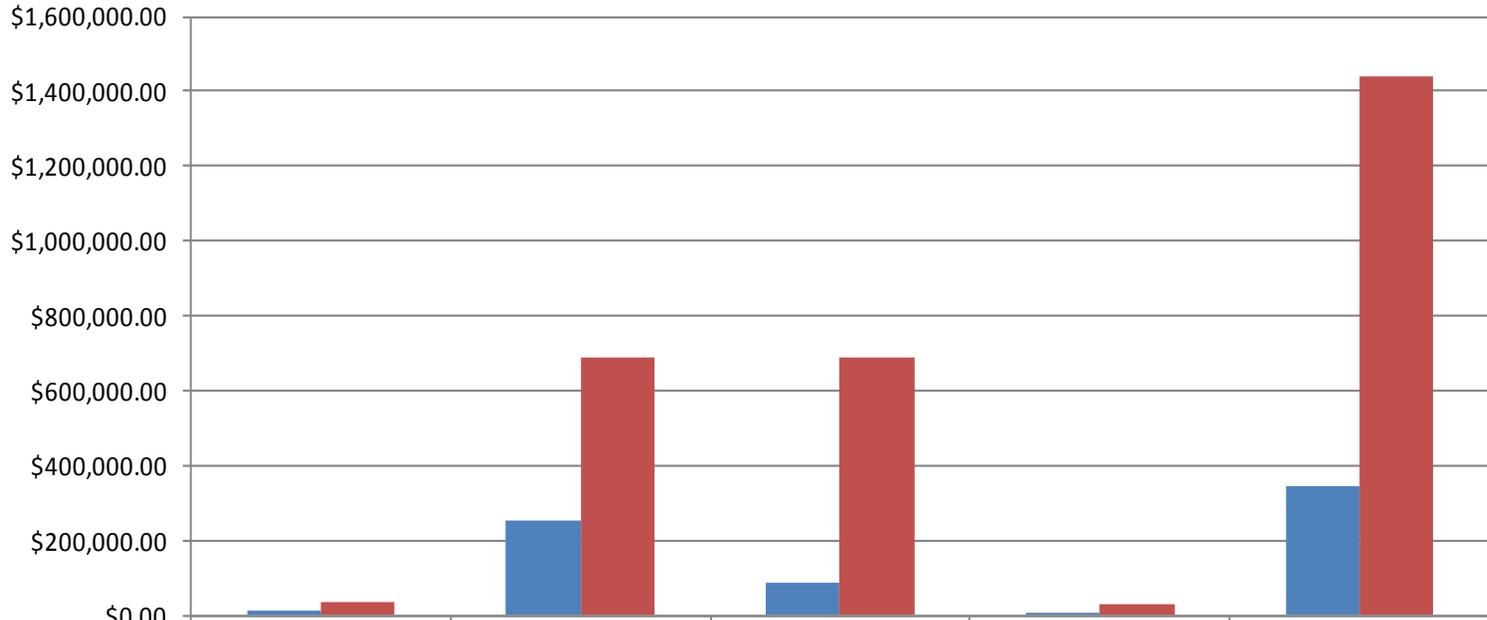
### April 2013 YTD Salaries to Budget by Department



### APR YTD Overtime Compared to Budget

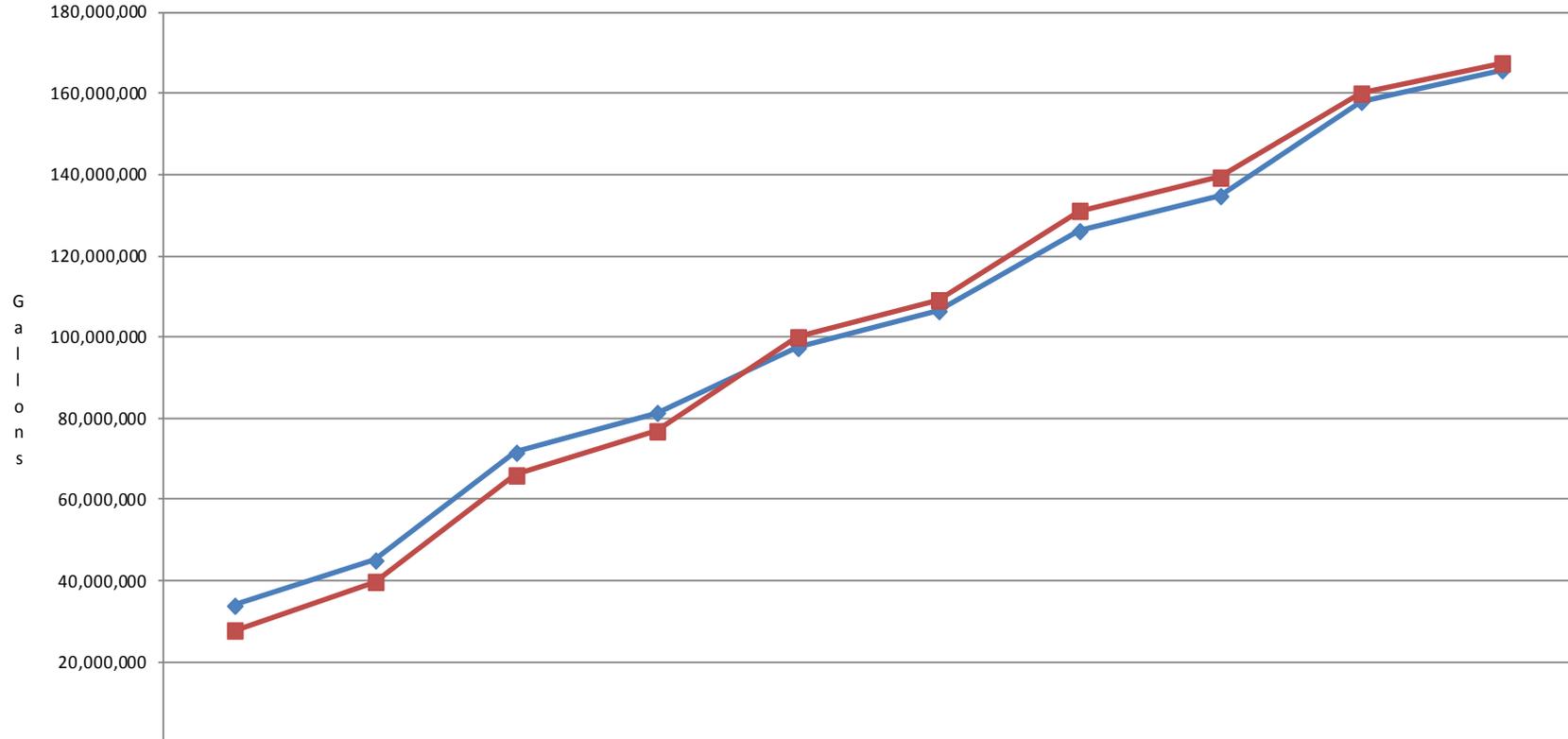


## April YTD Pinewood Heights Expenses MY 1 Phase II



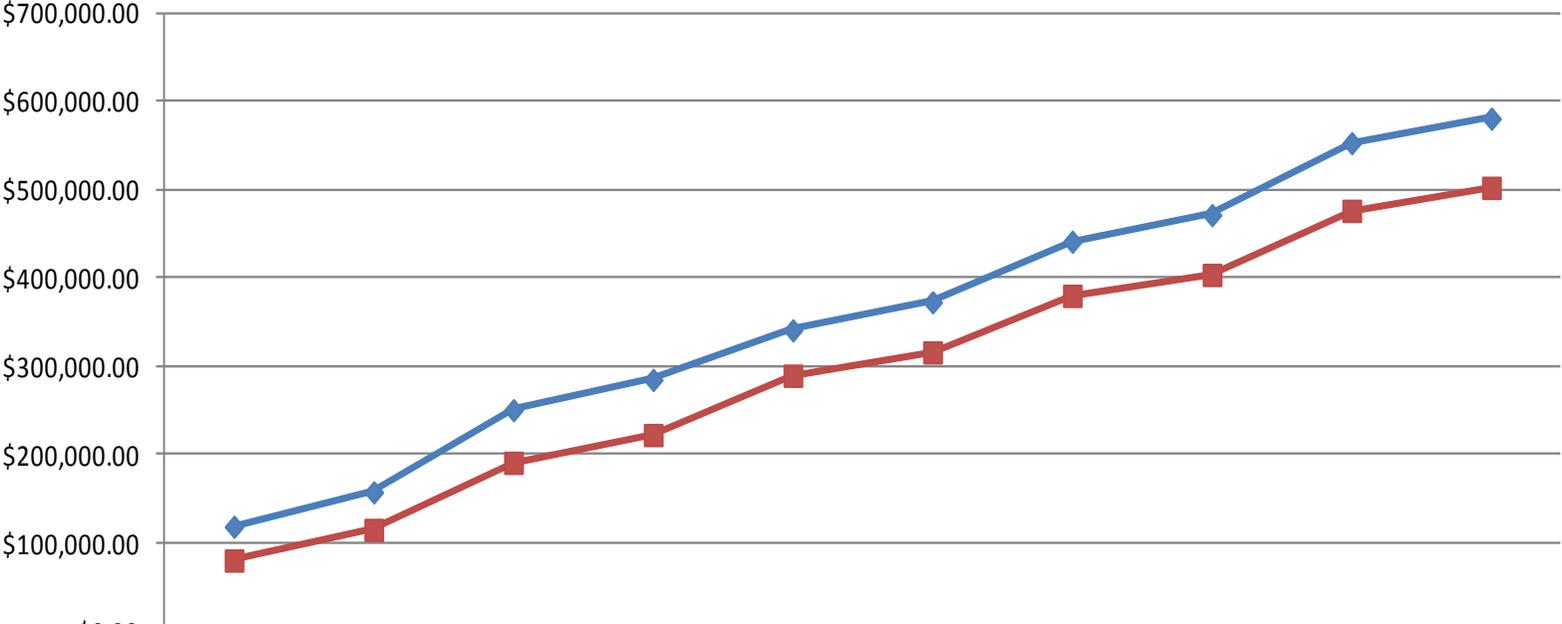
	Administration	Acquisition	Permanent Relocation	Clearance & Demolition	Total YTD MY1 Phase II
Apr YTD Actual	\$9,412	\$250,329	\$85,867	\$124	\$345,733
Budget	\$33,000	\$686,555	\$689,920	\$29,000	\$1,438,475

## APR 2013 YTD Sewer Consumption Compared to 2012-Cumulative



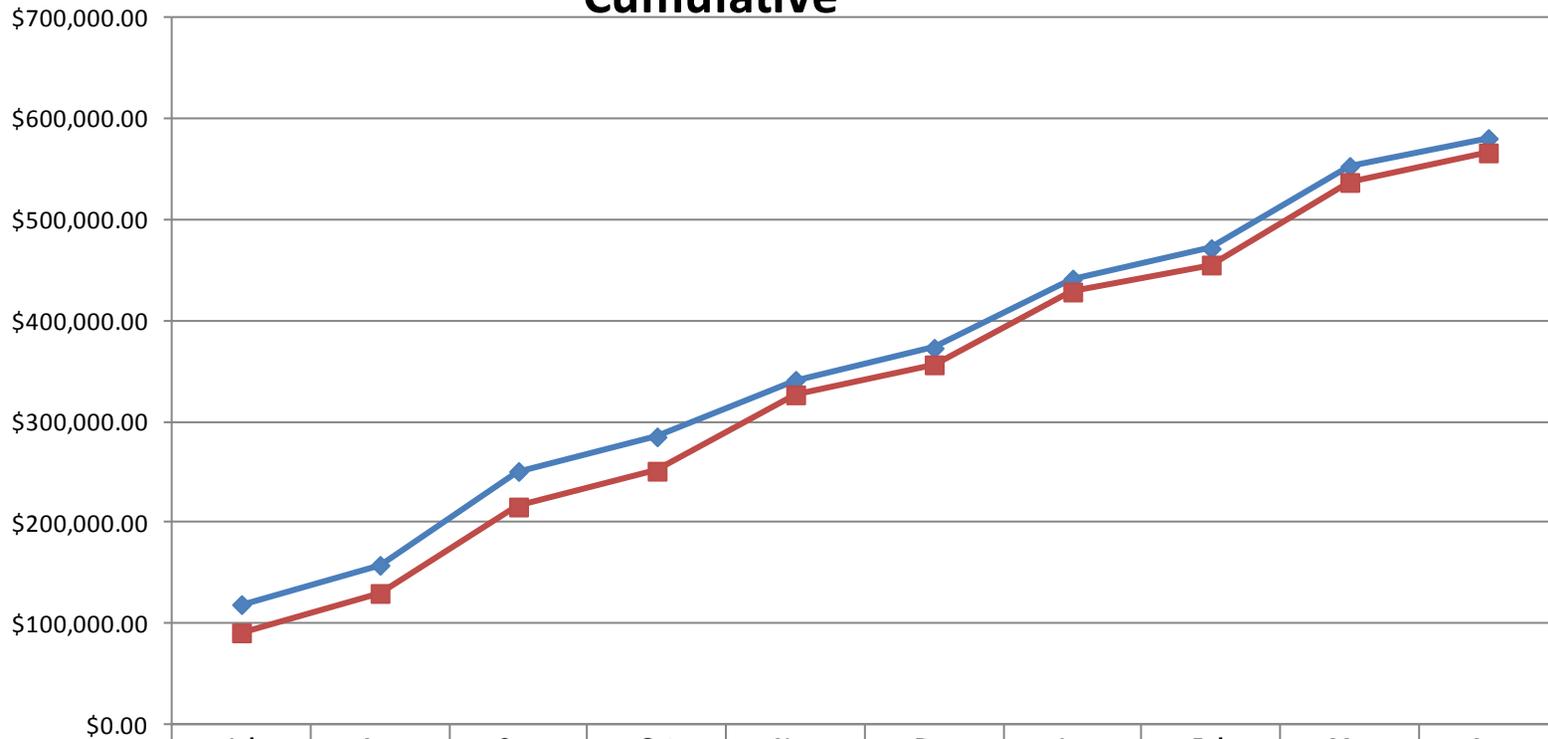
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Actual 2013	33,911,769	45,062,012	71,593,279	81,409,491	97,395,860	106,483,452	126,184,592	134,820,907	158,036,732	165,808,355
Actual 2012	27,823,246	39,800,726	66,015,985	76,887,610	100,046,367	109,153,641	131,185,269	139,374,388	160,052,488	167,499,468

# APR 2013 YTD Sewer Charges Compared to 2012-Cumulative



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Actual 2013	\$118,797	\$157,727	\$250,727	\$285,025	\$341,149	\$372,882	\$441,445	\$471,585	\$553,055	\$580,733
Actual 2012	\$80,521	\$115,171	\$191,175	\$222,639	\$289,759	\$316,129	\$380,159	\$403,869	\$476,417	\$502,434

## APR 2013 Sewer Charges Compared to Pro-Rated Budget- Cumulative

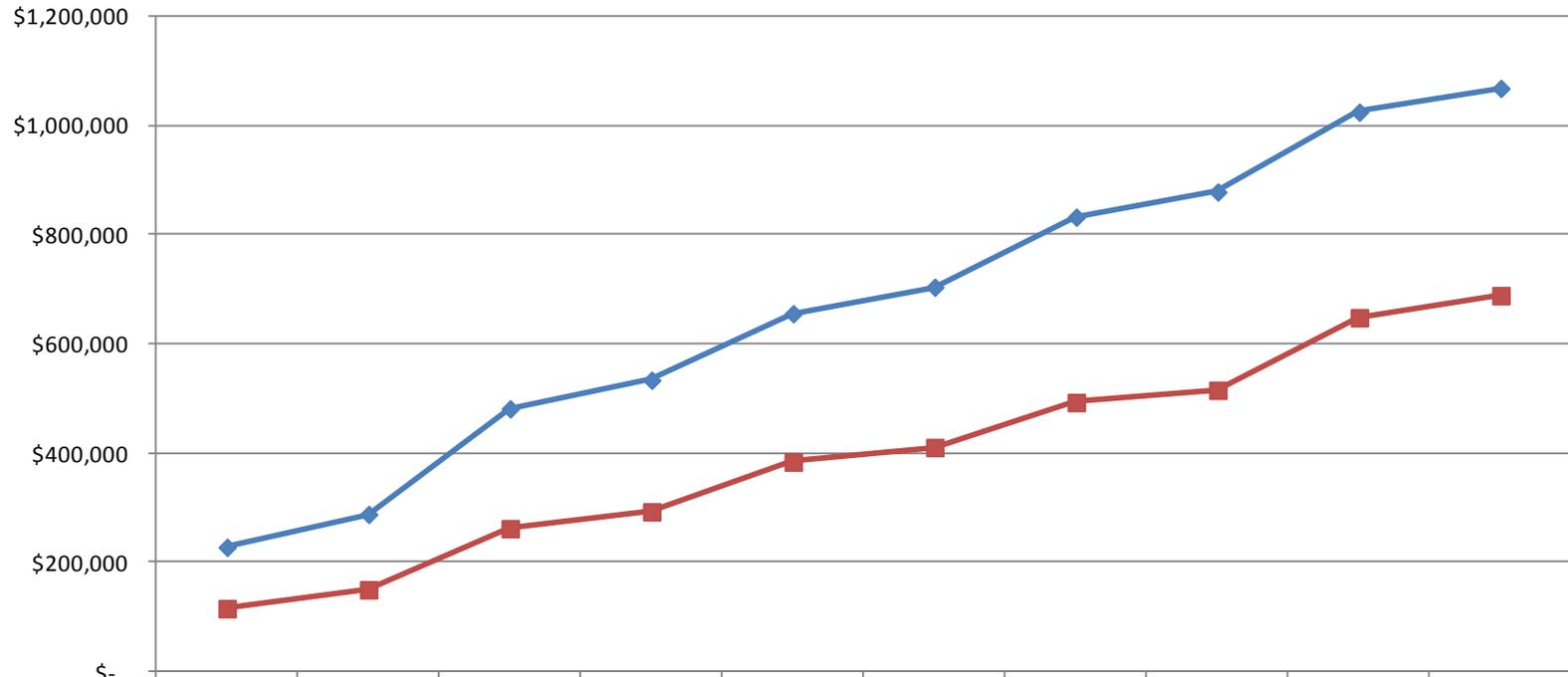


	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Actual	\$118,797	\$157,727	\$250,727	\$285,025	\$341,149	\$372,882	\$441,445	\$471,585	\$553,055	\$580,733
Pro-rated budget	\$90,784	\$129,849	\$215,539	\$251,013	\$326,687	\$356,417	\$428,607	\$455,339	\$537,133	\$566,466

## APR 2013 YTD Water Consumption Compared to 2012-Cumulative

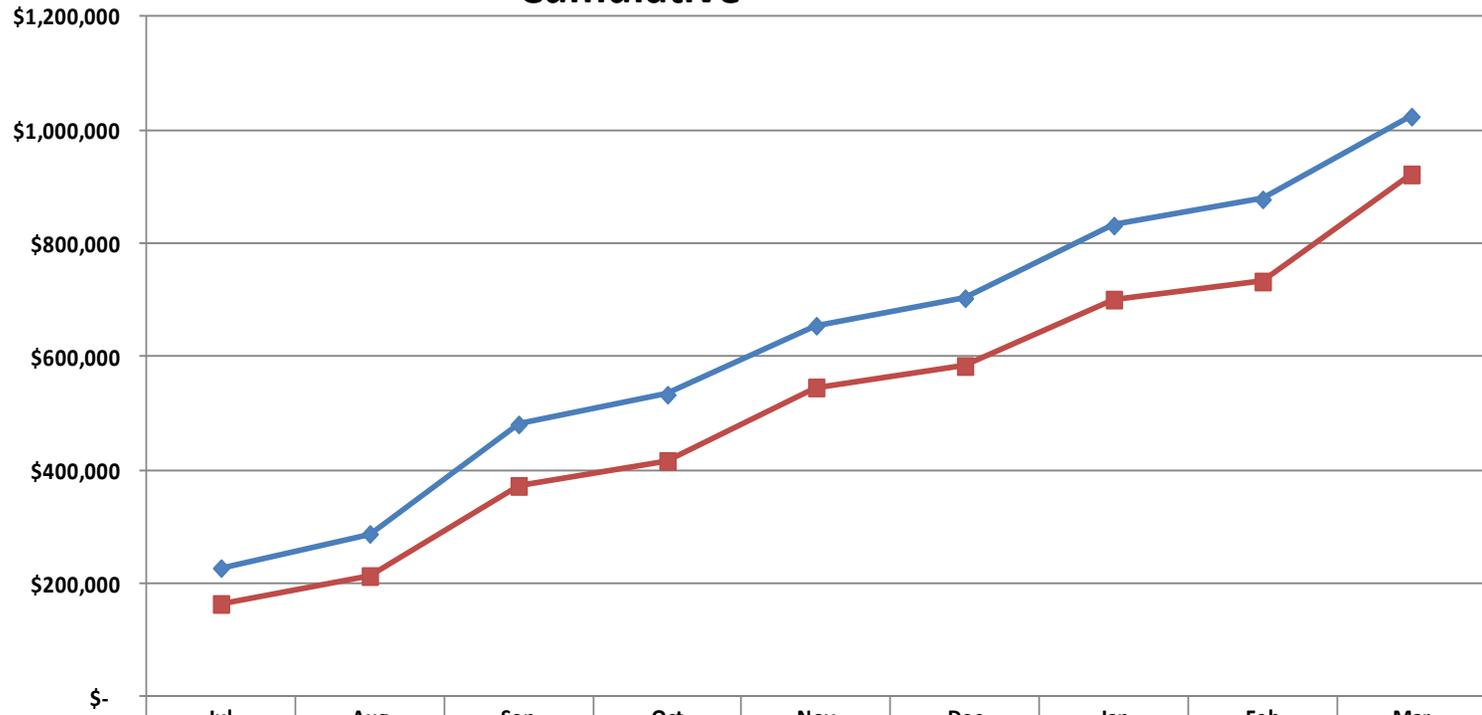


## APR 2013 YTD Water Charges Compared to 2012-Cumulative



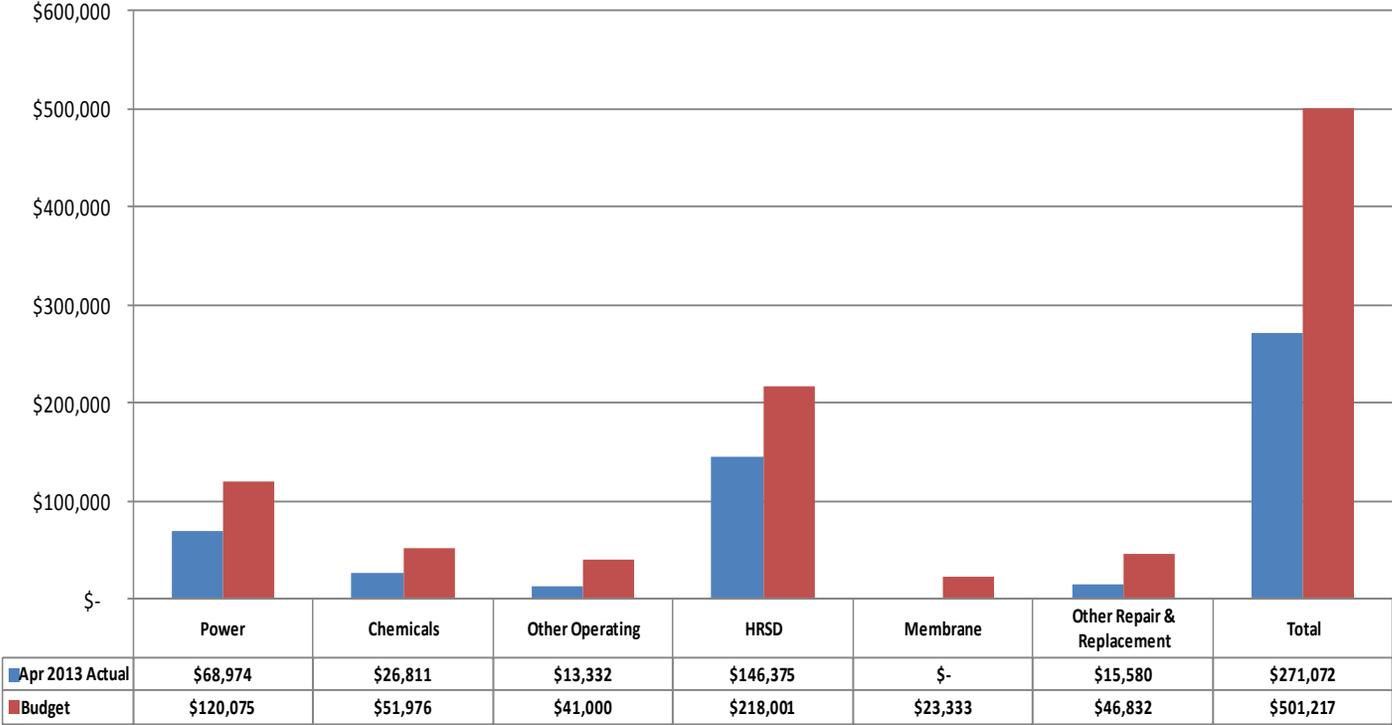
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Actual 2013	\$227,860	\$288,112	\$481,390	533,789	\$655,555	\$704,067	\$832,302	\$878,447	\$1,024,546	\$1,068,017
Actual 2012	\$115,583	\$150,181	\$261,961	292,821	\$383,979	\$410,562	\$492,964	\$515,361	\$648,258	\$688,672

## APR 2013 YTD Water Charges Compared to Pro-Rated Budget- Cumulative

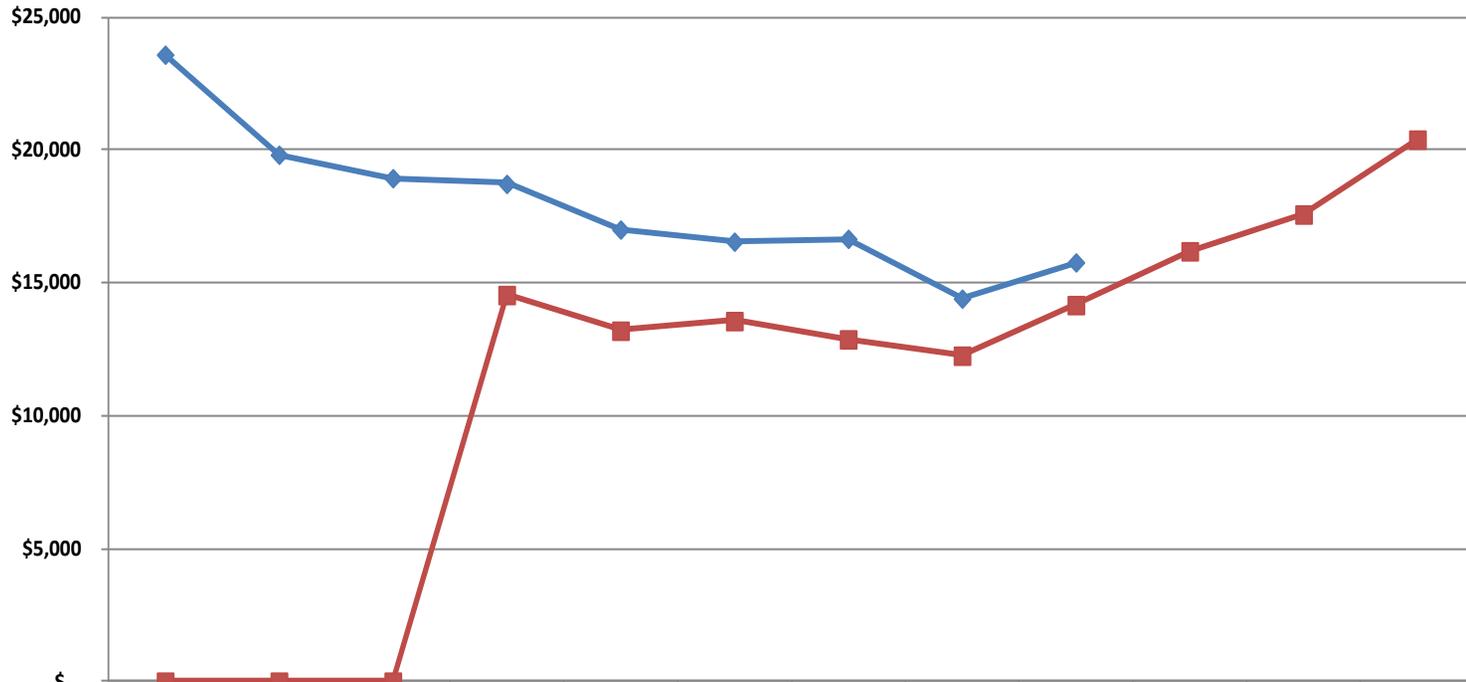


	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Actual	\$227,860	\$288,112	\$481,390	533,789	\$655,555	\$704,067	\$832,302	\$878,447	\$1,024,546
Pro-rated budget	\$164,518	\$213,764	\$372,870	416,796	\$546,547	\$584,384	\$701,673	\$733,553	\$922,454

### APR 2013 YTD RO Expenses by Category



## HRSD EXPENSES FOR RO PLANT FY2013 AND FY2012



	July	August	September	October	November	December	January	February	March	April	May	June
FY 2013	\$23,596	\$19,829	\$18,947	\$18,732	\$17,014	\$16,558	\$16,665	\$14,415	\$15,778			
FY 2012	\$-	\$-	\$-	\$14,550	\$13,207	\$13,571	\$12,883	\$12,268	\$14,173	\$16,196	\$17,580	\$20,399

CASH BALANCES AS OF APRIL 2013					
ACCOUNT NAME	BANK NAME	ACCOUNT BALANCE	Current Month INTERCO. TRANSFERS	Year end Interco. Transfers	ADJUSTED BALANCES
<b>Water</b>	Farmers Bank	653,516.45	(370,403.65)	(205,048.58)	78,064.22
<b>Water-Debt Service</b>	Farmers Bank	1,445,238.34	37,044.95		1,482,283.29
<b>Water Capital Escrow (availability fees)</b>	TowneBank	264,524.42	5,440.00		269,964.42
<b>Water Treatment Plant Escrow</b>	TowneBank	111,094.30	-		111,094.30
<b>Water Development Escrow</b>	TowneBank	76,711.47	-	-	76,711.47
<b>Subtotal Water</b>		<b>2,551,084.98</b>	<b>(327,918.70)</b>	<b>(205,048.58)</b>	<b>2,018,117.70</b>
<b>Sewer</b>	Farmers Bank	289,558.24	(47,573.13)	(325,174.54)	(83,189.43)
<b>Sewer Development Escrow</b>	TowneBank	328,939.08	-		328,939.08
<b>Sewer Capital Escrow (availability fees)</b>	TowneBank	786,440.73	8,240.00		794,680.73
<b>Sewer Compliance</b>	Farmers Bank	185,091.51	45,133.30		230,224.81
<b>Subtotal Sewer</b>		<b>1,590,029.56</b>	<b>5,800.17</b>	<b>(325,174.54)</b>	<b>1,270,655.19</b>
<b>Highway</b>	Farmers Bank	15,364.51	94,050.51	-	109,415.02
<b>General Fund</b>	Farmers Bank	2,023,232.17	103,542.02	530,223.12	2,656,997.31
<b>Payroll</b>	Farmers Bank	60,123.60			60,123.60
<b>Money Market-General Fund</b>	TowneBank	2,174.96			2,174.96
<b>Business Super Now-General Fund</b>	Farmers Bank	32,969.76	-		32,969.76
<b>Money Market-General Fund</b>	Farmers Bank	287,744.13			287,744.13
<b>General Fund Capital Escrow Account</b>	TowneBank	213,553.29	-		213,553.29
<b>Certificate of Deposit</b>	Farmers Bank	525,563.57	-		525,563.57
<b>Certificate of Deposit-Police Dept</b>	Farmers Bank	36,488.07			36,488.07
<b>Special Project Account (Pinewood)</b>	Farmers Bank	19,896.64	124,526.00	-	144,422.64
<b>Pinewood Heights Escrow</b>	Farmers Bank	31,237.91			31,237.91
<b>S. Church Street Account</b>	TowneBank	42,622.88	-		42,622.88
<b>Subtotal General Fund</b>		<b>3,275,606.98</b>	<b>228,068.02</b>	<b>530,223.12</b>	<b>4,033,898.12</b>
<b>Beautification Fund</b>	Farmers Bank	7,820.26			7,820.26
<b>Money Market-Beautification</b>	Farmers Bank	61,100.82			61,100.82
		68,921.08			68,921.08
<b>TOTAL ALL FUNDS</b>		<b>7,501,007.11</b>	<b>-</b>	<b>-</b>	<b>7,501,007.11</b>

**Town of Smithfield, Virginia**  
**Annual Engineering Services Contract**  
*Project Billing For Period Beginning April 1, 2013 to April 30, 2013*

INDEPENDENT PROJECTS	Fee Basis	% Complete	Amount Earned	Previous Amount Billed	Amount Due This Invoice
<i>Consent Order/SSO General Rehabilitation Plan (HR04103-60RI)</i>					
Plan Development	Lump Sum	62.67%	\$ 109,672.50	\$ 105,910.00	\$3,762.50
<i>Consent Order / Capacity Assessment (HR04103-66RI)</i>					
Level of Service Determination	Lump Sum	67.22%	\$23,527.00	\$17,559.50	\$5,967.50
<i>Consent Order / Additional Locality-HRSD Coordination (HR04103-67RI)</i>					
Locality/HRSD Coordination	Lump Sum	58.46%	\$46,768.00	\$43,064.00	\$3,704.00
<i>Smithfield Lake Dam / Alternative Assessment Phase (HR04103-68RI)</i>					
Updated Hydrologic Model	Lump Sum	10.00%	\$1,700.00	\$680.00	\$1,020.00
				<b>TOTALS</b>	<b>\$14,454.00</b>

**VENDOR #** \_\_\_\_\_  
**ACCOUNT #** 100-41300-3000-1020  
04-4200-7017-13,434  
**DEPT HEAD** W.T.H.  
**TOWN MANAGER** \_\_\_\_\_



**Town of Smithfield, Virginia**  
**Annual Engineering Services Contract**  
*Project Billing For Period Beginning April 1, 2013 to April 30, 2013*

<i>GENERAL REVIEW SERVICES (HR04103-60RI)</i> Consent Order / SSO Rehabilitation Plan	Billing Period (2013)	Fee Basis	Fee	% Complete	Amount Earned	Prior Invoice Amount	Amount Due
<b><i>Project Labor</i></b>							
Plan Development	April	Lump Sum	\$175,000.00	62.67%	\$109,672.50	\$105,910.00	\$3,762.50
Project Totals			\$175,000.00	62.67%	\$109,672.50	\$105,910.00	\$3,762.50

TOTAL = \$3,762.50

**Town of Smithfield, Virginia**  
**Annual Engineering Services Contract**  
*Project Billing For Period Beginning April 1, 2013 to April 30, 2013*

<i>GENERAL REVIEW SERVICES (HR04103-66RI)</i> Consent Order / Capacity Assessment	Billing Period (2013)	Fee Basis	Fee	% Complete	Amount Earned	Prior Invoice Amount	Amount Due
<i>Project Labor</i>							
Level of Service Determination	April	Lump Sum	\$35,000.00	67.22%	\$23,527.00	\$17,559.50	\$5,967.50
Project Totals			\$35,000.00	67.22%	\$23,527.00	\$17,559.50	\$5,967.50

*TOTAL = \$5,967.50*

**Town of Smithfield, Virginia**  
**Annual Engineering Services Contract**  
*Project Billing For Period Beginning April 1, 2013 to April 30, 2013*

<i>GENERAL REVIEW SERVICES (HR04103-67RI)</i> Consent Order / Additional Locality-HRSD Coordination	<b>Billing Period (2013)</b>	<b>Fee Basis</b>	<b>Fee</b>	<b>% Complete</b>	<b>Amount Earned</b>	<b>Prior Invoice Amount</b>	<b>Amount Due</b>
<b><i>Project Labor</i></b>							
Locality - HRSD Coordination	April	Lump Sum	\$80,000.00	58.46%	\$46,768.00	\$43,064.00	\$3,704.00
Project Totals			\$80,000.00	58.46%	\$46,768.00	\$43,064.00	\$3,704.00

*TOTAL = \$3,704.00*

**Town of Smithfield, Virginia**  
**Annual Engineering Services Contract**  
*Project Billing For Period Beginning April 1, 2013 to April 30, 2013*

<i>GENERAL REVIEW SERVICES (HR04103-68RI)</i> Smithfield Lake Dam / Alternative Assessment Phase	<b>Billing Period</b> (2013)	<b>Fee Basis</b>	<b>Fee</b>	<b>% Complete</b>	<b>Amount Earned</b>	<b>Prior Invoice Amount</b>	<b>Amount Due</b>
<b><i>Project Labor</i></b>							
Updated Hydrologic Model	April	Lump Sum	\$17,000.00	10.00%	\$1,700.00	\$680.00	\$1,020.00
Project Totals			\$17,000.00	10.00%	\$1,700.00	\$680.00	\$1,020.00

*TOTAL = \$1,020.00*



# Draper Aden Associates

Engineering • Surveying • Environmental Services

## Progress Report

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**To:** Ms. Sonja Eubank  
**Company:** Town of Smithfield  
**From:** Andy Snyder  
**Project Name:** Annual Engineering Services Contract -- April 2013 Invoices  
**Project Number:** HR04103-60RI, HR04103-66RI, HR04103-67RI, HR04103-68RI  
**Date:** May 15, 2012  
**cc:** Bill Hopkins, Scott Schiller

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### Recent Activities:

1. HR04103-60RI – Continued development of minor portions of the rehabilitation plan to begin a comprehensive review of potential rehabilitation techniques necessary to account for noted condition defects.
2. HR04103-66RI – Continued second capacity assessment evaluation based on May 2012 and recent 2013 data provided by HRSD.
3. HR04103-67RI – Attended two capacity team meetings and assisted the Town with general regional coordination efforts.
4. HR04103-68RI – Continued work associated with the first phase of the alternatives assessment for the Smithfield Lake Dam.

### Upcoming Tasks:

1. HR04103-60RI – Continue development of the rehabilitation plan in preparation for the results of the Regional Consolidation Study.
2. HR04103-66RI – Continue second capacity assessment evaluation and assist the Town as necessary with requests pertaining to previous and upcoming capacity assessments. Coordinate with the region as necessary with regard to level of service determination.
3. HR04103-67RI – Attend upcoming capacity team meetings and assist the Town with general regional coordination efforts.
4. HR04103-68RI – Continue to update the hydrologic model.

### Scope Changes:

1. N/A

### Budget Status/Percent Complete

1. HR04103-60RI – 62.67%
2. HR04103-66RI – 67.22%
3. HR04103-67RI – 58.46%
4. HR04103-68RI – 10.00%

### Schedule Status/Deliverable Status

1. HR04103-60RI – On schedule based on VDEQ deadlines.

\\Hmp-files\projects\HR04100\HR04103\HR04103-02\WORK\Billing File\2013 Invoice Files\April 2013 Invoices\April 2013 Progress Report 5-15-13.doc

11828 Pinning Point Drive, Suite 118 - Newport News, VA 23606 - (757) 599-9888 - Fax: (757) 599-3604 - [www.daa.com](http://www.daa.com)

Blacksburg • Charlottesville • Richmond

Ms. Sonja Eubank

May 15, 2013

Page 2

2. HR04103-66RI – On schedule based on VDEQ deadlines.
3. HR04103-67RI – On schedule based on VDEQ deadlines.
4. HR04103-68RI – On schedule.

**Input needed from client "What we are waiting on:"**

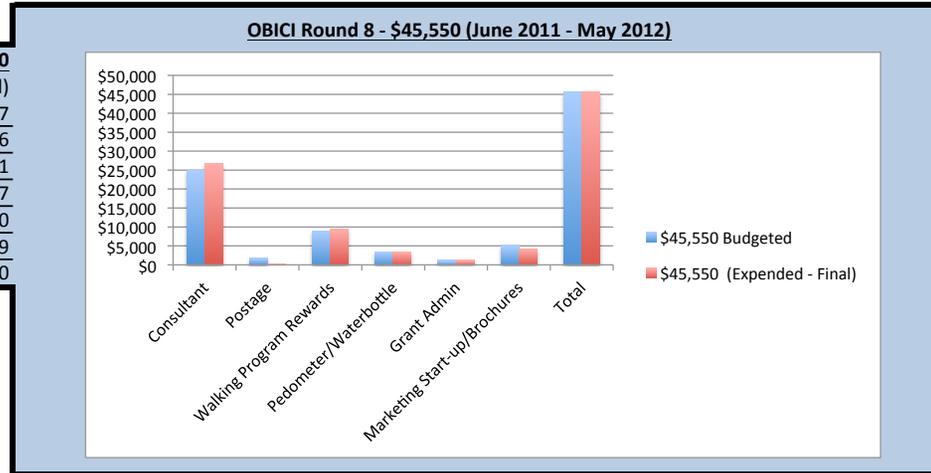
1. None

**Issues you should be aware of/ any other issues:**

1. None

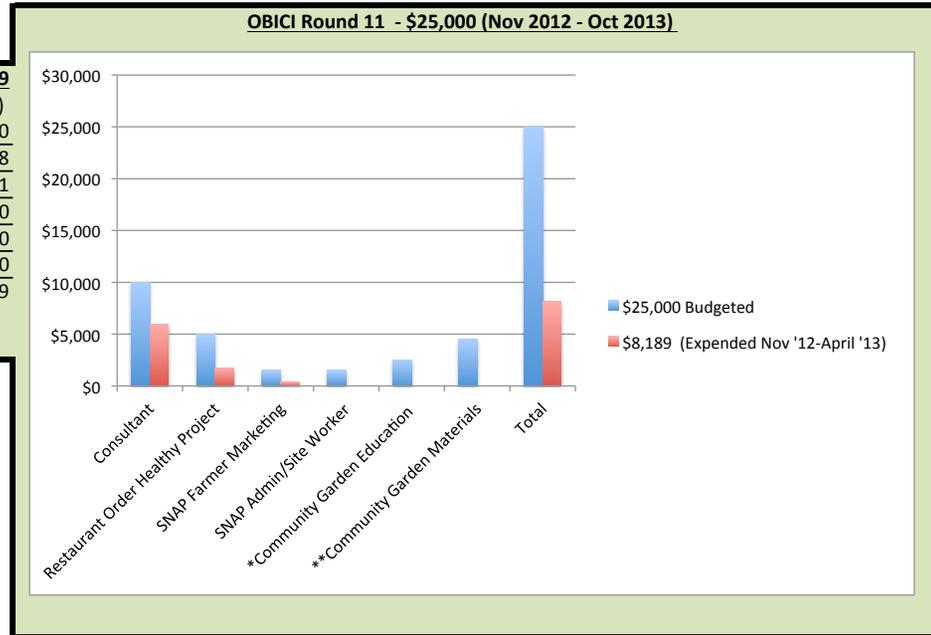
### Smithfield On The Move Update - May 2013

<b>OBICI Round 8 (June 2011 - May 2012)</b>	<b>\$45,550</b>	<b>\$45,550</b>
	Budgeted	(Expended - Final)
Consultant	\$25,000	\$26,827
Postage	\$1,750	\$316
Walking Program Rewards	\$9,000	\$9,411
Pedometer/Waterbottle	\$3,500	\$3,507
Grant Admin	\$1,200	\$1,200
Marketing Start-up/Brochures	\$5,100	\$4,289
<b>Total</b>	<b>\$45,550</b>	<b>\$45,550</b>



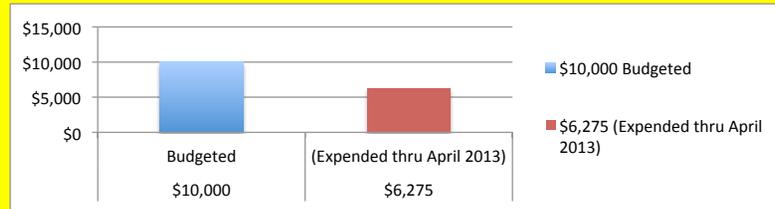
<b>OBICI Round 11 (Nov 2012 - Oct 2013)</b>	<b>\$25,000</b>	<b>\$8,189</b>
	Budgeted	(Expended Nov '12-April '13)
Consultant	\$10,000	\$6,000
Restaurant Order Healthy Project	\$5,000	\$1,778
SNAP Farmer Marketing	\$1,500	\$411
SNAP Admin/Site Worker	\$1,500	\$0
*Community Garden Education	\$2,500	\$0
**Community Garden Materials	\$4,500	\$0
<b>Total</b>	<b>\$25,000</b>	<b>\$8,189</b>

\*Requested Budget Transfer to support SNAP & Restaurant (pending approval)  
 \*\*Requested Budget Transfer to Eco-counter Survey RD 12 Project (pending approval)



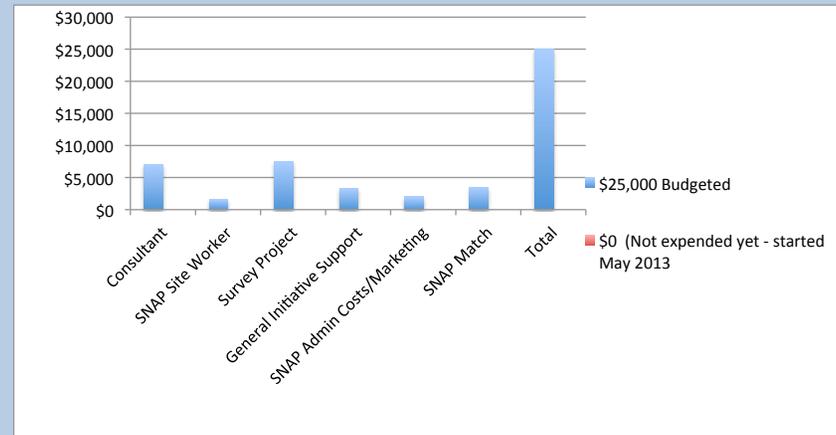
<b>Town FY 13</b>	<b>\$10,000</b>	<b>\$6,275</b>
	Budgeted	(Expended thru April 2013)
Consultant - Town Funded	\$10,000	\$6,275

**Town Funds - FY13 - \$10,000 Consultant**

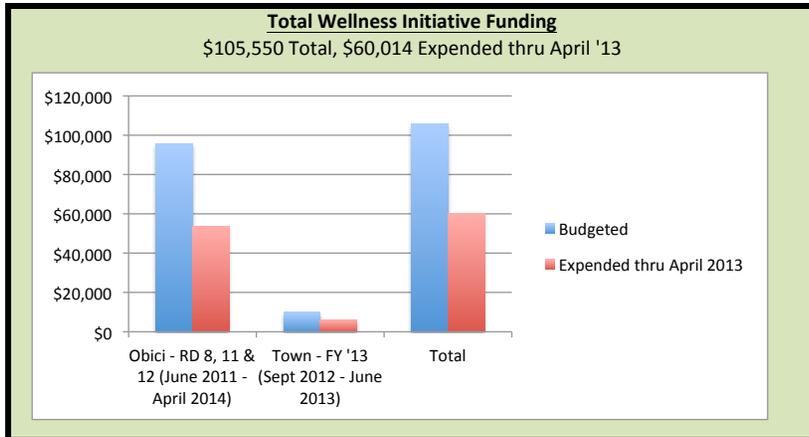


<b>OBICI Round 12 (May 2013 - April 2014)</b>	<b>\$25,000</b>	<b>\$0</b>
	Budgeted	(Not expended yet - started May 2013)
Consultant	\$7,000	\$0
SNAP Site Worker	\$1,620	\$0
Survey Project	\$7,500	\$0
General Initiative Support	\$3,380	\$0
SNAP Admin Costs/Marketing	\$2,000	\$0
SNAP Match	\$3,500	\$0
Total	\$25,000	\$0

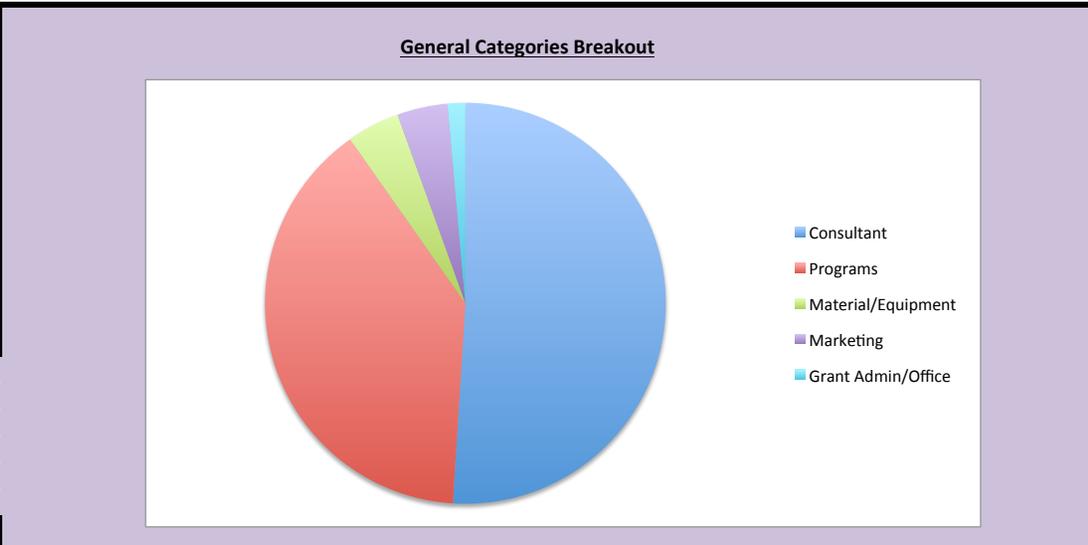
**OBICI Round 12 - \$25,000 (May 2013 - April 2014)**



<b>Total Wellness Initiative Funding</b>		<b>\$105,550</b>
	Budgeted	Expended thru April 2013
Obici - RD 8, 11 & 12 (June 2011 - April 2014)	\$95,550	\$53,739
Town - FY '13 (Sept 2012 - June 2013)	\$10,000	\$6,275
<b>Total</b>	<b>\$105,550</b>	<b>\$60,014</b>



<b>Detailed Total Program Breakout</b>	<b>\$105,550</b>
Consultant	\$53,827
Program - SNAP Site Worker	\$3,120
Program - SNAP Match/Marketing	\$7,000
Marketing - Start Up Marketing/Branding	\$4,289
Program - Rewards /Pedometers/H2OBottles	\$12,918
Program - Restaurant Healthy Choice	\$5,000
Program - On Going Initiative Support	\$3,380
Admin - Grant Admin	\$1,200
Program - Survey Project	\$7,500
Equipment - Requested Transfer to Eco-coun	\$4,500
Program - Requested Transfer to Rest&SNAP	\$2,500
Office - Postage	\$316
<b>General Categories Program Breakout</b>	<b>\$105,550</b>
Consultant	\$53,827
Programs	\$41,418
Material/Equipment	\$4,500
Marketing	\$4,289
Grant Admin/Office	\$1,516



DATE           MAY 20, 2013

TO             SMITHFIELD TOWN COUNCIL- PUBLIC WORKS COMMITTEE

FROM          WILLIAM T. HOPKINS, III  
                  DIRECTOR OF PLANNING, ENGINEERING, & PUBLIC WORKS

SUBJECT       LANDSCAPING CONTRACT

Each year the town engages the services of landscaping contractors to supplement the capabilities of our public works staff and equipment. The Town has a contract with Southern Shores Lawn and Landscape for the 2012/2013 fiscal year and the town reserves the right to renew the contract for four additional years. The current contract expires June 17, 2013.

Work under this contract consists of annual design, installation, care and maintenance of landscaped areas and planting beds including The Smithfield Center, Main Street, Windsor Castle Park, Public Buildings, entrance signs and other locations.

Staff requested that Mr. Rudy give us a quote to add Taste of Smithfield to areas to be maintained under this contract. Mr. Rudy gave us a quote of an additional \$147.74 per month which would bring total cost of landscaping to \$1957.58 per month. There will be no further changes to the original contract terms.

Staff feels their work was satisfactory and recommends this contract to be extended for one more year with an addendum to include the Taste of Smithfield.

## Peter Stephenson

---

**From:** Dwight Farmer [dfarmer@hrpdcva.gov]  
**Sent:** Friday, April 19, 2013 12:08 PM  
**To:** Baker, James E. ; Baker, James E. ; Bunting, Mary; Caskey, W. Douglas; Cuffee-Glenn, Selena; Franklin, Tyrone W.; Garton, Brenda; Johnson, Michael W.; Jones, Marcus; Martin, Randy ; McReynolds, James O.; Middaugh, Robert ; Morgan, Neil A.; Rowe, John; Spore, James K.; Stallings, Michael; Peter Stephenson; Tuttle II, Jackson C.; Wheeler, J. Randall; Williams, Ron  
**Cc:** Whitney Katchmark; Jennifer Tribo  
**Subject:** Stormwater MOA  
**Attachments:** 2013\_StormwaterMOA\_clean.docx; 2013\_StormwaterMOA\_finaldraft\_redline.docx

As discussed at yesterday's meeting, the MOA establishing the Regional Stormwater Management Program is up for renewal. Attached is a clean copy of the revised MOA. **Please print and sign the last page of the MOA and return via mail to the HRPDC before June 30, 2013.** Also attached for your information is the redlined version of the MOA. Once we have received all the signature pages, we will distribute final copies of the signed MOA for your records.

Thanks,  
Dwight



**Dwight L. Farmer**  
**Executive Director/Secretary**  
Hampton Roads Planning District Commission  
723 Woodlake Drive  
Chesapeake, VA 23320  
phone: 757-420-8300 | fax: 757-523-4881  
[www.hrpdcva.gov](http://www.hrpdcva.gov)

All email correspondence to and from this address is subject to the Virginia Freedom of Information Act and to the Virginia Public Records Act which may result in monitoring and disclosure to third parties, including law enforcement.

**MEMORANDUM OF AGREEMENT  
ESTABLISHING THE  
HAMPTON ROADS REGIONAL STORMWATER MANAGEMENT PROGRAM**

**WHEREAS**, Section 15.2-4200 of the Code of Virginia enables local governments to establish Planning District Commissions; and

**WHEREAS**, the eighteen local governments that are signatories to this Agreement have acted, in accordance with Section 15.2-4200 of the Code of Virginia, to establish the Hampton Roads Planning District Commission (HRPDC); and

**WHEREAS**, the HRPDC has been requested and has undertaken various studies to support local government stormwater management programs, including compliance with Virginia Stormwater Management Program (VSMP) Municipal Separate Storm Sewer (MS4) Permits; and

**WHEREAS**, the signatory local governments have requested the HRPDC to administer and coordinate a regional stormwater management program; and

**WHEREAS**, pursuant to the Clean Water Act, the U.S. Environmental Protection Agency (EPA) has promulgated implementing regulations, 40 Code of Federal Regulations Part 122, which established the National Pollutant Discharge Elimination System (NPDES) Permits for Municipal Separate Storm Sewer System (MS4) Discharges; and

**WHEREAS**, pursuant to the Virginia Stormwater Management Act, 10.1-603.1, et. seq. of the Code of Virginia, 1950 As Amended, the Board of Soil and Water Conservation has promulgated implementing regulations 4 VAC 50-60, et. seq., which establish the requirements that localities obtain permits for their MS4 discharges; and,

**WHEREAS**, the majority of the eighteen signatory local governments are required by their MS4 permits to conduct certain activities, including reporting on their discharges, conducting public information and education programs, and certain other activities; and

**WHEREAS**, the Water Quality Monitoring and Reporting Act and implementing regulations promulgated by the State Water Control Board establish requirements for the preparation of Total Maximum Daily Load (TMDL) Implementation Plans, which apply to activities conducted by localities in general as well as activities conducted in implementing MS4 permit requirements; and,

**WHEREAS**, the Chesapeake Bay Preservation Act and the Virginia Erosion and Sediment Control Law and implementing regulations also establish stormwater management requirements that govern one or more of the eighteen signatory local governments; and,

**WHEREAS**, sixteen local governments and the HRPDC executed the Memorandum of Agreement Establishing the Hampton Roads Regional Stormwater Management

Program on September 5, 2003 and that Agreement expired on December 31, 2007; and,

WHEREAS, eighteen local governments and the HRPDC executed the Memorandum of Agreement Establishing the Hampton Roads Regional Stormwater Management Program on March 6, 2008 and that Agreement expires on June 30, 2013,

**NOW THEREFORE**, the signatory parties enter into the following Agreement.

This Memorandum of Agreement entered into this first day of July 2013, among and between the eighteen local governments in Hampton Roads and the HRPDC, establishes and maintains the Hampton Roads Regional Stormwater Management Program.

### **BASIC PREMISES**

All local governments in Hampton Roads operate stormwater management programs.

The Cities of Chesapeake, Hampton, Newport News, Norfolk, Portsmouth and Virginia Beach received VPDES Permits in 1996. Those permits, which were renewed in 2001, govern the discharges from their MS4s to waters of the state and impose certain operational and reporting requirements on those systems. In 2005, these permits were converted to VSMP permits. These permits must be renewed on a five (5) year basis and the localities applied for renewed permits in 2005. Localities continue to operate programs under administratively continued permits. Permit renewals are expected in 2014.

The Cities of Poquoson, Suffolk and Williamsburg and the Counties of Gloucester, Isle of Wight, James City, and York were all identified by the EPA as requiring VPDES permits under Phase II of the MS4 regulations. Those localities that operate MS4s obtained VPDES permits in March 2003. Those permits also imposed certain operational and reporting requirements on those systems. In 2005, these permits were converted to VSMP permits. These permits must be renewed on a five (5) year basis with the next renewal planned for 2013.

Although Gloucester County was initially identified by the EPA as requiring a Phase II MS4 permit, it was subsequently determined that permit coverage for Gloucester County was not required.

The City of Franklin, the Counties of Gloucester, Southampton and Surry and the Towns of Smithfield and Windsor are governed by stormwater management requirements established under the Virginia Stormwater Management Act and the Virginia Erosion and Sediment Control Law. The Chesapeake Bay Preservation Act also governs Gloucester and Surry Counties and the Towns of Smithfield and Windsor.

As of July 1, 2014, all localities must develop stormwater management programs that meet the minimum requirements established in the Virginia Stormwater Management Act. The Virginia Stormwater Management Act imposes operational and reporting

requirements on all localities that are required to implement stormwater management programs.

The local governments are interested in managing stormwater in a manner which protects and does not degrade waters of the state and which meets locally established quality of life goals and objectives. The Clean Water Act and the VSMP require that stormwater quantity and quality be managed to the maximum extent practicable.

In carrying out their stormwater management responsibilities, the aforementioned local governments have developed a consensus on regional goals to guide the operation of their stormwater management programs. Initially, approved by the HRPDC at its Executive Committee Meeting of September 15, 1999, they are:

1. Manage stormwater quantity and quality to the maximum extent practicable (MEP)
  - Implement best management practices (BMP) and retrofit flood control projects to provide water quality benefits.
  - Support site planning and plan review activities.
  - Manage pesticide, herbicide and fertilizer applications.
2. Implement public information activities to increase citizen awareness and support for the program.
3. Meet the following needs of citizens:
  - Address flooding and drainage problems.
  - Maintain the stormwater infrastructure.
  - Protect waterways.
  - Provide the appropriate funding for the program.
4. Implement cost-effective and flexible program components.
5. Satisfy MS4 stormwater permit requirements:
  - Enhance erosion and sedimentation control.
  - Manage illicit discharges, spill response, and remediation.

This Agreement establishes the administrative framework, which will be used by the local governments in Hampton Roads to address certain stormwater management requirements under the above-cited state and federal laws and regulations.

Eighteen local governments in the Hampton Roads Region will be participants in and signatories to the Agreement.

## **HRPDC RESPONSIBILITIES**

Under the terms of this Agreement, the HRPDC staff is responsible for the following:

- Provide technical support and policy analysis related to stormwater and water quality issues to local government staff.
- Provide the necessary administrative, technical and clerical resources to support program activities in order to ensure that the MS4 permit-holding cities and counties meet applicable stormwater management requirements.
- Prepare an annual work program and budget for the Hampton Roads Regional Stormwater Management Program. The annual work program will be incorporated into the HRPDC Unified Planning Work Program and the annual budget will be incorporated into the HRPDC budget.
- Assist the signatories in coordinating reporting on stormwater related activities to other state and federal agencies to ensure that program requirements are met in a cost-effective manner, which minimizes duplicative reporting and the administrative burden on the signatories.
- Conduct a regional stormwater education program. This will include public education activities and may include outreach to specific economic sectors and groups. The stormwater education subcommittee of askHRGreen.org will be responsible for guiding the development of original materials, including publications, media advertising and promotional items. This may also include development of locality-specific materials or coordination of bulk purchases. The stormwater education subcommittee of askHRGreen.org will coordinate with HRPDC staff on the educational and outreach components of the Hampton Roads Regional Stormwater Management Program.
- Develop and conduct a regional training program for municipal employees, contractors, civic leaders and other interested parties. The training program will emphasize stormwater management, pollution prevention and permit issues.
- Respond equitably and in a timely fashion to requests from all signatory local governments for technical assistance. The time frame for responses will be based on experience, the complexity of individual requests and the overall work load of program staff.
- Provide other technical support, as requested, to the signatory local governments.
- Upon request from one or more participating localities, conduct technical studies to support compliance by the localities with MS4 permit requirements and VSMP program requirements.

- Facilitate development of multi-jurisdictional management plans for shared watersheds, as requested.
- Take steps, in conjunction with the signatory local governments, to obtain financial support for program activities from outside sources, including state, federal and private grants, to the extent that this may be accomplished without creating a conflict of interest, as determined by the signatory local governments.
- Contract with and manage consultants, including both private firms and academic institutions, to support the regional program, including provision of requested services to local governments in excess of the common program elements.
- Represent the Hampton Roads Regional Stormwater Management Program at federal, state, regional and local governmental, civic, professional and political organizations, agencies, and committees.
- Provide technical and administrative support, as appropriate, to those localities that are required to develop stormwater management programs to meet VSMP requirements, but that are not required to obtain MS4 permits for their stormwater discharges.
- Prepare annual program reports, or components thereof, which comply with the provisions of the MS4 permits and stormwater management programs of the signatory localities.
- Facilitate local government involvement in TMDL studies being prepared through the Virginia Department of Environmental Quality and EPA and facilitate preparation of TMDL Implementation Plans for impaired waters in the Hampton Roads Region as requested.
- Prepare an annual report of activities undertaken through the Hampton Roads Stormwater Management Program. This report will include summaries of related activities undertaken on a cooperative basis by the signatories.
- Identify state and federal regulatory actions that may affect local government stormwater programs, serve on regulatory advisory panels (RAPs) as necessary, conduct policy analysis, and develop policy recommendations on behalf of the HRPDC.
- Coordinate the compilation of regional data for MS4 permit annual reports to the appropriate regulatory authority.

## **LOCAL GOVERNMENT RESPONSIBILITIES**

Under the terms of the Agreement, the signatory local governments are responsible for the following:

- Appoint one voting member and alternates, as appropriate, to the Regional Environmental Advisory Committee to represent the local government stormwater and water quality related concerns. Generally, the voting representative should be the MS4 permit or program administrator.
- Appoint a representative and alternates, as appropriate, to the stormwater education subcommittee of askHRGreen.org.

Provide, in a timely fashion, all locally generated data required by their MS4 permits and such other data as may be necessary to accomplish locally requested services.

- Provide timely technical review of HRPDC analyses and conclusions.
- Participate in regional efforts to conduct public outreach and education activities in regard to the state's TMDL study process and efforts to develop TMDL Implementation Plans for impaired waters lying within the locality or within watersheds that include the locality.
- Provide input on regulatory issues to HRPDC staff and serve on RAPs or provide input to the regional RAP representative as appropriate.
- Support HRPDC efforts to obtain additional funding to support the regional programs, to the extent that this may be accomplished without creating a conflict of interest, as determined by the signatory local governments.
- Provide annual funding to support the agreed-upon regional program.

## **METHOD OF FINANCING**

Program costs will be allocated on a pro-rata basis among the local governments. Annual costs will be allocated according to a formula reflecting the local share of regional population. Costs for additional projects or services will be allocated based on a formula developed by the HRPDC staff and approved by the HRPDC with the concurrence of the signatory local governments. The most current estimate of population developed by the Weldon Cooper Center for Public Service/Virginia Employment Commission will be used as the population base for allocating program costs. Local contributions may be adjusted on an annual basis to reflect program experience and projected program expenditures necessary to satisfy permit requirements and local needs. A locality will not be assessed for any services which it refuses in writing.

Individual local governments may request specific services from the HRPDC, which are in excess of the program elements common to all participants. The cost of such services will be borne by the requesting locality or localities.

Financial support from other entities, such as state and federal agencies, and the private sector, may be sought and obtained to support the activities of the Hampton Roads Regional Stormwater Management Program, to the extent that this may be accomplished without creating a conflict of interest, as determined by the signatory local governments..

## **AVAILABILITY OF FUNDS**

Performance by the HRPDC of its responsibilities under this Agreement is subject to the availability of funding from the signatory local governments. Failure of the local governments to provide the necessary funding to support these activities will constitute a Notice to Modify or Terminate the Agreement.

## **MODIFICATIONS**

Modifications to this Memorandum of Agreement must be submitted in writing, approved by the HRPDC, and accepted by all signatories.

## **DURATION AND TERMINATION**

This Agreement will have a term of five years, extending from the date of full execution of the renewed Agreement by the signatories or June 30, 2013, whichever occurs last through June 30, 2018. To conform to local government charter and Virginia Code requirements, the funding provisions of this Agreement will be subject to annual appropriations.

No later than January 1, 2018, the signatories will institute a formal reevaluation of the Hampton Roads Regional Stormwater Management Program. This reevaluation will serve as the basis for appropriate modification of the Agreement and the Hampton Roads Regional Stormwater Management Program.

Any signatory may terminate its participation in the Hampton Roads Regional Stormwater Management Program by written Notice To Terminate to all other parties. Such termination will be effective with the start of the following Fiscal Year. Depending upon the terms of individual VSMP permits, termination of participation in the Hampton Roads Regional Stormwater Management Program in the middle of a permit term may result in changes to permit conditions and require renegotiation of the individual locality's VSMP permit from the state (Virginia Department of Conservation and Recreation).

## **OWNERSHIP OF PROPERTY**

It is not the intent of the signatories that the Memorandum of Agreement will result in the purchase, ownership, leasing, holding or conveying of any real property.

## **INDEMNITY**

It is the intent of the signatories that no signatory will be held liable for any damage or associated penalties caused by or associated with the failure of any other signatory to discharge its duties or to exercise due diligence in discharging its duties under this Agreement, and that no signatory, by entering this Agreement, waives any defenses or immunities available to it at law, including, but not limited to, those set forth in Section 15.2-970 of the Code of Virginia.

It is the intent of the signatories that no signatory will be held liable for any damage or associated penalties caused by or associated with the failure of any other signatory to comply with the terms and conditions of the signatory's VSMP permit.

## **LIST OF SIGNATORIES**

Signature pages will be signed in counterparts.

CITY OF CHESAPEAKE

CITY OF FRANKLIN

GLOUCESTER COUNTY

CITY OF HAMPTON

ISLE OF WIGHT COUNTY

JAMES CITY COUNTY

CITY OF NEWPORT NEWS

CITY OF NORFOLK

CITY OF POQUOSON

CITY OF PORTSMOUTH

SOUTHAMPTON COUNTY

CITY OF SUFFOLK

SURRY COUNTY

CITY OF VIRGINIA BEACH

CITY OF WILLIAMSBURG

YORK COUNTY

TOWN OF SMITHFIELD

TOWN OF WINDSOR

HAMPTON ROADS PLANNING DISTRICT COMMISSION

This listing of participants will be followed by individual signature pages.

**IN WITNESS THEREOF**, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

**HAMPTON ROADS PLANNING  
DISTRICT COMMISSION**

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest: \_\_\_\_\_



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# TOWN OF SMITHFIELD

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*"The Ham Capital of the World"*

May 8, 2013

Robert T. Bennett, P.E., R.A., C.F.M.  
Division Director - Dam Safety and Floodplain Management  
Virginia Department of Conservation and Recreation  
203 Governor Street, Suite 206  
Richmond, Virginia 23219

Re: 2013 Grant Funding

Dear Mr. Bennett:

Enclosed you will find three copies of the Town of Smithfield's 2013 application for funding from DCR's Virginia Dam Safety, Flood Prevention and Protection Assistance Fund.

I am also including a draft resolution to be presented to Town Council in the near future. Once the resolution has been adopted by Council, a signed copy will be forwarded to your attention.

The Town of Smithfield appreciates the funding provided by DCR for the first phase of this project and we appreciate the opportunity to request funding for Phase 2. We hope you will look favorably upon the enclosed application.

Should you have any questions, please contact me at 757.365.4200.

Sincerely,

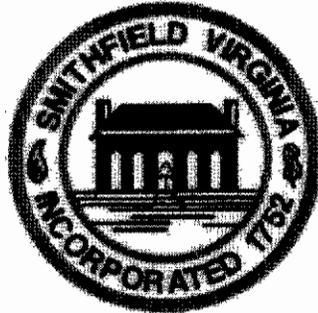
Peter M. Stephenson, AICP, ICMA-CM,  
Town Manager

Enclosures

## TOWN MANAGER'S OFFICE

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

**Virginia Dam Safety, Flood Prevention and Protection  
Assistance Fund  
2013 Grant Funding**



**Town of Smithfield, Virginia  
Smithfield Lake Dam, #09315**

**May 2013**

**Virginia Dam Safety, Flood Prevention and Protection Assistance Fund  
2013 Grant Funding**

**Applications are due by 5 pm, May 15, 2013  
Submit three (3) copies of each completed application to:**

Virginia Department of Conservation and Recreation  
Attention: Dam Safety, Flood Prevention & Protection Assistance Fund  
Division of Dam Safety and Floodplain Management  
203 Governor Street, Suite 206, Richmond, Virginia 23219

Phone: (804) 371-6095; Fax: (804) 371-2630  
Email: [jacqueline.hall@dcr.virginia.gov](mailto:jacqueline.hall@dcr.virginia.gov)

**Name of Applicant:** Town of Smithfield

**Organization:** Town Manager's Office and the Department of  
Planning/Engineering & Public Works

**Address:** 310 Institute St.  
Smithfield, VA 23431

PO Box 246  
Smithfield, VA 23431

**Telephone Number:** 757.365.4200

**Contact Person:** Peter M. Stephenson, AICP, ICMA-CM, Town Manager

**E-mail:** [Pstephenson@smithfieldva.gov](mailto:Pstephenson@smithfieldva.gov)

**Project Category** Dam Safety

**Type of Applicant** Public Government Entity

**Project Type:**  
Dam Safety (for government and private entities)  
Dam Break Inundation Zone Analysis, Mapping and Digitization  
Emergency Action Plan Development  
Incremental Damage Analysis  
X Engineering for Dam Repairs - to provide additional conveyance  
capacity needed for spillway.

**Title of Project:** Smithfield Lake Dam / Spillway Capacity Upgrade Alternatives  
Assessment - Phase 2

## **Description of Project:**

Smithfield Lake Dam is located on the western outskirts of the Town of Smithfield. The dam impounds Mount Holly Creek to create Smithfield Lake. The dam is approximately 7,000 feet upstream from the confluence of Mount Holly Creek with the Pagan River.

Dam breach analyses and inundation mapping for Smithfield Lake Dam were completed by Draper Aden Associates in February 2010. Draper Aden Associates also prepared the Virginia Department of Conservation & Recreation (VADCR) Record Report (February 2010), the VADCR Operation and Maintenance Certificate Application (February 2010), and the VADCR Emergency Preparedness Plan (June 2009). These documents indicate that the dam is classified as a significant hazard structure due to the presence of Route 709 (Waterworks Road) on the crest of the dam acting as an overflow spillway. As a significant hazard structure, the recommended spillway design flood is reported to be the ½ Probable Maximum Flood (½ PMF).

On December 22, 2010, VADCR issued revised Virginia Impounding Structure Regulations. These regulations, additional guidance documents and legislation passed since December 2010, revised the methods and guidelines for determining the hazard classification of a dam and selecting the spillway design flood.

As part of the Town of Smithfield's obligation to meet the revised requirements for the Smithfield Lake Dam based on the above-referenced regulations, a Virginia Dam Safety, Flood Prevention and Protection Assistance Fund grant application was submitted in 2012 in the hopes of obtaining the grant funds necessary to account for 50%, or \$17,500, of the cost to complete the overall alternatives assessment component of the engineering (the remaining amount would have been covered by matching funds from the Town). The Town was awarded \$8,500 and as a result of the limited funding awarded to Smithfield, only a portion of the initial scope of work was undertaken. The work funded with the 2012 DCR funding, described below as "Phase 1", is as follows:

### **Smithfield Lake Dam / Spillway Capacity Upgrades Alternatives Assessment**

#### **Phase 1 / Project Description:**

##### **Task 1 – Review Available Information**

Review previous documents and analyses performed for the Smithfield Lake Dam including dam breach analyses, hydraulic and hydrologic models, and design reports to obtain the information necessary to perform the necessary modeling work.

##### **Task 2 – Develop Watershed Model and Perform Watershed and Reservoir Routing**

Develop a watershed model and perform watershed and reservoir routing to determine the adequacy of the current hazard classification and spillway design flood. The model will also evaluate the frequency of roadway overtopping relative to the 100-year flood, 50-year flood, 25-year flood and 10-year flood.

### **Task 3 – Prepare Phase 1 Deliverables**

Provide a technical memorandum to summarize the model results. The memorandum will describe the hydrologic model, input parameters, and the evaluation of the existing hydraulic capacity of the dam

In order to complete the engineering work associated with the alternatives assessment, the following scope of work is proposed for the 2013 grant application:

### **Phase 2 / Project Description:**

#### **Task 4 - Evaluate Alternatives Available to Increase Conveyance Capacity**

The hydrologic watershed model developed in Task 2 of Phase 1 will be used to evaluate alternatives to increase the hydraulic capacity of the Smithfield Lake Dam. The principal spillway of Smithfield Lake Dam is a 6.8-foot by 9-foot, corrugated-metal, arch pipe. The auxiliary spillway is a similarly-sized, 6.5-foot by 9-foot, corrugated-metal, arch pipe. Waterworks Road (Route 709) traverses the top of dam. Floods that exceed the capacity of the spillway cause overtopping of the dam and roadway.

Due to the presence of Waterworks Road and the lack of a traditional overflow spillway to safely convey flood flows away from the embankment, several common alternatives for increasing spillway capacity are judged to be not feasible for Smithfield Lake Dam. For example, the current combined capacity of the principal and auxiliary spillway pipes is reportedly less than 600 cfs. With the ½ PMF peak discharge reported to be more than 3,000 cfs, increasing the diameter of the existing pipe culverts or adding additional pipe culverts is judged to be impractical. In addition, due to the type of spillway, the significant difference between the existing discharge capacity and the required spillway design flood, and the presence of a roadway on the embankment, raising the embankment is also not recommended for consideration.

The following alternatives will be evaluated to provide the additional conveyance capacity needed for the spillway design flood:

1. Armor the embankment, or a portion thereof, for overtopping using roller-compacted concrete, or
2. Armor the embankment, or a portion thereof, for overtopping using articulated concrete blocks.

If the results of the watershed model show that the limited capacity of the current principal and auxiliary spillways causes frequent roadway flooding, alternatives will be evaluated to increase the capacity of the current spillways to reduce the risk of roadway flooding.

For the alternatives described above having reasonable technical merit, conceptual-level opinions of probable construction cost to bring the dam into compliance with current spillway design flood criteria will be prepared. Construction cost estimates will be based on tabulated cost information from other recent dam reconstruction projects and/or published heavy civil construction cost data sources.

Task 4 is a desktop analysis of hydraulic conditions at Smithfield Lake Dam using engineering judgment as needed to prepare spillway capacity upgrade options. This analysis does not include an assessment of embankment stability. If the Town of Smithfield elects to proceed with design, a field subsurface exploration and laboratory testing program will be necessary to assess the condition of the existing dam embankment.

**Task 4 – Prepare Phase 2 Deliverables**

The findings from Task 4 will be summarized in a technical memorandum. The memorandum will include the results of the models, a discussion of each alternative studied, and recommendations pertaining to the preferred alternative. The memorandum will not include detailed drawings or exhibits to illustrate each alternative.

**Location of Project** (list address, nearby roads, town, city, county as applicable):

The lake and dam are located at the western limits of the Town of Smithfield. Waterworks Road (Route 709) traverses the top of the dam.

**General Questions:**

**Has this project already been completed?** No

**Can this project be completed in 12 months?** Yes

**Has the applicant previously received a grant from this Fund?** Yes; \$7,500 was awarded by DCR in 2012 for Phase 1 of this project.

**If yes, was the grant for the same project?** Yes, for Phase 1, as described above.

**For Dam Safety projects, please answer the following:**

**Name and ID Number of Dam:** Smithfield Lake Dam  
#09315

**Hazard Classification:** Proposed Hazard Class: Significant

**How many lives are at risk if this dam fails?**

Waterworks Road (VDOT State Route 709) runs across the dam; Mill Swamp Bridge Road is located downstream. Risk of loss of human life is dependent on number of vehicles/people in vicinity of the dam at the time of a failure.

**How many residential units are in the dam break inundation zone?**

There are no known residential units in the dam break inundation zone.

**Are any of the following located in the dam break inundation zone (public roads, public utilities, schools, hospitals, commercial structures)?**

There are no known commercial structures.

**What is the use of the impoundment structure (public water supply, public recreational access, no public access, flood control)?**

Recreational

**Has the dam owner complied with all annual inspection and reporting requirements during the last 5 years?**

N/A. The Town of Smithfield has been pursuing their first Operation and Maintenance Certificate from DCR.

**Schedule:**

A draft memorandum will be submitted within 5 months of notice to proceed. A final version of the memorandum will be provided within 30 calendar days following receipt of any edits or comments from the Town of Smithfield.

**Phase 1. (funded by DCR in 2012)**

Amount of Grant Funds Provided in Previous Grant Fund Application	\$8,500
Amount Paid by Applicant based on Previous Grant Fund Application	<u>\$8,500</u>
Total Cost of Phase 1 of the Project	\$17,000

**Phase 2. (2013 Grant Application)**

Amount to be Paid by the Applicant via this Grant Fund Application	\$9,500
Amount of Grant Funds Requested via this Grant Fund Application	<u>\$9,500</u>
Total Cost of Phase 2 of the Project	\$19,000

**Grants from the fund require a minimum 50 percent match by the recipient and are reimbursed after payment by recipient. Please provide the following:**

Amount to be Paid by Applicant:	\$9,500
Amount of Grant Funds Requested:	<u>\$9,500</u>
Total Cost of Project:	\$19,000



Peter M. Stephenson, AICP, ICMA-CM, Town Manager

May 8, 2013

Date

# DRAFT



**RESOLUTION  
Town Council  
Town of Smithfield, Virginia**

**WHEREAS**, the Town of Smithfield owns and maintains the Smithfield Lake Dam;

**WHEREAS**, in 2010, Draper Aden Associates completed a dam breach analysis and inundation mapping for the Smithfield Lake Dam; the dam is classified as a significant hazard structure due to the presence of Route 709 (Waterworks Road) on the crest of the dam acting as an overflow spillway. As a significant hazard structure, the recommended spillway design flood is reported to be the ½ Probable Maximum Flood (½ PMF).

**WHEREAS**, the Virginia Department of Conservation and Recreation offers grant funding for engineering for dam repairs and improvements;

**WHEREAS**, the Virginia Department of Conservation and Recreation requires the grant recipient provide a match equal to 100% of the grant funding;

**WHEREAS**, Phase 2 of the Smithfield Lake Dam / Spillway Capacity Upgrade Alternatives Assessment is budgeted at \$19,000;

**WHEREAS**, the Town Council of the Town of Smithfield has budgeted funds in the amount of \$9,500 to provide matching funds;

**THEREFORE, BE IT RESOLVED**, the Town Council of the Town of Smithfield hereby votes to seek grant funds in the amount of \$9,500 from the Virginia Department of Conservation and Recreation for the following project:

Smithfield Lake Dam  
Spillway Capacity Upgrade Alternatives Assessment / Phase 2

**THEREFORE, BE IT RESOLVED**, that the Town Manager is authorized to submit a funding application for the project described above and is authorized to sign any and all documents required to submit and accept such funding.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Aye \_\_\_ Nay \_\_\_ Absent \_\_\_

This \_\_\_ day of \_\_\_ 2013

\_\_\_\_\_  
T. Carter Williams, Mayor

Attest:

\_\_\_\_\_

## MONTHLY PROGRESS REPORT FOR MAY 2013

Locality: Town of Smithfield Contract #: 11-10 MY1  
Project Name: Pinewood Heights Phase II Contract Completion Date: 03/20/2014

Prepared by: Michael Paul Dodson, CFM  
Date: 05/15/2013

### FINANCIALS

CDBG Contract Amount: \$624,720 Leverage Amount: \$826,755  
CDBG Amount Expended: \$124,526 Leverage Amount Expended: \$149,763

### 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?** 01/08/2013 (03/12/2013 cancelled) Next meeting? 05/14/2013

**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:** Project activities that will occur in the next 30 days include completing the demolition of 41/42 Carver. The utility disconnection has (VA Power, Town Water lines, Verizon, etc.) as occurred as of April 1st. Offers for the purchase of 44/45 Carver Street have been accepted by the owners and relocation activities are in full force at this time. A relocation option has been identified for the Coston family (45 Carver) with the construction of new home on land in Isle of Wight County and a renovated home in the Town of Smithfield has been identified as a relocation option for the Elliot family (44 Carver). Work is being done with both families to clear title/credit issues to be able to sell existing homes and to move into new locations.

**Are problems anticipated?** None other than facilitating the acquisition and relocation of current and future owner-occupied households.

**Other comments:** None.

**Project Specific Products:**

**Owner-Occupied Acquisition** (Goal=6)

Owner Occupied Homes

1) 41 Carver      2) 44 Carver      3) 45 Carver      4) 46 Carver      5) 47 Carver      6) 51 Carver

Preliminary Acquisition Letters Sent 3

1) 41 Carver      2) 44 Carver      3) 45 Carver

Appraisals Completed 3

1) 41 Carver      2) 44 Carver      3) 45 Carver

Review Appraisals Completed 3

1) 41 Carver      2) 44 Carver      3) 45 Carver

Offer to Purchase Letters Sent 3

1) 41 Carver      2) 44 Carver      3) 45 Carver

Offers Accepted 1

1) 41 Carver      2) 44 Carver      3) 45 Carver

Properties Closed On 1

1) 41 Carver

**Tenant-Occupied Acquisition** (Goal=4)

Tenant Occupied Homes

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

Preliminary Acquisition Letters Sent 2

1) 42 Carver      2) 43 Carver

Appraisals Completed 2

1) 42 Carver      2) 43 Carver

Review Appraisals Completed 2

1) 42 Carver      2) 43 Carver

Offer to Purchase Letters Sent 2

1) 42 Carver      2) 43 Carver

Offers Accepted 2

1) 42 Carver      2) 43 Carver

Properties Closed On 2

1) 42 Carver      2) 43 Carver

**Owner-Occupied Relocation** (Goal=6)

Owner Occupied Homes

1) 41 Carver      2) 44 Carver      3) 45 Carver      4) 46 Carver      5) 47 Carver      6) 51 Carver

Household Surveys Completed 3

1) 41 Carver      2) 44 Carver      3) 45 Carver

Income Verifications Completed 3

1) 41 Carver      2) 44 Carver      3) 45 Carver

Eligibility of Relocation Letters Sent 1  
1) 41 Carver      2) 44 Carver      3) 45 Carver

Comparable Units Found and Inspected 1  
1) 41 Carver      2) 44 Carver      3) 45 Carver

Households Relocated 1  
1) 41 Carver

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

Market-Rate Occupied Homes  
1) 48 Carver      2) 40 Carver

Household Surveys Completed 0

Income Verifications Completed 0

Eligibility of Relocation Letters Sent 0

Comparable Units Found and Inspected 0

Households Relocated 0

**Section 8, Renter-Occupied Relocation** (Goal=2)

Section 8 Occupied Homes  
1) 42 Carver      2) 43 Carver

Household Surveys Completed 2  
1) 42 Carver      2) 43 Carver

Income Verifications Completed 2  
1) 42 Carver      2) 43 Carver

Eligibility of Relocation Letters Sent 2  
1) 42 Carver      2) 43 Carver

Comparable Units Found and Inspected 2  
1) 42 Carver      2) 43 Carver

Households Relocated 2  
1) 42 Carver      2) 43 Carver

**Demolition** (Goal=10)

Units to be Demolished  
1) 40 Carver      2) 41 Carver      3) 42 Carver      4) 43 Carver      5) 44 Carver      6) 45 Carver  
7) 46 Carver      8) 47 Carver      9) 48 Carver      10) 51 Carver

Units that have been Demolished 0

# PROJECT STATUS MAP

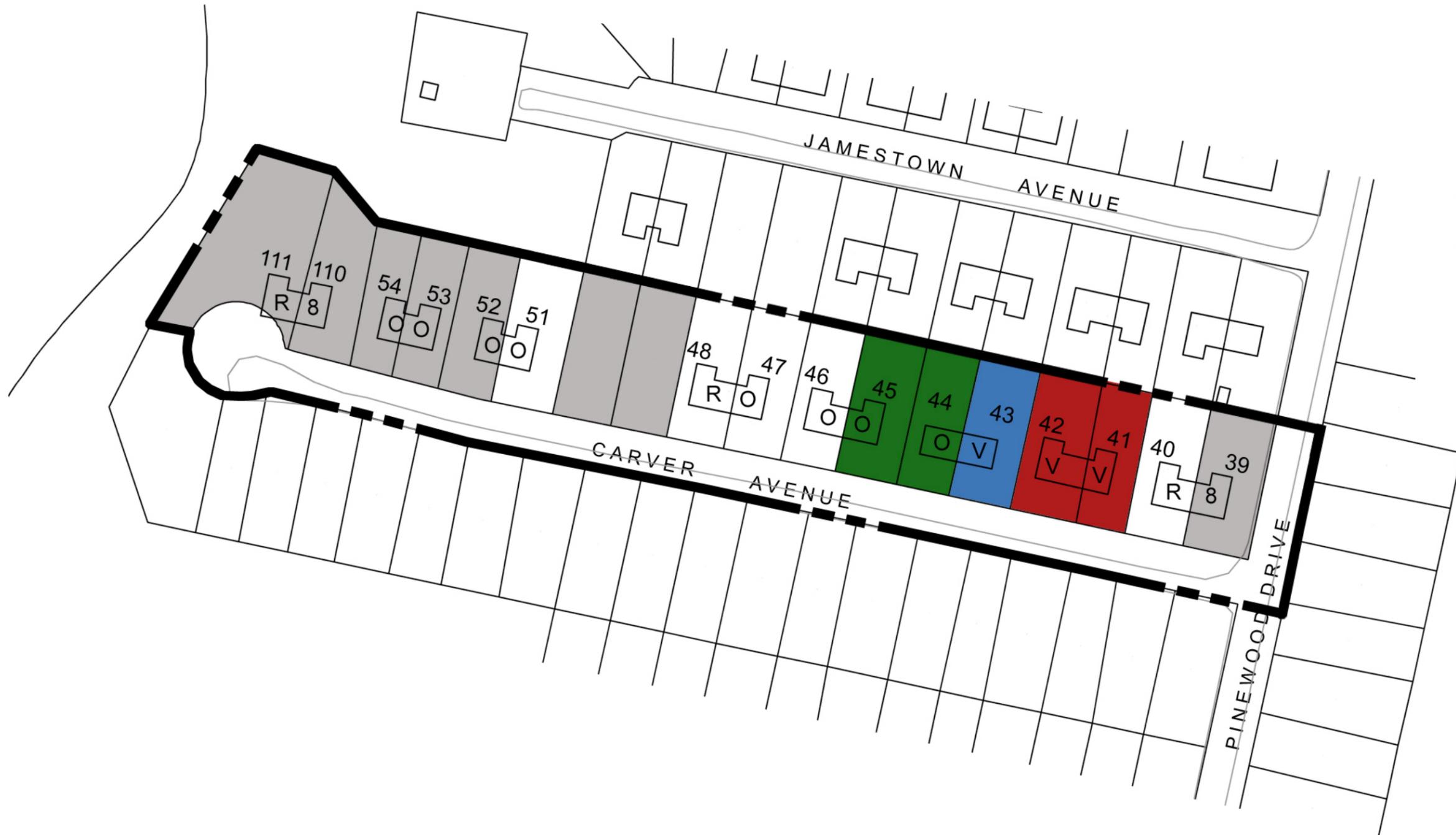
Pinewood Heights Phase II Redevelopment Project  
Multi-Year 1  
Town of Smithfield, Virginia

## LEGEND

--- PHASE II BOUNDARY

### STATUS:

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



April, 2013

COMMUNITY PLANNING PARTNERS, INC.

## Lesley King

---

**From:** Amy Musick  
**Sent:** Thursday, April 18, 2013 11:53 AM  
**To:** Mark Hall; Lesley King  
**Cc:** Winslow, Judy  
**Subject:** Re: Letter for Peter Stephenson,

Okay. Let's have him present to Council Committee next Tuesday, Apr 23rd. His email below will be in the Council packet and I will include the note of how he is hoping to add Windsor Castle and Clontz Park to his launch sites.

Sent from my iPhone

On Apr 18, 2013, at 11:41 AM, "Mark Hall" <[markhall@hallwood-usa.com](mailto:markhall@hallwood-usa.com)> wrote:

> Amy, I think Mark wants to get town approval ASAP. This (below) is the draft letter I received from Mark for his proposal. Judy and I were a little puzzled as to how to proceed.

>  
>  
>

> What do you think? -MH

>  
>  
>

> -----Original Message-----

> From: Balloon [<mailto:virginiaballoons@gmail.com>]  
> Sent: Tuesday, April 16, 2013 10:36 AM  
> To: [brian.pack@smithfieldstation.com](mailto:brian.pack@smithfieldstation.com); [markhall@hallwood-usa.com](mailto:markhall@hallwood-usa.com)  
> Subject: Letter for Peter Stephenson,

>  
>  
>

> To; Peter Stephenson,

>  
>  
>

> Town Manager

> Smithfield, Virginia

>  
>  
>

> Enclosed is a outline that jumps

>  
>  
>

> around a little but may help you to review subject of Ballooning in Smithfield Virginia. I have had several conversations with Smithfield town people concerning the idea of meeting some of our Hot Air Balloon customers in the downtown Smithfield area.

>  
>  
>

> I feel the town of Smithfield has the Lifestyle, Shops & Lodging to enhance our already exciting Balloon experience.

>  
>  
>

> Its for this reason we would like to request permission to meet our clients in two of your downtown Smithfield locations.

>  
>  
>  
> We would also like to fly out of your parks and possibly the old Ham field behind the tourist office.  
>  
>  
>  
> Our request would allow us to test Fly our Sunrise charters in Smithfield with our Passengers and use some of your downtown parking area.  
>  
>  
>  
> We would meet our passengers on main street In front of the "Taste of Smithfield store." where we would park the Balloons trucks around 6:30 to 7am.  
>  
>  
>  
> Our Balloon Adventures ends daily about 2 -3 hours after sunrise or 9-10 am very close to the time the shops open.  
>  
>  
>  
> Following a Balloon Adventures we always toast a 200 year traditional champagne with both champagne & apple cider and eat bakery goods.  
>  
>  
>  
> We plan to serve Smithfield Ham biscuits during the week that we will buy locally.  
>  
>  
>  
> We would also like to meet  
>  
> our passengers in the public parking area across from "Smithfield Station."  
>  
>  
>  
> As we plan to direct our guest in the future to Smithfield Station for lodging and start to bring our Balloon group in for the Sunday brunch in the future.  
>  
>  
>  
> Then again we toast the flight to Champagne & cider and the group breaks up an enjoys a great breakfast.  
>  
>  
>  
> Afternoon Charters would be limited in Smithfield. These flights will be flown in Surry, Williamsburg, Chesapeake & Virginia Beach.  
>  
>  
>  
> Due too the limited parking for our Balloon trucks & trailers at that time of the day in Smithfield.  
>  
>

.

>

> Prior to our Balloon Charters we plan to call your local police dispatcher to advise them of our flight in the Smithfield area.

>

> Over the years we have found this really helps to eliminate confusion as we start flying in a new areas.

>

>

>

> One of the things we like to do is shoot TV productions.

>

>

>

> We are involved in several local and national shows including "Shipping Wars" is now planning to shoot a episode with our ride Balloon arriving in a few weeks.

>

>

>

>

> I may have to cancel the Shipping Wars pick up later this week because they are behind in shooting our episode and we are in need of the new Balloon.

>

>

> <image.jpeg>

> <Untitled attachment 00199.txt>

# Smithfield

May 7, 2013  
Mr. T. Carter Williams  
Mayor  
Town of Smithfield

Via E mail

Dear Mr. Williams:

Thank you for taking the time to meet with myself and Henry Morris on May 3<sup>rd</sup>. This letter serves as a request from Smithfield Foods to the Town of Smithfield for approval to expand parking at the Smithfield Center/Little Theater/Smithfield Foods complex.

We propose an extension to the surface parking (towards Church St.), along with a new structure located between our Annex building and Little Theater. Attached to this e mail is a conceptual drawing. We may want to proceed with the surface parking extension immediately as a separate project.

We have studied the environmental implications of the new structure. Our consultants have determined that less than .10 acres of wetlands would be affected. This would allow for a Nationwide Permit 18 for the project. Our consultants have met with the Army Corps of Engineers and Va. DEQ.

Upon receiving the approval from the Town of Smithfield with the concept, we would apply for the Environmental permits (estimated time for approval is 60 days). We would also begin design of the structure and as the design is completed, apply for permits from the Town of Smithfield and Isle of Wight County, along with BHAR review. Our attorney will coordinate the legal documentation with your attorney during this time also.

Please contact me directly at 757-356-6727 with questions and if you need more information. Thank you for your assistance with this project.

Sincerely,

Paul Kafer

Asst. Vice President of Corporate Engineering



Wetland Encroachment  
 Construction Footprint\* 32,024 SF  
 Construction Footprint in the RPA 1,171 SF  
 Construction Footprint in the RPA (100' Buffer) 19,729 SF  
 Encroachment in the RPA (100' Buffer) 114 feet  
 \*Additional 7,635 SF for proposed upland parking



ALTERNATIVES ANALYSIS RETAINING WALL AT GRADE

# SMITHFIELD FOODS PARKING FACILITY

Smithfield, Virginia

WPL LANDSCAPE ARCHITECTS LAND SURVEYORS CIVIL ENGINEERS



**STAFF REPORT  
TO THE TOWN COUNCIL**

**\*\*\*PUBLIC HEARING\*\*\***

**SPECIAL USE PERMIT**

**June 4, 2013**

<b>Special Use Permit For:</b>	Single family home w/ temporary private water & sewer system (Article 3.A: C-1)
<b>Applicant Name &amp; Address</b>	Mr. Randy Lenz E. R. Lenz Contracting 19351C Battery Park Road Smithfield, VA 23430
<b>Property Owner Name &amp; Address</b>	Henry Layden P. O. Box 231 Smithfield, VA 23431
<b>Property Location &amp; Description</b>	+/- 11.73 acre vacant parcel north of Cypress Run Drive Parcel ID #32-01-004
<b>Statistical Data (See Plat)</b>	
Current Zoning	C-C, Community Conservation
Parking Requirements:	2 off street spaces
<b>Existing Use</b>	Borrow Pit
<b>Proposed Use</b>	Single family home w/ temporary private water & sewer system
<b>Surrounding Land Uses/Zoning</b>	Adjacent parcels are zoned: C-C, Community Conservation
<b>Conformity with Comprehensive Plan</b>	Future Land Use is Low Density Residential

**Staff Comments**

The applicant is seeking Special Use Permit approval for a single family home with temporary private water and sewer systems, as per Article 3.A: C-1 of the town ordinance. The subject parcel is +/- 11.73 acres and will not be subdivided to accommodate the new construction. Staff recommends that if approved, that there be a condition to require the applicant to connect to town water and sewer at such time in the future that town utilities are extended to the property.

At their May 14, 2013 meeting, the Town of Smithfield Planning Commission recommended approval of this item as presented with the condition that the applicant connect to town water and sewer at such time in the future that town utilities are extended to the property.

Strengths:

1. An additional subdivision is not required for this building site.

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: RANDY LENZ

Address: 19351 C BATTERY PARK RD

City, State, Zip: SMITHFIELD, VA 23430

Phone Number(s): 357-7785

Property Owner(s) Name: HENRY LAYDEN

Address: P.O. BOX 231

City, State, Zip: SMITHFIELD, VA 23430

Phone Number(s): \_\_\_\_\_

Property Address: LOT 4 CYPRESS RUN DRIVE

Tax Map Number(s): 32-01-004

Property Description: 11.73 ACRE PARCEL NORTH OF CYPRESS RUN DRIVE  
INSTRUMENT # 130001706 PLAT CABINET 1-330-1

Zoning: C-C Acreage: 11.73 Application Fee: \$400.00

Legal Reference: \_\_\_\_\_ Deed Book#: \_\_\_\_\_ Page#: \_\_\_\_\_

Proposed Use/Exception: SINGLE FAMILY HOME WITH TEMPORARY  
PRIVATE WATER AND SEWER SYSTEM

E.R. Lenz  
Applicant(s) Signature

4/26/13  
Date

\_\_\_\_\_  
Applicant(s) Signature

\_\_\_\_\_  
Date



THIS SUBDIVISION OF PROPERTY AS IT APPEARS ON THIS PLAT IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS.

DATE: \_\_\_\_\_ OWNER: \_\_\_\_\_  
 STATE OF VIRGINIA TO WIT:  
 CITY/COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, A NOTARY PUBLIC IN AND FOR THE CITY AND THE STATE AFORESAID DO HEREBY CERTIFY THAT THE ABOVE PERSONS WHOSE NAMES ARE SIGNED TO THE FOREGOING WRITING HAVE ACKNOWLEDGED THE SAME BEFORE ME IN MY CITY AND STATE AFORESAID.  
 GIVEN UNTO MY HAND THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_  
 MY COMMISSION EXPIRES \_\_\_\_\_

NOTARY PUBLIC  
 I HEREBY CERTIFY THAT THIS SUBDIVISION WAS MADE BY ME AT THE DIRECTION OF THE OWNERS AND THAT THIS SUBDIVISION IS ENTIRELY WITHIN THE BOUNDARIES OF LAND OWNED BY THEM AND THAT STEEL PINS, AS SHOWN ON THIS PLAT BY SMALL CIRCLES, HAVE ACTUALLY BEEN PLACED AND THEIR LOCATIONS CORRECTLY SHOWN AND THAT THE PLAT REALLY MEET THE STANDARDS FOR PLATS AS ADOPTED UNDER VC 42-2-82 OF THE VIRGINIA PUBLIC RECORDS ACT (42-2-76.ET. SEOL).  
 SOURCE OF TITLE AND LAST PLACE OF RECORD: INSTRUMENT NUMBER - 04 00050031  
 RECORDED IN THE CLERK'S OFFICE OF ISLE OF WIGHT COUNTY, VIRGINIA  
 DATE: 03/20/13 LAND SURVEYOR #2651

THIS SUBDIVISION PLAT HAS BEEN FOUND TO BE IN CONFORMANCE WITH THE ISLE OF WIGHT COUNTY SUBDIVISION ORDINANCE AND MUST BE RECORDED WITH THE OFFICE OF THE CLERK OF CIRCUIT COURT OF ISLE OF WIGHT COUNTY WITHIN SIX MONTHS OF THE DATE OF APPROVAL. APPROVAL WILL BE DEEMED VOID AFTER SIX MONTHS AND THE PLAT MUST BE RESUBMITTED FOR APPROVAL.

DATE OF APPROVAL: \_\_\_\_\_ SUBDIVISION AGENT: \_\_\_\_\_  
 DATE OF APPROVAL: \_\_\_\_\_ VDOT ENGINEER: \_\_\_\_\_  
 NOTES:  
 1. THE ZONING OF THIS PARCEL IS CC 'COMMUNITY CONSERVATION DISTRICT'.  
 2. THIS SURVEY IS SUBJECT TO ANY EASEMENT OF RECORD AND OTHER PERTINENT FACTS WHICH A TITLE SEARCH MIGHT DISCLOSE.  
 3. THIS SUBDIVISION IS A SALE OR EXCHANGE BETWEEN ADJOINING LANDOWNERS NOT CREATING A NEW PARCEL. SALE OR CONVEYANCE IN ANY OTHER MANNER WILL REQUIRE FULL COMPLIANCE WITH THE SUBDIVISION ORDINANCE.  
 4. ALL SUBDIVISIONS LOCATED WITHIN A DEVELOPMENT SERVICE DISTRICT AND ALL SUBDIVISIONS THAT HAVE PUBLIC SEWAGE SERVICE PASSING ADJACENT TO THE SUBJECT PROPERTY MUST CONFORM TO THE ISLE OF WIGHT PUBLIC SEWAGE SERVICE SYSTEM AND THE SERVICE SHALL BE EXTENDED TO ALL LOTS WITHIN THE SUBDIVISION. ALL SEWAGE FACILITIES THAT ARE CONNECTED TO THE COUNTY'S PUBLIC SEWAGE SERVICE SHALL BE DEDICATED TO THE COUNTY UPON COMPLETION AND AFTER PUBLIC UTILITIES/ENGINEERING HAVE APPROVED THE COMPLETED FACILITIES CONSTRUCTION AND VERIFIED PROPER OPERATION.  
 5. ANY LOT SHOWN ON THIS PLAT MUST BE SERVED BY PUBLIC WATER BEFORE ANY USE CAN BE MADE ON SUCH LOT. HOWEVER, NO SERVICE HAS BEEN EXTENDED TO SUCH LOTS AT THE TIME OF APPROVAL OF THE PLAT. NO ZONING PERMIT OR BUILDING PERMIT SHALL BE ISSUED FOR ANY LOT UNTIL PUBLIC WATER HAS BEEN EXTENDED TO SUCH LOT IN ACCORDANCE WITH THE MASTER WATER AND SEWER ORDINANCE. THE OWNER OF EACH LOT SHOWN ON THIS PLAT SHALL GRANT, WITHOUT COMPENSATION, SUCH REASONABLE EASEMENTS AS ARE NECESSARY TO PERMIT SUCH EXTENSION OF PUBLIC WATER TO ALL LOTS.  
 6. ALL PROPOSED UTILITIES WITHIN THE BOUNDARIES OF THIS SUBDIVISION SHALL BE BURIED BENEATH THE SURFACE OF THE GROUND.  
 7. THIS PLAT CERTIFIES ONLY THE PROPERTY LINE BETWEEN POINTS MARKED (A) AND (B). THE DIVIDING LINE BETWEEN TAX PARCELS 32-01-003 AND 32-01-004, ALL OTHER METES AND BOUNDS ARE A COMPOSITE OF RECORDED PLATS AND DO NOT REPRESENT A FIELD SURVEY.

SUBJECT PARCEL : 32-01-003  
 LEGAL REFERENCE : INSTRUMENT\* 04 0001981, PLAT CABINET 2-118-2  
 SUBJECT PARCEL : 32-01-004  
 LEGAL REFERENCE : INSTRUMENT\* I3 0001166, PLAT CABINET I-330-1

THE PROPERTY SHOWN HEREON APPEARS TO BE IN FLOOD HAZARD AREA ZONE X. THE FLOOD HAZARD AREA ZONE X IS SHOWN ON COMMUNITY PANEL NO. 50033, C.055.0. FLOOD INSURANCE RATE MAP FOR THE COUNTY OF ISLE OF WIGHT, VIRGINIA EFFECTIVE SEPTEMBER 04, 2002.

PROPERTY OWNER(S):  
 HENRY E. LAYDEN  
 P O BOX 231  
 SMITHFIELD, VA 23431  
 PLAT # 13-104

**BOUNDARY LINE ADJUSTMENT PLAT**

TOWN OF SMITHFIELD ISLE OF WIGHT COUNTY, VIRGINIA  
 SCALE 1" = 200'  
 OWNED BY  
**HENRY E. LAYDEN**  
 F. HUNTER WALTERS, JR.  
 LAND SURVEYOR #2651  
 306 COLLINS ROAD  
 SUFFOLK, VIRGINIA 23438  
 PHONE - (757) 986-4646

NOW OR FORMERLY  
**CRESTAR BANK EXECUTORS OF  
 HOWARD W. GWALTNEY, JR., EST.  
 C/O SALLY G. DUNLEAVY, TRUSTEE**  
 INSTR# 08 0004766  
 TAX PARCEL 32-01-003D1  
 2.26 Acres

**BRIAN H. WHITE**  
 LAND SURVEYOR #2651  
 306 COLLINS ROAD  
 SUFFOLK, VIRGINIA 23438  
 PHONE - (757) 986-4646

**CLINTON J. DRIVER**  
 LAND SURVEYOR #2651  
 306 COLLINS ROAD  
 SUFFOLK, VIRGINIA 23438  
 PHONE - (757) 986-4646

**GARY A. TERWILLIGER**  
 LAND SURVEYOR #2651  
 306 COLLINS ROAD  
 SUFFOLK, VIRGINIA 23438  
 PHONE - (757) 986-4646

**HENRY E. LAYDEN**  
 RESIDUAL TAX PARCEL 32-01-003  
 37.84 Acres

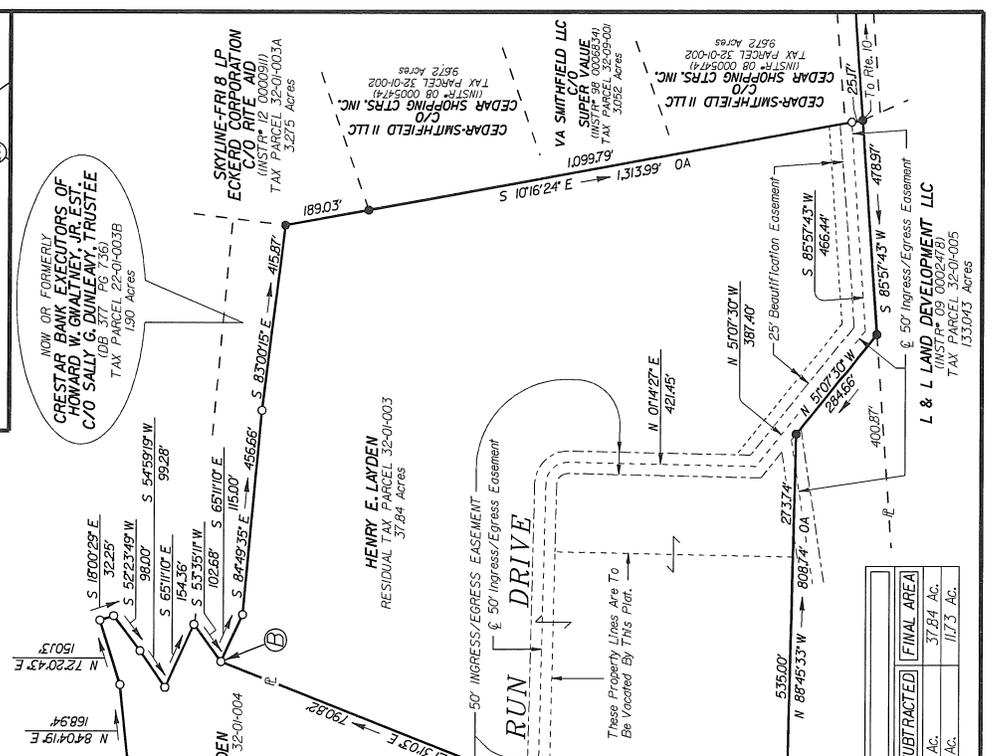
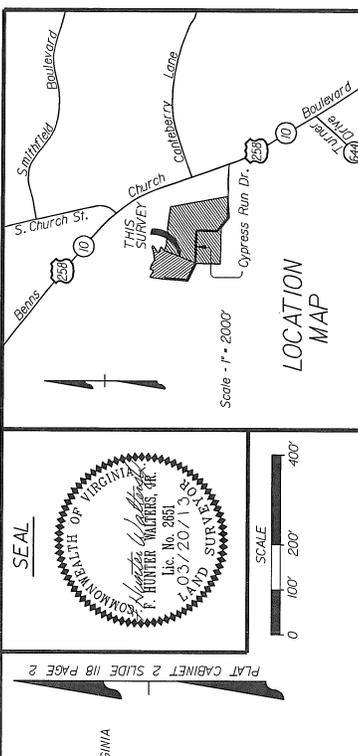
**HENRY E. LAYDEN**  
 RESIDUAL TAX PARCEL 32-01-004  
 117.3 Acres

**VA SMITHFIELD LLC**  
 SUPER VALUE  
 C/O CEDAR-SMITHFIELD II LLC  
 CEDAR SHOPPING CRTS. INC.  
 C/O CEDAR-SMITHFIELD II LLC  
 CEDAR SHOPPING CRTS. INC.  
 TAX PARCEL 32-01-002  
 5.952 Acres

**L & L LAND DEVELOPMENT LLC**  
 INSTR# 09 0002478  
 TAX PARCEL 32-01-005  
 133.043 Acres

These Property Lines Are To Be Located By This Plat.

TAX PARCEL	ORIGINAL ACREAGE	ACREAGE ADDED	ACREAGE SUBTRACTED	FINAL AREA
32-01-003	43.00 AC.	6.57 AC.	117.3 AC.	37.84 AC.
32-01-004	6.57 AC.	117.3 AC.	6.57 AC.	117.3 AC.



SEAL

COMMONWEALTH OF VIRGINIA  
 F. HUNTER WALTERS, JR.  
 LAND SURVEYOR  
 Lic. No. 2651  
 306 COLLINS ROAD  
 SUFFOLK, VIRGINIA 23438  
 PHONE - (757) 986-4646

SCALE  
 0 100' 200' 400'

PLAT CABINET 2 SLIDE 118 PAGE 2

**STAFF REPORT  
TO THE TOWN COUNCIL**

**\*\*\*PUBLIC HEARING\*\*\***

**SPECIAL USE PERMIT**

**June 4, 2013**

<b>Special Use Permit For:</b>	Single family home w/ temporary private water & sewer system (Article 3.A: C-1)
<b>Applicant Name &amp; Address</b>	Mr. Ricky Edgerton Edgerton Contracting P. O. Box 1189 Yorktown, VA 23692-1189
<b>Property Owner Name &amp; Address</b>	Jerry & Mary Hughes 21 Meeting Road Newport News, VA 23606
<b>Property Location &amp; Description</b>	+/- 27 acre vacant parcel north of the end of Cypress Crossing Parcel ID #22-01-005A
<b>Statistical Data (See Plat)</b>	
Current Zoning	C-C, Community Conservation
Parking Requirements:	2 off street spaces
<b>Existing Use</b>	Agriculture
<b>Proposed Use</b>	Single family home w/ temporary private water & sewer system / Agriculture
<b>Surrounding Land Uses/Zoning</b>	Adjacent parcels are zoned: N-R, Neighborhood Residential, C-C, Community Conservation, E-C, Environmental Conservation
<b>Conformity with Comprehensive Plan</b>	Future Land Use is Low Density Residential/Environmental Conservation

**Staff Comments**

The applicant is seeking Special Use Permit approval for a single family home with temporary private water and sewer systems, as per Article 3.A: C-1 of the town ordinance. The subject parcel is +/- 27 acres and will not be subdivided to accommodate the new construction. Staff recommends that if approved, that there be a condition to require the applicant to connect to town water and sewer at such time in the future that town utilities are extended to the property.

At their May 14, 2013 meeting, the Town of Smithfield Planning Commission recommended approval of this item as presented with the condition that the applicant connect to town water and sewer at such time in the future that town utilities are extended to the property.

Strengths:

1. An additional subdivision is not required for this building site.

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: EDGERTON CONTRACTING (RICKY EDGERTON)  
 Address: P.O. BOX 1189  
 City, State, Zip: YORKTOWN, VA 23692-1189  
 Phone Number(s): 757-898-9577 0 757-592-6109 CELL

Property Owner(s) Name: JERRY & MARY HUGHES  
 Address: 21 MEETING RD / EDGE15 @ AOL.COM  
 City, State, Zip: N.N. VA 23606  
 Phone Number(s): 757-595-6788

Property Address: CYPRESS CROSSING  
 Tax Map Number(s): 22-01-005A  
 Property Description: (SINGLE FAMILY DWELLING PROPOSED)  
LARGE PARCEL  
 Zoning: VC & RR Acreage: 27.28 Application Fee: \$400.00  
 Legal Reference: \_\_\_\_\_ Deed Book#: 206 Page#: 23

Proposed Use/Exception: NEW SINGLE FAMILY DWELLING  
TEMPORARY PRIVATE WATER & SEWER SYSTEMS

Ricky Edgerton PROPOSED 4/25/13  
 Applicant(s) Signature Date

\_\_\_\_\_  
 Applicant(s) Signature Date

Location: 18064 Cypress Crossing

Date: 4/19/2013

13-0011

**Worksheet 1**

Page 1 of 3

**STEP 1      Determine the applicable area (A) and the post-developed impervious cover ( $I_{post}$ ).**

Applicable area (A)\* = 16.13 acres    702,439 sq. ft.

Post-development impervious cover:

structures = 0.16 acres    7,144 sq. ft.

parking lot = \_\_\_\_\_ acres

roadway = 0.22 acres    9,732 sq. ft.

other:

concrete = 0.19 acres    8,230 sq. ft.

pool = 0.02 acres    800 sq. ft.

Total      = 0.59 acres    25,906 sq. ft.

$$I_{post} = (\text{total post-development impervious cover} \div A) \times 100 = \underline{\quad 4 \quad} \%$$

- \* The area subject to the criteria may vary from locality to locality. Therefore, consult the locality for proper determination of this value.

**STEP 2      Determine the average land cover condition ( $I_{watershed}$ ) or the existing impervious cover ( $I_{existing}$ ).**

Average land cover condition ( $I_{watershed}$ ):

If the locality has determined land cover conditions for individual watersheds within its jurisdiction, use the watershed specific value determined by the locality as  $I_{watershed}$ .

$$I_{watershed} = \underline{\quad 16 \quad} \%$$

Otherwise, use the Chesapeake Bay default value:

$$I_{watershed} = 16\%$$

**Worksheet 1**

Page 2 of 3

Existing impervious cover ( $I_{existing}$ ):

Determine the existing impervious cover of the development site if present.

Existing impervious cover:

structures = 0.02 acres      864 sq. ft.

parking lot = \_\_\_\_\_ acres

roadway = 0.22 acres      9,732 sq. ft.

other:

concrete = 0.01 acres      262 sq. ft.

pool = \_\_\_\_\_ acres

Total = 0.25 acres      10,858 sq. ft.

$$I_{existing} = (\text{total existing impervious cover} \div A^*) \times 100 = \underline{\quad 2 \quad} \%$$

\* The area should be the same as used in STEP 1.

**STEP 3 Determine the appropriate development situation.**

The site information determined in STEP 1 and STEP 2 provide enough information to determine the appropriate development situation under which the performance criteria will apply. Check ( ) the appropriate development situation as follows:

**Situation 1:** This consists of land development where the existing percent impervious cover ( $I_{existing}$ ) is less than or equal to the average land cover condition ( $I_{watershed}$ ) and the proposed improvements will create a total percent impervious cover ( $I_{post}$ ) which is less than or equal to the average land cover condition ( $I_{watershed}$ ).

$$I_{post} \underline{\quad 4 \quad} \% \leq I_{watershed} \underline{\quad 16 \quad} \%$$

Worksheet 1

Page 3 of 3

\_\_\_\_\_ **Situation 2:** This consists of land development where the existing percent impervious cover ( $I_{\text{existing}}$ ) is less than or equal to the average land cover condition ( $I_{\text{watershed}}$ ) and the proposed improvements will create a total percent impervious cover ( $I_{\text{post}}$ ) which is greater than the average land cover condition ( $I_{\text{watershed}}$ ).

$$I_{\text{existing}} \text{ _____ \% } \leq I_{\text{watershed}} \text{ _____ \%}; \text{ and}$$

$$I_{\text{post}} \text{ _____ \% } > I_{\text{watershed}} \text{ _____ \%}$$

\_\_\_\_\_ **Situation 3:** This consists of land development where the existing percent impervious cover ( $I_{\text{existing}}$ ) is greater than the average land cover condition ( $I_{\text{watershed}}$ ).

$$I_{\text{existing}} \text{ _____ \% } > I_{\text{watershed}} \text{ _____ \%}$$

\_\_\_\_\_ **Situation 4:** This consists of land development where the existing percent impervious cover ( $I_{\text{existing}}$ ) is served by an existing stormwater management BMP(s) that addresses water quality.

**If the proposed development meets the criteria for development Situation 1, than the low density development is considered to be the BMP and no pollutant removal is required. The calculation procedure for Situation 1 stops here. If the proposed development meets the criteria for development Situations 2, 3, or 4, then proceed to STEP 4 on the appropriate worksheet.**



**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SMITHFIELD, VIRGINIA, APPROVING AN AGREEMENT TO RELOCATE THE BOUNDARY LINE OF THE TOWN OF SMITHFIELD AND AUTHORIZING THE FILING OF A JOINT PETITION PURSUANT TO SECTION 15.2-3106 ET SEQ. OF THE CODE OF VIRGINIA (1950), AS AMENDED, TO APPROVE THE AGREEMENT**

WHEREAS, the Town of Smithfield and the County of Isle of Wight have entered into negotiations regarding a voluntary change of the boundary line between the Town and the unincorporated portions of the County; and

WHEREAS, the Town and the County are now prepared to enter into an agreement that will bring within the Town two tracts of land presently lying within the unincorporated portions of the County to the east and southwest of the existing Town boundaries; and

WHEREAS, the proposed change of boundaries will facilitate the provision of water and sewer services that are essential to the development of a residential subdivision and a rescue squad facility to be located within certain portions of the territory to be incorporated into the Town; and

WHEREAS, the incorporation of such property into the Town will make possible the development of public baseball fields that will be used by many residents of the Town and surrounding areas; and

WHEREAS, other urban services provided by the Town also will benefit the development proposed for the areas to be incorporated into the Town; and

WHEREAS, the incorporation of additional land within the Town will help maintain the Town of Smithfield as a viable unit of local government by expanding its tax resources.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Smithfield, Virginia, at a regularly scheduled meeting of the Town Council held on June 4, 2013:

1. That the Town Council of the Town of Smithfield hereby approves a Boundary Line Adjustment Agreement Between The County Of Isle Of Wight And The Town Of Smithfield (the "Agreement"), a copy of which is attached hereto, and hereby authorizes and directs its Mayor to execute the Agreement on behalf of the Town.

2. That the Town Manager, the Town Attorney, and special legal counsel are hereby directed to petition the Circuit Court of Isle of Wight County to establish the new boundary line of the Town in accordance with the Agreement, pursuant to Section 15.2-3106 *et seq.* of the Code of Virginia (1950), as amended.

3. That the new boundary line shall become effective at midnight on June 30, 2013. In the event the Circuit Court of Isle of Wight County has not entered a final order by that date, the new boundary line shall become effective at midnight on the last day of the month during which a final court order has been entered.

4. That this resolution shall be effective immediately upon adoption.

IN WITNESS WHEREOF, the Town Council has caused this resolution to be duly executed on its behalf by its Mayor and attested by its Clerk.

Adopted: June \_\_\_\_, 2013

TOWN OF SMITHFIELD, VIRGINIA

By \_\_\_\_\_  
Mayor

ATTEST:

---

Town Clerk

**Exhibit to Town Resolution**

**[Insert copy of Boundary Line Adjustment Agreement between the County  
of Isle of Wight and the Town of Smithfield]**

**CERTIFICATE**

The undersigned Town Clerk of the Town of Smithfield, Virginia, hereby certifies that the foregoing constitutes a true, correct, and complete copy of a Resolution adopted by the Town Council of the Town of Smithfield, Virginia, following a public hearing held on June 4, 2013. I hereby further certify that the foregoing Resolution was adopted at a regularly scheduled meeting during which a quorum was present. The vote of the members of the Town Council upon the resolution was as follows:

Member	Present/Absent	Vote
T. Carter Williams		
Andrew C. Gregory		
Constance Chapman		
Michael G. Smith		
P. Milton Cook		
Denise N. Tynes		
Randolph H. Pack		

Witness my hand and the seal of the Town of Smithfield, Virginia, this \_\_\_\_ day of June, 2013.

\_\_\_\_\_  
Town Clerk, Town of Smithfield, Virginia

[SEAL]

**NOTICE OF PUBLIC HEARING ON  
BOUNDARY LINE ADJUSTMENT AGREEMENT**

Notice is hereby given, pursuant to Section 15.2-3107 of the Code of Virginia (1950), as amended, that on \_\_\_\_\_, 2013, at \_\_\_\_ p.m., the Board of Supervisors of the County of Isle of Wight, Virginia, will hold a public hearing on a proposed Boundary Line Adjustment Agreement Between The County Of Isle of Wight And The Town Of Smithfield (the “Agreement”). The public hearing will be held in the **Board of Supervisors Meeting Room in the County Administration Building located at 17090 Monument Circle** in Isle of Wight, Virginia. Following the public hearing, the Board of Supervisors intends to adopt a resolution approving the Agreement.

The Agreement is authorized by Section 15.2-3106 *et seq.* of the Code of Virginia (1950), as amended, and provides that the boundary line of the Town will be relocated by incorporating into the Town of Smithfield (the “Town”) certain territory which is presently located within the unincorporated portions of the County. Survey plats attached to the Agreement depict the new boundary line of the Town in those areas where its boundary line will be changed by the Agreement.

The territory that will be incorporated within the Town consists of a tract of land (“Area A”) containing 184.052 acres adjoining Battery Park Road and lying generally to the east of the current Town limits, and a tract of land (“Area B”) containing 78.7101 acres adjoining Great Springs Road and lying generally to the southwest of the current Town limits. The boundaries of Area A and Area B are fully described by metes and bounds in the Agreement, and a copy of those descriptions is published with this notice.

The proposed Agreement provides that the parties, after approving the Agreement, shall promptly petition the Circuit Court of Isle of Wight County to relocate and establish the boundary line as agreed upon, and that the new boundary line shall become effective at midnight on June 30, 2013. In the event a final court order has not been entered by that date, the new boundary line shall become effective at midnight on the last day of the month during which a final court order has been entered. The Agreement provides further that the County and the Town shall each pay its respective costs of newspaper publication.

A copy of the complete Agreement is on file and available for inspection in the office of the Clerk of the Board of Supervisors of Isle of Wight County located in the **County Administration Building at 17090 Monument Circle** in Isle of Wight, Virginia. Any person interested in the proposed Agreement may appear at the public hearing and present his or her views.

W. Douglas Caskey, County Administrator

Metes and Bounds Descriptions for Area A and Area B to be Incorporated  
into the Town of Smithfield

[insert Area A description]

Area B

ALL THOSE CERTAIN LOTS, PIECES OR PARCELS OF LAND SITUATE, LYING AND BEING IN ISLE OF WIGHT COUNTY, VIRGINIA, CONTAINING 78.7101 ACRES, BEING TAX ID# 21-01-083 AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT A CONCRETE MONUMENT ON THE WESTERN RIGHT-OF-WAY OF "GREAT SPRINGS ROAD" (STATE ROUTE 655) AT THE SOUTHWEST CORNER OF THE LAND NOW OR FORMERLY OF WKGH, INC., AND CONTINUING ALONG THE WESTERN SIDE OF SAID RIGHT-OF-WAY THE FOLLOWING COURSES AND DISTANCES. N11°04'13"W 889.63' TO A POINT. THENCE, ALONG A CURVE TO THE LEFT WITH A RADIUS OF 2640.55', A CENTRAL ANGLE OF 06°43'25", AN ARC LENGTH OF 309.86', A CHORD BEARING OF N14°26'02"W AND A CHORD DISTANCE OF 309.69' TO A POINT. THENCE, N17°47'44"W 179.49' TO A POINT ON THE WESTERN RIGHT-OF-WAY OF "GREAT SPRINGS ROAD" (STATE ROUTE 655). SAID POINT BEING THE POINT OF BEGINNING. THENCE DEPARTING SAID RIGHT-OF-WAY ALONG THE LAND NOW OR FORMERLY OF GREGORY L. & PAULA A. BARB S76°28'40"W 2009.50' TO A POINT. THENCE S16°07'38"W 450.12' TO A POINT. THENCE, ALONG THE LAND NOW OR FORMERLY OF ROBERT W. STALLINGS, III S82°48'55"W 994.47' TO A POINT. THENCE, ALONG THE LAND NOW OR FORMERLY OF ROBERT W. STALLINGS, III AND SHERRI L. BROWN THE FOLLOWING COURSES AND DISTANCES. N53°46'22"W 214.63' TO A POINT. THENCE, N48°54'59"W 248.51' TO A POINT. THENCE, N18°14'43"W 110.24' TO A POINT. THENCE, N04°22'49"W 379.37' TO A POINT. THENCE, ALONG THE LAND NOW OR FORMERLY OF WILLIAM PEYTON & VIOLET SCOTT BARLOW THE FOLLOWING COURSES AND DISTANCES. N77°18'15"E 1215.54' TO A POINT. THENCE, N38°27'05"W 196.99' TO A POINT. THENCE, N43°02'52"E 2053.53 TO A POINT ALONG THE WESTERN RIGHT-OF-WAY OF "GREAT SPRINGS ROAD" (STATE ROUTE 655). THENCE, ALONG SAID RIGHT OF WAY THE FOLLOWING COURSES AND DISTANCES. S25°23'01"E 490.93' TO A POINT. THENCE, ALONG A CURVE TO THE RIGHT WITH A RADIUS OF 31,635.47', A CENTRAL ANGLE OF 00°32'36", AN ARC LENGTH OF 300.00', A CHORD BEARING OF S25°06'43"E AND A CHORD DISTANCE OF 300.00' TO A POINT. THENCE S24°50'24"E 403.30' TO A POINT. THENCE, ALONG A CURVE TO

THE RIGHT WITH A RADIUS OF 2599.33', A CENTRAL ANGLE OF 07°02'41", AN ARC LENGTH OF 319.60', A CHORD BEARING OF S21°19'05"E AND A CHORD DISTANCE OF 319.40'. THENCE, S17°47'44"E 304.43' TO A POINT ALONG THE WESTERN RIGHT-OF-WAY OF "GREAT SPRINGS ROAD" (STATE ROUTE 655) SAID POINT BEING THE POINT AND PLACE OF BEGINNING AND CONTAINING 78.7101 ACRES .

**METES & BOUNDS DESCRIPTION – GREAT SPRINGS ROAD BOUNDARY LINE**

**ALL THOSE CERTAIN LOTS, PIECES OR PARCELS OF LAND SITUATE, LYING AND BEING IN ISLE OF WIGHT COUNTY, VIRGINIA, CONTAINING 78.7101 ACRES, BEING TAX ID# 21-01-083 AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:**

**COMMENCING AT A CONCRETE MONUMENT ON THE WESTERN RIGHT-OF-WAY OF "GREAT SPRINGS ROAD" (STATE ROUTE 655) AT THE SOUTHWEST CORNER OF THE LAND NOW OR FORMERLY OF WKGH, INC., AND CONTINUING ALONG THE WESTERN SIDE OF SAID RIGHT-OF-WAY THE FOLLOWING COURSES AND DISTANCES. N11°04'13"W 889.63' TO A POINT. THENCE, ALONG A CURVE TO THE LEFT WITH A RADIUS OF 2640.55', A CENTRAL ANGLE OF 06°43'25", AN ARC LENGTH OF 309.86', A CHORD BEARING OF N14°26'02"W AND A CHORD DISTANCE OF 309.69' TO A POINT. THENCE, N17°47'44"W 179.49' TO A POINT ON THE WESTERN RIGHT-OF-WAY OF "GREAT SPRINGS ROAD" (STATE ROUTE 655). SAID POINT BEING THE POINT OF BEGINNING. THENCE DEPARTING SAID RIGHT-OF-WAY ALONG THE LAND NOW OR FORMERLY OF GREGORY L. & PAULA A. BARB S76°28'40"W 2009.50' TO A POINT. THENCE S16°07'38"W 450.12' TO A POINT. THENCE, ALONG THE LAND NOW OR FORMERLY OF ROBERT W. STALLINGS, III S82°48'55"W 994.47' TO A POINT. THENCE, ALONG THE LAND NOW OR FORMERLY OF ROBERT W. STALLINGS, III AND SHERRI L. BROWN THE FOLLOWING COURSES AND DISTANCES. N53°46'22"W 214.63' TO A POINT. THENCE, N48°54'59"W 248.51' TO A POINT. THENCE, N18°14'43"W 110.24' TO A POINT. THENCE, N04°22'49"W 379.37' TO A POINT. THENCE, ALONG THE LAND NOW OR FORMERLY OF WILLIAM PEYTON & VIOLET SCOTT BARLOW THE FOLLOWING COURSES AND DISTANCES. N77°18'15"E 1215.54' TO A POINT. THENCE, N38°27'05"W 196.99' TO A POINT. THENCE, N43°02'52"E 2053.53 TO A POINT ALONG THE WESTERN RIGHT-OF-WAY OF "GREAT SPRINGS ROAD" (STATE ROUTE 655). THENCE, ALONG SAID RIGHT OF WAY THE FOLLOWING COURSES AND DISTANCES. S25°23'01"E 490.93' TO A POINT. THENCE, ALONG A CURVE TO THE RIGHT WITH A RADIUS OF 31,635.47', A CENTRAL ANGLE OF 00°32'36", AN ARC LENGTH OF 300.00', A CHORD BEARING OF S25°06'43"E AND A CHORD DISTANCE OF 300.00' TO A POINT. THENCE S24°50'24"E 403.30' TO A POINT. THENCE, ALONG A CURVE TO THE RIGHT WITH A RADIUS OF 2599.33', A CENTRAL ANGLE OF 07°02'41", AN ARC LENGTH OF 319.60', A CHORD BEARING OF S21°19'05"E AND A CHORD DISTANCE OF 319.40'. THENCE, S17°47'44"E 304.43' TO A POINT ALONG THE WESTERN RIGHT-OF-WAY OF "GREAT SPRINGS ROAD" (STATE ROUTE 655) SAID POINT BEING THE POINT AND PLACE OF BEGINNING AND CONTAINING 78.7101 ACRES .**

## METES & BOUNDS DESCRIPTION – BATTERY PARK BOUNDARY LINE

ALL THOSE CERTAIN LOTS, PIECES, OR PARCLES OF LAND SITUATED, LYING, AND BEING IN ISLE OF WIGHT COUNTY, VIRGINIA, CONTAINING 184.052 ACRES, BEING TAX PARCLES 23-01-008, 23-01-008A, AND 22-01-024A AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT AN IRON ROD FOUND ON THE NORTHERN RIGHT-OF-WAY OF NIKE PARK ROAD (STATE ROUTE 669). SAID ROD BEING LOCATED APPROXIMATELY 1,896 FEET SOUTHEAST OF THE INTERSECTION OF SAID NIKE PARK ROAD AND BATTERY PARK ROAD (STATE ROUTE 704). THENCE ALONG THE NORTHERN RIGHT-OF-WAY OF SAID NIKE PARK ROAD THE FOLLOWING COURSES AND DISTANCES: N 46°-32'-59" W 171.45' TO A POINT. THENCE, N 49°-16'-01" W 154.74' TO A POINT. THENCE, N 53°-08'-45" W 1355.51' TO AN IRON ROD FOUND. THENCE, CONTINUING N 53°-08'-45" W 214.00 TO A POINT. SAID POINT BEING ON THE EASTERN RIGHT-OF-WAY OF BATTERY PARK ROAD (STATE ROUTE 704). THENCE, ALONG THE EASTERN RIGHT-OF-WAY OF SAID BATTERY PARK ROAD THE FOLLOWING COURSES AND DISTANCES: N 23°-48'-09" E 122.52' TO A POINT. THENCE, ALONG A CURVE TO THE LEFT WITH A RADIUS OF 843.51, A CENTRAL ANGLE OF 11°-12'-05", AN ARC LENGTH OF 164.91', A CHORD BEARING OF N 32°-37'-44" E AND A CHORD DISTANCE OF 164.65' TO A POINT. THENCE CONTINUING ALONG A CURVE TO THE LEFT WITH A RADIUS OF 843.51', A CENTRAL ANGLE OF 2°-47'-07", AN ARC LENGTH OF 41.00', A CHORD BEARING OF N 25°-38'-08" E AND A CHORD DISTANCE OF 41.00 TO A POINT. THENCE, N 24°-14'-35" E 201.14' TO A POINT. THENCE ON A CURVE TO THE LEFT WITH A RADIUS OF 5754.58', A CENTRAL ANGLE OF 3°-56'-20", AN ARC LENGTH OF 395.61', A CHORD BEARING OF N 22°-16'-25" E, AND A CHORD DISTANCE OF 395.53' TO A POINT. THENCE N 20°-18'-15" E 305.16' TO A POINT. THENCE, N 19°-18'-15" E 1722.05' TO A POINT, THENCE ON A CURVE TO THE RIGHT WITH A RADIUS OF 2266.83', A CENTRAL ANGLE OF 3°-42'-10", AN ARC LENGTH OF 146.50', A CHORD BEARING OF N 21°-09'-20" E AND A CHORD DISTANCE OF 146.47' TO A POINT. THENCE, DEPARTING THE RIGHT-OF-WAY OF SAID BATTERY PARK ROAD ALONG THE LAND OF GATLING POINTE, THE FOLLOWING COURSES AND DISTANCES: S 82°-44'-18" E 895.49' TO A POINT. THENCE, S 89°-29'-18" E 239.35' TO A POINT IN THE CENTERLINE OF A CREEK. THENCE ALONG THE CENTERLINE OF SAID CREEK AND MEAN LOW WATER IN A SOUTHEASTERLY DIRECTION 4838' TO THE CENTERLINE OF A DEPARTING CREEK. THENCE, IN A SOUTHWESTERLY DIRECTION ALONG THE CENTERLINE OF SAID CREEK, 1682' TO A POINT. THENCE, ALONG THE LANDS NOW OR FORMERLY OF JOHN L. & SHIRLEY S PRINCE AND MICHAEL K. & GALE B. KING THE FOLLOWING COURSES AND DISTANCE: S 83°-04'-18" W 173.85' TO A POINT. THENCE, N 47°-38'-12" W 217.13' TO A POINT. THENCE, N 73°-10'-48" W 189.44' TO A POINT. THENCE, S 42°-45'-59" W 100.83' TO A POINT. THENCE, S 65°-25'-04" W 130.83' TO A POINT. THENCE, S 52°-15'-32" W 180.41' TO AN IRON ROAD FOUND, SAID IRON ROD BEING THE POINT OF BEGINNING AND CONTAINING 184.052 ACRES