

SMITHFIELD TOWN COUNCIL AGENDA



August 6, 2013 at 7:30 p.m.
Held at Smithfield Center, 220 N. Church Street

A. INFORMATIONAL SECTION:

1. Manager's Report
 - a. July Activity Report

B. UPCOMING MEETINGS AND ACTIVITIES:

- | | | |
|-----------|---|---|
| August 6 | - | 7:30 p.m. – Town Council Meeting |
| August 20 | - | 7:30 p.m. - Board of Historic and Architectural Review |
| August 26 | - | 4:00 p.m. – Town Council Committee Meetings (Consecutive)
Police Committee
Water and Sewer Committee
Finance Committee |
| August 27 | - | 4:00 p.m. – Town Council Committee Meetings (Consecutive)
Parks and Recreation Committee
Public Works Committee
Public Buildings and Welfare Committee |

NOTE: All of the above public meetings will be held at the Smithfield Center, unless otherwise noted.

C. Public Comments:

The public is invited to speak to Council on any matters, except scheduled public hearing(s). There will be a separate sign up sheet for public hearings. For public comments please use the appropriate sign-up sheet. Comments are limited to five (5) minutes per person. Any required response(s) from the Town will be provided in writing following the meeting.

- A. Briefing by Mr. Al Casteen, Isle of Wight County Board of Supervisors, Smithfield District

D. Council Comments

NOTICE OF INTENT TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT. Reasonable efforts will be made to provide assistance or special arrangements to qualified individuals with disabilities in order to participate in or attend Town Council Meetings. ADA compliant hearing devices are available for use upon request. Please call (757) 356-9939 at least 24 hours prior to the meeting date so that proper arrangements may be made.

E. Summary of Consent Agenda items

- a. Police Committee Chair, Mrs. Denise Tynes
- b. Finance Committee Chair, Randy Pack
- c. Public Works Committee Chair, Mr. Michael Smith
- d. Public Buildings and Welfare Committee Chair, Dr. Milton Cook

CONSENT AGENDA ITEMS

- C1. Motion to Authorize the Purchase of Three Budgeted Police Vehicles for Fiscal Year 2013/2014**
Police Committee Chair, Denise Tynes
- C2. Resolution for Street Closure Request for Hog Jog Race October 12th, 2013**
Police Committee Chair, Mrs. Denise N. Tynes **TAB # 1**
- C3. Invoices Over \$10,000 Requiring Council's Consideration:** **TAB # 2**
Finance Committee Chair, Randy Pack
- | | | |
|----------------------------|---------------------------------|--------------|
| a. | Draper Aden Associates | \$ 14,531.50 |
| b. | Caldwell Tanks | \$ 25,468.32 |
| c. | US Bancorp | \$ 84,150.83 |
| d. | US Bank (Debt Service RO Plant) | \$208,243.75 |
| e. | REW Corporation | \$ 29,608.60 |
| ADDITIONAL INVOICES | | |
| f. | OSSI – Sungard Public Sector | \$ 19,722.08 |
| g. | PubWorks | \$ 13,350.00 |
- C4. Resolution to Approve Line of Credit Renewal with Farmers Bank**
Finance Committee Chair, Mr. Randy Pack **TAB # 3**
- C5. Resolution to approve Line of Credit Renewal with TowneBank**
Finance Committee Chair, Randy Pack **TAB # 4**
- C6. Motion to Renew Debris Removal Contract with Goodrich and Sons and Smithfield Services for One Additional Year**
Public Works Committee Chair, Mr. Michael Smith
- C7. Motion to Release Excel Paving Performance Bond for the South Church Street Project**
Public Works Committee Chair, Mr. Michael Smith
- C8. Authorize Temporary License Agreement for Great Springs Road Property**
Public Buildings and Welfare Committee Chair, Dr. Milton Cook **TAB # 5**

ACTION SECTION

1. **Street Closure Request for Parade of Homes Rescheduled for October 5th – October 20th**
Police Committee Chair, Mrs. Denise N. Tynes
2. **Motion to Approve the Minutes for the Continued Town Council Meeting of June 24th and the Town Council Meeting of July 2nd, 2013**
Town Attorney, William H. Riddick, III
3. **New Business:**
4. **Old Business:**
5. **Closed Session:** Acquisition / Disposition of Real Property
6. **Adjournment**

August 2, 2013

TO: SMITHFIELD TOWN COUNCIL

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

SUBJECT: MONTHLY ACTIVITY REPORT – JULY 2013

TOWN MANAGER'S OFFICE:

- a. Issued RFP for sublease of 315 Main Street and coordinated receipt of proposals. Also held an open house.
- b. Attended the following meetings: Smithfield 2020, Site visit with Virginia Department of Historic Resources (VDHR) at Windsor Castle, VML and VMLIP Boards in Glen Allen, HRSD sewer consolidation study in Norfolk, Leadership IOW planning committee at Chamber of Commerce, VMLIP Investment Committee and volunteered at Kiwanis Kids Fishing Day.
- c. Utilized vacation leave for VCU orientation, family wedding and family vacation, and one day of sick leave for a medical procedure.

TOWN CLERK'S OFFICE:

- a. Transcribed and proofed the monthly minutes from Town Council and BHAR
- b. Attended Pinewood Heights Management Team Meeting, July 8th.
- c. Attended Windsor Castle Foundation Board Meeting on July 11th.
- d. Prepared July Town Council Committee Agenda and August Town Council Agenda
- e. Attended Town Council Committee meetings on July 22nd and 23rd and prepared summary reports of the committees.
- f. Updated Town Code and distributed hard copies to department heads and Town Attorney.
- g. Updated Smithfield's Zoning Ordinance and distributed an updated copy to Mr. Reish and the new Board of Zoning Member, Christopher Gwaltney.
- h. Spent time researching items for a FOIA request from PETA
- i. Continue to work on sorting and labeling Treasurer and Public Works Files
- j. Placed surplus items on GovDeals.com from various town departments. Began meeting with buyers to pickup items that were sold.

TREASURER'S OFFICE:

- a. Met with Peter, Barbara Hunter, and Bill Riddick on July 1 to review action on several delinquent meals tax and business license accounts.

- b. Attended Pinewood Heights Management Team Meeting in Town Hall on July 8.
- c. Met with Peter, Barbara Hunter, Tracy James, and two Old Point Bank representatives (Joyce Dunning and Jennifer Mitchell) on July 11 for an overview of their payroll processing system.
- d. Completed June cash balances for finance committee meeting on July 23. Made progress on June year-end financial statements that will remain open until mid-August.
- e. Attended a portion of the PUBWORKS training on July 25 to review reporting capabilities of the new inventory/work order system.
- f. Attended a VRS Hybrid workshop at ODU with Tracy James on July 26.
- g. Completed FEMA/VDEM close out on Hurricane Irene (August 2011) as final payment was received in June 2013.

PUBLIC WORKS:

- *Staff performs the following duties on a monthly basis:*
Miss Utility marking, read meters for billing and to transfer property owners, cut offs and cut-ons, check pump stations daily, install and repair street signs, replace and repair broken water meters, take a minimum of 8 water samples and have them tested, flush water lines, repair radio or touch pads after each reading if needed, maintenance on town owned buildings.
1. Sewer Line Repairs and Maintenance:
 - a. Continued work on manhole inspections and air release valves - both 51% complete.
 - b. 145 Sykes Ct - had plumber correct the sewer problems and installed a town side clean out.
 - c. 2 Pinewood - homeowner called about a backup - no town side clean out - not able clean line for them so they called a plumber.
 - d. 202 Cary St.- installed town side clean out 3ft off the main sewer line to be able to clean the line if ever needed.
 - e. Sewer back up was called in for Smithfield Plaza shopping center -used vector truck and cleaned 400ft of sewer main line however that was not the problem. The problem was on the store side.
 2. Sewer Pump Station Repairs and Maintenance:
 - a. Weekly and daily checks on all 27 pump stations.
 - b. Performed the following scheduled maintenance at all pump station
 - Cleaning of wet -wells
 - Alarms testing
 - Sump pump cleaning
 - Check Valve cleaning and repair
 - Generator checks / Godwin pump checks
 - Control Panel / Flow monitor checks

Fence and Grounds
Inspected Structure
Inspect and clean pumps
Level system check
Test limit switches
Bar screen cleaning
Rain gauge checks.

- c. REW has almost completed the work on alarms at pump stations.
- d. Minton Way pump station installed new pump station is working as normal.
- e. Installed new pump at Riverside pump station due to a bad out dated pump.
- f. Rising Star pump station has a leak on discharge pipe. Work will be scheduled to correct the problem.
- g. Have a bad pump at Morris Creek pump station. Set up bypass pump due to station working on 1 pump.

3. Water Line Repairs and Maintenance

- a. Repaired water leaks at the following address :
 - 1113 S. Church St
 - 32 Riverside Dr.
 - 106 Richmond Ave.
 - 207,209 Jordan Dr.
 - 880 Sycamore Springs Ct.
 - 1605 Colonial Ave.
 - 886 Sycamore Springs Ct.
 - 417 Huntington Way

4. Well Repairs and Maintenance

- a. All wells except 8A and 10 A (at RO Plant) are off now that RO plant is running. Upgrades to well houses have been completed to keep wells in operating condition in case of an emergency. Emergency wells are flushed once a month.

5. Water Treatment Plant

- a. Daily lab analysis, sampling and reports for VDH, HRSD, DEQ and ITT.
- b. Repairs were made to chemical room air conditioning
- c. Operators cleaned entire lime system to ensure proper functioning.
- d. Operators repaired air release valve.

6. Safety

- a. Monthly truck inspections.
- b. Monthly playground inspections.

- c. All Public Works employees attended Emergency Preparation/Tabletop Exercises training.

7. Windsor Castle Park

- a. Cut grass by the water and around grave site.
- b. Cleaned off and repaired walking trails twice per week or as needed. Trash cans, recycle bins, information stands and doggie bags are emptied, cleaned or refilled as needed on Mondays and Fridays.

8. Miscellaneous

- a. Grounds crew- trash pick up to keep the Town clean: Great Springs Rd., Battery Park Rd., Rte 10 Bypass, John Rolfe Dr. Main St./258 and Waterworks Rd and other areas.
- b. Minor repairs at Town Hall and Town Buildings.
- c. Cleaned storm drains at Great Springs Rd ,Smithfield Blvd. and Wilson Rd.

PLANNING AND ZONING:

1. Planning Commission – 07/09/13

- A. No Meeting Held

2. Rezoning Applications under review

- B. None

3. Special Use Permit Applications under review

- C. None

4. Subdivision and Site Plans under review

- D. None

5. Subdivision and Commercial Sites Under Construction and Inspection

- A. Church Square, Phase I (95% complete)
- B. Smithfield Manor Townhomes (Formerly Halstead Landing) (75% complete)
- C. Lakeview Cove Condos (75% complete)
- D. Smithfield Foods Test Kitchen (98% complete)

- E. True Value (98% complete)
 - F. Main Street Baptist Church (98% complete)
6. Board of Zoning Appeals 07/16/13
- E. No Meeting Held
7. Board of Historic & Architectural Review 07/16/13
- A. Proposed Exterior Renovations, Addition & Signage – 402 Grace Street – Non-Contributing – T. Carter Williams, IOW Christian Outreach, applicants – Approved.
 - B. Proposed Signage – 215 Main Street – Non-Contributing – Russell Claunch, Southern Chic Trading, applicants - Approved.

ENGINEERING:

- A. Church Square, Phase I, contractor has installed E & S controls as required by the Town and the approved site plans. Homes are under construction at this time.
- C. Lakeview Cove, contractor Wolf Constr. has installed all E & S controls as per the approved site plans and required by the Town. Condominiums are under construction at this time.
- C. Blair Bro.'s Contr. started and completed ditch repair at first commercial entrance on right on Smithfield Blvd., also cleared drop inlet. Contractor regraded outfall ditch at 310 Hickory Crescent, reseeded and strawed same. Contractor also cleaned and regraded outfall ditch adjacent to Willow Wood Dr near Smithfield Blvd., reseeded and strawed same. Contractor cleaned and regraded outfall ditch at 215 Moonefield Dr. Contractor installed asphalt patches on Main Street, Smithfield Blvd. and Moonefield Drive.

August 2nd, 2013

TO: SMITHFIELD TOWN COUNCIL

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

SUBJECT: INFORMATIONAL REPORT FOR THE POLICE COMMITTEE MEETING
HELD ON MONDAY, JULY 22ND, 2013

The Police Committee met Monday, July 22nd, 2013 at 4:00 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee members attending were: Mrs. Denise N. Tynes, Chair; Mr. Andrew Gregory, Vice Mayor; and Ms. Connie Chapman. Other Council members present were Mr. Randy Pack, Mr. Michael G. Smith, Dr. Milton Cook, and T. Carter Williams, Mayor. Staff members present were: Mr. Peter M. Stephenson, Town Manager; Ms. Lesley G. King, Town Clerk; Ms. Ellen Minga, Town Treasurer; Mr. William T. Hopkins, III, Director of Planning Engineering and Public Works; Mr. William H. Riddick, III, Town Attorney; Mr. Steve Bowman, Smithfield Police Chief; Officer Samuel Johnson, Ms. Amy Musick, Smithfield Center Director; and Ms. Comarth Saunders, Financial Analyst. There was no media represented.

Committee Chair, Denise N. Tynes called the meeting to order.

A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL BE ON THE COUNCIL'S AGENDA.

1. Purchase Three Budgeted Police Vehicles – Chief Bowman stated that he wanted to bring it to council's attention that they will be ordering the three approved budgeted vehicles for fiscal year 2013/2014. The vehicles as well as the equipment will be purchased under state contract. At this time it has not been decided who that contract will be with. The vehicles will be the standard Dodge Chargers that have been purchased in the past and all three will be marked units. They will replace existing units that are getting old with upwards of 100,000 miles on them. Mr. Pack stated that he has no problem with purchasing the budgeted vehicles but was wondering why all three budgeted vehicles needed to be purchased at once and not spreading them out over the year. Chief Bowman stated that sometimes state contracts will end midyear and the new contract may end up being a higher price under the next state contract. It also takes a significant amount of time once you order them to the time you actually take possession of them. Last year they were ordered and it took six months before the department took possession of them. There are also a lot of large police departments with large volume

orders that may get in before us if we do not order quickly. Vice Mayor Gregory asked what they do with the old vehicles. Chief Bowman stated that in the past they have disposed of them through donating them to the Fire Department and the Isle of Wight's Sheriff's Office. The town has also sold them on our surplus property site GovDeals. The Carrollton Volunteer Fire Department has asked the town to consider donating a replaced car to them when one comes available in the future. Mrs. Tynes stated that Carrollton is within the County and if possible we should donate a replaced car to the Carrollton Volunteer Fire Department.

2. Street Closure Request for Hog Jog Race, October 12th, 2013 – Ms. Musick handed out a route map for committee to review. This is an annual event that has taken place for many years now. Mayor Williams stated that he has been approached by members of the Isle of Wight Christian Outreach Program (COP). He stated that there are a lot of events that take place that weekend with Souper Saturday, Hog Jog , and Ruritan's Car Show. Ms. Musick mentioned that the Smithfield Recreation Country "Q" will also be there. COP's main concern is that they are trying to raise money from hot dogs and soup for the Christian Outreach Program and there are others out there trying to raise money as well. Christian Outreach feels that all these events take away from their fundraiser. Ms. Musick stated that all of the Hog Jog proceeds go to Isle of Wight Christian Outreach. A lot of the runners go to the Souper Saturday event to take soup home for dinner. The Country Q will happen in the afternoon and those funds will go to Smithfield Recreation. The Ruritan Car Show is a whole separate event that does not sell concessions that would compete with Souper Saturday. Ms. Musick stated that in her opinion all the events complement each other. Ms. Musick stated that she would like to make a suggestion that Souper Saturday should start a little earlier. Committee recommended approval of street closure/traffic assistance.

3. Street Closure Request for Parade of Homes September 3rd, 2013 through October 3rd, 2013 – Mrs. Tynes stated that this was discussed a little bit last month. It will bring revenue funds into the town as well as the county. It is located in the back area of the Cypress Creek Golf Course. It will impose very little traffic disruption in this area. There is only one house that is close by and that resident has been notified. Chief Bowman stated that the organizers are doing a good job handling the parking off street. Mr. Pack asked if we know what the expected attendance will be. In that past when a parade of Homes was held in Carrollton approximately 30,000 people attended the event. Ms. Musick stated that this event will use town services every day that it is opened so that will generate revenue from our police department. Committee recommended approval of street closure. The Town Attorney asked clarification. He stated that the request is to close Cypress Creek Parkway from its intersection with St. Andrews to Nairn completely from September 3rd to October 3rd. Committee confirmed that was correct.

B. MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL'S AGENDA.

1. Operational Updates - Chief Bowman reported that at last month's committee meeting there was some discussion held on vandalism along Main Street and some theft's of bicycles. Since that time the town has had two burglaries of residences that had the same mode of operation (MO) where a rock was thrown in through the window and they go in. An arrest has been made clearing all these previous theft cases by one individual. Chief Bowman reported that last week the department had an incident involving a break-in of two vehicles at Rite Aid. It appears that the thief backed between the two vehicles and punched out the back windows to gain access. In both incidents there were purses left in plain view and that was what was targeted. The department continues to work this case and hopes to bring it to a close soon. Mrs. Tynes asked if these thefts were during the daytime. Chief Bowman replied that they were. Chief Bowman also reported that approximately three weeks ago in the area around Kendall Haven there were three forced entries between the hours of 1 and 2:30 p.m. The back doors of the residence were pried open. It was obvious that the individuals were looking for one of two things either cash or drugs because a number of high value items were left behind. Mattresses were turned over and drawers were opened but laptop computers that were in plain view were left alone. The department was advised that there was a blue van in the area that may have dropped some juveniles off. This has not occurred again since that time.

2. Parking Ordinance Amendments - Chief Bowman stated that Officer Johnson has been with the Town of Smithfield for a little over a year and was present to address a matter that he has observed while patrolling the town's streets. He has taken the time to go through the parking code and ordinances that the town has in place and noted some of the deficiencies that need to be addressed by modifying the Town Code. Chief Bowman stated that this has been discussed with the Town Attorney and they wanted to give committee an overview of what they will be looking at in the future. Officer Johnson explained that he and other officers observe on a regular basis or receive complaints about parking violations in various locations within the town that are not currently prohibited in the Town Code. In certain situations such as parking in fire lanes some officers were issuing parking tickets however according to the Town Code there is technically no code to be cited on the parking ticket for this violation. They continued to research the parking code and realized that there are several others parking violations that cannot be documented on the violation as well. Officer Johnson stated that he has put together a proposal outlining amendments that he recommends with the backing of his chain of command. He continued to explain that he has taken samples of parking codes from other surrounding jurisdictions such City of Chesapeake, Newport News, Franklin and Charlottesville. These samples have given him an overview of larger jurisdictions that have to deal with these same problems as well as a couple that are approximately the same size as the Town of Smithfield. Officer Johnson stated that the proposed codes that he recommends would list sub-codes under Section 78-135. This would cover multiple

violations with the same code by simply citing which sub section the violation is for. This would keep everything simple without creating numerous parking codes. Officer Johnson stated that state code allows them to issue a Virginia Summons for violation such as parking in front of or too close to a fire hydrant but they would have to actually cite the person parking the vehicle. A summons cannot be issued to the vehicle without a person there. Mrs. Tynes asked for clarification that the way the Town Code is written now the individual must be in the vehicle if parked in front of a fire hydrant if an officer wants to cite them for that violation. Officer Johnson stated that was correct. Chief Bowman stated that the bottomline on parking violations is with the proposed amendments to the town's parking ordinance tickets can be issued to the vehicle rather than a person. The owner of that vehicle is responsible for the parking violation. Administratively it is much easier to issue a parking violation rather than a Uniform Summons. Officer Johnson stated that he has also made some recommendations on a few areas for clarification purposes when it comes to signage. Officer Johnson stated that he would also like to suggest that the signs for town property where people are not supposed to be on after they are closed be better posted and advised that they could be charged with trespassing. He would also suggest that all Smithfield Police Officers be the ones lawfully in charge. If this is not done then the person responsible for posting the signs would have to go to court every time someone is charged with trespassing. Chief Bowman stated that the town does not get to many situations where we issue a lot of these violations. We get a call of a violation we normally approach the violator and ask them to move along and these are the reason you should not be parked here. Education is first and foremost; however there will be those individuals that will not want to hear this and we will have to issue a parking violation. Chief Bowman stated that with the Town Attorneys help they will amend the parking section of the Town Code to make violations enforceable. Mayor Williams stated that he has been receiving complaints about boats being parked in front of houses for a long period of time. The Town Attorney stated that is a zoning issue. Officer Johnson stated that vehicles and boats that have been on the street for a long period of time are tagged with a thirty day tow tag. He stated that once a vehicle or boat has been tagged in most cases it is moved but in some cases they are moved into the yard. Once it is out of the street it is no longer a traffic hazard or the police department's concern; however it is still a zoning issue. The Town Attorney stated the officers in the police department are trying to apply the ordinances that are in effect and they are having some difficulty so they are being pro-active to addressing these deficiencies. The Town Attorney stated that if committee's okay with these amendments he will prepare an ordinance based on the police department's recommendations for next month's committee meeting to be adopted at Council's September Town Council meeting. Mrs. Tynes asked if the town has an ordinance against parking along the streets in residential neighborhoods. Chief Bowman stated that the town does not unless it is properly posted with no parking signs. There is no violation to do that unless they obstruct traffic flow. Mrs. Tynes stated that in some of the neighborhoods the streets narrow as they go back to the rear of the development and parking on the side of the road makes it difficult for large vehicles to get through. She

asked that staff keep this in mind when new development occurs to require all streets to remain the same width and not narrow towards the rear.

3. Additional Item Discussed: Nation Night Out - Ms. Chapman stated that National Night Out is Tuesday, August 6th at Riverview Park. The event will not be on the ball field side of the park this year. It will be held on the lawn behind the Library, Paul D. Camp, and the YMCA. Some of the activities will be in the YMCA gymnasium. There will be free hot dogs, tattoos, face painting, inflatable's as well as meet local police officers. Ms. Chapman stated that she would like to invite all of Town Council to participate. The event will be held from 5 p.m. to 8 p.m. Ms. Chapman stated that two members of the Certified Crime Prevention Committee graciously covered the cost of the tab for I-Ride so that children can be picked up in some of the communities that people may not have transportation to attend. The I-Ride will be going to Church Manor and Jersey Park continuously throughout the evening. Children must be accompanied by an adult. Ms. Chapman stated that this is one of the items from the Certified Crime Prevention Teams extra option list to get this certification.

The meeting adjourned at 4:35 p.m.

August 2, 2013

TO: SMITHFIELD TOWN COUNCIL

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

SUBJECT: INFORMATIONAL REPORT FOR THE WATER & SEWER COMMITTEE
MEETING HELD ON MONDAY, JULY 22ND, 2013

The Water & Sewer Committee held a meeting on Monday, July 22nd, 2013 at 4:35 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee members attending were: Mr. Andrew C. Gregory, Chair; Mrs. Denise N. Tynes and Mr. Michael G. Smith. Other Council members present were Ms. Connie Chapman, Mr. Randy Pack, Dr. Milton Cook, and Mr. T. Carter Williams, Mayor. Staff members present were: Mr. Peter M. Stephenson, Town Manager; Mr. William T. Hopkins, III, Director of Planning Engineering and Public Works; Ms. Lesley G. King, Town Clerk; Ms. Ellen Minga, Town Treasurer; Ms. Comarth Saunders, Financial Analyst. There was no media present.

Committee Chair, Andrew C. Gregory called the meeting to order.

A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL'S AGENDA

1. Regional Sewer Consolidation Study Draft Summary - The Town Manager reported that this information was presented at the Planning District Commission last Thursday. Localities had the opportunity to meet one on one with the consultant HDR McGuire Woods and their staff. The report will be finalized in the next two weeks and release next month. In summary they are recommending regionalization. Some of the major assumptions are that all of the assets would be donated meaning all of the town's pump stations would be donated to Hampton Roads Sanitation District (HRSD). In return our existing \$940,000 sewer fund debt would be absorbed and refinanced regionally by HRSD. The town would also be relieved of any consent order obligations. The town would basically propose to rate finance our projected \$3.8 million dollars worth of improvements over a twenty year period. They would not state when they would make any consent order improvements in Smithfield. In all likely hood they would tackle the worse localities first. The Town of Smithfield is not as bad as some localities in the region. The Town Manager stated that this study still has a lot of details to be worked out. In regards to staffing levels they just assumed that they would absorb six hundred full time equivalents between all the different sewer departments in Hampton Roads.

HRSD has approximately 700 staff members currently so they would almost double their staffing; however over a five year period or more that would come back down. Essentially, which employees from Suffolk or Smithfield would go to HRSD that would be subject to negotiation and further discussion. We cannot assume that five people from Smithfield would be going to HRSD if this moves forward. There were a number of assumptions made and the town may not agree with all these assumptions. To date Mr. Hopkins has attended four or five meetings with localities as this study was being done. Mr. Snyder and/or Mr. Shriller of Draper Aden Associates was also asked to attend these meetings to keep them in the loop on what might be best for the town. The town has not been billed for these hours yet so that invoice will be coming next month. The Town Manager stated that he is not going to have them do a whole lot more work at this point because if the big players such as Virginia Beach pull out from the regionalization then it probably will not happen. At this time the town does not want to spend a whole lot of additional time scrubbing the assumption and our part of the study if the regionalization is dropped completely. The Town Manager stated that the only locality that is really excited about regionalization is the City of Portsmouth. They have an old system that needs a lot of improvements. Virginia Beach is very concerned about both management and having to go to a massive board to basically to get sewer extensions approved. At this point the only collection system that HRSD manages is the Town of West Point. They are in the treatment business but they do not have a lot of experience with collection systems. The Town Manager stated that one of his big questions is that if a pump station fails here in town at two in the morning he has staff that can respond immediately and if our sewer system is regionalized we will not have the immediate response. HRSD would be recommending approximately three regional operation centers and in our area we would be covered by an operational center based out of the City of Suffolk. The Town Manager stated that this was for informational purposes only at this time and would probably be back next month with the final details of the study. Once the study has been finalized localities have six months to decide whether we want to opt in or not. If we choose not to then we must continue with the consent order milestones. A lot of localities have not done what we have done with the compliance fee. Dr. Cook expressed concern over the town having to go to a board that has absolutely no knowledge of Smithfield to get approval of extending sewer anywhere in the town. The Town Manager stated that there is no local representation. Out of the seventeen board members the majority have to live in Hampton Roads but not necessarily any from Isle of Wight County. The small town atmosphere will be gone. Vice Mayor Gregory stated that this item is a kind of wait and see what happens with the final report.

The meeting adjourned at 4:46 p.m.

August 2, 2013

TO: SMITHFIELD TOWN COUNCIL

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

SUBJECT: INFORMATIONAL REPORT FOR THE FINANCE COMMITTEE MEETING
HELD ON MONDAY, JULY 22ND, 2013

The Finance Committee held a meeting on Monday, July 22nd, 2013 at 4:46 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee members attending were: Mr. Randy Pack, Chair; Mr. Andrew Gregory, Vice Mayor; and Dr. Milton Cook. Other Council members present were: Mr. Michael G. Smith, Ms. Connie Chapman, Ms. Denise Tynes and Mr. T. Carter Williams, Mayor. Staff members present were: Mr. Peter M. Stephenson, Town Manager; Mr. William T. Hopkins, III, Director of Planning Engineering and Public Works; Ms. Lesley G. King, Town Clerk; Ms. Ellen D. Minga, Town Treasurer; Mr. William H. Riddick, Town Attorney; and Ms. Comarth Saunders, Financial Analyst. There was no media present.

Committee Chair, Mr. Randy Pack called the meeting to order.

A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL BE ON THE COUNCIL'S AGENDA

1. Invoices Over \$10,000 Requiring Council Consideration:

a. Draper Aden Associates \$ 14,531.50

This invoice is our monthly progress billing for Sanitary Sewer Consent Order related items. Committee Recommended payment of invoice.

b. Caldwell \$ 25,468.32

Mr. Pack reported that this invoice was the town's quarterly payment on our water tank maintenance contract. Committee recommends payment of invoice.

c. US Bancorp \$ 84,150.83

This invoice is the debt service payment on the construction of the Reverse Osmosis Water Treatment Facility. It is paid twice a year. Committee recommends payment of Invoice.

d. US Bank (Debt Service RO Plant) \$208,243.75

Ms. Minga explained that the first invoice was for the debt service of the original loan to construct the RO plant. This second invoice from US Bank was for additional financing

of the RO plant and the waterline replacement along South Church Street. Ms. Minga stated that they are both VML VACo loans thru US Bank. Committee recommended approval of invoice.

e. Additional Invoice – REW Corporation \$ 29,608.60

Ms. Minga stated that this invoice is for final payment of the budgeted flow monitoring upgrades. This work has been completed so staff is recommending that this invoice be paid. A copy of the Invoice will be included in the agenda packet for your review as well. Committee recommended payment of invoice.

2. Resolutions to Approve Line of Credit Renewal with Farmers Bank and TowneBank – Mr. Pack stated the Farmers Bank line of credit is for a million and TowneBank is for five hundred thousand dollars. Mr. Pack asked if the town currently has a balance on either of these lines of credit. Ms. Minga replied that we do not have a balance on either. She stated that once the town has established these lines of credit we hate to see them lapse. Both lines of credit require a resolution from Town Council authorizing her to renew the account. Committee recommended approval of renewing these lines of credit.

C. **MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL’S AGENDA.**

1. June Cash Balances — Mr. Pack mentioned that the South Church Street account was zeroed out. Ms. Minga stated that she has reviewed where we stand at the end of the project. The town has done next to the last draw from the Urban Fund. It has been requested but we have not received that money back yet. There may be a few small billings from Clark Nexsen and VDOT. This account was specifically opened for the project and any money left will be reimbursed to the General Fund. Ms. Minga stated that the Water Fund looks okay at the end of the year even with what it owes intercompany between the other funds. At this time she has not accounted for Water Treatment Plant Escrow. This account was created to move any remaining money for the RO Plant out of the Water Operations Fund to this Water Treatment Escrow so that down the road when we need to have capital repairs we can fund those. She explained that she will need to first see how much is left and not spent and how much we can afford to move based on us ending the year with our revenues down. Committee may want to discuss whether we want to move part or all to the Water Treatment Plant Escrow. Water = \$205,323.85; Water Debt Service = \$1,341,191.23; Water Capital Escrow Availability Fees = \$286,414.11; Water Treatment Plant Escrow = \$111,148.19; Water Development Escrow = \$76,748.68; **Subtotal Water = \$2,020,826.06.** Sewer = \$(57,786.11); Sewer Development Escrow = \$329,098.63; Sewer Capital Escrow Availability Fees = \$819,784.29; Sewer Compliance = \$305,088.44; **Subtotal Sewer = \$1,396,185.25.** Highway = **\$201,244.87.** General Fund = \$2,661,402.69; Payroll = \$51,809.74; Money Market General Fund Town Bank = \$2,176.01; Business Super

NOW-General Fund = \$32,983.32; Money Market General Fund Farmers Bank = \$287,984.62; General Fund Capital Escrow = \$213,656.87; Certificate of Deposit = \$525,635.03; Certificate of Deposit Police Dept = \$36,523.66; Special Project Account (Pinewood) = \$141,981.95; Pinewood Heights Escrow = \$28,811.97; South Church Street Account = \$.00; **Subtotal General Fund = \$3,982,965.86.** Beautification = \$8,822.88; Money Market Beautification = \$47,639.33; **Subtotal Beautification = \$55,462.21; TOTAL ALL FUNDS = \$7,656,684.25.**

2. Additional Item Discussed: Verizon Payment and Signage – Vice Mayor Gregory asked if we have heard anything from Verizon for payment on the South Church Street Project. The Town Manager stated that he has not received a reply of any kind from Verizon. Mayor Williams asked if the sign could be removed in regards to the South Church Street Enhancement Project. Mr. Hopkins stated that the project must be 100% complete. Dr. Cook asked what the town was waiting on. The Town Manager stated that we have not received final payment from VDOT.

The meeting adjourned at 4:58 p.m.

August 2, 2013

TO: SMITHFIELD TOWN COUNCIL

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

SUBJECT: INFORMATIONAL REPORT FOR THE PARKS AND RECREATION
COMMITTEE MEETING HELD ON TUESDAY, JULY 23RD, 2013

The Parks and Recreation Committee held a meeting on Tuesday, July 23rd, 2013 at 4:01 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee members attending were: Ms. Connie Chapman, Chair; Mrs. Denise Tynes, and Mr. Randy Pack. Other Council members present were: Mr. Michael G. Smith, Dr. Milton Cook, and Mr. T. Carter Williams, Mayor. Staff members present were Mr. Peter M. Stephenson, Town Manager; Mr. William T. Hopkins, III, Director of Planning Engineering and Public Works; Ms. Lesley G. King, Town Clerk; Ms. Ellen Minga, Town Treasurer; Mr. William H. Riddick, III, Town Attorney; Ms. Sonja Eubank, Office Manager of Public Works, Mr. Wayne Griffin, Town Engineer; and Ms. Amy Musick, Smithfield Center Director. Also in attendance were Mr. Rick Bodson, Ms. Shelia Gwaltney and Ms. Priscilla Barbara, Smithfield 2020; Mr. Lee Moretz, and Nansi Strickland. There was no media present.

Committee Chair, Connie Chapman called the meeting to order.

A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL'S AGENDA.

1. Parks and Recreation Committee Report – Ms. Musick stated that she included in council's packet a report with details she thought would be interesting about the different facilities and parks. She mentioned that a couple of special events were completed for the month of July. They were the town fireworks display, Ham-azing Time Trials and Olden Days took place the end of June. Upcoming events include the Parade of Homes for the month of September. The Smithfield Center has been very busy through the month of April, May and June. All the weekends were booked for these months. There was a beautiful wedding held at Clontz Park on June 8th. The videographer got some great video and some of it will be used on the Smithfield Centers website. Windsor Castle didn't have any special events on site last month. The next event will be a wedding ceremony in August. The weekends in September and October will be very busy at Windsor Castle Park. Ms. Musick reported that the Natural Playground Company completed survey work on July 11th. The next step will be for the playground company to return plans for the various play elements. Ms. Musick also reported that kayak rentals are going well. This service has generated over two thousand

dollars and after paying staff the town has netted close to a thousand dollars. She stated that it does not seem that going to all credit card transactions has presented a problem with sales. Ms. Musick stated that they have scheduled four night time paddles for August and September. These reservations are going really fast. The night time tours will be guided by Mr. Gary Parsons. Mr. Pack asked what staff should expect to see now that the Natural Playground Company has completed their survey. The Foundation Board has requested a map of the entire park with the various playground elements included in the map as to where they will be located. Mr. Pack asked if this was what was partially funded by Kiwanis and the town. Ms. Musick stated that was correct. Mrs. Tynes asked if there was a deadline of when this map will be completed. Ms. Musick stated that the Windsor Castle Foundation Board will be meeting next Thursday for a fundraising work session and they hope to pin down a deadline for when the map will be here to use. Ms. Chapman stated that the Mayor has requested her as the Parks and Recreation Committee Chair to attend the Windsor Castle Foundation Board meetings. Her first meeting was July 11th. She has received the minutes from the board for the last two years so that she can get caught up on what has been going on. Ms. Musick stated that Mr. Hopkins would give an update on the maintenance side of the parks. Mr. Hopkins reported that the playground safety program is part of the town's Workplace Safety Program adopted by Town Council in 2006. It outlines staffs responsibility and inspections. It also has written policy and procedures implemented for parks, grounds and forestry on maintenance and management for the accreditation process that public works is going through now. Mr. Hopkins stated that the town does have one certified playground equipment inspector. Staff inspects this equipment monthly. Windsor Castle Park must have the bridges inspected once every three years. Three were done last year by Hodges and Hodges. Bike racks, signage and fishing pier are inspected monthly. The trails are walked once or twice a week. Trash is picked up at Windsor Castle every Monday and Friday. Major work that has been done at Windsor Castle Park recently was storm drain culvert repairs. That work has been completed; however staff does plan on scheduling more culverts to be installed to help with storm water runoff. Mr. Hopkins stated that staff is working on installing the proper signage at Waterworks Lake Dam. He reported that as far as events Public Works staff is involved with Olden Days, Christmas Parade and the fireworks display. Mr. Pack stated that there has been a lot of rain this year and that has caused grass to grow really quick. The grass at the park stays long. He understands that our contract is for every ten days but would like for staff to consider provisions when the contract is renewed that the grass may need to be cut more often in the spring and summer. Mrs. Tynes asked if this was the company that we contracted because they were the lowest bid. Mr. Smith stated that the original company that the town was contracted with to do the town's right of ways backed out of their contract because of staffing issues so the town negotiated with Brown's Lawn and Landscaping Service to pick up the contract at the same price. Mr. Hopkins stated that Brown's has been mowing at Windsor Castle Park for the last three years. Committee expressed their concerns over the grass needing to be cut more often than every ten days and the contract should have some flexibility when it comes to cutting depending on weather. Staff will pass along committees concerns.

2. Naming Streets within Windsor Castle Park - Ms. Musick explained that the two roadways within Windsor Castle Park should be named for 911 reporting purposes. One of the roads lead to the main parking lot and dog parks and the other leads to the kayak launch area. Mr. Hopkins stated that these roads are not VDOT roads so they will not be your normal green and white street sign. Mr. Hopkins handed out maps of Isle Of Wight County and explained that when picking out names for the streets there cannot be any duplicate street names in Isle of Wight County. Ms. Chapman asked if naming the streets was a naming opportunity for fundraising. The Town Attorney replied that was possible. Ms. Musick stated that because streets in Isle of Wight County cannot be duplicated it may not be easy to do as a fundraiser. Mrs. Tynes stated that when she saw this item on the agenda she thought about the late mayor, Danny Smith. Danny Smith worked very hard, during his illness, with the development of Windsor Castle Park and suggested one of the roads be named in his memory. Ms. Chapman stated that she likes that idea. Once a name has been picked out it would have to be verified with 911 services that it does not duplicate any other road in Isle of Wight County. Ms. Chapman asked if this is something that needs to be decided today. The Town Manager stated that it was not. Ms. Musick asked if committee wanted town staff to come back with some suggestions. Mayor Williams stated that he thinks this needs to go back to the Windsor Castle Foundation Board. Ms. Chapman stated that they could take this back to the board on Thursday for discussion at their fundraising work session. Mayor Williams mentioned that it was brought up once before about color coding the trails and wanted to know what the status was on them. Ms. Musick stated that the Windsor Castle Foundation board has that item on their plate. Mayor Williams continued to explain that he walked the trail Monday morning and he passed 61 people. The majority of the people there were older and if there was a medical emergency we really need to be able to identify what portion of the trail they are on. Ms. Chapman stated she knows of an individual that has a concept of the miles markers for distances and they could be used for identifying location of medical emergency as well. Ms. Chapman stated that she thinks there remains to be a lot of confusion on what the Foundation Board's responsibilities are. Are they a typical board that is going to fundraise and be advocates for the park? Are they going to be a committee of Town Council that is responsible for making operation decisions? The Town Attorney stated that he thinks that is true. He thinks that they know that they are supposed to be fundraising and promoting the park but when it comes to operations of the park I do not think they know what their responsibilities are. Mayor Williams stated that they need something like a job description of what their duties and responsibilities are. Mr. Pack stated that Town Council oversees the park and the purpose of the committee is to present ideas. Dr. Cook stated that the way he understood it the Foundation Board was created to come up with plans and idea; however execution of these ideas would be up to Town Council. Ms. Chapman stated that she think they just need something that clarifies who is responsible for what task. Committee directed the Town Manager to work with Ms. Chapman to pull the Foundation Board's bylaws and clarify their role and responsibilities. Dr. Cook stated that he does not think that it is a bad idea to have the Parks and Recreation Committee chair appointed as a member to the Foundation Board. He feels that it would keep Council more up to date on what is going on.

The meeting adjourned at 4:29 p.m.

August 2, 2013

TO: SMITHFIELD TOWN COUNCIL

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

SUBJECT: INFORMATIONAL REPORT FOR THE PUBLIC WORKS COMMITTEE
MEETING HELD ON TUESDAY, JULY 23RD, 2013

The Public Works Committee held a meeting on Tuesday, July 23rd, 2013 at 4:29 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee members attending were: Mr. Michael G. Smith, Chair, Mrs. Denise Tynes, and Dr. Milton Cook. Other Council members present were: Mr. Randy Pack; Ms. Connie Chapman, and Mr. T. Carter Williams, Mayor. Staff members present were: Mr. Peter M. Stephenson, Town Manager; Mr. William T. Hopkins, III, Director of Planning, Engineering, and Public Works; Ms. Lesley G. King, Town Clerk; Mr. William H. Riddick, III, Town Attorney; Ms. Ellen Minga, Town Treasurer; and Mr. Wayne Griffin, Town Engineer. Also in attendance were Mr. Rick Bodson, Ms. Shelia Gwaltney and Ms. Priscilla Barbara, Smithfield 2020; Mr. Lee Moretz, and Nansi Strickland. There was no media present.

Committee Chair Michael G. Smith called the meeting to order.

A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL BE ON THE COUNCIL'S AGENDA.

1. Renew Debris Removal Contract with Goodrich and Sons and Smithfield Services for One Additional Year – Mr. Hopkins reported that staff has been very pleased with both contractors work. They have always been responsive to our needs and reasonable on cost. Mr. Smith asked if staff had considered bidding this service out. Mr. Hopkins stated that this contract was bid out and is good for up to five years before it is necessary to be rebid. These contracts have one year left. Mr. Griffin stated that Goodrich and Sons has done a lot of ditch cleaning around town. The town has a lot of existing ditches that have never had a lot of attention over the years. He stated that both contractors have great public relation skills. Mr. Pack asked if Goodrich and Sons was a Smithfield based business? Mr. Griffin stated that they are based out of Ivor. Mr. Pack asked if it was possible to give Smithfield Services more of the town's business because they are based in Smithfield. Mr. Hopkins stated that both firms are located in Isle of Wight County and

the town has one more year before the contract is rebid. Committee recommends approval of contract renewals for both firms.

2. Release of Excel Paving Performance Bond for the South Church Street Project - Mr. Hopkins stated that the work has been completed and approved by the Virginia Department of Transportation (VDOT) to release the performance bond. This bond was required because the town was doing work on VDOT's road. Committee recommended approval of bond release.

B. MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL'S AGENDA.

1. Additional Item Discussed: Pipe Repairs in Waterford Oaks - Mr. Smith stated that he met the Town Engineer on site today to discuss the location of the pipe repair between 202 and 204 Nottingham. This repair is very similar to what we have dealt with before however it is not as deep. It is a small pipe that has collapsed. The Town Engineer has received bids from Blair Brothers and Lewis Construction. Lewis construction is approximately \$3,500 dollars lower than Blair Brothers. The total of the repairs is approximately \$22,000 which includes moving some fence and replacing it when done. Mr. Smith asked if other contractors could submit proposals to perform this work. Mr. Hopkins stated that the town currently has a contract with Blair Brothers and Lewis Construction to submit proposals on jobs that need to be done. Mayor Williams asked if other firms could submit proposals as well. Mr. Hopkins stated that committee may want to consider increasing the number of firms that we accept proposals from the next time these services are bid out. At this time if we do not go with a firm that the town already has a contract with we would need to advertise. Lewis Construction was the low bidder for this project. Discussion was held on the cost to take down and reinstall the fence once work has been completed. Mr. Smith stated that he had the privilege of watching Lewis Construction perform the repairs to a pipe in Cypress Creek and once the job was completed you could not tell where the work was done. They are very professional and do a great job. Mr. Smith stated that the Town Engineer has talked with the Town Treasurer in regards to funds being available for this project. Mr. Smith stated that he feels this work needs to be done as soon as possible. The ground in this area has a lot of clay and if the town waits until winter it will be messy. The Town Engineer stated that it is two hundred and ten feet of pipe and eighteen inches in diameter. The depth is approximately six to eight feet. The Town Engineer has talked with both of the neighbors and they are happy to see this done. Dr. Cook asked what the length of the fence was being dug up and replaced. The Town Engineer stated that it was approximately 150 feet. Dr. Cook mentioned that this quote does not include the materials for the fence? Staff confirmed that the fence would be billed separately for time and material. Mr. Smith stated that the existing fence was screwed up not nailed so it should be easy to take down. Dr. Cook stated that he agrees with Mayor Williams that we should bid this job out to get additional proposals. Mr. Smith asked if we have time to do that. The Town Manager stated that we could advertise and bring back to next month's committee meeting. Committee agreed for staff to advertised for additional proposals and bring back next month.

The meeting adjourned at 4:45 p.m.

August 2, 2013

TO: SMITHFIELD TOWN COUNCIL

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

SUBJECT: INFORMATIONAL REPORT FOR THE PUBLIC BUILDINGS & WELFARE
COMMITTEE MEETING HELD ON TUESDAY, JULY 23RD, 2013.

The Public Buildings and Welfare Committee held a meeting on Tuesday, July 23rd, 2013 at 4:45 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee members attending were: Dr. Milton Cook, Chair; Ms. Connie Chapman, and Mr. Michael Smith. Other Council members present were: Mr. Randy Pack, Mrs. Denise Tynes, and Mr. T. Carter Williams, Mayor. Staff members present were: Mr. Peter M. Stephenson, Town Manager; Mr. William T. Hopkins, II, Director of Planning, Engineering and Public Works; Ms. Lesley G. King, Town Clerk; Mr. William H. Riddick, III, Town Attorney; Ms. Ellen Minga, Town Treasurer; and Mr. Wayne Griffin, Town Engineer. Also in attendance were Mr. Rick Bodson, Ms. Shelia Gwaltney and Ms. Priscilla Barbara, Smithfield 2020; Mr. Lee Moretz, and Nansi Strickland. There was no media present.

Committee Chairman, Dr. Milton Cook called the meeting to order.

A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL BE ON THE COUNCIL'S AGENDA.

1. Great Springs Road Property Deed - The Town Attorney reported that the county has not yet had their public hearing on the disposition of the property off Great Springs Road. They are expected to do so at their August meeting. The plat has been approved in concept and it was delivered to the Ms. Walkup who is the Director of Planning at the County. She is prepared to approve this. The Town Attorney stated that he has also spoke with the County Attorney today and the title problems have been fixed as well. The town Attorney stated that he suggested to the county that they move forward with recording the plat so that the town could schedule the court hearing to get this matter taken care of by the end of August. The Town Manager asked if the Town Attorney and the County Attorney had discussed a temporary license agreement as a way to have access the property during this time. The Town Attorney stated that was correct and would recommend it be placed on Council's agenda to be approved at their August 6th meeting. Committee agreed with recommendation.

B. MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL'S AGENDA.

1. Public Art Project on Hayden's Lane – Shelia Gwaltney – Ms. Shelia Gwaltney stated that she and Ms. Pricilla Barbara are team members on this Smithfield 2020 initiative. They are also artist at 319 Main Street. At a recent Smithfield 2020 meeting it was discussed to propose a project establishing a public sculpture garden. The suggested location of the sculpture garden was Hayden's Lane. The sculpture garden is intended to build on the existing collection of Lundeen sculptures and the porcine parade that are located in other areas of Smithfield. The hope is to expand Smithfield's growing reputation as an arts destination. Ms. Gwaltney stated that before Smithfield 2020 gets a lot of time invested in this proposed project they wanted to see how Town Council felt about the project. She explained that included in the committee's packet was a brief outline of what the public art initiative would be. It would be a seasonal display of sculpture, not permanent, from April to October. The opening of the exhibit in April will be celebrated with outdoor music and visual arts activities held as a pre-event for the Wine and Brew Fest. It would draw business for the Historic District restaurants and shops. The close of the outdoor sculpture garden exhibit in October will be celebrated with an outdoor art show in the Historic District and may be organized with established events such as Town and Country Days. Ms. Gwaltney stated that their artist pool would consist of sculptures on loan that could be offered for sale. Art would be displayed from Pruden's Vo-Tech center and local and statewide colleges and universities. Examples of sculpture gardens can be found in many states. Ms. Gwaltney explained that approximately six sculpture gardens can be place along Hayden's Lane. Some of the sculptures may need brick foundations similar to the brick pad displaying "sweet Swine of Avon" however some may not need a foundation at all. There may also be the addition of lights in the trees for evening viewing. This would add a visual appeal, security and safety to the sculpture gardens. Ms. Gwaltney explained that as far as funding goes sculptures will be on loan by artist and sponsors / grants will be sought to cover expenses. Commissions from any sales of sculpture would be designated to the perpetuation of the exhibit. Dr. Cook asked what the town's responsibility would be to the artist if artwork is damaged or vandalized. Would the town be liable for having to purchase the artwork? Ms. Gwaltney stated the town would enter into a contract much like they do at the gallery. There is a disclaimer that as a non-profit organization we cannot replace or be responsible for the art. Most artist when they are getting into a certain amount of expense for their artwork they will have insurance policies on those. The Town Attorney asked who picks which art pieces are displayed? Are there limitations on content? The Town Attorney expressed concern opening it up to the public without having guidelines. Ms. Gwaltney stated that they are lucky to have the success of the porcine parade behind them. We had a selection process and committee that consist of business professionals, tourism professionals and artist. There was also a definite period of time for submission. The Town Attorney stated that the town is not a

public forum and we are not giving public park space to advertise or advocacy. If it is purely art then that is fine. If it is going to become more than that you can get into politics, religion and social issues. This creates a lot of controversy and that is not what this sculpture garden is intended to do. Ms. Gwaltney explained that censorship of the arts is always very sensitive. In running our gallery in connection with our roommates at tourism we have to make certain choices on what can be displayed. The Town Attorney stated that the difference there is that the gallery is private and this area on Hayden's Lane would be public space. The Town Attorney stated that he thinks that Smithfield 2020 needs to prepare some regulations and selection criteria to give Town Council something to consider. Dr. Cook asked if their intent was to have a sculpture garden selection committee where people submit their art. Ms. Gwaltney stated that was correct. Mrs. Tynes expressed her desire to include as seasonal art created around pumpkins for the fall or Santa for Christmas. Ms. Gwaltney stated that when she says seasonal she is referring to April through October so the art projects are not out during the harsh months of winter. Mrs. Tynes stated that she likes the idea. Mr. Pack stated that he thinks the project is a wonderful idea and Hayden's Lane is one of the town's oldest parks in town. He stated that he would like to see some public comments from the community to see what others think of taking the park as it is now and adding the sculpture garden. He would also like to hear if people are interested in keeping it like it is. Dr. Cook stated that he loves the idea but Mr. Pack is right this will take up a large space of that public park and before we do that we need to figure out if that is what the community wants. Ms. Chapman asked if benches would need to be moved to place the sculptures. Ms. Gwaltney stated that the sculptures would be incorporated with what is there now. Committee stated that it is a great idea and they are okay with the concept but there are still a lot of details to be worked out. Ms. Gwaltney state that they would take in consideration all of the Town Attorney's concerns. Mr. Pack clarified that they had touched on getting the public's desire or input of the art project and a selection committee to limit selection to non advocacy and non advertisement on public property. Mr. Pack stated that he feels the consensus of the committee is that if we can clear these two hurdles this art project is something that they would like to move forward with.

2. Additional Item Discussed: Update on Porcine Pig at Museum – Ms. Gwaltney stated that Magnolia went in for a little bit of a face lift. She did not weather well despite all the planning and recommendations of the officials of the company that made the pigs. Lois Tokarz is the artist and Magnolia is very close to receiving her new skin and being back in place in front of the museum.

3. Additional Item Discussed: Landscaping at the Intersection Main Street and Route 10 – Dr. Cook stated that the donated landscaping material from Jake Browder that was place at the intersection of main Street and Route 10 looks very nice. Committee directed the Town Manager to write Mr. Browder a thank you note on behalf of the town to let him know how appreciative we are to what he has done.

4. Closed Session: Acquisition / Disposition of Real Property – The Town Attorney stated that we need a motion to go into closed session for the purpose of discussing the acquisition of publicly held real property. Dr. Cook so moved the motion and Ms. Chapman seconded the motion.

In Closed Session at 5:11

Out Closed Session at 6:13

The Attorney stated that we need a motion to come back into open session and that during closed session only item discussed was acquisition of publicly held real property. Ms. Chapman so moved the motion and Dr. Cook seconded the motion.

Meeting Adjourned at 6:13 p.m.

**SMITHFIELD POLICE DEPARTMENT
MANAGER'S REPORT
July 2013**

Committees and Projects:

07/02 Town Council – Center – Deputy Chief Howell
07/10 Department Head – Chief Bowman, Deputy Chief Howell
07/11 Mtg regarding new public restrooms – Chief Bowman
07/11-12, 15 Interviews for Records Management - PD – Deputy Chief Howell, Kristi Jenkins
07/16 Crime Line mtg – Center – Chief Bowman, Sgt. Meier and Annette Crocker
07/17 Hampton Roads Chiefs Association mtg (HRCOPS) – Portsmouth – Chief Bowman, Deputy Chief Howell
07/19 Isle of Wight Bar Association mtg – Station – Chief Bowman
07/19 Smithfield Crime Prevention mtg – PD – Lt. Rogers, Officer Seamster, Kurt Beach
07/19 National Night Out mtg – Sgt. Brady, Kurt Beach
07/22 Police Committee – Center – Chief Bowman, Officer Johnson
07/24 Camera demonstration – Jersey Park Apts. – Chief Bowman
07/24 Department Head – Center – Chief Bowman
07/29 Law Enforcement monthly mtg – Smithfield - Chief Bowman, Deputy Chief Howell
07/30 Olden Days after Action mtg – Chief Bowman, Deputy Chief Howell

Training

07/14 Online Boating Safety Course – Officer Hill (6 hrs.)
07/17 Motorcycle Training – Portsmouth, VA – Sgt. Jones (2 hrs.)

In-House Training:

06/30 Taser/Class exposure – Officer Bancroft (3 hrs.)
07/03 Motor Unit Training – Sgt. Miller, Sgt Jones (4 hrs.)
07/05 Taser practical's – Officer Bancroft (3 hrs.)
07/27 ERT Training – Officer Adams, Sgt. Araojo, Officer Hill, Sgt. Jones, Officer Phillips, Officer Powell, Officer Seamster (3 hrs.)

Community Relations

07/03 Fireworks – Town – PD
07/13 Christian Outreach grand opening -
07/17 Child Safety – Officer Seamster
07/17 Bike Safety – Smithfield Baptist Church – Summer Camp – Sgt. Jones, Officer Seamster
07/18 Water Safety – Smithfield Baptist Church – Summer Camp – Sgt. Meier
07/18 Tour of PD of mother and daughter – Officer Seamster
07/20 Registration for Pop Warner – Nike Park – Sgt. Jones
07/22 – 25 Football practice – Smithfield High – Sgt. Jones

07/23 Kiwanis Fishing – JRB – Officer Anderson, Sgt. Meier, Officer D. Adams, Officer Powell, Officer Hill, Officer Phillips
07/27 Community Day – Jersey Park Apts. – Chief Bowman, Sgt. Jones, Officer Seamster
07/27 National Night Out and Crime Prevention Promotion – Jersey Park/Woods Edge Apartments – Officer Seamster
07/30 Thank you card from Irene Baker to Sgt. Jones (see attached)

Investigations:

Case#: Multiple
Location: Smithfield Forest Neighborhood
Offense: Residential Breaking and Entering
Disposition: Pending

On July 3, 2013 Officers responded to three homes in Smithfield Forest for calls regarding Breaking and Entering. All three homes were broke into, but nothing was found to be missing. A witness saw two juvenile black males dropped off in a van walk up to one of the homes. He also saw the two males in the backyard of one of the other homes. Investigators are tracking down leads for these cases. The case is pending.

Case#: Multiple
Location: Smithfield Food Mart, Powerhouse Equipment, Laundryland
Offense: Destruction of Property
Disposition: Cleared by Arrest

On 7/10/13-7/12/13 during the early morning hours a juvenile male was throwing concrete rocks through windows of different businesses. He would throw the concrete through the window and then leave. The juvenile did enter the Laundryland business and threw a rock through the vending machine inside and then stole some candy from the machine. The juvenile did admit to breaking the windows and was arrested and taken to Tidewater Detention Home in Chesapeake.

Case#: 2013-00862
Location: Church Manor Apts
Offense: Shoot into an Occupied Dwelling
Disposition: Pending

On 7/27/13 Officers responded to Church Manor Apts for a shots fired call. A white Pontiac was seen on Cedar St. An individual from the vehicle shot four (4) rounds into the air. One of the rounds went into an apartment in Church Manor. The round went into a closet and through the wall into the master bedroom. Nobody was injured in the shooting. Investigators currently have leads for the identity of the shooter. Case Pending Investigation.

RECEIVED
07/30/13

Jul. 29, 13

CHIEF BOWMAN,

I WAS INVOLVED IN AN ALTERCATION
ON CHURCH ST. 6/26/13, WITH A BICYCLIST,
GOING ON WRONG SIDE OF STREET THE
WRONG WAY.

THE ONLY PERSON IN THE GROUP OF PEOPLE
THAT ASKED ME HOW I WAS FEELING,
WAS SGT. T. JONES.

HE IS A VERY CARING AND PLEASANT
PERSON, AND I WANTED TO BE SURE
THAT YOU KNOW ABOUT HIM.

SINCERELY

James Jones

Reporting Period: 7/1/2013 thru 7/31/2013

Total Deposits for July 2013 - \$12,569.22 Smithfield Center / \$410.00 Town Services

Trx. Type	Date	Invoice No.	Pay Type	Check No.	Group	Event	Res ID	Book ID	Amount
Invoice	7/9/2013	SC1703			Knowles and Simms Wedding and Reception	Knowles and Simms Wedding and Reception	1837		0.00
Invoice	7/9/2013	SC1704			Waue-Riddick Reception	Waue-Riddick Reception	1901		0.00
Invoice	7/9/2013	SC1705			Powers and Fincham Wedding and Reception	Powers and Fincham Wedding and Reception	1951		0.00
Invoice	7/9/2013	SC1706			Raiford and Warnick Wedding and Reception	Raiford and Warnick Wedding and Reception	1954		0.00
Invoice	7/9/2013	SC1707			David-Page Reception	David-Page Reception	1967		0.00
Invoice	7/9/2013	SC1708			Smithfield Lions Club	Lions District Meeting	2046		0.00
Invoice	7/9/2013	SC1709			Jones and Philipps Reception	Jones and Philipps Wedding & Reception	2065		0.00
Invoice	7/9/2013	SC1710			Hancock and Brooks Wedding and Reception	Hancock and Brooks Wedding and Reception	2069		0.00
Invoice	7/9/2013	SC1711			Pittman and Riddick Reception	Pittman and Riddick Reception	2107		0.00
Invoice	7/9/2013	SC1712			Lester and Crocker Wedding and Reception	Lester and Crocker Wedding and Reception	2116		0.00
Invoice	7/9/2013	SC1713			Bobovych and Miller Wedding and Reception	Bobovych and Miller Wedding and Reception	2138		0.00
Invoice	7/9/2013	SC1714			McGrew and Dougherty Wedding and Reception	McGrew and Dougherty Wedding and Reception	2162		0.00
Invoice	7/9/2013	SC1715			Hansler and Steele Wedding and Reception	Hansler and Steele Wedding and Reception	2176		0.00
Invoice	7/9/2013	SC1716			VDOT	VDOT Awards Ceremony	2223		0.00
Invoice	7/9/2013	SC1717			Graduation Party for Larry and Tiqua	Graduation Party-Larry and Tiqua	2227		0.00
Invoice	7/9/2013	SC1718			Isle of Wight Schools	Teacher of the Year Banquet	2252		200.00
Invoice	7/9/2013	SC1719			Smithfield Packing	Smithfield Meeting	2272		400.00
Invoice	7/9/2013	SC1720			Smithfield Foods Executive Offices	Smithfield Foods Meeting	2278		200.00
Invoice	7/9/2013	SC1721			Clemons and Imoh Wedding and Reception	Clemons and Imoh Wedding and Reception	2237		100.00
Invoice	7/10/2013	SC1723			Mann and Wynn Wedding and Reception	Mann and Wynn Wedding and Reception	2260		-200.00
Invoice	7/11/2013	SC1724			Virginia Department of Conservation and Recreation	DCR Conference	2232		400.00
Invoice	7/24/2013	SC1725			VDOT-Local Assistance Division	Transportation Alternative Program Workshop	2265		400.00
Invoice	7/26/2013	SC1726			Smithfield Class Reunion	Smithfield Class Reunion 1959	2197		-250.00
								Total	1,250.00
Payment	7/8/2013	SC1673	Check	153653	Isle of Wight TRIAD	TRIAD	1650		50.00

Reporting Period: 7/1/2013 thru 7/31/2013

Total Deposits for July 2013 - \$12,569.22 Smithfield Center / \$410.00 Town Services

Trx. Type	Date	Invoice No.	Pay Type	Check No.	Group	Event	Res ID	Book ID	Amount
Payment	7/10/2013	SC1723	Check	Refund	Mann and Wynn Wedding and Reception	Mann and Wynn Wedding and Reception	2260		-200.00
Payment	7/18/2013	SC1702	Check	10331	Isle of Wight Chamber of Commerce	Chamber Business Appreciation Event	2226		400.00
Payment	7/26/2013	SC1719	Check	2136244	Smithfield Packing	Smithfield Meeting	2272		400.00
Payment	7/26/2013	SC1726	Check	Refund	Smithfield Class Reunion	Smithfield Class Reunion 1959	2197		-250.00
								Total	400.00
Deposit	7/1/2013		Discover	Discover	Arey and Johnson Wedding and Reception	Arey and Johnson Wedding and Reception	1791		100.00
Deposit	7/1/2013		Visa	visa	March-Van Wassen Wedding & Reception	March-Van Wassen Wedding & Reception	2061		931.84
Deposit	7/1/2013		Visa	Visa	Raia and McNew Wedding and Reception	Raia and McNew Wedding and Reception	2347		600.00
Deposit	7/2/2013		Check	347	National Wild Turkey Federation	National Wild Turkey Federation Banquet	2133		810.00
Deposit	7/2/2013		Visa	Visa	Harmeson and Chrismon Wedding and Reception	Harmeson and Chrismon Wedding and Reception	2348		700.00
Deposit	7/3/2013		Check	911	Ayers and Fletcher Reception	Ayers and Fletcher Wedding	2350		168.75
Deposit	7/3/2013		Check	911	Ayers and Fletcher Reception	Ayers and Fletcher Reception	2349		640.00
Deposit	7/3/2013		Money Order	14-689072188	Minga-Blackwell Wedding & Reception	Minga-Blackwell Wedding & Reception	1564		300.00
Deposit	7/3/2013		Money Order	14-689072187	Minga-Blackwell Wedding & Reception	Minga-Blackwell Wedding & Reception	1564		400.00
Deposit	7/3/2013		Check	627	Weston and Peabody Wedding and Reception	Weston and Peabody Wedding and Reception	2351		500.00
Deposit	7/3/2013		Master Card	MC	Tate Vow Renewal	Tate Vow Renewal	2207		75.00
Deposit	7/3/2013	SC1721	Visa	Visa	Clemons and Imoh Wedding and Reception	Clemons and Imoh Wedding and Reception	2237		700.00
Deposit	7/3/2013	SC1721	Visa	Visa	Clemons and Imoh Wedding and Reception	Clemons and Imoh Wedding and Reception	2237		50.00
Deposit	7/9/2013		Check	13346	Farm Bureau Insurance Company	Farm Bureau Banquet	2353		350.00
Deposit	7/9/2013		Master Card	MC	Miles and Demarest Wedding & Reception	Miles-Demarest Wedding & Reception	2289		200.00
Deposit	7/10/2013		Check	1452	Gimme Shelter	Furball	2254		600.00
Deposit	7/17/2013		Check	4616	Smithfield Station	Smithfield Station -Traffic Assistance	2273		205.00
Deposit	7/17/2013		Master Card	Master Card	Bradley and Little Wedding and Reception	Bradley and Little Wedding and Reception	2205		495.00
Deposit	7/17/2013		Master Card	Master Card	Bradley and Little Wedding and Reception	Bradley and Little Wedding and Reception	2205		400.00

Reporting Period: 7/1/2013 thru 7/31/2013

Total Deposits for July 2013 - \$12,569.22 Smithfield Center / \$410.00 Town Services

Trx. Type	Date	Invoice No.	Pay Type	Check No.	Group	Event	Res ID	Book ID	Amount
Deposit	7/19/2013		Master Card	Master Card	Ross and Stephenson Wedding and Reception	Ross and Stephenson Wedding and Reception	1919		500.00
Deposit	7/22/2013		Check	3812	Backhus-Glei Wedding & Reception	Backhus-Glei Wedding & Reception	1913		410.70
Deposit	7/22/2013		Master Card	Master card	Alston and Heberling Reception	Alston and Heberling Reception	1959		641.65
Deposit	7/24/2013		Money Order	2103844660 7	Teel and Williams Wedding and Reception	Teel and Williams Wedding and Reception	2361		500.00
Deposit	7/24/2013		Visa	Visa	Heal and Wood Wedding and Reception	Heal and Wood Wedding and Reception	2183		125.08
Deposit	7/26/2013		Master Card	Master card	Alston and Heberling Reception	Alston and Heberling Reception	1959		21.20
								Total	10,424.22
								Grand Total	-9,574.22

July 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
	Amy Off	Amy Off Town Council A&B 20	Sat Rate Amy Off Smithfield Fireworks Clontz 1000	Sat Rate-July 4th Amy Off	Sat Rate Amy Off Clemons and Imoh Wedding and Reception MH plus Suites 65	Amy Off March-Van Wassen Wedding & Reception MH plus Suites 130
7	8	9	10	11	12	13
Amy Off Sat Rate-July 4th	Amy Off July Deep Cleaning July Deep Cleaning MH plus Suites 1	Exterior Window Cleaning July Deep Cleaning MH 9	Staff Meeting C&D 12	Courtney Off Public Works Safety Meeting C&D 20 Tate Vow Renewal Rehearsal Deck 20	Courtney Off Only 150 white chair covers avail Tate Vow Renewal MH plus Suites 150	Only 150 white chair covers avail Minga-Blackwell Wedding & Reception MH plus Suites 150
14	15	16	17	18	19	20
Hill and Blythe Reception MH plus Suites 210		BHA&R A&B 12 Center Staff Meeting Deck 10 Crimeline C&D 20 Schoolhouse Meeting C&D 20				Backhus-Glei Wedding & Reception MH plus Suites 150
21	22	23	24	25	26	27
	Committee Meetings C&D 12	Committee Meetings C&D 20	Staff Meeting C&D 12	WCFB -Fundraising Work Session C&D 8		Calvin Off
28	29	30	31			
Heal and Wood Wedding and Reception MH plus Suites 125			Amy Off			

Smithfield Center Discounts - July 2013

Booking Date	Event Name	Room Code	Discount Percent
7/2/2013	Town Council	A&B	100.00%
7/3/2013	Smithfield Station -Traffic Assistance	Town Streets	0.00%
7/5/2013	Clemons and Imoh Wedding and Reception	MH plus Suites	0.00%
7/6/2013	March-Van Wassen Wedding & Reception	MH plus Suites	0.00%
7/8/2013	July Deep Cleaning	MH plus Suites	100.00%
7/9/2013	July Deep Cleaning	MH	100.00%
7/10/2013	Staff Meeting	C&D	100.00%
7/11/2013	Public Works Safety Meeting	C&D	100.00%
7/12/2013	Tate Vow Renewal	MH plus Suites	0.00%
7/13/2013	Minga-Blackwell Wedding & Reception	MH plus Suites	0.00%
7/14/2013	Hill and Blythe Reception	MH plus Suites	0.00%
7/14/2013	Ham-azing Time Trials	Town Streets	0.00%
7/16/2013	BHA&R	A&B	100.00%
7/16/2013	Schoolhouse Meeting	C&D	100.00%
7/16/2013	Crimeline	C&D	100.00%
7/19/2013	Backhus-Glei Setup	MH plus Suites	0.00%
7/19/2013	Backhus-Glei Wedding & Reception	MH plus Suites	0.00%
7/20/2013	Backhus-Glei Wedding & Reception	MH plus Suites	0.00%
7/22/2013	Committee Meetings	C&D	100.00%
7/23/2013	Committee Meetings	C&D	100.00%
7/24/2013	Staff Meeting	C&D	100.00%
7/25/2013	WCFB -Fundraising Work Session	C&D	100.00%
7/28/2013	Heal and Wood Wedding and Reception	MH plus Suites	0.00%
	100% Discount		12
	50% Discount		0
	20% Discount		0

Smithfield/Isle of Wight Tourism Activity Report – July 2013

- Director attended the Isle of Wight Board of Supervisors Meeting 7/22/13.
- Director attended Smithfield Town Council Meeting 7/2/13.
- Held monthly Tourism Staff Meeting 7/8/13. All FT staff in attendance.
- Smithfield 2020 Meeting 7/3/13. For more info and minutes of Smithfield 2020 meeting, please visit www.smithfield2020.org
- Farmers Markets held 7/6/13, 7/13/13, 7/20/13 and 7/27/13. FABULOUS attendance numbers! Great season!!!! The Farmers Market is open every Saturday until the end of October and for specialty markets in November and December. Market started accepting SNAP on 6/22/13. Met with Budget and Finance Dept. about Farmer's Market budget 7/3/13.
- Serving as Chair for the HSL Board Search Committee for the new Executive Director for Historic Saint Luke's Church. Placed job postings on various job outlets 7/1/13. Reviewed resumes to date 7/11/13. Held Search Committee meeting 7/11/13. Interviews held 7/29/13, 7/31/13 and 8/6/13.
- Met with Lawrence Pitt regarding map updates for the Public Restroom 7/5/13. Had Public Restroom logistics meeting with Public Works, Town Manager and Director 7/11/13. Got restroom "unlocking" lessons for department 7/12/13.
- Met with Bret England regarding a new VIDEO proposal 7/8/13. Best price tentatively received to date. Awaiting formal proposal/contract.
- Put together marketing and advertising plan and booked advertising for IOW County Fair 2013 7/9/13, 7/18/13
- CVTA Committee Meeting 7/12/13.
- Attended Christian Outreach Capital Campaign Kick-Off Saturday 7/13/13.
- Met with Dan O'Meara, Producer for the Documentary Film "Game Theory" 7/15/13. This is a film in which they want to include Smithfield and the effect the Chinese buy-out will have. Pending.
- Schoolhouse Museum Board Meeting 7/15/12.

- Attended CVTA full meeting 7/17/13.
- Met with Windsor Castle Park Foundation President regarding marketing materials for funding campaign 7/17/13.
- 2014 Winefest Committee Meeting 7/17/13 and 7/24/13.
- Met with IOW County Cleaning Manager regarding logistics and personnel for Visitor Center Public Restrooms and general cleaning 7/18/13.
- Attended Certified Crime Prevention Community Committee 7/19/13.
- Attended IOW County Shelter Training 7/22/13.
- Met with Dana Dickens re: HSL Development 7/23/13.
- Met with Nick Patel with Carrollton EconoLodge regarding renovations and marketing 7/24/13.
- Met with Dana Else, the youth market director for the American Heart Association in Hampton Roads 7/24/13.
- Attended IOW Historic Resources Sesquicentennial Meeting 7/25/13.
- IOW County Wellness Committee held Skin Cancer Awareness Day. Manned the event 7/25/13. Excellent turn-out for Open House style event!
- Attended the VA-1 Programming Task Force Meeting in Richmond 7/25/13. Responsible for all of the programming for the upcoming Tourism Governors Conference November 2013.
- Olden Days After Action meeting held 7/30/13.
- Town of Smithfield Special Event Committee meeting held 7/30/13 to review events to date and plan for future needs.
- Attended County Staff Meeting 7/22/13
- Staff attended Smithfield Staff Meeting 7/10/13, 7/24/13.
- Tourism Facebook postings throughout month.

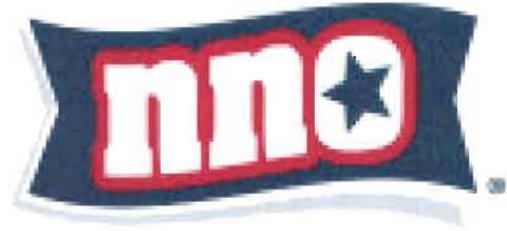
- Update website events and *Where the Locals Go* event promotion newsletter weekly. This e-newsletter combines tourist events and the Farmer's Market information.
- Weekly individual meetings with staff to address concerns and review projects.

Upcoming Events: See www.visitsmithfieldisleofwight.com for more details!

FYI

ADDITIONAL INFORMATION

NATIONAL NIGHT OUT



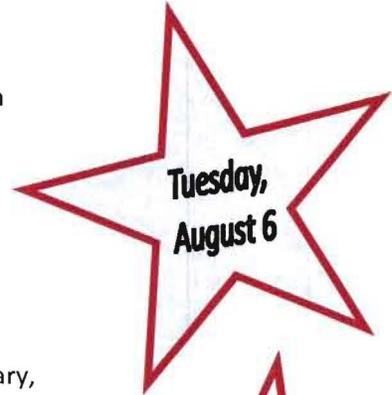
WHAT: Enjoy games, hot dogs, activities, inflatable's, and get valuable information from local agencies

Tour the amazing police department command vehicle! Check out a police car, police boat, fire truck and more. Meet your local law enforcement personnel

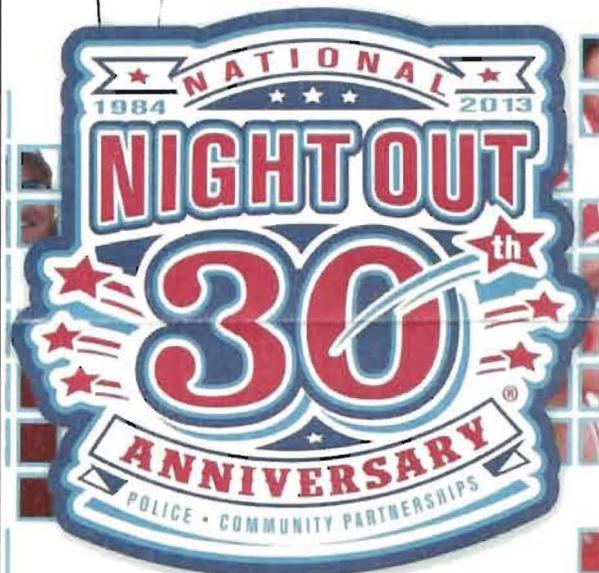
WHEN: Tuesday, August 6, 2013 from 5-8 p.m.

WHERE: The Riverview area of downtown Smithfield (on the lawn behind the Library, Paul D. Camp and the YMCA) and inside the Y gymnasium

WHY: To raise community awareness about police programs in our communities, such as drug prevention, town watch, neighborhood watch, and other anti-crime efforts



I-RIDE: will provide free rides from Church Manor and Jersey Park to the event. Children must be accompanied by an adult



National Night Out
Brings Police and
Neighbors Together



SPONSORED BY: The Smithfield Police Department





FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YOU'RE INVITED... TO SEE OUR MISSION IN ACTION

WHAT:

- Continental Breakfast
- Program by summer camp participants

WHEN: Thursday, August 22

TIME: 9:30 a.m. - 10:30 a.m.

WHERE: Luter Family YMCA
259 James Street, Smithfield

RSVP: connie.chapman@peninsulaymca.org
or give us a call at 757.365.4060



Many people are surprised to learn that the Y is a non-profit, 501c3 charitable organization. Established in 1996, we are here to stay, and to serve our community. 90,174 visits were made last year to the Luter Family YMCA branch at 259 James Street. The need for the Y in our community continues to grow every year. In 2012, the Luter Family YMCA gave back to our community by providing \$146,630 in financial scholarships to 457 of our neighbors for YMCA childcare, swim lessons, programs and membership. This is made possible through donations raised in our annual Strong Communities Campaign.

The Y...more than a gym!



July 10, 2013

Town of Smithfield
Mr. Peter M. Stephenson, Town Manager
911 S. Church Street
Smithfield, VA 23430

Dear Mr. Stephenson,

On behalf of Western Tidewater Free Clinic and its patients, thank you and the Town of Smithfield for your kind support for the 2013-2014 fiscal year. The town's \$33,339 gift is greatly appreciated and will help many of the residents of Smithfield who are in need of medical and dental care but cannot otherwise afford it.

The Clinic's life-giving work would be impossible without the generosity of our many partners. We are grateful for your continued and generous increase of support and look forward to letting you know our progress as we move through the coming year.

Please feel free to call if you have any questions or if I can be of service. Additionally, I would love to give you or your staff a tour of the Clinic to see firsthand the great and much needed care being offered to some of our most vulnerable neighbors.

Thank you, again, for your wonderful support. I trust your summer is going well!

Very sincerely yours,

A handwritten signature in black ink that reads "Miriam A. Beiler". The signature is written in a cursive style.

Miriam A. Beiler
Executive Director

cc: Mr. T. Carter Williams, Mayor



The Spokin Word

Volume 51 Issue 7 August 2013

TBA DONATES BIKE RACKS TO TOWN OF SMITHFIELD

Bicycling in and around Smithfield, VA has always been great with its bike friendly roads, residents and businesses. But now bicycling is even better there thanks to a donation of a pair of bike racks by TBA.

Recognizing a need for bicycle parking in the town's historic business district, last fall the TBA Board of Directors voted the resources necessary to help get Smithfield up and running. Over the winter, TBA president Bruce Drees and treasurer Debbie Drees met and corresponded with town manager Mr. Peter Stephenson to discuss possible locations and rack types.



The town was very receptive to the idea and selected a location adjacent to the Smithfield Ice Cream Parlor and new public restrooms for two inverted-U type racks. Mr. Stephenson obtained the blessings of the town council and made the necessary arrangements for purchase and installation of the racks under reimbursement by TBA. TBA sincerely appreciates the enthusiasm shown by Mr. Stephenson and members of Smithfield's town Council.

Smithfield's new bicycle parking is located in an area frequented by visiting cyclists, transient boaters who bike into town from the marina, as well as local families and others coming in to shop, dine, or just enjoy a guilt-free ice cream as part of a bike ride. The racks are well positioned for many years of good service. Be sure to make plans to use the new racks on your next visit there!

Bruce and Debbie Drees

<i>Inside this issue:</i>	
TBA Donates Bike Racks to Smithfield	1
President's Corner	2
Volunteer Openings	2
TBA Membership	2
Rides - Touring & Repeating	3-6
Randonneurs USA Appoints New Regional Administrator	4
TBA Contacts	7
MS150—What a Great Weekend!	7
Eastern Shore Getaway	8

TBA's Mission

The purpose of the TBA is to promote and encourage the use of the bicycle as a means of recreation and transportation; to develop a physically fit, self reliant, well informed citizen; to uphold and support the rights of bicyclists; to encourage the use of facilities for bicycling on public lands; and to provide information in the interest of bicycling safety.

President's Corner

The TBA board continually strives to find better ways to be of service to our members and bicycling at large. We do this by evaluating existing programs and services to see how they line up with our members interests. We also consider things such as the need for protecting cyclists rights and advocating for building better transportation infrastructure throughout Tidewater when deciding how to allocate our resources.

Even though "just a bike club," this is not always as easy as it sounds. TBA members are a very diverse group in their interests and those change over time. The club's focus today is rightfully very different from what it was 30, 20, 10 or even just 5 years ago.

Technology has dramatically altered the way that we communicate with you. When the club was formed in the early 70s a printed, mailed newsletter was the only show in town, except for phone trees (remember those?) and in person meetings. The choices nowadays almost seem endless, and there is no single "perfect" way to get the word out. Our volunteer board and committees scramble among many communication avenues to stay in touch with you.

Newsletters are an important tool for any nonprofit organization. TBA's newsletter has traditionally been the single best source of prime ride information as well as news of goings on within the bike community. But with so many other mediums available to publish ride info, we find ourselves asking "are there better ways at less cost?"

When answering that question for yourself, please consider that TBA has no paid staff. Everything that the organization does, and it does a lot, is because there were volunteers ready to pick up the job and get it done. "No volunteer, no service" is just as true today as it was when the club was formed.

So my question to our members is, how can we better communicate the club's activities and events to you with the least cost in dollars and volunteer time? Email me at president@tbarides.org

Ride safely,

TIDEWATER BICYCLE ASSOCIATION

P.O. Box 66522
Virginia Beach, VA 23466-6522

www.tbarides.org

Affiliations:

Virginia Bicycling Federation
The League of American Bicyclists
Adventure Cycling Association

SEPTEMBER GENERAL MEMBERSHIP MEETING

TBA's next meeting will be held on Wednesday, **Sept 11, 2013** at the Virginia Beach Central Library.

Come at 6:30 pm to socialize; the meeting starts at 7:00 pm.

Program to be determined—look to the September newsletter for information. Guests are always welcome!

2013 TBA Calendar

Sept 11, 2013 General Membership Meeting, 6:30—8:30 pm, Virginia Beach Central Library

Sept 27-29, 2013 Eastern Shore Getaway, Best Western Hotel, Chincoteague, VA

Nov 13, 2013 General Membership Meeting, 6:30—8:30 pm, Virginia Beach Central Library

BIKE DONATIONS NEEDED

Since 1998 the Virginia Beach United Methodist Church has run a bike ministry where they recondition donated bikes for transportation by the working poor. The church is currently handing out over 200 bikes a year.

The program is in need of donations of adult sized bikes. Receipts for tax purposes can be provided. If you can help please contact Dave Moore at Moo7587@aol.com or 757.407.2560.

VOLUNTEER OPENINGS

TBA currently needs volunteers for:

- ride leaders—all paces and distances

For more information contact Bruce at president@tbarides.org or call 757.647.3987

JOIN TBA

To join TBA as a new member, or to renew your existing membership, simply visit www.tbarides.org. There you will be able to quickly join or renew using a credit card, or you can print a TBA membership form and mail it back to us. **Join today— every voice counts!**

Registration is:

- \$30 for Families
- \$25 for Individuals

August Touring Schedule

(Helmets are required for all advertised rides)

Saturday August 3, 10, 17, 24, 31

C/D pace 9:00 am 9-12 miles Norfolk
 "Cindy Lou's Coffee Shop Community TBA Ride." Different routes around Norfolk and stop for coffee or breakfast along the way. All ages and any type bicycles. Children with parent welcome. We normally ride anywhere from 9 to 12 miles unless we are attending a bike event and then the miles could change. We are a D & C- paced ride depending on who shows up for the ride. We have plenty of stops to get pictures. I always post by Friday Night on Facebook of where we are going on Saturday and I post by 8am on Saturday mornings if rides are canceled due to bad weather conditions. The only requirement is to wear a Helmet and have a smiling face. We are a very social group of people and this is a great way to get out riding and finding the nice places around Norfolk that are safe to ride your bike.

From: East Coast Bicycles on Colley Ave
Leader: Cindy Lewis, retrolouwho@yahoo.com FB: "Cindy Lou's Coffee Shop Community TBA Ride"

Saturday, August 3rd

B/C Pace 7:30 am 50 & 65 miles Dismal Swamp Visitor Center, NC

"Tour de Coast Guard Ride" - Half & Metric Century loop from the Dismal Swamp North Carolina Visitor's Center to Elizabeth CG station. SAG support for those RSVP'ing by August 1st. Lunch locations in downtown Elizabeth City available as a nice break at two-thirds of the way. Cue sheets provided. \$5 cost to cover SAG gas and food. Email for mapmyride link to see the route.

From: Dismal Swamp North Carolina Visitor's Center - 8 miles south of the VA state line
Leader: John Maher, 672-1359 or teamportsmouth@cox.net

Sunday, August 4th

B/C/D Pace 4:00 pm 25 miles Portsmouth
 "Tour de Cancun" ride through Historical Portsmouth Waterfront! Fun, easy-paced ride with a stop mid-way along the waterfront followed by Mexican feast at Cancun Fiesta!

From: Cycle Classics, Olde Town, 427 High St.
Leader: John Maher, 672-1359 or teamportsmouth@cox.net

Saturday, August 10th

B/C Pace 7:30 am 25 miles Portsmouth

"Tour de Sleepy Hole" – new ride from SCATS in Portsmouth. All rides prepare cyclists for upcoming Surry Century and Eastern Shore long distance rides. One stop mid-way with SAG support.

From: SCATS, 3209 Stamford Road, Portsmouth, VA
Leader: John Maher, 672-1359 or teamportsmouth@cox.net

Sunday, August 11th

B/C/D Pace 4:00 pm 25 miles Portsmouth
 "Tour de City Park" ride through Historical Portsmouth Waterfront! Fun, easy-paced ride with a nice stop mid-

(Continued on page 4)

Ride Classification Legend

A Pace = 19 to 21 mph (few if any stops)
B Pace = 16 to 18 mph (some stops)
C Pace = 13 to 15 mph (stops each 10 to 15 miles)
D Pace = 10 to 12 mph (or slowest rider; several stops)
All Paces rides = Each rider is given a cue sheet and can proceed at his/her own pace.

NOTES TO ALL RIDE LEADERS AND RIDERS

1. All proposed rides will be scheduled through the Touring Director by submitting an e-mail to touring@tbarides.org. Ride information needs to be submitted by the 9th of the month prior to the month of the ride!
2. **All ride leaders must be TBA members.**
3. Ride pace classifications are a ride's planned physical effort, not overall average speed.
4. If the ride's weather is in doubt, contact the leader before you go. He/she may have cancelled.
5. A Ride Roster will be completed by the ride leader on all scheduled TBA rides. Be sure all riders sign the assumption of risk.
6. Non-TBA rides are published at the discretion of TBA as a courtesy for our members. They may be edited for length and content. TBA assumes no liability whatsoever for the conduct and safety of rides sponsored by other businesses, organizations and individuals.
7. A responsible adult must accompany members who are under the age of 18.
8. Blocking traffic (posting road guards) as a group crosses intersections or makes left turns is against state law.
9. **Helmets are required on ALL TBA Rides!**

August Touring Schedule

(Helmets are required for all advertised rides)

way along the waterfront followed by dinner in downtown Portsmouth!

From: Cycle Classics, Olde Town, 427 High St.

Leader: John Maher, 672-1359 or

teamportsmouth@cox.net

Saturday, August 17th

B/C Pace 7:30 am 40-50 miles Smithfield

Bi-annual "Tour de Smithfield" ride through quiet back country roads in Smithfield, Virginia with flat and rolling terrain with access to historic venues. All rides prepare cyclists for upcoming Surry Century and Eastern Shore long distance rides. One stop mid-way with SAG support followed by a lunch at Smithfield Station.

From: Smithfield Station, Smithfield, VA.

Leader: John Maher, 672-1359 or

teamportsmouth@cox.net

Sunday, August 18th

B/C/D Pace 4:00 pm 24 miles Portsmouth

"Tour de Hoffler Creek" through Historical Portsmouth Waterfront and quiet residence roads to secluded Hoffler Creek. Fun, easy-paced ride with a nice stop mid-way followed by dinner downtown!

From: Cycle Classics, Old Town, 427 High St.

Leader: John Maher, 672-1359 or

teamportsmouth@cox.net

Saturday, August 24th

B/C Pace 7:00 am 63 miles Portsmouth & Suffolk

Metric Century "Tour de Portsmouth & Suffolk". Last big training ride before the Surry Century. All Portsmouth Saturday rides prepare cyclists for upcoming Surry Century and Eastern Shore long distance rides. Four stops with SAG support.

From: Cycle Classics, Olde Town, 427 High St.

Leader: John Maher, 672-1359 or

teamportsmouth@cox.net

Saturday, August 24th

B Pace 7:30 am 65 miles Smithfield/Surry

TBA ride from the W. Branch Reservoir in Suffolk to Surry with a lunch stop at the Smithfield Ice Cream Shop at the 50 mile point. Cue sheet, map, and directions on TBA website.

Leader: Paul Gordy, 403-5914 or

blueridgecyclist@gmail.com

From: Western Branch Fishing Station, Girl Scout Rd, Suffolk

Sunday, August 25th

B/C/D Pace 4:00 pm 28 miles Portsmouth

"Tour de Joliff" – Scenic ride in Portsmouth. All Portsmouth rides prepare cyclists for upcoming Eastern Shore and other long distance rides. One stop with SAG support followed by dinner downtown.

From: Cycle Classics, Olde Town, 427 High St.

KEITH SUTTON, MD., NAMED RBA FOR THE NEW TIDEWATER REGION

Randonneurs USA recently announced that local Rando Keith Sutton has been appointed Regional Administrator (RBA) for the Tidewater region. This is a new milestone for local randos, as previously the only other such opportunities were several hours away. Now Keith can organize and sponsor local *brevets*, as he did in this past year as part of the DC Randonneurs schedule. These are typically group rides of 200 to 1200 kilometers set on a particular date.

It is a distinguished honor, well earned by Keith. Among many other superlatives, he is the only local active rider to have completed the ninety hour Paris-Brest-Paris 1200 kilometer; the "Olympics" of long distance riding, held once every four years. In addition to Keith's appointment, local Rando riders Jacob Anderson and Ron Malinauskas have passed 6000k so far this year. Along with Keith they are well on their way to 10,000k and a RUSA Cup. Several riders are on the path toward a P-12 award for twelve consecutive *permanents* of at least 100K, one in each month. Some are also working on the R 12 Award, for completing twelve consecutive rides of at least 200k

For those not familiar with Randonneuring, the rides are available for both groups and individuals. Every weekend and many weekdays there are rides. People with odd work schedules can solo on a sponsored route. The events do have a time limit but they are not races. The guiding spirit of Rando is to finish, unassisted. We have riders who are A Pace and other who are C pace. All are welcome and encouraged.

If you have done a century or two, or are looking for a challenge beyond the tri, you might enjoy the camaraderie and fun of a long distance ride. Check us out at RUSA.com under "results." To get involved at any level contact Jacob Anderson at jacobvb@yahoo.com.

David Wynne

Submit changes to:
touring@tbarides.org

August Repeat Rides

(Helmets are required for all advertised rides)

Day	Time	Miles	Pace	From	Comment
Mon	7:30 am	21	B, C	Fat Frogs Bike and Fitness Va Beach	Contact: 427-9488
Mon	6:00 pm	21	A,B+	Fat Frogs Bike and Fitness Chesapeake	Will Smith 635-2490/ Bill Kovach 773-8493/ Rob Anderson 646-0246. Shop (410-4930) will be notified if ride is cancelled.
Tue	7:15 am	20-25	A++	Conte's Bicycles and Fitness Va Beach	Contact: 491-1900
Tue	7:30 am	21	A	Fat Frogs Bike and Fitness Va Beach	Contact: 427-9488
Tue	8:00 am	20-25	A, B	Conte's Bicycles and Fitness Va Beach	Contact: 491-1900
Tue	8:00 am	50	B, C	Oakland Christian Church, Chuckatuck	Chuckatuck Chainring ride. Meet in church parking lot, US Rt 10 & Cty Rt 603, Chuckatuck. Bring money for lunch/snacks. Contact: Hal Heafner 757-484-2501 or 478-2501
Tue	5:30 pm	35	B	Bike Beat Chesapeake	Contact: 424-6151
Tue	6:00 pm	25	A,B	East Coast Bicycles (Ocean View) Norfolk	ID and front and rear lights required for Naval Base Norfolk. Contact: John McCaw, 351-2112
Tue	6:00 pm	16-20	A	Seashore Bike and Fitness Va Beach	Contact: 481-5191
Wed	7:30 am	21	B to A+	Fat Frogs Bike and Fitness Chesapeake	Contact: 410-4930
Wed	7:30 am	21	C	Fat Frogs Bike and Fitness Va Beach	Contact: 427-9488
Wed	8:00 am	30-40	C	Dismal Swamp Canal Trail, Chesapeake (varies, call first)	TBA YESS group (Youthful Energetic Seniors) ride along the Dismal Swamp Canal and other country roads. Contact: Fran Adams 467-2775 or 287-6593
Wed	5:30 pm	30	A/B	TBA Greenhouse Ride, Chesapeake	Since 1967. Call for go/no go. Meet at 946 Shillelagh Rd, Chesapeake. Contact: Gerald Teeuwen 377-1135 veloist@aol.com
Wed	6:00 pm	10-12	C	Norfolk Bicycle Works	Beginners ride; Contact: 757-962-6766
Wed	6:15 pm	20	B	Food Lion at Great Neck Rd & Shore Drive	TBA ride starting July 31. Contact: Allan Bergano - albergano@gmail.com
Thu	7:15 am	20-25	A++	Conte's Bicycles and Fitness Va Beach	Contact: 491-1900
Thu	7:30 am	21	A, B	Fat Frogs Bike and Fitness Va Beach	Contact: 427-9488
Thu	8:00 am	20-25	A, B	Conte's Bicycles and Fitness Va Beach	Contact: 491-1900
Thu	8:00 am	50	B, C	Oakland Christian Church, Chuckatuck	Chuckatuck Chainring ride. Meet in church parking lot, US Rt 10 & Cty Rt 603, Chuckatuck. Bring money for lunch/snacks. Contact: Hal Heafner 757-484-2501 or 478-2501
Thu	5:30 pm	35	B	Bike Beat Chesapeake	Contact: 424-6151
Thu	6:00 pm	25	A,B	East Coast Bicycles (Ocean View) Norfolk	ID and front and rear lights required for Naval Base Norfolk. Contact: John McCaw, 351-2112
Thu	6:00 pm	16-20	A	Seashore Bike and Fitness Va Beach	Contact: 481-5191
Fri	7:30 am	25	A, B	Bike Beat Va Beach	Contact: 491-6151
Fri	8:00 am	40	C	Bike Beat Chesapeake	TBA YESS group (Youthful Energetic Seniors) Friday ride. Friendly group! Contact: Fran Adams 467-2775, 287-6593 or Anthony 635-1582
Sat	7:15 am	20-25	A, B	Conte's Bicycles and Fitness Va Beach	Contact: 491-1900

August Repeat Rides

(Helmets are required for all advertised rides)

Sat	7:30 am	21	C to A+	Fat Frogs Bike and Fitness Chesapeake	Contact: 410-4930
Sat	7:30 am	21	A++, A, B, C	Fat Frogs Bike and Fitness Va Beach	Contact: 427-9488
Sat	7:30 am	40-100	A	Location varies	TBA ride; call first. Cue sheets provided. Contact: Kim Aldridge 615-6106 (cell) or kim@ballanceelectric.com
Sat	7:30 am	50	B+/A	Meet in the lot next to 160 Mt. Pleasant Rd, Chesapeake.	Swamp Stomp Ride. TBA ride. Contact: Ray Marsh 573-3761 or Pete Perritt 328-2135 or Rob Anderson 646-0246
Sat	7:30 am	41	B	Bike Beat Chesapeake	Contact: 424-6151
Sat	7:30 am	40-45	A	Bike Beat Chesapeake	Contact: 424-6151
Sat	8:00 am	Varies	D	Bike Beat Chesapeake	Beginners ride; Contact: 424-6151
Sat	7:30 am	25	A,B	East Coast Bicycles (Ghent) Norfolk	Contact: 622-0446
Sat	8:00 am	25-30	A	Seashore Bike and Fitness Va Beach	Contact: 481-5191
Sat	8:00 am	26	B	Norfolk Bicycle Works	Contact: 962-6766
Sat	8:00 am	30	A,B	East Coast Bicycles (Ocean View) Norfolk	Contact: 351-2112
Sat	8:30 am	20-25	B+ to A+	Conte's Bicycles and Fitness Va Beach	Contact: 491-1900
Sat	8:00 am	50	B, C	Oakland Christian Church, Chuckatuck	Chuckatuck Chainring ride. Meet in church parking lot, US Rt 10 & Cty Rt 603, Chuckatuck. Bring money for lunch/snacks. Contact: Hal Heafner 757-484-2501 or 478-2501
Sat	9:00 am	9-12	C, D	East Coast Bicycles (Ghent) Norfolk	"Cindy Lou's Coffee Shop Community TBA Ride." Different routes around Norfolk and stop for coffee or breakfast along the way. All ages and any type bicycles. Children with parent welcome. Contact: 622-0446
Sun	7:00 am	55	A	Conte's Bicycles and Fitness Va Beach	Contact: 491-1900
Sun	7:00 am	30-50	B	Food Lion at Great Neck Rd & Shore Drive	TBA ride starting August 4. Contact: Allan Bergano albergano@gmail.com
Sun	7:30 am	21	C to A+	Fat Frogs Bike and Fitness Chesapeake	Contact: 410-4930
Sun	7:30 am	31	A	Fat Frogs Bike and Fitness Va Beach	Contact: 427-9488
Sun	7:30 am	50+	B	Kempsville Plaza Shopping Ctr Va Beach	Kempsville-Norfolk-Kempsville Ride. Meet at Dollar Store on corner of Princess Anne Rd and S. Parliament Dr. Contact: Barry Stiffler blstiffler@verizon.net
Sun	7:30 am	40-100	A	Location varies	TBA ride; call first. Cue sheets provided. Contact: Kim Aldridge 615-6106 (cell) or kim@ballanceelectric.com
Sun	9:30 am	8-15	C, D	Performance Bicycle Va Beach	Contact: 340-0334
Sun	4:00 pm	14-20	D	Cycle Classics Portsmouth	Team Portsmouth beginners ride. Contact: John Maher 672-1359 or teamportsmouth@cox.net



JOIN THE MOVEMENT®

What a great weekend! (June 1-2) I reached my lifetime MS goal of being the LAST person to come in off the MS150 ride on Sunday. What a hoot! Against all good common sense, after I mistakenly took the 35-mile course on Saturday, I definitely wanted to ride all 75 miles on Sunday. 35 miles weren't enough on Saturday, so I turned around and went back out and followed the yellow arrows for 25-mile loop. So I did do a century - a metric century that is.

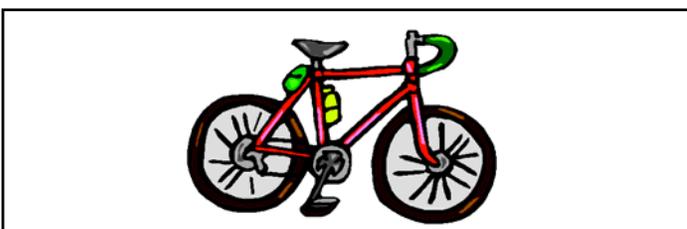
On Sunday, most reasonable people took the 35-mile ride because the wind was blowing at 17 to 20 mph from the SSW. I was ready to give up at 50 miles but those wonderful encouraging folks at the rest stops and the VFW motorcycle guys kept telling me it's just a couple more miles to the next rest stop. So I kept going until everybody passed me and the guys with the motorcycles kept talking to me and encouraging me. Most of the time I was doing 9 mph against the wind. When the retired Marine gets in back of you with the red motorcycle then you know you are the last rider.

We came to the crossing at Route 13 and he got in front of me and led me across the street. There I saw about a dozen motorcycles lined up on the side of the road waiting for me. I yelled, "OK, let's get this parade started". They all fell in behind me and totally blocked the road so I had the whole lane. With that change in direction now I had a cross wind and was able to do 13 mph for the last 2.5 miles.

Yes! I had a motorcycle escort with the big red, three-wheeled motorcycle in front and all the others to my rear blocking traffic. I felt like a rock star coming in with the horns blowing and everyone cheering. Really, I think they were celebrating that the ride was over and they could all go get their hamburgers now.

Thank you for your support! I want you to know that you and I together raised \$2,013. Our club, TBA CLAMS has raised \$42,000 to date. All of the teams of the Hampton Roads Chapter have raised over \$440,000. Thanks to you, someday no one will have to hear those words, "You have MS." I look forward to next year's ride and I hope I can count on your support again.

Anthony Cuci



TBA Officers and Committee Chairs

Board

President	Bruce Drees	president@tbarides.org
Vice President	Sam Gillette	vp@tbarides.org
Secretary	Cindy Meier	secretary@tbarides.org
Treasurer	Debbie Drees	treasurer@tbarides.org
Director	Joe Frease	jrfrease@cox.net
Director	Paul Gordy	touring@tbarides.org
Director	Rob Anderson	bobeche2003@yahoo.com
Director	Dan Koach	advocacy@tbarides.org
Director	Travis Davidson	travis7davidson@gmail.com
Director	Vacant	
Director	Vacant	

Committees

Advocacy	Dan Koach	advocacy@tbarides.org
Knotts Island	Bruce Drees	knottsisland@tbarides.org
Membership	John Deuel	membership@tbarides.org
Newsletter	Tim Whited	editor@tbarides.org
Publicity	Fran Adams	publicity@tbarides.org
Touring	Paul Gordy	touring@tbarides.org
Tour de Cure	Mike Rogers	mikerogers53@cox.net
TBA CLAMS	Joe & Polly Frease	pfrease@cox.net

TBA Board Meetings

TBA Board Meetings are open to all current members of TBA. If you would like to address the Board on a topic please send your request in writing to Bruce Drees president@tbarides.org. You can contact any board member to learn the date, time, and location of the next scheduled board meeting.

Bike Box Rental

The club has purchased two hard shell bike boxes for traveling.

They are available to club members to use with a \$50 deposit and \$15 weekly fee. First come, first served basis. Make your reservation now with Kim Aldridge: Cell 615-6106, work 436-9300 or Kim@BallanceElectric.com

THE BACK PAGE

EASTERN SHORE GETAWAY SEPT 27-29, 2013

The 36th Annual Eastern Shore Getaway Weekend will take place September 27-29, 2013. This is a weekend at Chincoteague Island of casual cycling on flat roads, dining in Island restaurants and social camaraderie.



Our accommodations will be at the Best Western Chincoteague at a reasonable group rate. They are holding 15 rooms for us on a first come-first serve basis. Make your own reservations by calling them at 757-336-6557 and tell them you are with TBA. Then let us know you are coming so we can add you to our list.

The weekend's schedule starts on Friday evening when groups form up to find dinner. Saturday morning, we drive to Snow Hill and bike to Berlin MD (think Julia Roberts in Runaway Bride) 40+ miles with cue sheets. Saturday evening we bring goodies to share at the Wine and Cheese in motel lobby with dinner

afterwards or just go to the Creamery for home-made ice cream. Sunday morning- motel breakfast followed by a bike tour of Assateague Island looking for the wild ponies and maybe a tour of the lighthouse. Bus tours are also available into restricted area at 10:00 a.m. for \$12.00. Call 757-336-3696.

This weekend is a great social event of meeting, greeting, eating and bicycling and most important the riding is at whatever your pace or level can handle. Questions – call Fran and Fred Adams at 757-467-2775 or email Bikalot@Verizon.net.

OR CURRENT RESIDENT

Tidewater Bicycle Association
P.O. Box 66522
Virginia Beach, VA 23466-6522



RESOLUTION

CLOSURE OF STREETS FOR "HOG JOG" RACE

WHEREAS, a committee has formed for the purpose of sponsoring the tenth annual five kilometer road race known as the "Hog Jog"; and,

WHEREAS, the Hog Jog Committee has requested that all or portions of Commerce Street, Main Street, Cedar Street, South Mason Street, Hill Street, South Church Street, Jericho Road, Underwood Lane, Cary Street, Grace Street, James Street, Washington Street, North Mason Street, Thomas Street and Luter Drive, all as shown on the attached sketch, be closed on Saturday, October 12, 2013 from 8:45 a.m. to 10:45 a.m. to be used as the race course and to permit a safe environment to conduct the race; and,

WHEREAS, these streets will only be closed for the minimum time period necessary for the runners to cover the different sections of the race course; and,

WHEREAS, it appears to the Town Council that this race has been well organized in prior years, will benefit the community; that the request is reasonable and that closing the streets specified above for brief periods during the race will not work an unreasonable hardship on the Town's citizens .

NOW, THEREFORE, be it resolved that on Saturday, October 12, 2013, all or portions of Commerce Street, Main Street, Cedar Street, South Mason Street, Hill Street, South Church Street, Jericho Road, Underwood Lane, Cary Street, Grace Street, James Street, Washington Street, North Mason Street, Thomas Street and Luter Drive, all as shown on the attached sketch, be closed from 8:45 a.m. to 10:45 p.m. to permit a safe environment for conducting a five kilometer road race; and that the closure of these street shall be subject to such rules, guidelines and procedures as may be established by the Town Manager and the Chief of Police.

Adopted this 6th day of August, 2013.

TOWN COUNCIL OF THE
TOWN OF SMITHFIELD

ATTEST:

By _____
T. Carter Williams, Mayor

Clerk

Flow monitors

REW Corporation

3708 Adams Street
Suite E
Portsmouth VA 23703
757-686-0800

License: 2701 033089A

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

Progress Billing

Application: 3 - PO#3109-798

Period: 04/03/2013

Owner: Town of Smithfield
P.O. Box 246
Smithfield VA 23431

Job Location: Flow Monitoring Upgrades/Netwo
P.O. Box 246
Smithfield VA 23431

VENDOR # _____
ACCOUNT # 4.004.42070-2017
DEPT HEAD W.T.Z.
TOWN MANAGER _____

Application For Payment On Contract

Original Contract.....	148,043.00
Net Change by Change Orders.....	0.00
Contract Sum to Date.....	148,043.00
Total Complete to Date.....	148,043.00
Total Retained.....	0.00
Total Earned Less Retained.....	148,043.00
Less Previous Billings.....	118,434.40
Current Payment Due.....	29,608.60
Balance on Contract.....	0.00

Contractor's Certification of Work

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

Contractor: REW Corporation

By: [Signature] Date: 4-3-2013
John Gregory Dickson, Vice President
State of Virginia County of Portsmouth

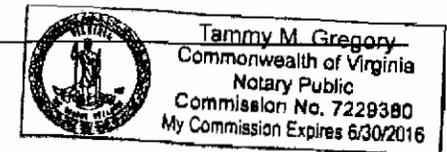
Subscribed and sworn to before me this 3rd day of April 2013

Notary Public: [Signature]
Tammy M. Gregory Registration # 7229380

My Commission expires: June 30, 2016

Terms: Invoices are due and payable 30 days from the date of invoice. All overdue amounts will be charged a service charge of 18% per anum. Please make checks payable to: REW Corporation

Thank you for your prompt payment.



hd

PROGRESS BILLING

Application: 3

Period: 04/03/2013

Schedule of Work Completed

Description of Work	Scheduled	Changes	Contract	Previous	Current Comp.	Stored Mat.	Total Comp.	%	Balance	Retained
Flow Monitoring Upgr	148,043.00		148,043.00	118,434.40	29,608.60		148,043.00	100.00		
Totals:	148,043.00		148,043.00	118,434.40	29,608.60		148,043.00	100.00		

July

SUNGARD PUBLIC SECTOR

1000 Business Center Drive
Lake Mary, FL 32746
800-727-8088
www.sungardps.com

Invoice

Company	Document No	Date	Page
LG	67919	28/Jun/2013	1 of 2

VENDOR # _____

ACCOUNT # 4100-31100-3320

DEPT HEAD [Signature]

TOWN MANAGER _____

RECEIVED
07/02/13

Bill To: SMITHFIELD POLICE DEPARTMENT, VA
310 INSTITUTE STREET
PO BOX 246
SMITHFIELD, VA 23431
United States
Attn: Jimmie Minton

Ship To: SMITHFIELD POLICE DEPARTMENT, VA
310 INSTITUTE STREET
PO BOX 246
SMITHFIELD, VA 23431
United States
Attn: Jimmie Minton

Customer Grp/No.	Customer Name	Customer PO Number	Currency	Terms	Due Date
1 5182LG	SMITHFIELD POLICE DEPARTMENT, V		USD	NET30	28/Jul/2013

No	SKU Code/Description/Comments	Units	Rate	Extended
Contract No. 091540				
10	OSSI MCT Client for Digital Dispatch Maintenance Start: 01/Aug/2013, End: 31/Jul/2014	3.00	162.38	487.14
11	OSSI Mobile Client Maps Maintenance Start: 01/Aug/2013, End: 31/Jul/2014	2.00	32.64	65.28
Contract No. 100104				
12	OSSI State Livescan Interface Maintenance Start: 01/Aug/2013, End: 31/Jul/2014	1.00	1,387.20	1,387.20
Contract No. 101066				
13	OSSI MCT Client for Digital Dispatch Maintenance Start: 01/Aug/2013, End: 31/Jul/2014	14.00	162.38	2,273.32
14	OSSI Mobile Client Maps Maintenance Start: 01/Aug/2013, End: 31/Jul/2014	14.00	32.64	456.96
15	OSSI CAD Resource Monitor Display License with Maps Client Maintenance Start: 01/Aug/2013, End: 31/Jul/2014	3.00	183.60	550.80
16	OSSI Additional RMS Workstation License Maintenance Start: 01/Aug/2013, End: 31/Jul/2014	10.00	244.80	2,448.00
17	OSSI Accident Wizard Workstation License Client Maintenance Start: 01/Aug/2013, End: 31/Jul/2014	7.00	24.48	171.36
Contract No. 5182-Main				
1	OSSI Client Base Records Management System Maintenance Start: 01/Aug/2013, End: 31/Jul/2014	1.00	4,028.92	4,028.92
2	OSSI Property and Evidence Module Maintenance Start: 01/Aug/2013, End: 31/Jul/2014	1.00	930.32	930.32
3	OSSI Parking Ticket Administration Module Maintenance Start: 01/Aug/2013, End: 31/Jul/2014	1.00	1,136.12	1,136.12
4	OSSI Mugshot Capture Station Software Only Maintenance Start: 01/Aug/2013, End: 31/Jul/2014	1.00	1,549.83	1,549.83
Contract No. DW01-232				
9	OSSI RMS Map Display and Pin Mapping License	1.00	37.13	37.13

Page Total 15,522.38

SUNGARD PUBLIC SECTOR

1000 Business Center Drive
 Lake Mary, FL 32746
 800-727-8088
 www.sungardps.com

Invoice

Company	Document No	Date	Page
LG	67919	28/Jun/2013	2 of 2

Bill To: SMITHFIELD POLICE DEPARTMENT, VA
 310 INSTITUTE STREET
 PO BOX 246
 SMITHFIELD, VA 23431
 United States
 Attn: Jimmie Minton

Ship To: SMITHFIELD POLICE DEPARTMENT, VA
 310 INSTITUTE STREET
 PO BOX 246
 SMITHFIELD, VA 23431
 United States
 Attn: Jimmie Minton

Customer Grp/No.	Customer Name	Customer PO Number	Currency	Terms	Due Date
1 5182LG	SMITHFIELD POLICE DEPARTMENT, V		USD	NET30	28/Jul/2013

No	SKU Code/Description/Comments	Units	Rate	Extended
Maintenance Start: 01/Aug/2013, End: 31/Jul/2014				
Contract No. DW01-234				
5	OSSI Client License for Message Switch Maintenance Start: 01/Aug/2013, End: 31/Jul/2014	5.00	62.37	311.85
6	OSSI Base Mobile Server Software Client Maintenance Start: 01/Aug/2013, End: 31/Jul/2014	1.00	2,583.05	2,583.05
7	OSSI Mobile Client Maps Maintenance Start: 01/Aug/2013, End: 31/Jul/2014	5.00	41.37	206.85
8	OSSI - Mobile Client Software Maintenance Start: 01/Aug/2013, End: 31/Jul/2014	5.00	219.59	1,097.95
Page Total				4,199.70

Remit Payment To: SunGard Public Sector Inc.
 Bank of America
 12709 Collection Center Drive
 Chicago, IL 60693

Subtotal	19,722.08
Sales Tax	0.00
Invoice Total	19,722.08
Payment Received	0.00
Balance Due	19,722.08

Invoice 193-002

July 26, 2013

Tracker Software Corporation, Inc.
 PO Box 6502
 Snowmass Village, CO 81615

970 . 923 . 0380
 pete@PubWorks.com

VENDOR # _____
 ACCOUNT # 1/4 Hwy, WTE, SWL, PW
 DEPT HEAD W.S.G. work order system
 TOWN MANAGER _____

Bill To
Ms. Sonia Eubank Town of Smithfield 310 Institute Street Smithfield, VA 23431

Project
PubWorks Asset Management and Job Costing Software

Charge Description	Total
Asset Management / Job Costing Core (SQL)	\$ 6,750
Work Order Module	\$ 1,000
Service Calls Module	\$ 1,000
GIS MapViewer*	\$ 3,000
Less 20% Small Town Discount	(\$ 2,350)
On-site User Training	\$ 1,950
Data Conversion & Set-up	\$ 1,000
Travel Costs	\$ 1,000
Total Program Cost	\$ 13,350

Please make checks payable to Tracker Software Corporation.
 Thank you.

RESOLUTION
TO RENEW CREDIT LINE WITH FARMERS BANK

WHEREAS, the Town Council has previously authorized the opening of a line of credit with Farmers Bank to pay town expenses from time to time as they may accrue: and,

WHEREAS, said credit line is up for renewal; and,

WHEREAS the Town Council and it's finance committee deems it to be in the best interest of the citizens of the Town to reauthorize and renew the credit line with Farmers Bank the amount of \$1,000,000.00.

NOW, THEREFORE, be it resolved by the Town Council that the Town Treasurer, Town Manager and Town Attorney are authorized to renew the current line of credit with Farmers Bank the amount of \$1,000,000 and are hereby authorized to execute any and all documents as may be required to affect said renewal.

Adopted this 6TH day of August, 2013.

TOWN COUNCIL OF THE
TOWN OF SMITHFIELD

By _____
T. Carter Williams, Mayor

ATTEST:

Clerk

TOWN/FarmersBank.BANKING.RESOLUTION

RESOLUTION
TO RENEW CREDIT LINE WITH TOWNEBANK

WHEREAS, the Town Council has previously authorized the opening of a line of credit with TowneBank to further its efforts in the redevelopment of the Pinewood Heights area of the town; and,

WHEREAS, said credit line is up for renewal; and,

WHEREAS the Town Council and it's finance committee deems it to be in the best interest of the citizens of the Town to reauthorize and renew the credit line with TowneBank in the amount of \$500,000.00.

NOW, THEREFORE, be it resolved by the Town Council that the Town Treasurer and Town Manager are authorized to renew the current line of credit with TowneBank in the amount of \$500,000 and are hereby authorized to execute any and all documents as may be required to affect said renewal.

Adopted this 6TH day of August, 2013.

TOWN COUNCIL OF THE
TOWN OF SMITHFIELD

By _____
T. Carter Williams, Mayor

ATTEST:

Clerk

TOWN/TowneBank.BANKING.RESOLUTION

TEMPORARY LICENSE FOR USE OF REAL PROPERTY

THIS LICENSE, made and entered into this ____ day of _____ 2013, by and between the **ISLE OF WIGHT COUNTY BOARD OF SUPERVISORS** whose address is 17090 Monument Circle, Isle of Wight, Virginia 23397 and whose interest in the property hereinafter described is that of fee simple owner, hereinafter called the "LICENSOR", and _____ whose address is _____, hereinafter called the "LICENSEE":

WITNESSETH:

WHEREAS, the LICENSEE has requested the use of LICENSOR property for the purpose of _____ on said property; and

WHEREAS, in the interest of cooperation and the desire to assist the LICENSEE, the LICENSOR grants to the LICENSEE a temporary license to use LICENSOR'S property (as more clearly described herein) under the terms and conditions of this LICENSE.

NOW, THEREFORE, in consideration of the premises and the mutual covenants and conditions herein contained, it is agreed as follows:

- 1) The LICENSOR grants the LICENSEE the unrestricted right to enter upon the land described as follows:

That property commonly referred to as the "_____" consisting of all that certain lot, piece, or parcel of land, with the buildings and improvements thereon and the appurtenances thereunto belonging, consisting of Tax Map Parcel Number(s) _____, situate, lying and being in the _____ Magiserial District of Isle of Wight County, Virginia

(hereinafter referred to as the "Premises") together with necessary ingress and egress over other lands of the LICENSOR during the period beginning on the effective date of this agreement and ending on _____ (a total of ____ days), in order that the LICENSEE and its employees, representatives, agents or subordinates may enter and use said area to conduct whatever actions as necessary in furtherance of the Proposal.

- 2) If any action of the LICENSEE'S employees or agents in the exercise of said business activity results in damage to the real property, the LICENSEE will, in its sole discretion, either repair such damage or make an appropriate settlement with the LICENSOR. In no event shall such repair or settlement exceed the fair market values of the fee title to the real property at the time immediately preceding such damage. The provisions of this clause are without prejudice to any rights the LICENSOR may have to make a claim under applicable laws for any damage other than those provided for herein.
- 3) The LICENSEE agrees to notify the LICENSOR as soon as possible if any damage and/or losses result from any incident of usage by calling (757) 365 – 6204 or write to the County Administrator, Isle of Wight County, 17090 Monument Circle, Suite 138, Isle of Wight, Virginia, 23397, certified, return receipt, with copy to the County Attorney, 17090 Monument Circle, Suite 128, Isle of Wight, Virginia 23397.
- 4) The LICENSEE assumes liability for all claims and/or damages arising out of the acts, omissions, or negligence of the LICENSEE or its employees, representatives, agents or subordinates acting within the scope of their employment (1) resulting from LICENSEE operations on the the Premises or (2) the failure of the LICENSEE or its employees, representatives, agents or subordinates acting in the scope of their employment to observe and abide by any of the terms or conditions of this LICENSE.
- 5) All equipment, supplies, or other property of whatsoever nature placed upon the property by the LICENSEE will be removed by the LICENSEE upon expiration of this LICENSE.

